

Wednesday, February 27, 2019 10:00 AM
BlueSky Online School Offices
Wentworth Center Suite 100
33 East Wentworth Avenue
West Saint Paul, MN 55118

BlueSky School Board commits to Student Centered Decision making and improving the culture of the district by focusing on the following goals; finance, strategic planning, internal Board operations, and district planning.

BlueSky Vision: *BlueSky is defining education for the 21st century by creating an individualized, dynamic education for all students. We are committed to empowering our community by facilitating relevant learning, skills, hopes and relationships.*

BlueSky Mission: *Bringing quality online education and diverse learners together.*

Public can watch/listen to the meeting by joining:

<https://zoom.us/j/5260988897>

Agenda for next meeting:

1. Call to Order
2. Roll Call
 - Paula Forbes, Vice Chair, Seat A: Community Member 2017-2019
 - Matthew Schempp, Seat B: Teacher Member 2017-2019
 - Tamela Murphy, Seat C: Required Parent Member 2018-2020
 - Heidi Kelbel, Seat D: Teacher Member 2018-2020
 - Judy Pekarek, Treasurer, Seat E: Community member 2017-2019
 - Julie Johnson, Secretary, Seat F: Required Teacher member 2018-2020
 - Jim Stocco, Chair Seat G: Required Community Member 2018-2020
3. Approval of Agenda
4. Approval of Previous Board Minutes 3
 - 4.1 Action - Approve board meeting minutes, January 30, 2019
5. Filing of Finance Claims - TAG, Scott Brown 6
6. Reports
 - 6.1 Information - Finance Committee - Pekarek 24
 - 6.2 Information - Curriculum Committee - Schempp 26
 - 6.3 Information - HR Committee - Forbes 29
 - 6.4 Information - Director's Report - Larsen
 - 6.5 Information - Student Activity/ Updates - Schoenthaler
 - 6.6 Information - Assessment Updates/ IQS Goal Progress - Ondich
 - 6.7 Information - Student Services Report - Parcheta
7. Consent Items

8. Unfinished Business	
8.1 Action - Approve Staff Handbook Update - 2.11 Longevity Pay	31
9. New Business	
9.1 Action - Approve 2019-2020 School Calendar	32
9.2 Action - Approve revision to Policy 2.1 Board Election Process	33
9.3 Action - Establish Board Development Committee	
10. Public Input	
11. Adjourn	

Future Meetings/Events Below:

Other: Next Board Election: May 2019

BlueSky Charter School
DRAFT
Board Meeting Minutes
Wednesday, January 30th, 2019
10:00 AM

Pursuant to due call and notice thereof, the board of director meeting of the BlueSky Charter School, 4082, was held on January 30th, 2018 at 10:00 AM with the following members present Jim Stocco, Matthew Schempp, Heidi Kelbel, Tamela Murphy, Judy Pekarek, Paula Forbes, Julie Johnson

Others present were: Amy Larsen, Renee Parcheta, Dan Ondich, Ben Haensel, Scott Brown, Sara Neu

3. Approval of Agenda

Kelbel/Forbes motion to approve

7-0 motion passes

4. Approval of Previous Board Minutes

4.1 Action - Approve board meeting minutes, December 19, 2018

Pekarek/ Murphy motion to approve

7-0 motion passes

5. Filing of Finance Claims - TAG, Scott Brown

Decembers financials were reviewed. Brown reports we are 50% through the budget year. Revenues as compared to budget at 49%, with expenditures at 45% as of December 31st. Brown notes we have overall been consistently under budget. The budget is based on 485 ADM. Expenditures across the board are tracking appropriately and close to budget. Items that are tracking higher than budget are minor and not a cause of concern. Overall revenue is on target and our expenditures are tracking well and under budget. Brown reports no cash flow concerns through the year end.

Schempp/ Kelbel motion to approve

7-0 motion passes

6. Reports

6.1 Information- Finance Committee – Pekarek

Pekarek notes that all employee tax forms have been mailed and should be received by January 31st.

6.2 Information- Curriculum Committee – Schempp

Schempp reports that the curriculum committee met and discussed the health, tobacco unit is being developed to include vaping information. The middle school focus on group and team activities poses to be a challenge and we continue to discuss ways to fulfill these standards. The committee for competency based practices has been disbanded. Hard copy textbook policy has been developed for students that can't use screens for medical reasons. National Honor Society discussion continues with a recommendation made to the HR committee for a stipend for the staff NHS advisor. Schempp also reports the social emotional learning standards team continues to meet and should have something to report on their work shortly. Stocco inquires the time frame on the National Honors Society and Schempp reports that this would be something for next year.

6.3 Information- HR Committee – Forbes

Larsen states that the HR committee did not meet this month. Only the sub-committee met to discuss staff recognition options including longevity pay.

6.4 Information- Director's Report – Larsen

Enrollment is still at our cap with 16 PSEO students, 12 students on the waitlist, 30 plus applications that are still in process. We are at our cap for supplemental enrollment for the school year with 98 courses being taken by approximately 60 students for the year. Our ADM is currently at 489 which is above our budgeted ADM of 485. Larsen notes that supplemental courses are not included in the 489 ADM number. Brown notes we budgeted for \$40,000 in revenue for the supplemental program but that number will likely be significantly higher. We continue to negotiate with CenturyLink over pricing for services but are closer to a resolution however do not yet have a timeline from them. MDE did not approve our proposal for the 6th grade expansion so we will not be able to move forward with this for next school year. IQS is working with MDE to possibly appeal the decision. Larsen states IQS did not provide enough information for MDE's liking. Several board members inquire about IQS's position on the issue of the denied proposal. Larsen states several factors are at play between IQS and MDE. Larsen also notes that the expansion was looking to the future for BlueSky and will not have a financial impact on BlueSky and the middle school expansion committee will continue to meet to develop the program. Ondich states the middle school team continues to work on refining our middle school schedule, policy, and curriculum changes. Ondich thinks we have a possibility of hitting our target enrollment number for middle school with marketing efforts with the 7th and 8th grade alone. Marketing efforts continue to move forward with Arcstone with the launch of our new website. We will continue to refine our new site with new images, content and resources. Social media advertising has been turned back on and focused on middle school families and has helped to increase our enrollment numbers and applications. St. Cloud site is moving along with a location selected and staff in the area involved in meeting with the realtor and a contractor to move negotiations forward. Larsen reports she also spoke with a realtor in the metro area to move forward with a different space for our twin cities campus. Renee will be presenting at the MAAP conference in February, and will have a table at the school counselors conference in April. Ondich reports work with CAREI continues to work on improving practices to increase attendance. Larsen states Regional Centers of Excellence meetings continue with the required School Improvement plan and other documentation being submitted by March 1. Our 3 year online learning program review is also due this year on July 1.

