



St. Croix Preparatory Academy
Board Meeting Agenda
February 15, 2022

1. Call to Order
2. Open Forum
3. Board Calendar 2
4. Consent Agenda (Board Minutes, Executive Director Report)
 - A. Board Minutes 5
 - B. Executive Director Report 8
5. Agenda
 - A. 2022-2023 School Calendar 11
 - B. 2022-2023 Open Enrollment Period -- August 29, 2022 to January 11, 2023
 - C. American Indian Parent Advisory Committee Report 14
 - D. Charting the Course (Spring Gala renamed) Update
 - E. Financial Statement Review 21
 - F. Adjustment to Sub Rates 31
 - G. Mask Mandate Discussion & Potential for Change
6. Adjourn Meeting



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ANNUAL BOARD CALENDAR 2021-2022

July	Responsible	Notes/Status
Public Hearing on Student Fees	Kelly Gutierrez	Completed
Approval of 2021-2022 Student Fees	Kelly Gutierrez	Completed
PPP Loan Status/Update	Kelly Gutierrez	August
Vote on Board Officers – Chair, Vice Chair, Secretary/Board Clerk, Treasurer		Completed

August	Responsible	Notes/Status
PPP Loan Status/Update	Kelly Gutierrez	Completed
Status of School Opening	Jon Gutierrez	Completed
Covid-19 – Masks, Distance Learning, Protocols		Completed
Seat New Board Members		Completed
New Board Members Sign Schedule K, Conflict of Interest Form		Completed
Board Vacancy Process	Nicole Donnay	Completed

September	Responsible	Notes/Status
Annual Report Approval for 2020-2021	J. Gutierrez	October
Review of MCA Test Scores	K. Gutierrez	Completed
Q Comp Site Goals	D. Thompson	Completed
Financial Statement Review – Unaudited	K. Gutierrez	Completed

October	Responsible	Notes/Status
File Charter Assurances with Friends	J. Gutierrez	After Oct Meeting
Board Retreat		TBD
Review Strategic Plan		
Annual Report Approval for 2020-2021	J. Gutierrez	Completed
Board Training	J. Gutierrez	Completed

MDE Assurance of Compliance	J. Gutierrez	Completed
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November	Responsible	Notes/Status
Financial Statement Review		Completed
Audit Acceptance		December
World's Best Workforce Approval		Completed

December	Responsible	Notes/Status
Audit Acceptance		January

January	Responsible	Notes/Status
Board Election Timeframe Discussion		Completed
Audit Acceptance		Completed

February	Responsible	Notes/Status
Financial Statement Review		
Board Election Timeframe Discussion		Completed January
Approve School Calendar		

March	Responsible	Notes/Status
Approve Open Enrollment Period for Next Year		
Approve Board Calendar for Next Year <ul style="list-style-type: none"> Meetings Election Retreat 		

April	Responsible	Notes/Status
Annual Budget Introduction		
Compensation Plan Introduction		
Succession Planning Update		

May	Responsible	Notes/Status
Q Comp Report Presentation/Approval		
Financial Statement Review		
Compensation Plan Approval		
Board Election Update		
Approve Annual Budget		
Approve Employee Handbook		
Introduction of Family Handbook		
Disclosures/Conflict of Interest Signed		

June	Responsible	Notes/Status
Public Hearing on Fees - 2022		
New Board Member Training		
Read Well by Third Grade Approval		
Approval of Family Handbook		
Annual Finance Designations for Next Year <ul style="list-style-type: none"> • Identified Official with Authority • Official Newspaper • Designation of Depository • Account Signatories • Collateralize Funds in Excess of FDIC Insurance • Delegation of Authority to Make Electronic Funds Transfers 		



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 DeV Vaughn, 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 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



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Executive Director's Report to the Board

Date of Report: February 2022

Report Prepared By: Jon Gutierrez

Operational Items:

- Weekly meetings with administrative leadership and individual leadership team members – A. Sachariason, J. Karetov, K. Gutierrez, P. Rosell, B. Blotske, R. Dippel, K. Seim, C. Olson; and weekly administrative leadership meeting.
- AIPAC (American Indian Parent Advisory Council). This committee has been formed, met, voted on resolution of concurrence and will present a report (per state statute) to the board in February.
- Monitoring daily cases and student/staffing absences presented by the Covid-19 pandemic.
- Continued work on items related to expulsion, data practices requests, and Covid matters.
- Hosted five individuals from the Stillwater—Leadership in the Valley school visits. This is the fourth year of this leadership program, where individuals spend one day a month learning about various aspects of the St. Croix Valley. In the past years, we have been involved in panel discussions; this year each school (Stillwater, St. Croix Catholic, New Heights, Chesterton, and St. Croix Prep) hosted visitors who reported back to the Leadership in the Valley participants.

Professional Development: *See Attachment*



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J. Gutierrez
Professional Development Plan
2021-2022

Month	Category	Title	Description/Comments
July 2021	Video – 70 minutes	Glenn Loury – Charles Murray, Facing Reality, Two Truths About Race in America	Discussion of Murray's latest book in light of his previous book, The Bell Curve
	Video – 81 minutes	Glenn Loury – John McWhorter, Rejecting Racial Determinism	Discussion of Charles Murray's book, Facing Reality, Two Truths about Race in America
	Video – 59 minutes	John McWhorter – Leslie Harris, 1619 vs 1776, When was America Founded	Discussion of New York Times (Nikole Hannah-Jones) 1619 Project and impact on historical studies, classroom education
	Podcast – 31 minutes	The Debate Over Critical Race Theory – The Daily	
	Video -- 54 minutes	Thomas Sowell, The Myths of Economic Equality	A summary of Thomas Sowell's book, The Conflict of Visions, with an introduction to his new book, Discrimination and Disparities
	Video – 16 minutes	Critical Race Theory, Everything is Racist, Voddie Baucham	9
	Video – 21 minutes	A Guide to Critical Race Theory, Ryan Chapman	
	Video – 21 minutes	What Exactly is Postmodernism, Ryan Chapman	
	Video – 25 minutes	The Evolution of American Liberalism, Ryan Chapman	
	Video – 25 minutes	The Marxism Behind Leftist Identity Politics, Ryan Chapman	
	Book	Critical Race Theory: An Introduction, by Richard Delgado and Jean Stefancic	A book by two of the original legal scholars who started critical race theory
	Video – 50 minutes	Race, Gender, Inequality, and Intersectionality, Kimberle Crenshaw	Lecture from one of the founders of critical race theory
	Videos/Lectures – 120 minutes	Various lectures on intersectionality, Marxism, the Communist Manifesto and critical theory, the precursor to Critical Race Theory	
	Videos/Lectures – 180 minutes	Various lectures on key court cases related to race discussions in the United States – Dred Scott v Sandford, Plessy v Ferguson, Brown v Board of Education	
	Video – 80 minutes	Nativism in American History and its Resurgence Today, David Bennet, Professor of History Emeritus Syracuse University	
	Book	The Souls of Black Folk, by W. E. B. DuBois	
	Video -- 55 minutes	Glenn Loury -- John McWhorter, CRT in the Schools	
	Movie	What Killed Michael Brown, by Shelby & Eli Steele	
	Book, Videos	Euthyphro, by Plato; Lectures from Greg Sadler, President of ReasonIO; Jeffrey Kaplan – Explanation of the of the Central Argument in Plato's Euthyphro	
	Book, Videos	Apology, by Plato; Yale Courses, Socratic Citizenship, Lectures from Greg Sadler, President of ReasonIO	
	Video Lecture – 60 minutes	Aristophanes' Critique of the Gods, by Wayne Ambler, University of Dallas	

