



Members Present: C. Brown, K. Denzer, N. Donnay, J. Gottschalk, R. Hajlo, D. Keyes, A. Melendres, S. Mueller

Members Absent:

Board Advisors Present: J. Gutierrez, K. Gutierrez, J. Karetov, A. Kleinboehl, W. Renner, P. Rosell, A. Sachariason

Call to Order

S. Mueller called the board meeting to order at 6:03 pm.

Open Forum

There were two requests to speak at the Open Forum: Alison Sachs and Jason Langfield.

Consent Agenda

Board calendar was updated to include the approval of the Annual Report in September, the Charter Assurances with Friends of Education, rescheduling the Board Retreat in October. Consent agenda includes the Board Minutes from September 15, 2020, the Executive Director's Report and MDE's Designation of Identified Official with Authority signed by Jacob Gottschalk. The Executive Director's Report includes total number of current DL students: 253 (LS- 97, MS-88, US-68), fall sports are underway with football and volleyball starting, additional \$7K fee for membership to MSHSL and current staffing needs.

Motion to approve the Consent Agenda: J. Gottschalk

Second: D. Keyes

Approved: All

2019-2020 Annual Report – J. Gutierrez

The following updated information was populated into the Annual Report: we are in the 16th year of operation, Jim Markoe resigned from the board effective October 1, 2020, p. 32 MCA scores - there were no MCA scores from 2020, p. 24 Program Challenges have changed due to the Covid-19 pandemic and so noted, and the St. Croix Prep Foundation is making progress and will hold a board retreat in October.

Motion to approve the 2019-2020 Annual Report: K. Denzer

Second: A. Melendres

Approved: All

Covid-19 Expenses – K. Gutierrez

As of August 20, 2020, the school was approved to spend \$536,552 in Covid-19 related expenses. The school is asking for approval to expend an additional \$130,500 as of October 2, 2020. The \$130,500 breaks down as follows:

- \$74K in LS staffing for a LS teacher and 2 EAs working remote.
- \$25K for sub coverage based on an estimated projection (which is offset by \$12,500 less in additional daily subs).

- \$41K in technology (\$34K upgraded Sonic Wall, \$6K WAP and \$1K misc.).
- \$2K in misc. facility costs for carts, materials, etc.
- \$1K for a security camera in the auxiliary health room.

The school is also proposing a \$170,000 mid-year payroll adjustment to the General Fund comprised of the following:

- Educational Assistant (EA) and Paraprofessional (Para) pay adjustment:
 - \$20,344 to provide \$1.25/hour pay increase for all Educational Assistants.
 - \$39,375 to provide \$1.25/hour pay increase for all SPED Paraprofessionals. 92% of this cost will be offset by an increase to State SPED funding.
 - This pay increase was approved to bring EA/Para compensation closer to market comparisons. Pay increase will be retroactive to 7/1/2020.
- \$26,040 - two additional Lower School EAs.
- \$37,500 - an additional Lower School teacher in the LS.
- \$11,406 - two Covid-19 Coordinators stipends (\$5,703 each).
- \$2,350- Service Club Advisor stipend. This stipend is equivalent to current year NHS and Student Council Advisor stipends.
- \$10,594 - HR Director salary adjustment effective 7/1/2020. Adjustment reflects an FTE adjustment from .9 to 1.0 and salary adjustment corresponding to FY19 title change from manager to director.
- \$22,141- increase to employee benefits, which reflects the cost of approved payroll adjustments.

Net Fund Balance impact:

With the requested Covid-19 related expenses and the mid-year payroll adjustment, the following is the 2020-2021 budget impact:

- Unassigned Fund Balance as of 7/2/2020 \$4MM.
- \$44K already expended/approved for FY21 budget.
- \$347K approved federal and state funding received.
- \$536,552 Covid-19 related costs previously approved in August 2020.
- \$130,500 proposed Covid-19 related costs (for approval October 6, 2020).
- \$14K already expended in FY20.
- \$124,469 proposed Mid-Year Payroll Adjustment (for approval October 6, 2020).
- Re-forecasted FY21 Unassigned General Fund Fund Balance is \$3.7 million or 23% (bond covenants require > 20%).

There was discussion.

Motion to approve the additional Covid-19 related costs and Mid-Year Payroll Adjustment as presented: A. Melendres

Second: C. Brown

Approved: All

Learning Model Discussion, Decision Criteria, Parent/Employee Survey Results and Potential Action

The case rate data started at over 20 before the school year started. With case rates above 20, we are required to keep the strict 6' distancing requirements and occupancy rates in place. When case rates are below 20, MDH asks to maintain the 6' distancing when feasible. When the county case rate dropped to 12, administration had to reset initial expectations that the hybrid learning model would not be in place very long so now

working on making the hybrid learning model better. The Lower School childcare 'zoom room' is in the process of being disbanded and these students will be integrated into the classrooms which has changed classroom teacher assignments for many students.

Concerns raised that changing back and forth into the different learning models is hard on the students, teachers, and families. There was discussion.

Motion to move the Lower School into a 100% in-person learning model by October 19, 2020: K. Denzer
Second: A. Melendres

There was discussion.

Vote - Yes: K. Denzer, A. Melendres
No: C. Brown, N. Donnay, J. Gottschalk, R. Hajlo, D. Keyes, S. Mueller
Motion does not pass.

Motion to give administration authorization to move to a more restrictive learning model until a board meeting can be called to approve a learning model change in cases where the school cannot staff a grade or grades: C. Brown
Second: B. Hajlo
Approved: All

There was discussion about talking to the Lower School teachers/staff about the in-person learning model, laying out steps to plan and what guidelines will be used. Due to the upcoming MEA weekend and the subsequent Election Day, it was proposed to have a working board session on Tuesday, November 10, 2020.

Motion to add a board working session on Tuesday, November 10, 2020: C. Brown
Second: J. Gottschalk
Approved: All

Adjourn Meeting

Motion to adjourn the meeting at 7:30 pm: A. Melendres
Second: K. Denzer
Approved: All

Submitted by S. Peterson, St. Croix Preparatory Academy