6.5 Information- Student Activity/Updates – Schoenthaler

Ondich reports that several students have met with Schoenthaler and himself and are working on the planning of prom which will be on site May 4th. We anticipate and hope for 50 students.

6.6 Information- Assessment Updates/ IQS Goal Progress - Ondich

Ondich reports NWEA is coming up in March. The ACT will be on February 20th. 15 day drops are at 11%, down from 15% last year. 52% of students had consistent attendance last year but are at 64% at of this time. Our overall attendance is at 84% which is a large, strong jump for our student population as compared to years past.

6.7 Information - Student Services Report - Parcheta

Parcheta has nothing additional to report at this time.

Pekarek, Johnson motion to approve

7-0 motion passes

7. Consent Items

8. Unfinished Business

9. New Business

9.1 Action - Approve Staff Handbook Update - 2.11 Longevity Pay Policy for continued employment bonus for staff.

Schempp/ Kelbel motion to send back to finance committee for review

7-0 motion passes

9.2 Action - Review Policy 7.12 Fund Balance

Kelbel/ Schempp motion to approve

7-0 motion passes

9.3 Action - Approve Revised Meal & Mileage Reimbursement Rates
Rates changed to reflect federal rates. An increase to 58 cents (up 3 1/2 cents from 0.545). New rates take effect 2/1/19.

Pekarek/ Johnson motion to approve

7-0 motion passes

10. Public Input

11. Adjourn at 11:24 AM on January 30th, 2019

Kelbel/Forbes motion to approve

7-0 motion passes

12. Working Session to follow board meeting

Discuss "Institutional Standards" competency areas for 3 Year Online Learning Program Review (*Mission Statement, Governance, Leadership & Planning, Integrity & Accountability*)

In attendance: Kelbel, Johnson, Schempp, Pekarek, Ondich, Larsen, Parcheta

Future Meetings/Events Below:

Other: Next Board Election: May 2019



TO: Members, Board of Education

FROM: The Anton Group

DATE: February 7, 2019

RE: Financials and Update- January

Year-To-Date Financials and Budget

- **Income Statement:** The focus of the School's income statement is to monitor the ongoing revenues and expenses of the various programs. Monthly review of the actual spent vs. budget as well as taking into consideration the percentage of the fiscal year completed is imperative.

- The highlights from the income statement are:
 - Percent of fiscal year completed: 58%
 - YTD revenue as a percent of budget: 57%, based on estimated enrollment.
 - YTD expenses as a percent of budget: 53% as compared to prior month of 45%.
 - Remember that the majority of the largest expense categories (Salary and Benefits) get charged back to prior year resulting in very little spend in July and the first half of August. We have started to accrue the Salaries Payable for summer of 2019.

- No overarching budget concerns on either the revenue or expense side. Enrollment is budgeted at 485ADM.

- **Cash Flow Statement:** The cash flow statement is the most important of all statement. This statement will help us understand the cash needs and opportunities of the school. Additionally, consistent review of this projection will ensure sufficient capital is always available.
 - Currently no cash flow concerns.

Your questions and comments are solicited.

ATTACHMENTS: Financials, IDEAS Report

BlueSky Charter School
Balance Sheet
January 31, 2019

Assets		As of Month-End
Cash	\$	2,091,855
Due from State		384,571
Due from Federal		-
Prepays		59,657
Total Assets	\$	2,536,083
Liabilities		
Salary and Benefits Payable (est.)	\$	342,106
Accounts Payable		-
Lease Payable		-
Total Liabilities	\$	342,106
Fund Balance		
Beginning	\$	2,143,232
Change in Fund Balance		50,745
Ending- Projected	\$	2,193,977
Liabilities and Fund Balance Total	\$	2,536,083

Current year projections are based on management and consultant estimates

BlueSky Charter School
Income Statement Summary
January 31, 2019

Revenue	Adopted Budget	Revised Budget	Monthly Activity	Year to Date	% Working Budget
State Aids	5,187,970	5,187,970	381,042	3,026,143	58.33%
Federal Aids	180,855	180,855	13,688	40,770	22.54%
Local	54,587	54,587	54	3,288	6.02%
Total (Excluding Transfers)	5,423,412	5,423,412	394,784	3,070,201	56.61%
Expense					
1 Salary	3,643,728	3,643,728	284,549	1,674,137	45.95%
2 Benefits	935,182	935,182	74,826	396,143	42.36%
Summer Payable	-	-	-	364,504	NA
3 Purchased Services	778,932	789,932	53,286	439,073	55.58%
4 Supplies and Materials	164,255	154,255	844	89,642	58.11%
5 Capital Expenditures	71,250	70,250	-	32,676	46.51%
6 Other Expenses	106,206	106,206	6,312	23,281	21.92%
Total	5,699,553	5,699,553	419,817	3,019,456	52.98%
Change in Fund Balance	(276,141)	(276,141)	(25,032)	50,745	
Beginning Fund Balance	2,143,232	2,143,232	2,143,232	2,143,232	
Ending- Projected	1,867,091	1,867,091	2,118,200	2,193,977	
FB as a % of Exp	33%	33%			

BlueSky Charter School
Detail Revenue
January 31, 2019

58% Year Complete

		Adopted Budget	Revised Budget	Monthly Activity	Year to Date	% Working Budget
General Fund		485ADM/582PU	485ADM/582PU			
State Aid						
	General Aid	4,170,996	4,170,996	381,042	2,407,379	57.72%
	Special Ed	688,269	688,269	-	181,157	26.32%
	Q-Comp	114,740	114,740	-	-	0.00%
	Lease Aid	213,965	213,965	-	89,162	41.67%
	State Aid Receivables	-	-	-	348,445	N/A
	Total State Aid	5,187,970	5,187,970	381,042	3,026,143	58.33%
Federal Aid						
	Title	76,355	76,355	11,872	11,872	15.55%
	Special Ed	87,260	87,260	1,816	28,898	33.12%
	E-Rate	10,240	10,240	-	-	0.00%
	Perkins	7,000	7,000	-	-	0.00%
		180,855	180,855	13,688	40,770	22.54%
Local Aid and Donation						
	Donations and Other	54,587	54,587	54	3,288	6.02%
		54,587	54,587	54	3,288	6.02%
Total General Fund Revenue		5,423,412	5,423,412	394,784	3,070,201	56.61%