August 2021	Video 65 minutes	Glenn Loury – John McWhorter, The Life and Work of Thomas Sowell	
	Play – Comedy	The Clouds, by Aristophanes	A comedy/satire on Socrates; Aristophanes referenced throughout The Apology, by Plato.
	Book	Phaedo, by Plato	Dialogue of Socrates prior to his death where he discusses immortality of the soul
	Play, Videos, Podcasts – 6 hours	Hamlet, a variety of lectures, videos, podcasts on Hamlet, by Shakespeare	
	Videos, Podcasts – 3 hours	A variety of videos, podcasts on Thomas Hobbes, John Locke, and Jean-Jacques Rousseau and the social contract, state of nature, life, liberty, property rights, etc.	
September	Video – 66 minutes	Reckoning with Relics of Racism, Glenn Loury and John McWhorter	
	School Law Conference	Rupp, Anderson, Squires and Waldspurger – Freedom of Speech and Student Protests, Disciplining Students with IEP and 504 Plans, Title IX Update, Lingering Legal Issues from the Pandemic, Legal Considerations from the DEI Efforts/Programming, Managing Board Meetings in Polarized Times, LGBTQ+ Update	
October	Book	1984, by George Orwell	
	Book – Essay	The Lost Tools of Learning, by Dorothy Sayers	
	Presentation Classical Conference	Presented at the MN Classical Conference – Civil Discourse with Classical Texts	
December	Video – 59 minutes	Beyond the Bias Narrative, Glenn Loury and John McWhorter	
	Video – 57 minutes	Love and Friendship in Hamlet: David Bevington Harper Lecture	
	Book, Videos, Movie	The Merchant of Venice, Shakespeare – the play, videos and movies	
January			10
	Video – 38 minutes	Thomas Sowell, Conflict of Visions Summary	
February	Videos – 5 hours	Trans 101 – Youtube influencer Chase Ross on introduction to transgender definitions, issues, etc.	
	Book	Irreversible Damage: The Transgender Craze Seducing our Daughters, by Abigail Shrier	
	Podcast – 3 hours	Parkland, One Year Later, CBS	
	Video – 58 minutes	Science, the Transgender Phenomenon, and the Young, by Abigail Shrier	

2022-2023 School Calendar

MN Statute

120A.41 LENGTH OF SCHOOL YEAR; HOURS OF INSTRUCTION.

A school board's annual school calendar must include at least 425 hours of instruction for a kindergarten student without a disability, 935 hours of instruction for a student in grades 1 through 6, and 1,020 hours of instruction for a student in grades 7 through 12, not including summer school. The school calendar for all-day kindergarten must include at least 850 hours of instruction for the school year. The school calendar for a prekindergarten student under section [124D.151](#), if offered by the district, must include at least 350 hours of instruction for the school year. A school board's annual calendar must include at least 165 days of instruction for a student in grades 1 through 11 unless a four-day week schedule has been approved by the commissioner under section [124D.126](#).

Overview of St. Croix Prep Schedule and Minutes Requirements of MN Statute 120A.41

	Minutes/Day	# of days	Hours/Year	MN Statute	Hour Difference	Day Difference
Upper School (9-12)	360	172	1032.0	1020	12.0	2.00
Middle School (7-8)	360	172	1032.0	1020	12.0	2.00
Middle School (5-6)	360	172	1032.0	935	97.0	16.17
Lower School (1-4)	360	170	1020.0	935	85.0	14.17
Lower School (K)	360	170	1020.0	850	170.0	28.33

Days Comparison with 2021-22 and 2022-23 School Year Calendars

	2021-22	2022-23
Lower School Student Days (Yellow - Orange)	170	170
Middle & Upper School Student Days (Yellow)	172	172
Returning Staff Days (Purple + Yellow)	186	186
New Staff Days (Pink + Purple + Yellow)	191	191
No School Offices Closed (Red)	19	20
No School (Blue)	9	9
No School (Purple)	14	14
New Teacher Workshop (Pink)	5	5

2022-2023 School Calendar

DRAFT

Board Approved: TBD

191 New Staff Days

186 Returning Staff Days

172 MS/US Student Days

170 LS Student Days

JULY 2022				
M	T	W	TH	F
				1
4 No School Offices Closed	5 No School Offices Closed	6 No School Offices Closed	7 No School Offices Closed	8 No School Offices Closed
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

AUGUST 2022 (T8/S3)				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15 New Teacher Workshop	16 New Teacher Workshop	17 New Teacher Workshop	18 New Teacher Workshop	19 New Teacher Workshop
22 All Teacher Workshop	23 All Teacher Workshop	24 All Teacher Workshop	25 All Teacher Workshop	26 All Teacher Workshop
29 First Day of School	30	31		

SEPTEMBER 2022 (T20/S20)				
M	T	W	TH	F
			1	2 No School
5 No School Offices Closed	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

OCTOBER 2022 (T20/S19)				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20 PD day	21 No School
24	25	26	27	28
31				

NOVEMBER 2022 (T19/S17)				
M	T	W	TH	F
	1	2	3	4 *End of Quarter
7 Grading Day	8 PD Day	9	10	11
14	15	16	17 LS, MS, US RM Conf	18 No School LS Only LS Conf
21	22	23 No School Offices Closed	24 No School Offices Closed	25 No School Offices Closed
28	29	30		

DECEMBER 2022 (T15/S15)				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22 No School Offices Closed	23 No School Offices Closed
26 No School Offices Closed	27 No School Offices Closed	28 No School Offices Closed	29 No School Offices Closed	30 No School Offices Closed

JANUARY 2023 (T19/S17)				
M	T	W	TH	F
2 No School Offices Closed	3 No School Offices Closed	4 No School Offices Closed	5	6
9	10	11	12	13
16 PD Day	17	18	19	20
23	24	25	26	27 *End of Quarter
30 Grading Day	31			

FEBRUARY 2023 (T19/S18)				
M	T	W	TH	F
		1	2	3
6	7	8	9	10 No School LS Only LS Conf
13	14	15	16	17 PD Day
20 No School	21	22	23	24
27	28			

MARCH 2023 (T18/S18)				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20 No School	21 No School	22 No School	23 No School	24 No School
27	28	29	30	31

APRIL 2023 (T19/S18)				
M	T	W	TH	F
3	4	5	6 *End of Quarter	7 Grading Day
10 No School	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MAY 2023 (T22/S22)				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29 No School Offices Closed	30	31		

JUNE 2023 (T7/S5)				
M	T	W	TH	F
			1	2
5	6	7 *Last Day of School	8 Grading Day	9 PD Day
12	13	14	15	16
19	20	21	22	23
24	25	26	27	28

*End of 3rd Quarter (41 Days)

*End of 4th Qtr (41 days)

01/25/2022

School Day
No School Day
No School Day for LS Only
No School Day/Students
No School Day and Offices Closed



JULY 2022				
M	T	W	TH	F
				1
4 No School Offices Closed	5 No School Offices Closed	6 No School Offices Closed	7 No School Offices Closed	8 No School Offices Closed
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

AUGUST 2022				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29 First Day of School	30	31		

SEPTEMBER 2022				
M	T	W	TH	F
			1	2 No School
5 No School Offices Closed	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

OCTOBER 2022				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20 No School	21 No School
24	25	26	27	28
31				

NOVEMBER 2022				
M	T	W	TH	F
	1	2	3	4 *End of Quarter
7 No School	8 No School	9	10	11
14	15	16	17 LS, MS, US PM Conf	18 No School LS Only LS Conf
21	22	23 No School Offices Closed	24 No School Offices Closed	25 No School Offices Closed
28	29	30		

