

Members Present: K. Denzer, N. Donnay, A. Galati, R. Hajlo, D. Keyes, A. Melendres, S. Mueller, D. Thompson, K. Pleticha

Members Absent:

Board Advisor Present: J. Gutierrez, K. Gutierrez

Guest:

Call to Order

R. Hajlo called the board meeting to order at 6:00 pm.

Open Forum

There were 6 speakers (Mark Bishofsky, Jeff Church, Alyse Moelter, Sarah Fuerstenberg, Heather DeVaughn, Matt Logan) at the Open Forum.

Consent Agenda

The consent agenda includes an updated board calendar, the board minutes from the board meetings on November 16 - December 2 - December 21, and the Executive Director Report. The Executive Director Report highlighted the completion of the lottery for the 2022-2023 school year, this year's stable enrollment and the large application pool for next year.

Motion to approve the Consent Agenda: K. Pleticha

Second: A. Galati

Approved: All

Appoint Deanna Thompson as faculty board member

Deanna has completed the required training necessary for her to be seated as a voting board member.

Motion to seat D. Thompson as voting board member: A. Galati

Second: K. Pleticha

Approved: All

2020-2021 Audit Acceptance – Michelle Hoffman, Clifton Larson Allen (CLA)

Michelle Hoffman, Clifton Larson Allen presented the 2020-2021 audit which consisted for the Executive Audit Summary and the Financial Statements for the year ending June 30, 2021. Highlights presented include:

- “Clean” Audit. The financial statements are fairly stated; and the School was issued what is known as a “clean” or unmodified audit report.

- Yellow Book Report. No compliance issues were noted in the review of laws, regulations, contracts, grant agreements, or other matters that could have significant financial implications to the School.
- Internal Controls Report. No “material weaknesses” in internal control were noted.
- Legal Compliance Report. No compliance findings were reported with respect to Minnesota Statutes related to charter schools and UFARS accounting.
- Enrollment. For fiscal 2020-2021, the School served a net average daily membership of 1,183.02 (or 1,292.58 pupil units). For fiscal 2019-2020, the School served a net average daily membership of 1,190.01 (or 1,301.21 pupil units).
- Fund Balance. Total fund balance of the School’s General Fund increased by \$2,167,563 for fiscal year 2021 and ended at a balance of \$6,384,218 at June 30, 2021. The ending fund balance at June 30, 2021 for the School represents 46.43% of expenditures incurred for the year. The School’s target fund balance is 20% to 25%; this year’s increase is due to the Payroll Protection Program loan that was received.
- Budget to Actual. Total revenues of the General Fund on a net basis were \$521,274 (or 3.8%) higher than the budgeted amount while total expenditures were \$354,137 (or 2.5%) lower than had been budgeted. Including other financing sources, the net result was \$195,683 better than had been reflected in the final board approved budget.
- Food Service Fund. The School’s food service program operated at a deficit of \$22,473 for fiscal year 2021, decreasing ending fund balance to \$74,543 as of June 30, 2021.

Motion to accept the 2020-2021 audit: D. Melendres

Second: K. Denzer

Approved: All

2022 Board Election – N. Donnay

N. Donnay explained the May 2022 board election process, noting dates of announcement, nomination form deadline, vacancies, and election date.

K-12 Mask Mandate – J. Gutierrez

J. Gutierrez summarized Covid Response Team meetings and recommendation. The summary included discussion of current Covid Dashboard which shows the following positive cases:

	Employees	Lower School	Middle School	Upper School
Jan 10 -14	6	18	19	22
Jan 3 – 9	6	8	11	11
Dec 27 – Jan 2	14	11	8	9

Due to the increase in positive cases, it was noted that contact tracing is no longer possible. Continued information was provided on the historical impact of Covid variants

on the board's masking decision established since September, the amount of time it takes to contact trace in the masked and unmasked divisions, and the student/staff absences now caused due to the increased spread of Covid-19. Note: Faculty and student absences are approximately 20% on a daily basis. The Covid Response Team recommendation was for a K-12 mask mandate through March 31 with continual review by the team and the ability to inform the board of a need to recall the mandate based on data and operational impact.

There was discussion.

Motion that effective Wednesday, January 19, the Board is enacting a mask mandate for grades K-12 through March 31 or until a recommendation from the Covid Response Team is received to remove it or extend it. All matters of quarantine, contact tracing, and after school activities is being delegated to the the administrative team: A. Galati
Second: K. Pleticha

There was discussion regarding the date of board review, the Covid Response Team's criteria for mask recommendation, and the timing of board interaction given future board meetings.

Motion for friendly amendment: Change March 31 to February 16: A. Melendres
Second: S. Mueller
In Favor: N. Donnay, R. Hajlo, D. Keyes, A. Melendres, S. Mueller, D. Thompson, A. Galati, K. Pleticha,
Against: K. Denzer
Motion passes.

Adjourn Meeting

Motion to adjourn at 7:44 pm: D. Keyes
Second: A. Melendres
Approved: All

Submitted by J. Gutierrez, St. Croix Preparatory Academy