BlueSky Charter School
Detail Expense
January 31, 2019

FYTD: 58%

	Adopted Budget 485ADM/582PU	Revised Budget 485ADM/582PU	Monthly Activity	Year to Date	% Working Budget
Admin and Operations					
100 Salaries	354,094	354,094	32,690	217,067	61.30%
200 Benefits	92,853	92,853	7,050	43,637	47.00%
305 Contracted Services	171,000	171,000	20,783	101,495	59.35%
320 Communication	38,586	38,586	4,131	22,232	57.62%
329 Postage	2,500	2,500	285	2,046	81.84%
366 Travel & Conferences	15,000	10,000	-	533	5.33%
370 Operating Leases (Copier)	5,000	5,000	-	-	0.00%
401 General Supplies	26,500	19,000	75	5,342	28.12%
405 Purchased Software	60,401	58,901	212	42,517	72.18%
490 Food	2,500	2,500	-	-	0.00%
500 Furniture & Equipment	-	-	-	187	0.00%
555 Technology Equipment	15,000	15,000	-	-	0.00%
820 Dues & Memberships	42,000	42,000	6,312	21,431	51.03%
Total Admin	825,434	811,434	71,539	456,487	56.26%
Instruction					
100 Salaries	1,406,108	1,406,108	106,368	584,099	41.54%
200 Benefits	388,640	388,640	30,519	140,980	36.28%
1/2XX Summer Payable	-	-	-	261,719	NA
305 Contracted Services	15,000	15,000	-	700	4.67%
366 Travel & Conferences	9,450	14,450	-	377	2.61%
369 Field Trips and Registration	530	530	-	-	0.00%
390 Pmt to Other Districts	9,250	9,250	-	-	0.00%
394 Field Trips and Reg.	-	-	(442)	541	0.00%
401 General Supplies	4,500	6,500	470	5,889	90.60%
405 Purchased Software	20,000	20,000	89	15,214	76.07%
430 Instructional Supplies	15,590	15,590	-	14,477	92.86%
460 Textbooks & Workbooks	3,000	2,500	-	62	2.48%
500 Furniture & Equipment	1,000	1,000	-	181	18.10%
555 Technology Equipment	25,000	16,500	-	-	0.00%
820 Dues & Memberships	4,250	4,250	-	-	0.00%
Various 6th Grade Expansion Work	58,000	58,000	-	-	0.00%
Instruction	1,960,318	1,958,318	136,604	1,023,837	52.28%
Special Education					
100 Salaries	564,237	564,237	46,178	257,183	45.58%
200 Benefits	140,617	140,617	12,557	64,896	46.15%
1/2XX Summer Payable	-	-	-	102,785	NA
305 Contracted Services	100,000	100,000	2,364	31,426	31.43%
329 Postage	500	500	38	512	102.44%
366 Travel & Conferences	1,000	1,000	-	982	98.16%
394 Payments to Other Agencies	-	-	849	9,854	0.00%
401 General Supplies	150	150	35	65	43.26%
405 Purchased Software	-	-	136	732	0.00%
430 Instructional Supplies	4,000	4,000	81	1,706	42.65%
555 Technology Equipment	1,250	1,250	-	-	0.00%
Total Special	811,754	811,754	62,238	470,140	57.92%
District Support					
100 Salaries	1,319,289	1,319,289	99,313	615,788	46.68%
200 Benefits	313,072	313,072	24,700	146,630	46.84%
305 Contracted Services	48,183	48,183	350	4,613	9.57%
320 Communication	5,000	5,000	-	-	0.00%
330 Utility	45,689	45,689	3,553	31,974	69.98%
340 Insurance	33,500	33,500	-	12,953	38.67%
350 Repairs & Maintenance	505	505	-	-	0.00%
360 Transportation	500	500	-	-	0.00%
366 Travel & Conferences	32,050	43,050	1,333	39,431	91.59%
370 Operating Leases (Copier)	7,950	7,950	230	1,101	13.85%
371 Building Lease	237,739	237,739	19,812	178,304	75.00%
401 General Supplies	750	750	18	336	44.82%
405 Purchased Software	5,000	5,000	-	-	0.00%
430 Instructional Supplies	4,500	2,000	128	317	15.86%
461 Standardized Tests	17,364	17,364	-	3,386	19.50%
500 Furniture & Equipment	1,500	1,500	-	-	0.00%
555 Technology Equipment	27,500	35,000	-	32,308	92.31%
820 Dues & Memberships	1,956	1,956	-	1,850	94.38%
Total District	2,102,047	2,118,047	149,436	1,068,992	50.47%
Total General Fund Expenditures	5,699,553	5,699,553	419,817	3,019,456	52.98%
Total Expense- All Funds	5,699,553	5,699,553	419,817	3,019,456	52.98%

BlueSky Charter School
CashFlow FY19
January 31, 2019

5 months remaining

Cash Receipts	Budget	Year to Date	February	March	April	May	June	Total	Budget	Remaining
State Aids- CY	5,187,970	2,677,698	381,470	381,470	381,470	381,470	381,470	4,585,048	5,187,970	602,922
State Aids- PY	560,664	524,539	7,790	-	-	16,714	-	549,042	560,664	11,622
Federal Aids	180,855	40,770	-	45,000	-	45,000	45,000	175,770	180,855	5,085
Local	54,587	3,288	-	-	-	-	19,666	22,954	54,587	31,633
Total Inflows	5,984,076	3,246,295	389,260	426,470	381,470	443,184	446,136	5,332,814	5,984,076	651,262
Expense										
Salary	3,643,728	1,674,137	309,144	309,144	309,144	309,144	309,144	3,219,857	3,643,728	423,871
Benefits	935,182	396,143	77,932	77,932	77,932	77,932	77,932	785,802	935,182	149,380
Purchased Services	789,932	439,073	70,172	70,172	70,172	70,172	70,172	789,932	789,932	-
Supplies and Materials	154,255	89,642	12,923	12,923	12,923	12,923	12,923	154,255	154,255	-
Capital Expenditures	70,250	32,676	7,515	7,515	7,515	7,515	7,515	70,250	70,250	-
Other Expenses	106,206	23,281	16,585	16,585	16,585	16,585	16,585	106,206	106,206	-
Accounts and Sal Payable	-	-	-	-	-	-	-	-	-	-
Total Outflows	5,699,553	2,654,951	494,270	494,270	494,270	494,270	494,270	5,126,302	5,699,553	573,251
Change in Cash			(105,010)	(67,800)	(112,800)	(51,086)	(48,134)			
Beginning			2,091,855	1,986,845	1,919,045	1,806,245	1,755,158			
Line of Credit			-	-	-	-	-			
Ending- Projected			1,986,845	1,919,045	1,806,245	1,755,158	1,707,024			
Line of Credit Balance			-	-	-	-	-			