DECEMBER 2022				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22 No School Offices Closed	23 No School Offices Closed
26 No School Offices Closed	27 No School Offices Closed	28 No School Offices Closed	29 No School Offices Closed	30 No School Offices Closed

JANUARY 2023				
M	T	W	TH	F
2 No School Offices Closed	3 No School Offices Closed	4 No School Offices Closed	5	6
9	10	11	12	13
16 No School	17	18	19	20
23	24	25	26	27 *End of Quarter
30 No School	31			

FEBRUARY 2023				
M	T	W	TH	F
		1	2	3
6	7	8	9	10 No School LS Only LS Conf
13	14	15	16	17 No School
20 No School	21	22	23	24
27	28			

MARCH 2023				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20 No School	21 No School	22 No School	23 No School	24 No School
27	28	29	30	31

APRIL 2023				
M	T	W	TH	F
3	4	5	6 *End of Quarter	7 No School
10 No School	11	12	13	14
17	18	19	20	21
24	25	26	27	28

MAY 2023				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29 No School Offices Closed	30	31		

JUNE 2023				
M	T	W	TH	F
			1	2
5	6	7 *Last Day of School	8	9
12	13	14	15	16
19	20	21	22	23
24	25	26	27	28

*End of 3rd Quarter (41 Days)

School Day
No School Day
No School Day for LS Only

*End of 4th Qtr (41 days)

01/25/2022

No School Day and Offices Closed



st. croix preparatory academy

American Indian Parent Advisory Committee

2021-2022

Introduction

The purpose of this report is to summarize the work of the American Indian Parent Advisory Committee (AIPAC) of St. Croix Preparatory Academy for the 2021-2022 school year.

Determining the Need for an AIPAC

Minnesota Statutes, section 124D.78, subdivision 1, states that a school district in which there are 10 or more American Indian students enrolled, the school must establish an American Indian education parent advisory committee. Commonly referred to as American Indian Parent Advisory Committees (AIPACs), these committees serve in an advisory role and help ensure that American Indian students are receiving culturally relevant and equitable educational opportunities.

Each fall, districts submit racial and demographic student data to the Minnesota Department of Education (MDE) via their student information system. The Office of American Indian Education (OAIE) uses that reported data to identify which districts have 10 or more American Indian students. Due to the reporting deadlines, the OAIE uses the previous year's student counts for determining eligibility for the subsequent year. For example, October 1, 2020 American Indian student counts determined which districts need an AIPAC for the 2021-2022 school year.

St. Croix Prep Data. The relevant St. Croix Prep enrollment data is noted as follows:

- American Indian students enrolled on October 1, 2020 – 11
- American Indian students enrolled on November 15, 2020 – 8
- American Indian students enrolled November 8, 2020 (8) represent 6 families.

Note: Three students transferred prior to the middle of November 2020

AIPAC Membership

AIPACs must be comprised primarily of parents of American Indian students within the district. American Indian secondary students and American Indian district staff are also eligible to serve on the committee. While non-Native district staff may participate in AIPAC meetings, they are not permitted to be committee members, and should not be included in the AIPAC roster. District staff should not outnumber committee members at meetings.

St. Croix Prep Data. The relevant St. Croix Prep data is noted as follows:

- Individualized membership invitations were sent to parents of the American Indian students.
- Membership invitations were announced in the Parent Update.
- One parent responded that they did not consider their child to be American Indian, but Mayan; therefore they declined the invitation to be a member of the committee. Note: This response is common with families whose children identify with Mexican, Latin American, and/or South American native groups.
- Only one parent responded to the invitation to be a member of the AIPAC.
- AIPAC Roster. Lonette Campbell is the sole member of the AIPAC.

AIPAC and District Partnership

AIPACs drive the cultural and educational offerings for American Indian students within their district. To enhance the district and AIPAC partnership, the OAIE has provided a self-assessment rubric that can be used to evaluate current services to American Indian students and their families.

Additionally, in order for the AIPAC to make informed decisions, the district must afford the committee the information and data needed to make sound recommendations. This information includes, but is not limited to testing data, attendance data, graduation rates, and student count information.

St. Croix Prep Data. The relevant St. Croix Prep data is noted below:

- Attendance Data. The American Indian students reflect the average attendance data of the student population at St. Croix Prep. This is 99% attendance, per the Minnesota Report Card. Because of a smaller population (under 10 students) and the Covid-19 situation (e.g. testing positive, close contact quarantine, etc.), we see individual circumstances which may vary from this very high attendance percentage.
- Graduation Rates. None of the students who identified as American Indian were in the previous graduating classes. Current students (8) representing the American Indian population at St. Croix Prep are in the following divisions:
 - Lower School – 5 students
 - Middle School – 2 students
 - Upper School – 1 student

- Test Data, MCA specifically. Of those taking or eligible to take the Minnesota Comprehensive Assessments (MCA), 100% were proficient in the Reading, Math, and Science tests. Note: Three of the Lower School students were in grades that did not administer the MCA tests.
- Self-Assessment Rubric. St. Croix Prep did not utilize the self-assessment rubric as this rubric includes criteria which reflect a much larger and long standing American Indian population (e.g. multi-year services to American Indian students, Title VI funding for which the School does not qualify, JOM – Johnson-O'Malley programming, Federal Impact Aid, American Indian teacher recruitment – which is addressed in the annual completion of the World's Best Workforce Report, etc.).
- Curriculum Observation. The American Indian experience is covered in St. Croix Prep's curriculum (Lower School – Core Knowledge; Middle School – 6th Grade Minnesota History; Upper School – Native American Literature Elective).

Annual Compliance, Vote of Concurrence or Nonconcurrence.

Given the above, the AIPAC issued a vote of concurrence on February 3, 2022.

Ameritcan Indian Parent Advisory Committee Member Roster

Committee Member Name, Email, and Phone	Ameritcan Indian	Committee Member Role	Primary Area of Representation
Lonette Campbell	Yes	Chair/Co-chair	Parent/Guardian of an Ameritcan Indian Student
	Select one...	Select one...	Select one...
	Select one...	Select one...	Select one...
	Select one...	Select one...	Select one...
	Select one...	Select one...	Select one...
	Select one...	Select one...	Select one...
	Select one...	Select one...	Select one...
	Select one...	Select one...	Select one...
	Select one...	Select one...	Select one...
	Select one...	Select one...	Select one...

District Employee Sign-in Sheet

Employee Name, Email, and Phone		Employee Title
Jon Gutierrez jgutierrez@stcroixprep.org 651-395-5905		Executive Director

Annual Compliance/Vote of Concurrence or Nonconcurrence

District, Charter, or Tribal School Name: St. Croix Preparatory Academy

The American Indian Parent Advisory Committee Vote

☒ **The AIPAC Issued a Vote of Concurrence**

Date of Concurrent Vote: February 3, 2022

Date the AIPAC presented to the school board: February 15, 2022

☐ **The AIPAC Issued a Vote of Nonconcurrence**

A vote of nonconcurrence requires the AIPAC to provide specific written recommendations for improvement to the school board. The school board is required to respond in writing to each recommendation within 60 days of the recommendations being put forth. The school board must provide this written response to both the AIPAC and to the Office of Indian Education.

Date of Nonconcurrent vote: _____

Date the AIPAC presented to the school board: _____

Date the written response from the school board is due: _____

☐ **The District/School Does Not Have an AIPAC**

The district has not yet formed an AIPAC, but recognizes the need to do so in order to remain compliant with Minnesota Statutes, section 124D.78. By signing below, the district/school leadership commits to working with the Office of American Indian Education on committee formation.