Co	Bank	Check No	Code	Rcd	Vendor										Pmt/Void Date	Pmt Type
4082	OLD	9356	1106		BENJAMIN P. HAENSEL											Check
				E 01	010	640	306	366	000	Reimbursement - Conference				\$86.90		
	PO#:	Voucher #:	6224	Invoice	Invoice No:				DT010219				1/2/2019	Paid Amt:	\$86.90	
													Check Amount:	\$86.90		
4082	OLD	9357	1591		Brenda Crissinger											Check
				E 01	010	405	740	394	000	December DHH Service				\$415.00		
	PO#:	Voucher #:	6218	Invoice	Invoice No:				DT122818				1/2/2019	Paid Amt:	\$415.00	
													Check Amount:	\$415.00		
4082	OLD	9358	1018		MMKR & CO. P.A.											Check
				E 01	005	110	000	305	000	Audit Service				\$2,400.00		
	PO#:	Voucher #:	6219	Invoice	Invoice No:				45372				1/2/2019	Paid Amt:	\$2,400.00	
													Check Amount:	\$2,400.00		
4082	OLD	9359	1399		Office Depot, Inc.											Check
				E 01	010	420	740	401	000	SpEd Supplies - Flags				\$35.48		
	PO#:	Voucher #:	6223	Invoice	Invoice No:				245230269001				1/2/2019	Paid Amt:	\$35.48	
													Check Amount:	\$35.48		
4082	OLD	9360	1570		OverDrive Inc.											Check
				E 01	010	220	000	406	000	Online Library				\$55.25		
	PO#:	Voucher #:	6221	Invoice	Invoice No:				07690CO18236586				1/2/2019	Paid Amt:	\$55.25	
													Check Amount:	\$55.25		
4082	OLD	9361	1040		SPRINT											Check
				E 01	005	110	000	320	000	Staff Cell Phones 11/15/18 - 12/14/18				\$558.28		
	PO#:	Voucher #:	6217	Invoice	Invoice No:				570878109-133				1/2/2019	Paid Amt:	\$558.28	
													Check Amount:	\$558.28		
4082	OLD	9362	1575		The Anton Group											Check
				E 01	005	110	000	305	000	January Accounting Service				\$7,000.00		
	PO#:	Voucher #:	6220	Invoice	Invoice No:				6234				1/2/2019	Paid Amt:	\$7,000.00	
													Check Amount:	\$7,000.00		
4082	OLD	9363	1625		Zoom Video Communications Inc											Check
				E 01	005	108	000	405	000	Audio Conference 12/1/18 - 12/31/18				\$10.00		
	PO#:	Voucher #:	6222	Invoice	Invoice No:				INV05224986				1/2/2019	Paid Amt:	\$10.00	
													Check Amount:	\$10.00		
4082	OLD	9364	1443		TRUSTAR FEDERAL CREDIT UNION											Check
				B 01	215	018	HSA				\$150.00					
	PO#:	Voucher #:	6226	Invoice	Invoice No:				S2019120				1/4/2019	Paid Amt:	\$150.00	
													Check Amount:	\$150.00		

Co	Bank	Check No	Code	Rcd	Vendor										Pmt/Void Date	Pmt Type
4082	OLD	9365	1643		Alisa Snyder											Check
				E 01	010	640	306	366	000	Reimbursement - Conference				\$99.00		
	PO#:	Voucher #:	6244	Invoice	Invoice No:				DT010919				1/11/2019	Paid Amt:	\$99.00	
													Check Amount:	\$99.00		
4082	OLD	9366	1615		ArcStone, Inc.											Check
				E 01	005	107	000	305	000	December Digital Marketing Services & Web Re				\$6,836.25		
	PO#:	Voucher #:	6233	Invoice	Invoice No:				5560				1/11/2019	Paid Amt:	\$6,836.25	
													Check Amount:	\$6,836.25		
4082	OLD	9367	1544		Booth Law Group											Check
				E 01	005	110	000	305	000	December Legal Services				\$954.00		
	PO#:	Voucher #:	6239	Invoice	Invoice No:				6115				1/11/2019	Paid Amt:	\$954.00	
													Check Amount:	\$954.00		
4082	OLD	9368	1393		Dakota Academic Consulting, Inc.											Check
				B 01	131	000	E-Rate Consulting Services 7/1/19-6/30/20 1st H				\$1,600.00					
	PO#:	Voucher #:	6232	Invoice	Invoice No:				DT121718				1/11/2019	Paid Amt:	\$1,600.00	
													Check Amount:	\$1,600.00		
4082	OLD	9369	1009		Indigo Education											Check
				E 01	010	420	740	394	000	Contracted SpEd Services 11/26/18 - 11/30/18				\$292.50		
	PO#:	Voucher #:	6234	Invoice	Invoice No:				8564				1/11/2019	Paid Amt:	\$292.50	
													Check Amount:	\$292.50		
4082	OLD	9370	1578		Innovative Quality Schools											Check
				E 01	005	105	000	820	000	2nd Quarterly Billing				\$6,312.00		
	PO#:	Voucher #:	6236	Invoice	Invoice No:				Q2 2019				1/11/2019	Paid Amt:	\$6,312.00	
													Check Amount:	\$6,312.00		
4082	OLD	9371	1536		Josten's											Check
				E 01	010	211	000	401	103	Graduation Supplies - Tassels				\$433.98		
	PO#:	Voucher #:	6243	Invoice	Invoice No:				22313743				1/11/2019	Paid Amt:	\$433.98	
													Check Amount:	\$433.98		
4082	OLD	9372	1586		MobyMax, LLC											Check
				E 01	010	420	740	406	000	Ultra Teachers License - SpEd				\$136.00		
	PO#:	Voucher #:	6245	Invoice	Invoice No:				135363				1/11/2019	Paid Amt:	\$136.00	
													Check Amount:	\$136.00		
4082	OLD	9373	1046		PEARSON EDUCATION											Check
				E 01	010	420	740	433	000	SpEd Textbook				\$80.75		
	PO#:	Voucher #:	6237	Invoice	Invoice No:				7026561315				1/11/2019	Paid Amt:	\$80.75	
													Check Amount:	\$80.75		