Required signatures

**Digital signatures are accepted*

School Board Chairperson

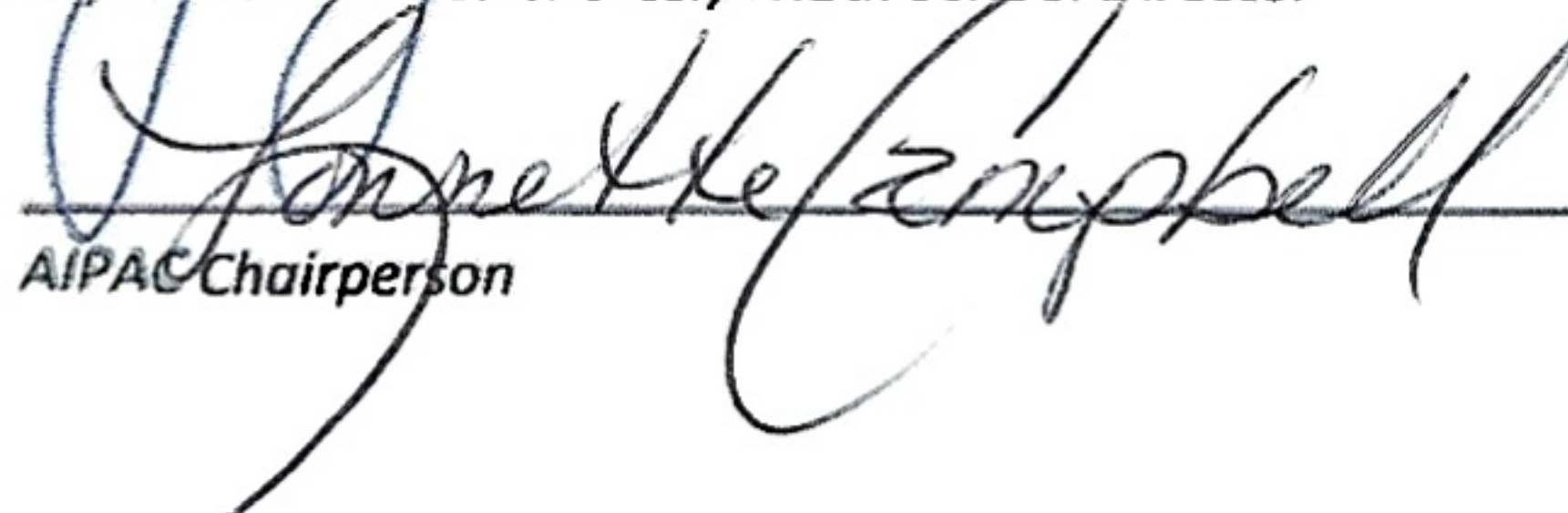
Date



February 3, 2020

Superintendent or Charter/Tribal School Director

Date



02.03.22

AIPAC Chairperson

Date

The American Indian Parent Advisory Committee Resolution

WHEREAS, the school board or district has an AIPAC composed of parents/guardians of American Indian children who are eligible for Indian education programs, American Indian language and culture teachers and paraprofessionals, American Indian teachers, American Indian counselors, American Indian adults enrolled in educational programming, and American Indian representatives from community;

WHEREAS, the school board or district affords the AIPAC the necessary information and the opportunity to effectively express their views concerning all aspects of American Indian education and the educational needs of the American Indian children enrolled in the school(s) and program(s); and,

WHEREAS, the AIPAC is directly involved with and advises the school board and district staff on Indian Education program planning; and,

WHEREAS, the AIPAC develops and submits recommendations to the school board and district staff pertaining to the needs of American Indian students.

THEREFORE BE IT RESOLVED, that the AIPAC concurs that the school board and district are compliant with Minnesota Statutes, section 124D.78, and that the school board and district are meeting the needs of American Indian students.

☒ **We, the American Indian Parent Advisory Committee, issue a Vote of Concurrence.** We attest that the school board and/or district are compliant with Minnesota Statutes and that the school board and/or district are meeting the needs of American Indian students; or,

☐ **We, the American Indian Parent Advisory Committee, issue a Vote of Nonconcurrence.** We attest that the school board and/or district are not compliant with Minnesota Statutes and that the school board and/or district are not meeting the needs of American Indian students. We have provided written recommendations for improvements to the school board, and we acknowledge that the school board has 60 days from the receipt of these recommendations in which to respond, in writing, to each recommendation.


AIPAC Chairperson Printed Name and Signature

February 3, 2022

Date



st. croix preparatory academy

Stillwater, MN
District 4120

December 2021
Financial Statements

bergankdv | DO MORE.

Prepared by:

Kelly Gutierrez, Chief Operations Officer
Travis Berends, Outsourced Controller

St. Croix Preparatory Academy
Stillwater, Minnesota

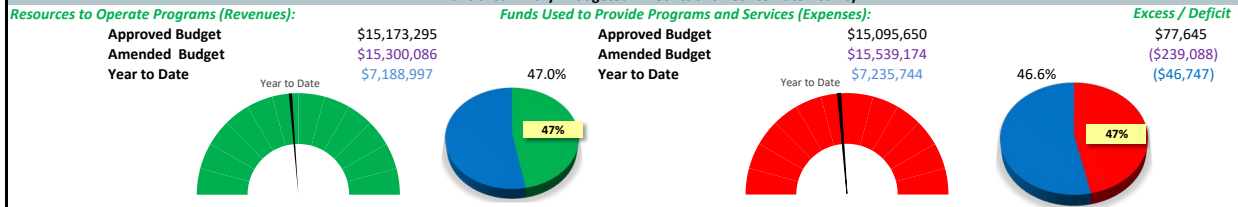
December 2021
Financial Statements

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Dashboard	Page 1
Balance Sheet	Page 3
Statement of Revenues and Expenditures	Page 4

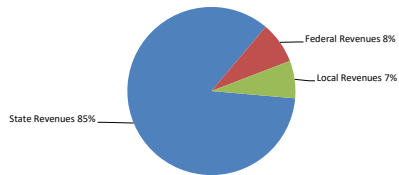
**St. Croix Preparatory Academy
Stillwater, MN
Financial Statements Dashboard
As of December 31, 2021**

Financial Summary - Budgeted Amounts and Year to Date Activity

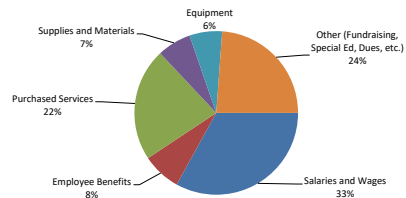


Budgets for the Year

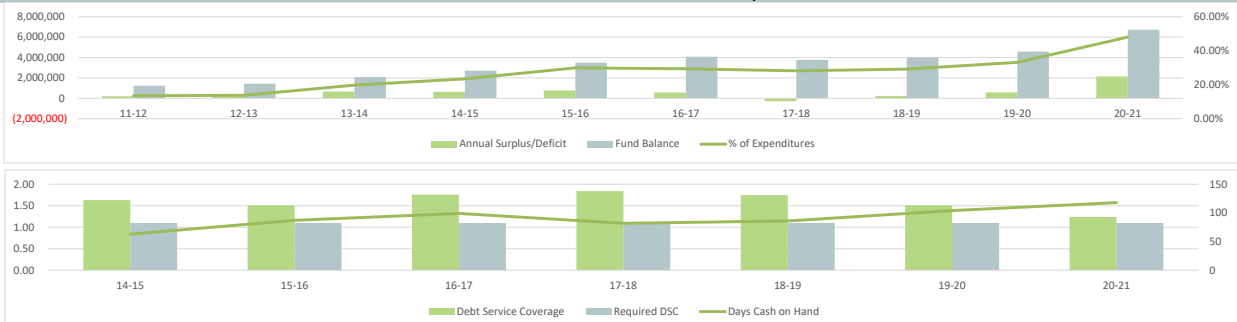
Where funds will come from to operate the school:



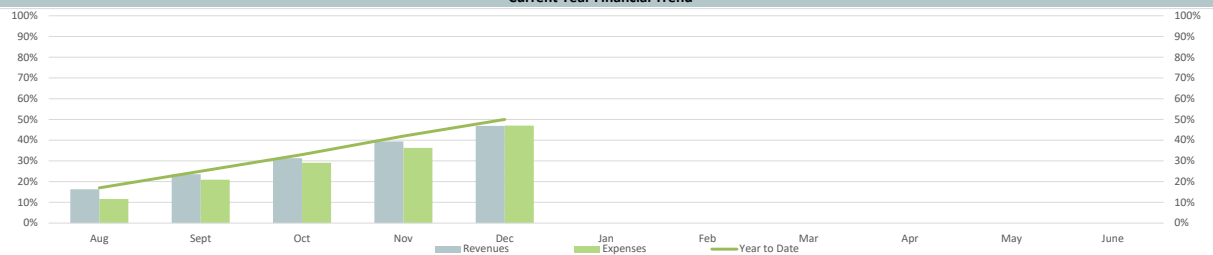
How the money is budgeted to be spent:



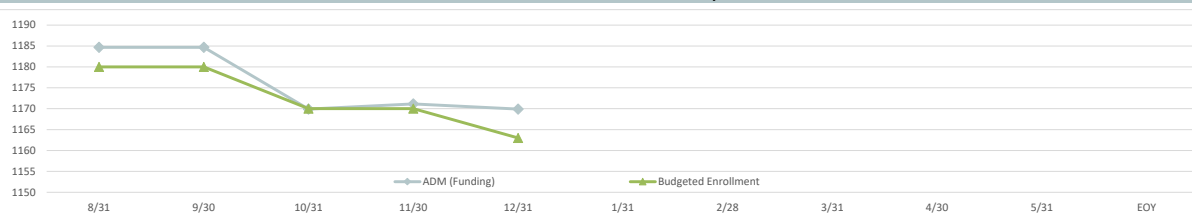
Fund Balance and Bond Covenant History



Current Year Financial Trend

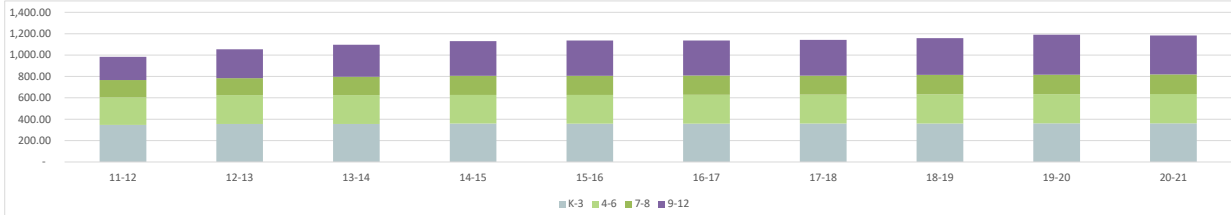


Current Year Student Enrollment Summary

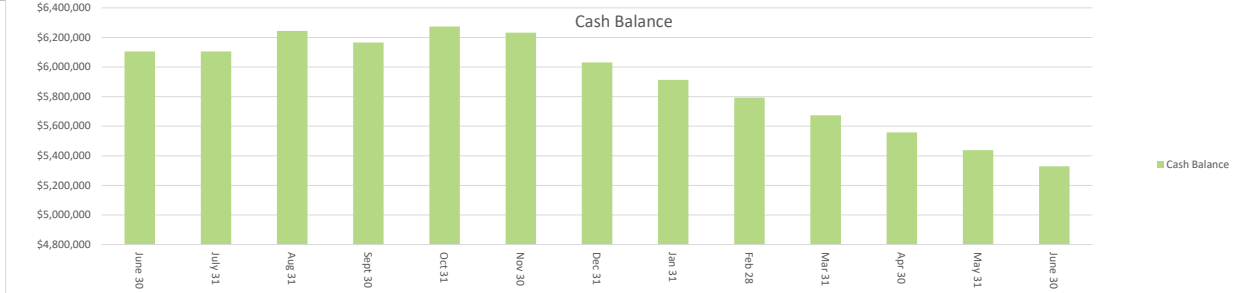


St. Croix Preparatory Academy
Stillwater, MN
Financial Statements Dashboard
As of December 31, 2021

Enrollment History



Cash Balance Projection



St. Croix Preparatory Academy
Stillwater, Minnesota

Balance Sheet
as of December 31, 2021

	Audited Balance June 30, 2021	YTD
<u>Assets</u>		
Current Assets		
Cash and Investments	6,104,876	6,030,389
Accounts Receivable	8,629	3,317
Due from Other Funds	18,290	18,290
PY State Aids Receivable	1,249,083	76,965
CY State Aids Receivable	0	675,471
Federal Aids Receivable	94,035	102,374
Due from Other Governments	48,182	0
Prepaid Items and Deposits	47,003	0
Total Current Assets	7,570,098	6,906,805
Total All Assets	7,570,098	6,906,805
<u>Liabilities and Fund Balance</u>		
Current Liabilities		
Salaries and Wages Payable	389,285	176,950
Accounts Payable	276,762	14,728
Payroll Deductions and Contributions	96,263	35,339
Deferred Revenue	81,253	0
Total Current Liabilities	843,563	227,017
Fund Balance		
Unassigned Fund Balance	6,203,387	6,203,387
Food Service Restricted Fund Balance	288,495	288,495
Community Service Restricted Fund Balance	72,921	72,921
Assigned Fund Balance	161,731	161,731
Change in Fund Balance		(46,747)
Total Fund Balance	6,726,535	6,679,788
Total Liabilities and Fund Balance	7,570,098	6,906,805

Management has elected to omit substantially all disclosures, government-wide financial statements, and required supplementary information. No CPA provides any assurance on these financial statements.

St. Croix Preparatory Academy
Stillwater, Minnesota
Statement of Revenues and Expenditures
as of December 31, 2021