Co	Bank	Check No	Code	Rcd	Vendor										Pmt/Void Date	Pmt Type
4082	OLD	9374	1374		REGION V COMPUTER SERVICES											Check
				E 01	005	110	000	305	000	FY19 3rd Quarter Membership Fees				\$1,988.50		
	PO#:	Voucher #:	6246	Invoice	Invoice No:				12411				1/11/2019	Paid Amt:	\$1,988.50	
				E 01	005	110	000	305	000	Business Services - Payroll				\$525.00		
	PO#:	Voucher #:	6247	Invoice	Invoice No:				12457				1/11/2019	Paid Amt:	\$525.00	
													Check Amount:	\$2,513.50		
4082	OLD	9375	1642		Sam's Club Business Credit											Check
				E 01	005	110	000	401	000	Office Supplies				\$42.90		
				E 01	005	810	000	401	000	Cleaning Supplies				\$18.24		
	PO#:	Voucher #:	6240	Invoice	Invoice No:				008203				1/11/2019	Paid Amt:	\$61.14	
													Check Amount:	\$61.14		
4082	OLD	9376	1640		Sentient HealthCare Inc											Check
				E 01	010	405	740	394	000	SpEd Audiology Services				\$50.00		
	PO#:	Voucher #:	6238	Invoice	Invoice No:				124961				1/11/2019	Paid Amt:	\$50.00	
													Check Amount:	\$50.00		
4082	OLD	9377	1381		The McDowell Agency, Inc.											Check
				E 01	005	110	000	305	000	Background Checks				\$41.00		
	PO#:	Voucher #:	6241	Invoice	Invoice No:				103282				1/11/2019	Paid Amt:	\$41.00	
													Check Amount:	\$41.00		
4082	OLD	9378	1307		ZEHTEK CORPORATION											Check
				E 01	010	605	000	305	000	Remote Server Monitoring - December				\$350.00		
	PO#:	Voucher #:	6242	Invoice	Invoice No:				2475				1/11/2019	Paid Amt:	\$350.00	
													Check Amount:	\$350.00		
4082	OLD	9379	1625		Zoom Video Communications Inc											Check
				E 01	005	108	000	405	000	Zoom Subscription 11/6/18 - 6/30/19				\$58.44		
	PO#:	Voucher #:	6235	Invoice	Invoice No:				INV04693247				1/11/2019	Paid Amt:	\$58.44	
													Check Amount:	\$58.44		
4082	OLD	9380	1443		TRUSTAR FEDERAL CREDIT UNION											Check
				B 01	215	018					HSA				\$275.00	
	PO#:	Voucher #:	6249	Invoice	Invoice No:				S2019130				1/17/2019	Paid Amt:	\$275.00	
													Check Amount:	\$275.00		
4082	OLD	9381	1136		Allstream											Check
				E 01	005	110	000	320	000	Office Phones 1/11/19 - 2/10/19				\$2,067.97		
	PO#:	Voucher #:	6256	Invoice	Invoice No:				15857839				1/18/2019	Paid Amt:	\$2,067.97	
													Check Amount:	\$2,067.97		

BLUESKY CHARTER SCHOOL

Detail Payment Register By Check No.

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4082	OLD	9382	1362		BENEFIT EXTRAS, INC		Check
				E 01	005 105 000 305 000 Monthly Participation Fee	\$463.25	
PO#:		Voucher #:	6257	Invoice	Invoice No: 85833	1/18/2019	Paid Amt: \$463.25
							Check Amount: \$463.25
4082	OLD	9383	1106		BENJAMIN P. HAENSEL		Check
				E 01	010 640 306 366 000 Reimbursement - Conference	\$76.88	
PO#:		Voucher #:	6259	Invoice	Invoice No: DT011419	1/18/2019	Paid Amt: \$76.88
							Check Amount: \$76.88
4082	OLD	9384	1592		Cardmember Service		Check
				E 01	010 740 000 430 000 Social Work Group	\$127.60	
				E 01	005 105 000 329 000 Postage	\$285.21	
				E 01	010 420 419 329 000 SpEd Postage	\$38.39	
				E 01	010 640 306 366 000 Conference	\$1,070.46	
				E 01	005 107 000 305 000 Marketing	\$500.00	
				E 01	010 211 000 401 000 Student Snacks	\$23.40	
				E 01	010 211 000 401 000 Student Day	\$12.86	
				E 01	010 211 000 369 000 Field Trip	\$90.00	
				E 01	005 108 000 405 000 Technology	\$100.44	
				E 01	005 110 000 305 000 Fax	\$12.95	
				E 01	005 108 000 405 000 Software	\$42.63	
PO#:		Voucher #:	6265	Invoice	Invoice No: DT010719	1/18/2019	Paid Amt: \$2,303.94
							Check Amount: \$2,303.94
4082	OLD	9385	1436		MN PEIP		Check
				B 01	215 006 Health	\$30,834.26	
				B 01	215 008 Dental	\$2,550.42	
PO#:		Voucher #:	6261	Invoice	Invoice No: 808238	1/18/2019	Paid Amt: \$33,384.68
							Check Amount: \$33,384.68
4082	OLD	9386	1586		MobyMax, LLC		Check
				E 01	010 211 000 406 000 Teacher License	\$34.00	
PO#:		Voucher #:	6262	Invoice	Invoice No: 135412	1/18/2019	Paid Amt: \$34.00
							Check Amount: \$34.00
4082	OLD	9387	1639		Park Square Theater		Check
				E 01	010 211 000 369 000 Antigone Tickets	\$192.00	
PO#:		Voucher #:	6258	Invoice	Invoice No: B000444388	1/18/2019	Paid Amt: \$192.00
							Check Amount: \$192.00