	=6/12				50.0%	
	Year to Date Activity - 1170 ADM	Amended Budget 1,163 ADM's 02.11.22	Original Budget 1,180 ADM 05.18.21	Variance in Reforecasted to Adopted Budget	Percent of Amended Budget	Audited June 30, 2021
General Fund - 01						
Revenues						
State Revenues						
211 General Education Aid	4,497,116	8,748,531	8,780,986	(32,455)	51.4%	8,740,058
F335 Quality Compensation	91,622	305,406	304,400	1,006	30.0%	309,560
F348 Charter School Lease Aid	599,516	1,695,323	1,733,166	(37,843)	35.4%	1,716,294
317 Long Term Facilities Maintenance	28,697	167,534	170,280	(2,746)	17.1%	170,621
201 Endowment Aid	24,780	49,560	48,754	806	50.0%	50,161
212 Literacy Aid	0	81,477	81,477	0	0.0%	81,477
360 Special Education Aid	562,785	1,912,142	2,111,208	(199,066)	29.4%	2,042,906
370 Other Miscellaneous State Aids/Adjustments	0	0	0	0	0.0%	650
PY Over/Under	0	0	0	0	0.0%	199,196
CY State Aids Receivable/(Deferred Revenue)	675,471	0	0	0	0.0%	0
Total State Revenues	6,479,987	12,959,973	13,230,271	(270,298)	50.0%	13,310,922
Federal Revenues						
401/414/433 Title Programs	0	37,641	10,811	26,830	0.0%	8,356
151-154/174 CARES/CRF/WC	3,758	526,485	0	526,485	0.0%	428,745
419/420/425 Federal Special Education Aid	89,198	180,865	193,578	(12,713)	49.3%	190,331
PPP Loan Proceeds	0	0	0	0	0.0%	1,413,080
Total Federal Revenues	92,956	744,991	204,389	540,602	12.5%	2,040,511
Local Revenues						
040 Out of State Tuition	0	0	0	0	0.0%	4,750
Var. Fees from Patrons (5)	69,980	102,000	93,000	9,000	68.6%	65,989
Var. Extracurricular Fees (6)	152,308	256,000	266,000	(10,000)	59.5%	173,770
Var. Field Trips (12)	1,209	5,000	30,000	(25,000)	24.2%	723
Var. Fundraising - Development (1)	13,827	355,000	580,000	(225,000)	3.9%	36,640
Var. Fundraising - Parent Group (2)	47,232	95,000	95,000	0	49.7%	63,369
Var. Fundraising - Booster Club (3)	2,496	13,000	31,100	(18,100)	19.2%	1,841
Var. Fundraising - Other (4)	100	1,500	7,500	(6,000)	0.0%	1,229
071 Third Party Billing	985	2,000	2,000	0	49.2%	6,825
092 Interest Earnings	8,872	25,000	12,000	13,000	35.5%	16,978
096 Other Donations and Gifts	16,490	0	0	0	0.0%	15,100
099 Miscellaneous Revenues (14)	4,952	9,000	1,000	8,000	55.0%	67,580
622/624 Resale of Goods/Equipment	2,113	2,000	0	2,000	0.0%	1,327
Total Local Revenues	320,564	865,500	1,117,600	(252,100)	37.0%	456,121
Total Revenues	6,893,506	14,570,464	14,552,260	18,204	47.3%	15,807,554
Expenditures						
100's Salaries and Wages	2,477,244	4,804,223	4,943,486	(139,263)	51.6%	4,854,478
Salaries and Benefits, Estimated YTD Accrual	220,706	0	0	0	0.0%	0
200's Employee Benefits	532,971	1,184,971	1,232,116	(47,145)	45.0%	1,130,141
305/315 Contracted Services	299,574	610,000	610,000	0	49.1%	466,905
320 Communications Services	14,225	38,000	38,000	0	37.4%	34,972
329 Postage	2,542	2,000	2,000	0	127.1%	1,733
330 Utilities	104,060	239,080	176,000	63,080	43.5%	196,573
340 Property and Liability Insurance	39,666	39,666	35,000	4,666	100.0%	33,445
350 Repairs and Maintenance	242,570	488,000	488,000	0	49.7%	401,701
360 Contracted Transportation for Field Trips	594	3,000	18,000	(15,000)	0.0%	0
366 Travel, Conferences, and Staff Training	8,020	20,000	30,000	(10,000)	40.1%	3,918
369/394 Field Trips / Registration Fees	330	2,000	12,000	(10,000)	16.5%	1,467
348-570 Building Lease	962,870	1,925,740	1,925,740	0	50.0%	1,929,828
370/380 Other Rentals and Operating Leases	33,688	74,000	74,000	0	45.5%	75,600
401/455/465 General Supplies	34,735	65,000	70,000	(5,000)	53.4%	52,115

St. Croix Preparatory Academy
Stillwater, Minnesota
Statement of Revenues and Expenditures
as of December 31, 2021

	=6/12				50.0%	
	Year to Date Activity - 1170 ADM	Amended Budget 1,163 ADM's 02.11.22	Original Budget 1,180 ADM 05.18.21	Variance in Reforecasted to Adopted Budget	Percent of Amended Budget	Audited June 30, 2021
P 810 Maintenance Supplies	58,293	90,000	90,000	0	64.8%	41,902
405/406 Software & Licensing	107,081	104,000	104,000	0	103.0%	92,095
430/456/466 Instructional Supplies	26,195	60,000	60,000	0	43.7%	34,632
460 Textbooks and Workbooks	58,502	46,000	46,000	0	127.2%	40,400
461 Standardized Tests	0	32,000	32,000	0	0.0%	41,112
490 Food Purchased	3,721	8,200	8,200	0	45.4%	7,324
520 Building Improvement	19,737	770,000	134,000	636,000	2.6%	154,574
530/535/589 Other Equipment (Furniture)	20,753	45,000	40,000	5,000	46.1%	136,886
555/556 Technology Equipment	97,709	113,000	130,000	(17,000)	86.5%	18,093
580/581 Capital Equipment Lease	72,454	59,000	59,000	0	122.8%	82,923
820 Dues and Memberships	31,920	40,000	38,000	2,000	79.8%	34,268
898 Scholarships	0	1,200	1,200	0	0.0%	400
899 Miscellaneous	665	1,000	0	1,000	0.0%	3,189
C 217 Graduation	2,026	33,000	33,000	0	6.1%	18,128
C 399 COVID-19 Related Expenditures	5,888	58,500	0	58,500	0.0%	170,093
Var. Extracurricular Activities (6)	179,965	353,000	341,000	12,000	51.0%	267,998
Var. Fundraising - Development (1)	25,042	125,000	635,000	(510,000)	20.0%	51,263
Var. Fundraising - Parent Group (2)	24,543	95,000	95,000	0	25.8%	54,045
Var. Fundraising - Booster Club (3)	237	13,000	31,100	(18,100)	1.8%	1,159
Var. Fundraising - Other (4)	250	7,500	7,500	0	0.0%	4,799
335 Q Comp Expenditures (Excludes Sped Q Comp)	93,434	305,406	304,400	1,006	30.6%	289,196
372 Third Party Billing PRG 400	461	2,000	2,000	0	23.1%	7,035
P422 ADSIS	115,537	298,587	298,587	0	38.7%	257,714
740 State Special Ed Expenditures / ESY (Includes Q Comp)	950,796	1,924,347	2,141,667	(217,320)	49.4%	2,019,333
401/414/433 Title Programs	0	37,641	10,811	26,830	0.0%	8,356
151-154/174 CARES/CRF/WC	3,758	526,485	0	526,485	0.7%	429,870
419/420/425 Federal Special Education Program	89,198	180,865	193,577	(12,712)	49.3%	190,331
Subtotal Expenditures	6,961,958	14,825,411	14,490,384	335,027	47.0%	13,639,992
Transfers to Other Funds	0	0	0			0
Total Expenditures	6,961,958	14,825,411	14,490,384	335,027	47.0%	13,639,992
General Fund Change in Fund Balance	(68,452)	(254,947)	61,876	(316,823)		2,167,562
Beginning General Fund Balance, July 1	6,384,218	6,384,218	6,384,218			4,216,656
Projected General Fund Balance, June 30	6,315,766	6,129,271	6,446,094			6,384,218

St. Croix Preparatory Academy
Stillwater, Minnesota
Statement of Revenues and Expenditures
as of December 31, 2021

=6/12

50.0%

Year to Date Activity - 1170 ADM	Amended Budget 1,163 ADM's 02.11.22	Original Budget 1,180 ADM 05.18.21	Variance in Reforecasted to Adopted Budget	Percent of Amended Budget	Audited June 30, 2021
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Food Service Fund - 02

Revenues

State Revenues	117	11,758	18,433	(6,675)	1.0%	79
Federal Revenues	111,952	479,489	95,107	384,382	23.3%	288,639
Sale of Lunches and Other Local Revenues	95,892	113,500	388,600	(275,100)	84.5%	26,929
Sale of Equipment	0	0	0	0	0.0%	0
Total Revenues	207,961	604,747	502,140	102,607	34.4%	315,647