Co	Bank	Check No	Code	Rcd	Vendor										Pmt/Void Date	Pmt Type
4082	OLD	9388	1349		STRATEGIC STAFFING SOLUTIONS, LLC											Check
				E 01	010	401	419	373	000	SLP Services 11/30/18 - 12/21/18			\$2,250.00			
	PO#:	Voucher #:	6264	Invoice	Invoice No:			9278-62			1/18/2019			Paid Amt:	\$2,250.00	
											Check Amount:			\$2,250.00		
4082	OLD	9389	1480		Tiny EYE Therapy											Check
				E 01	010	410	740	394	000	OT Services - December			\$91.50			
	PO#:	Voucher #:	6263	Invoice	Invoice No:			15592			1/18/2019			Paid Amt:	\$91.50	
											Check Amount:			\$91.50		
4082	OLD	9390	1068		VERIZON WIRELESS											Check
				E 01	005	110	000	320	000	Staff Cell Phones 12/7/18 - 1/6/19			\$944.49			
	PO#:	Voucher #:	6260	Invoice	Invoice No:			9821700298			1/18/2019			Paid Amt:	\$944.49	
											Check Amount:			\$944.49		
4082	OLD	9391	1240		Fidelity Security Life											Check
				B 01	215	010				Vision Insurance			\$8.29			
	PO#:	Voucher #:	6280	Invoice	Invoice No:			2207040			1/29/2019			Paid Amt:	\$8.29	
											Check Amount:			\$8.29		
4082	OLD	9392	1009		Indigo Education											Check
				E 01	010	420	740	305	000	SpEd - Fiscal Compliance Consultant			\$65.00			
	PO#:	Voucher #:	6266	Invoice	Invoice No:			8521			1/29/2019			Paid Amt:	\$65.00	
				E 01	010	420	740	305	000	SpEd - Fiscal Compliance Consultant			\$48.75			
	PO#:	Voucher #:	6267	Invoice	Invoice No:			8470			1/29/2019			Paid Amt:	\$48.75	
											Check Amount:			\$113.75		
4082	OLD	9393	1370		LegalShield											Check
				B 01	215	015				Staff Legal Plans			\$118.60			
	PO#:	Voucher #:	6279	Invoice	Invoice No:			DT012019			1/29/2019			Paid Amt:	\$118.60	
											Check Amount:			\$118.60		
4082	OLD	9394	1621		Loffler Companies Inc											Check
				E 01	010	605	000	380	000	Copier Lease			\$230.00			
	PO#:	Voucher #:	6268	Invoice	Invoice No:			24055172			1/29/2019			Paid Amt:	\$230.00	
											Check Amount:			\$230.00		
4082	OLD	9395	1040		SPRINT											Check
				E 01	005	110	000	320	000	Staff Cell Phones 12/15/18 - 1/14/19			\$559.88			
	PO#:	Voucher #:	6269	Invoice	Invoice No:			570878109-134			1/29/2019			Paid Amt:	\$559.88	
											Check Amount:			\$559.88		
4082	OLD	9396	1601		Staples Business Credit											Check
				E 01	005	110	000	401	000	Office Supplies			\$32.46			
	PO#:	Voucher #:	6271	Invoice	Invoice No:			7210176615-0-1			1/29/2019			Paid Amt:	\$32.46	
											Check Amount:			\$32.46		

BLUESKY CHARTER SCHOOL **Detail Payment Register By Check No.**

Co	Bank	Check No	Code	Rcd	Vendor	Pmt/Void Date	Pmt Type
4082	OLD	9397	1055		WENTWORTH CENTER MANAGEMENT		Check
				E 01	005 850 348 370 000 March Rent	\$19,811.60	
				E 01	005 810 000 330 000 Utilities	\$3,552.67	
	PO#:	Voucher #:	6270	Invoice	Invoice No: 19-305	1/29/2019	Paid Amt: \$23,364.27
							Check Amount: \$23,364.27
4082	OLD	50289	1179		MARGO HANSON		Check
				B 01	215 013 ER HRA CONTRIBUTION	\$1,581.60	
	PO#:	Voucher #:	6296	Invoice	Invoice No: DT010219	1/2/2019	Paid Amt: \$1,581.60
							Check Amount: \$1,581.60
							Report Total: \$98,622.03

RUN DATE: 01/28/19
RUN TIME: 14:26

IDEASB40820719

MINNESOTA DEPARTMENT OF EDUCATION
(IDEAS) COMBINED AIDS PAYMENT REPORT

PAYMENT YEAR: 18-19
TEL. (651)582-8745

DISTRICT: 4082-07 BLUESKY CHARTER SCHOOL

TO: SUPERINTENDENT OF SCHOOLS / COOPERATIVE CENTER DIRECTOR

FR: ANN VAN DIEST
SCHOOL FINANCE

BRENDA CASSELLIUS
COMMISSIONER

RE: JAN 30, 2019 STATE AIDS PAYMENT MAILING

THE FOLLOWING REPORTS ARE INCLUDED ON THE MINNESOTA DEPARTMENT OF
EDUCATION WEB SITE AT HTTP://EDUCATION.STATE.MN.US. CLICK ON
"DATA CENTER", "DATA REPORTS AND ANALYTICS", "MINNESOTA FUNDING
REPORTS (MFR)".

*AID PRORATION FACTORS OF LESS THAN 1.0 PRESENTLY USED IN THE
*CALCULATION OF AID ENTITLEMENTS ARE AS FOLLOWS:

AID PROGRAM	17-18	18-19
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1. 2017-18 FINAL AIDS PAYMENT REPORT, PARTS 1 AND 2, FOR JANUARY
30, WITH OTHER ADJUSTMENT DETAIL TO SELECTED DISTRICTS

DESEG TRANSPORTATION	.9277616950	
FOSTER TRANS PILOT	.3589749300	
COMMUNITY EDUCATION		.9900000000
EQUITY IN TELECOM ACCESS	.4241518976	
LT FAC MAINT CHARTER	.9600000000	
LT FAC MAINT MS127A	.9900000000	
LT FAC MAINT REV FUND 1	.9900000000	
LT FAC MAINT REV FUND 7	.9900000000	
CONCURRENT ENROLLMENT	.3498506533	
ABATEMENT AID FUND 1	.9093777860	.7807104200
ABATEMENT AID FUND 4	.9093777860	.7807104200
ABATEMENT AID FUND 7	.9093777860	.7807104200

ANNUAL AID ENTITLEMENTS HAVE BEEN UPDATED FOR GENERAL ED,
PSEO, HEARING IMPAIRED AND CAREER TECH AID PROGRAMS.

PAYMENT IS MADE TO 100% FOR THE HEARING IMPAIRED, SCHOOL
READINESS, NONPUBLIC PUPIL TRANSPORTATION AND PRESCHOOL
HEALTH AID PROGRAMS.

2. 2018-19 CURRENT AIDS PAYMENT REPORT, PARTS 1 AND 2 FOR JANUARY
30, WITH OTHER ADJUSTMENT DETAIL REPORT TO SELECTED DISTRICTS,
AND STATE AIDS PAYMENT SCHEDULE

ESTIMATED ANNUAL ENTITLEMENTS HAVE BEEN REVISED FOR THE
TRANSPORTATION PROGRAMS, GENERAL EDUCATION, CHARTER SCHOOL LEA
LEASE, INDIAN ED, LITERACY AND NONPUBLIC PUPIL AID PROGRAMS.
TAX CREDITS, WITH THE EXCEPTION OF SCHOOL BUILDING BOND
CREDIT, HAVE BEEN UPDATED TO THE CERTIFIED AMOUNTS. RECOVERIES
FOR OVERPAYMENTS OF THE SCHOOL BUILDING BOND CREDIT ARE BEING
MADE THIS PERIOD WITH THE PAYMENTS UPDATED NEXT PAYMENT PERIOD

RUN DATE: 01/28/19 (IDEAS)
RUN TIME: 14:26

MINNESOTA DEPARTMENT OF EDUCATION
STATE AIDS PAYMENT REPORT BY DISTRICT
FINAL ACCOUNT PART 1

ENTITLEMENT YEAR: 17-18
FINAL PAYMENT JANUARY 30

DISTRICT: 4082-07 BLUESKY CHARTER SCHOOL

AID PROGRAM	NO. DST	ANNUAL AID ENTITLEMENT	PRORATED AID ENTITLEMENT	GENERAL REDUCTION	ANNUAL UFARS REVENUE	REDUCTION ADJUSTMENT	CUMULATIVE AMOUNT DUE
SCH TRUST LAND ENDOWMENT		18,717.03	18,717.03	0.00	18,717.03	0.00	18,717.03
ONLINE LEARNING-PUBLIC		40,226.04	40,226.04	0.00	40,226.04	0.00	40,226.04
GENERAL EDUCATION-CHARTR		0.00	4,125,227.19	0.00	4,125,227.19	0.00	4,125,227.19
SUBTOTAL		58,943.07	4,184,170.26	0.00	4,184,170.26	0.00	4,184,170.26
SPECIAL ED-CHARTER		570,233.97	557,118.59	0.00	557,118.59	0.00	540,405.03
SUBTOTAL		570,233.97	557,118.59	0.00	557,118.59	0.00	540,405.03
CHARTER SCHOOL LEASE		204,260.08	204,260.08	0.00	204,260.08	0.00	200,174.88
LT FAC MAINT CHARTER		48,645.50	46,699.68 *	0.00	46,699.68	0.00	45,298.69
ALTERNATIVE COMPENSATION		121,980.48	121,980.48	0.00	121,980.48	0.00	118,321.07
SUBTOTAL		374,886.06	372,940.24	0.00	372,940.24	0.00	363,794.64
TOTAL		1,004,063.10	5,114,229.09	0.00	5,114,229.09	0.00	5,088,369.93

* PRORATED

RUN DATE: 01/28/19 (IDEAS)
RUN TIME: 14:26

MINNESOTA DEPARTMENT OF EDUCATION
STATE AIDS PAYMENT REPORT BY DISTRICT
FINAL ACCOUNT PART 2

ENTITLEMENT YEAR: 17-18
FINAL PAYMENT JANUARY 30

DISTRICT: 4082-07 BLUESKY CHARTER SCHOOL

AID PROGRAM	UFARS CODE	GROSS AID YEAR-TO-DATE	GROSS AID THIS PAYMENT	TAX SHIFT ADJ THIS PAYMENT	OTHER ADJ THIS PAYMENT	NET AID THIS PAYMENT PAYMENT	THIS PAYMENT OVERPAYMENT
SCH TRUST LAND ENDOWMENT	01S201	18,717.03	0.00	0.00	0.00	0.00	0.00
ONLINE LEARNING-PUBLIC	01S211	40,226.04	0.00	0.00	0.00	0.00	0.00
GENERAL EDUCATION-CHARTR	01S211	4,125,158.52	68.67	0.00	0.00	68.67	0.00
SUBTOTAL		4,184,101.59	68.67	0.00	0.00	68.67	0.00
SPECIAL ED-CHARTER	01S360	540,405.03	0.00	0.00	0.00	0.00	0.00
SUBTOTAL		540,405.03	0.00	0.00	0.00	0.00	0.00
CHARTER SCHOOL LEASE	01F348	200,174.88	0.00	0.00	0.00	0.00	0.00
LT FAC MAINT CHARTER	01S317	46,654.69	0.00	0.00	0.00	0.00	0.00
ALTERNATIVE COMPENSATION	XXF335	118,321.07	0.00	0.00	0.00	0.00	0.00
SUBTOTAL		365,150.64	0.00	0.00	0.00	0.00	0.00
TOTAL		5,089,657.26	68.67	0.00	0.00	68.67	0.00

RUN DATE: 01/28/19 (IDEAS)
RUN TIME: 14:26

MINNESOTA DEPARTMENT OF EDUCATION
STATE AIDS PAYMENT REPORT BY DISTRICT
CURRENT ACCOUNT PART 1

ENTITLEMENT YEAR: 18-19
PAYMENT #14 : JANUARY, 30

DISTRICT: 4082-07 BLUESKY CHARTER SCHOOL

AID PROGRAM	NO. DST	ANNUAL AID ENTITLEMENT	PRORATED AID ENTITLEMENT	GENERAL REDUCTION	ANNUAL UFARS REVENUE	REDUCTION ADJUSTMENT	AMOUNT PAYABLE CURRENT ACCOUNT
SCH TRUST LAND ENDOWMENT		19,147.58	19,147.58	0.00	19,147.58	0.00	19,147.58
GENERAL EDUCATION-CHARTR		0.00	4,089,406.53	0.00	4,089,406.53	0.00	3,680,465.88
SUBTOTAL		19,147.58	4,108,554.11	0.00	4,108,554.11	0.00	3,699,613.46
SPECIAL ED-CHARTER		618,704.23	603,855.33	0.00	603,855.33	0.00	529,339.58
SUBTOTAL		618,704.23	603,855.33	0.00	603,855.33	0.00	529,339.58
CHARTER SCHOOL LEASE		213,965.10	213,965.10	0.00	213,965.10	0.00	192,568.59
LT FAC MAINT CHARTER		76,824.00	76,824.00	0.00	76,824.00	0.00	69,141.60
ALTERNATIVE COMPENSATION		113,992.92	113,992.92	0.00	113,992.92	0.00	102,593.63
SUBTOTAL		404,782.02	404,782.02	0.00	404,782.02	0.00	364,303.82
TOTAL		1,042,633.83	5,117,191.46	0.00	5,117,191.46	0.00	4,593,256.86