Expenditures

Summer Food Service Program	204,300	554,577	497,791	554,577	36.8%	338,120
Team Meals		12,500		0	0.0%	0
Supplies and Materials (Inc. Food and Milk)		33,330		(196,942)	0.0%	0
Total Expenditures	204,300	600,407	497,791	102,616	34.0%	338,120

Food Service Fund Change in Fund Balance

3,661	4,340	4,349	(9)		(22,474)
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Beginning Food Service Fund Balance, July 1	267,774	267,774	267,774		290,248
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Projected Food Service Fund Balance, June 30	271,435	272,114	272,123		267,774
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St. Croix Preparatory Academy
Stillwater, Minnesota
Statement of Revenues and Expenditures
as of December 31, 2021

=6/12

50.0%

Year to Date Activity - 1170 ADM	Amended Budget 1,163 ADM's 02.11.22	Original Budget 1,180 ADM 05.18.21	Variance in Reforecasted to Adopted Budget	Percent of Amended Budget	Audited June 30, 2021
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Community Service Fund - 04

Revenues

Participation Fees	87,529	124,875	118,895	5,980	70.1%	35,929
Total Revenues	87,529	124,875	118,895	5,980	70.1%	35,929

Expenditures

Salaries and Wages	18,131	23,591	19,005	4,586	76.9%	7,844
Employee Benefits	2,362	3,490	2,470	1,020	67.7%	1,117
Purchased Services	26,355	25,550	20,000	5,550	103.2%	11,751
Supplies and Materials	22,110	38,725	47,000	(8,275)	57.1%	15,296
Equipment	0	16,000	16,000	0	0.0%	0
Other	527	6,000	3,000	3,000	8.8%	2,545
Total Expenditures	69,485	113,356	107,475	5,881	61.3%	38,553

Community Service Fund Change in Fund Balance

18,044	11,519	11,420	99	(2,624)
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Beginning Community Service Fund Balance, July 1

74,543	74,543	74,543		77,167
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Projected Community Service Fund Balance, June 30

92,587	86,062	85,963		74,543
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St. Croix Preparatory Academy
Stillwater, Minnesota
Statement of Revenues and Expenditures
as of December 31, 2021

	=6/12				50.0%	
	Year to Date Activity - 1170 ADM	Amended Budget 1,163 ADM's 02.11.22	Original Budget 1,180 ADM 05.18.21	Variance in Reforecasted to Adopted Budget	Percent of Amended Budget	Audited June 30, 2021
Total All Funds						
Revenues						
State Revenues	6,480,104	12,971,731	13,248,704	(276,973)	50.0%	13,311,001
Federal Revenues	204,908	1,224,480	299,496	924,984	16.7%	2,329,150
Local Revenues	503,986	1,103,875	1,625,095	(521,220)	45.7%	518,979
Transfer In	0	0	0	0	0.0%	0
Total Revenues	7,188,997	15,300,086	15,173,295	126,791	47.0%	16,159,130
	7,188,997	15,300,086	15,173,295	126,791		16,159,130
Expenditures						
Salaries and Wages	2,823,854	5,133,220	5,448,516	(315,296)	55.0%	5,151,518
Employee Benefits	538,667	1,188,461	1,276,280	(87,819)	45.3%	1,131,258
Purchased Services	1,734,758	3,467,036	3,438,740	28,296	50.0%	3,157,893
Supplies and Materials	496,515	1,044,332	699,972	344,360	47.5%	662,996
Equipment	210,653	1,003,000	399,000	604,000	21.0%	392,476
Other (Fundraising, Special Ed, Dues, etc.)	1,431,298	3,703,125	3,833,142	(130,017)	38.7%	3,520,524
Transfer Out	0	0	0	0	0.0%	0
Total Expenditures	7,235,744	15,539,174	15,095,650	443,524	46.6%	14,016,666
	7,235,744	15,539,174	15,095,650	443,524		14,016,666
Total Revenues All Funds	7,188,997	15,300,086	15,173,295	126,791	47.0%	16,159,130
Total Expenditures All Funds	7,235,744	15,539,174	15,095,650	443,524	46.6%	14,016,666
Change in Fund Balance - All Funds	(46,747)	(239,088)	77,645	(316,733)		2,142,464
Beginning Fund Balance, All Funds, July 1	6,726,535	6,726,535	6,726,535			4,584,070
Projected Fund Balance, All Funds, June 30	6,679,788	6,487,447	6,804,180			6,726,535
Debt Service Coverage Ratio			0.99	1.24		2.68
Fund Balance Reserve as Percentage of Annual Expenditures	92.3%	41.7%	45.1%			48.0%

Management has elected to omit substantially all disclosures, government-wide financial statements and required supplementary information. No CPA provides any assurance on these financial statements.

Substitute Teacher Rate- Proposal with Budget Impact

10/22/22

Proposal: Increase The Following Gen-Ed EA and Sped Sub Rates effective 2/16/2022 as noted:

					Estimated Budget Impact		foot note
Position		Current	Proposed	Increase	FY22	Future Years	
1	Daily Sub	125/day	150/day	50/day	10,800	25,800	(1)
2	Long Term Sub	175/day	225/day	50/day	-	4,300	(2)
2	Building Sub	20/hour	27.5/hour	7.5/hour	14,040	34,400	(3)
Total Gen Ed Cost					24,840	64,500	

Footnotes:

- (1) FY22 Estimate based on avg of 5 subs/day with 72 days remaining in school year. Future years based on 3 subs/day at 172 days/yr.
- (2) FY22 Estimate based on fact that all LTS are replacing teachers with greater salary levels. Future years based on 1 LTS for 1/2 school year.
- (3) FY22 Estimate based on 4 building subs/day with 72 days remaining in school year and 172 days in future years.

Rational:

Currently many SCPA daily sub jobs are being filled by SCPA teaching staff, which contributes to staff fatigue and perhaps burnout. SCPA's sub rate has historically been below neighboring districts*, but that gap is increasing. In addition, more so than in past years, our employee subs are opting for jobs in neighboring districts due to pay differential. SCPA receives feedback from employee subs that they prefer to work at SCPA over neighboring districts. SCPA administration believes by increasing the sub rates, SCPA will be able to fill open positions with employee subs and rarely have to draw on current teaching staff to fill sub positions; thus elevating overall staff morale.

***Sub rates at Neighboring Districts:**

Hudson WI: 200/day
 Stillwater: 175/day
 South Wash: 175-185/day

St. Croix Preparatory Academy					
Mask Policy Recommendation					
15-Feb-22					
<u>Factor</u>	<u>Recommendation 1</u>	<u>Recommendation 2</u>	<u>Recommendation 3a</u>	<u>Recommendation 3b</u>	<u>Recommendation 3c</u>
Last Date of Mask Mandate	Friday, March 31	Friday, February 18	Friday, March 4		
Condition for Removal of Mandate	community transmission, student absences and internal case rates continue to trend downward				
Positive Case Protocol	5-day quarantine, required to wear mask days 6-10				
Close contacts	Stay out of school if symptomatic of infectious illness*	Stay out of school if symptomatic of infectious illness*	Continue to Contract trace to the extent possible until community spread is substantial or low and	5-day Quarantine for Non-Vaccinated Household Contacts. Stay out of school if symptomatic of infectious illness*	Stay out of school if symptomatic of infectious illness*
Notifications to Families and Staff re: Positive Cases	Notification email sent to student families and staff exposed to positive case				
When would Mask Mandate be Reinstated*	Not identified*				
Symptoms of infectious illness: cold symptoms, cough, sore throat, runny nose with or without a fever.					
**OPTION for when to Reinstate Masks:					
Authority given to Covid Coordinators and will be based on community transmission, student/staff absences and internal case rate					

St. Croix Prep
Covid Response Team Meeting-Summary
February 14, 2022 (Updated February 15, 2022)

Topic: Mask Required/Mask Optional Discussion

Guiding Principles:

- SCPA has a responsibility as a public school to do our best to promote/support public health.
- SCPA has a responsibility to protect the health and safety of our school community.
- SCPA looks toward CDC/MDH in establishment of health protocols. CDC/MDH are the nation's experts – so we are choosing to look to those institutions for mask and contact tracking guidance.

CDC/MDH Protocol which we are committed to adhering to:

- Masks required for positive cases days 6-10 (for recommendation 1-3 below).
- Contact tracing (for recommendation 3-below).

Why remain masked:

- **The only clear metric available is that CDC/MDH recommends masks REQUIRED when community spread is Substantial or High.** Wash Co. is High.
 - SCPA staff/students reflect the community. If you make masking optional for our entire school community we will most likely have increased spread within our walls. We have high community spread at present.
 - Stillwater's decision was not data/science based, it appears to be a decision based on a short trend, while community spread remains high.
 - Many other high performing MN Metro who we often benchmark against are masked K-12 (*see footnote below)).
- **Opportunity to be pro-active vs. reactive if there is a spike after Spring break.**
 - Provides 3-4 more weeks of data
 - SCPA has historically seen a spike in Covid-19 activity after a school break.
 - It is complex to reinstate masks. If we have met an un-named threshold to make masks optional what would it take to reinstate masks? The committee did not identify this.
- **SCPA is committed to contact tracing & #1 goal is to keep kids in school**
 - Mandatory mask results in fewer quarantines.
 - If SCPA goes to masks optional the committee questions if the quarantine protocol should be extended from 5 to 10 days so staff does not have to

monitor days 6-10. If SCPA returns to 10-day quarantine this change would result in more student absences.

- **'K-12 Mask mandate' and 'policy continuity' stabilize the learning environment**
 - SCPA has just experienced the most stable attendance in two years this past week. There is a growing sense of normalcy. The administrative team was unanimous on this point.
 - Stress is added to students and staff in switching between masks/no masks.
 - It would add stress to an already depleted staff to enforce day 6-10 mask mandate for positive students in a mask optional environment.
 - SCPA has not contact traced in a K-8 mask optional environment; therefore, the impact of adding 9 grade levels to mask optional is unknown.
 - Students and staff are fatigued and stressed from the impact of contact tracing.
 - Contact tracing is less intensive in a masked school.
 - Student Stress of 'will they be quarantined.'
 - Additional work for staff.

Why Unmask:

- Mental Health impact masks have on students
- Educational impact of teacher delivering instruction in mask
- Requests from the SCPA community from those who are opposed to mask mandate.
- Those who wish to remain masked can do so.
- SCPA is providing high quality masks to all who request.
- Case rates are decreasing significantly and trending downward; therefore, it is safe to unmask.

Topic: Covid Response Team Recommendations

Recommendation #1:

- Remain K-12 Mask thru March 31 (3 weeks after Spring Break and last day of quarter) if community transmission, student absences and internal case rates continue to trend downward.
- Isolate for positive cases only.
- Returning positive students/staff required to mask days 6-10.
- This is the recommendation of 8 of 11 administrators represented on the Covid Response Team (one was absent) and school nurse.
- **Pros:**
 - Stabilizes SCPA attendance and learning environment by:
 - Providing SCPA additional community spread data before changing course, thus minimizing the risk of needing to flip back to mask mandate..
 - Allowing SCPA to contact trace effectively, per MDH guidance, which minimizes quarantines.
 - Learning from neighboring districts' change in mask policy before changing course, thus minimizing the risk of needing to flip back to mask mandate.
 - Minimizing the risk that student or staff would test COVID positive prior to Spring Break, thus interrupting Spring Break plans.
 - Reduce the number of students who would self-quarantine the week prior to Spring Break to reduce the risk of testing COVID positive before Spring Break.
 - Minimizing the impact of possible post Spring Break Covid spike, including the disruption of switching back to masks.

Recommendation #2:

- K-12 Masks thru Feb 18, if community transmission, student absences and internal case rates continue to trend downward.
- Isolate for positive cases only.
- Returning positive students/staff required to mask days 6-10.
- This is the recommendation of 1 administrator.
- **Pros:**
 - Satisfies SCPA community members (staff, families, students) who would choose to unmask at school.

Recommendation #3:

- K-12 Masks thru March 4, if community transmission, student absences and internal case rates continue to trend downward.
- Recommended Mask for 14 days if Travel.
- Continue to Contact trace to extent possible until community transmission is substantial or low.
- Returning positive students/staff required to mask days 6-10 .
- This was the recommendation of 1 administrator and 9 of the remaining administrators' close 2nd choice (one was absent).
- **Pros:**
 - Stabilizes SCPA attendance and learning environment by:
 - Providing SCPA additional community spread data before changing course.
 - Allowing SCPA to contact trace effectively, per MDH guidance, which minimizes quarantines.
 - Learning from neighboring district's change in mask policy before changing course.
 - Minimizing the risk that student or staff would test COVID positive prior to Spring Break, thus interrupting Spring Break plans.
 - Reduce the number of students who would self-quarantine the week prior to Spring Break to reduce the risk of testing COVID positive before Spring Break.

NOTE: the recommendations of SCPA Board Members on the committee have not been noted as these will be represented at the board meeting.

Note: SCPA's Covid Response Team:

- Jon Gutierrez- Exec Director/Covid Coordinator
- Candace Westlund- LSN/Covid Coordinator
- Kelly Gutierrez- Exec Director Finance & Operations
- Susan Peterson- Communications Coordinator
- Andrew Sachariason- US Principal
- Amy Kleinboehl- MS Principal
- Joann Karetov- LS Principal
- Peggy Rosell- Special Services Director
- Terri Smith- HR Director
- Marianne Thole- Food Service Director
- Bill Blotske- Facilities Director
- Kristen Denzer- Parent Board Member
- Drew Melendes- Parent Board Member
- Angie Schumacher- Teacher Board Member
- Nicole Donnay- Teacher Board Member
- Sarah Furestenburg- MD - GUEST

***Footnote: List of Comparable MN Metro Schools Mask Policy**

Updated: February 15, 2022

Mask Required:

Blake
Breck
Great River
Hastings
Hopkins
Inver Grove Heights
Eagan/Apple Valley -masking until community spread level less than substantial
Mahtomedi
Math and Science academy
Minneapolis
Minnehaha Academy
Mounds View
Nova Classica
Saint Paul Academy
St Paul
St. Anthony Village
St. Louis Park
Wayzata

Mask Optional:

Anoka Hennepin Schools
Edina
Farmington
Forest Lake
Hudson, WI
South Washington County
Stillwater
Centennial
Lakeville
Mankato
Maple Grove *Optional unless absence level is greater than 6.2% elementary, 4.9% middle, 7.8% high school
Monticello
New Life Academy
Orono
Parnassus (K-8 school)
Prior Lake/Savage
River Grove (Marina on St. Croix) *Optional with signed waiver
Sartell - St. Stephen School District
White Bear Lake *Optional as long as building absence doesn't exceed 7% for 3 weeks straight

Transitioning from Required to Optional:

Wayzata *2/22
Edina 2/25
Eden Prairie 2/17
North St. Paul, Maplewood, & Oakdale *3/7

Osseo Area Schools *2/18

Minnetonka-masking k-8 and temporary for 9-12 till at least end February

Eagle Ridge-masking until cases below 500/100000 per week (anticipates this being within 2 weeks)