RUN DATE: 01/28/19 (IDEAS)
RUN TIME: 14:26

MINNESOTA DEPARTMENT OF EDUCATION
STATE AIDS PAYMENT REPORT BY DISTRICT
CURRENT ACCOUNT PART 2

ENTITLEMENT YEAR: 18-19
PAYMENT #14 : JANUARY, 30

DISTRICT: 4082-07 BLUESKY CHARTER SCHOOL

AID PROGRAM	UFARS CODE	CUMULATIVE AMOUNT DUE	GROSS AID YEAR-TO-DATE	GROSS AID THIS PAYMENT	TAX SHIFT ADJ THIS PAYMENT	OTHER ADJ THIS PAYMENT	NET AID THIS PAYMENT
SCH TRUST LAND ENDOWMENT	01S201	9,573.79	9,573.79	0.00	0.00	0.00	0.00
GENERAL EDUCATION-CHARTR	01S211	2,397,805.43	2,207,502.62	190,302.81	0.00	0.00	190,302.81
SUBTOTAL		2,407,379.22	2,217,076.41	190,302.81	0.00	0.00	190,302.81
SPECIAL ED-CHARTER	01S360	181,156.60	181,156.60	0.00	0.00	0.00	0.00
SUBTOTAL		181,156.60	181,156.60	0.00	0.00	0.00	0.00
CHARTER SCHOOL LEASE	01F348	74,887.79	74,887.79	0.00	0.00	0.00	0.00
LT FAC MAINT CHARTER	01S317	0.00	0.00	0.00	0.00	0.00	0.00
ALTERNATIVE COMPENSATION	XXF335	14,228.12	14,228.12	0.00	0.00	0.00	0.00
SUBTOTAL		89,115.91	89,115.91	0.00	0.00	0.00	0.00
TOTAL		2,677,651.73	2,487,348.92	190,302.81	0.00	0.00	190,302.81

RUN DATE: 01/28/19 (IDEAS)
RUN TIME: 14:26

MINNESOTA DEPARTMENT OF EDUCATION
STATE AIDS PAYMENT SCHEDULE
**** NET AID PAYMENT ****

PAYMENT YEAR: 18-19
BASIS: C0730, F0730

DISTRICT: 4082-07 BLUESKY CHARTER SCHOOL

THIS REPORT CONTAINS SUMMARY INFORMATION ON STATE AID CASH PAYMENTS TO YOUR SCHOOL FOR THE 18-19 PAYMENT YEAR. THE FIRST COLUMN SHOWS THE PAYMENT PERIOD DATE. THE SECOND COLUMN SHOWS THE STATUS - ESTIMATES FOR DATES YET TO COME, CURRENT FOR CURRENT PAYMENT DATE, AND ACTUAL FOR CASH PAYMENTS ACTUALLY TRANSFERRED TO YOUR FINANCIAL INSTITUTION. THE THIRD COLUMN SHOWS PAYMENT AMOUNTS FOR THE 18-19 SCHOOL YEAR (60% OF STATE AID REVENUES). THE FOURTH COLUMN SHOWS FINAL ADJUSTMENT PAYMENT AMOUNTS FOR THE 17-18 SCHOOL YEAR (RECEIVABLE). THE FIFTH COLUMN SHOWS THE SUM OF PAYMENTS FOR THE TWO YEARS ON AN ACTUAL, CURRENT OR ESTIMATED BASIS.

THE CALCULATION OF PAYMENTS TO SCHOOLS IS BASED ON MS 124D.11, SUBD. 9. THE AMOUNTS SHOWN IN PAYMENT PERIODS WITH STATUS OF 'ESTIMATE' ARE BASED ON ENTITLEMENTS ON THE IDEAS SYSTEM AS OF THE CURRENT PAYMENT DATE. ACTUAL CASH PAYMENTS WILL CHANGE FOR SEVERAL REASONS INCLUDING:

1. 18-19 ENTITLEMENT DECREASES RESULT IN REDUCTION OF 18-19 PAYMENT AMOUNTS AS THE SCHOOL HAS RECEIVED MORE CASH THAN IS DUE AT THAT DATE.
2. 18-19 ENTITLEMENT INCREASES RESULT IN AN ADDITIONAL PAYMENT AMOUNT TO 'CATCH UP'.
3. AID ADJUSTMENTS (SEEN IN PART 2 OF THE PAYMENT REPORT IN COLUMN TITLED 'OTHER ADJ THIS PERIOD') ARE AUTHORIZED BY MS 127A.41, SUBD. 2 TO RECOVER AMOUNTS DUE TO THE STATE AS A RESULT OF A) HAVING BEEN PAID MORE THAN 60% AMOUNT PAYABLE CURRENT ACCOUNT FOR 18-19 OR B) HAVING BEEN PAID IN EXCESS OF ANNUAL UFARS REVENUE FOR 17-18.
4. AID ADJUSTMENTS (SEEN IN PART 2 OF THE PAYMENT REPORT IN COLUMN TITLED 'OTHER ADJ THIS PERIOD') DUE TO AUDIT OF PRIOR YEAR STUDENT DATA, PROGRAM OR EXPENDITURE DATA.
5. CHANGES IN THE SCHEDULING OF 17-18 PAYMENT AMOUNTS DUE TO AVAILABILITY OF DATA USED TO CALCULATE STATE AID ENTITLEMENTS.

PAY PERIOD	STATUS	CURRENT YEAR	PRIOR YEAR	TOTAL
JUL 15	ACTUAL	179,471.59	0.00	179,471.59
JUL 30	ACTUAL	179,041.20	0.00	179,041.20
AUG 15	ACTUAL	179,471.58	0.00	179,471.58
AUG 30	ACTUAL	179,435.79	196,830.55	376,266.34
SEP 15	ACTUAL	200,219.99	0.00	200,219.99
SEP 30	ACTUAL	182,149.07	182,133.14	364,282.21
OCT 15	ACTUAL	240,261.57	0.00	240,261.57
OCT 30	ACTUAL	189,766.20	139,405.09	329,171.29
NOV 15	ACTUAL	190,201.45	0.00	190,201.45
NOV 30	ACTUAL	195,529.94	6,101.34	201,631.28
DEC 15	ACTUAL	190,277.28	0.00	190,277.28
DEC 30	ACTUAL	190,784.44	0.00	190,784.44
JAN 15	ACTUAL	190,738.82	0.00	190,738.82
JAN 30	CURRENT	190,302.81	68.67	190,371.48
FEB 15	ESTIMATE	190,740.36	3,659.41	194,399.77
FEB 28	ESTIMATE	190,740.36	4,130.19	194,870.55
MAR 15	ESTIMATE	199,856.73	0.00	199,856.73
MAR 30	ESTIMATE	190,740.36	0.00	190,740.36
APR 15	ESTIMATE	190,740.36	0.00	190,740.36
APR 30	ESTIMATE	190,282.94	0.00	190,282.94
MAY 15	ESTIMATE	190,740.36	16,713.56	207,453.92
MAY 30	ESTIMATE	190,740.36	0.00	190,740.36
JUN 20	ESTIMATE	190,282.94	0.00	190,282.94
JUN 30	ESTIMATE	190,740.36	0.00	190,740.36
TOTAL		4,593,256.86	549,041.95	5,142,298.81

1. 2018-19 AID ENTITLEMENT AMOUNTS ARE BASED ON THE BEST ESTIMATES AVAILABLE AT THIS TIME, BUT MAY BE "SOFT".
2. 2017-18 AID ENTITLEMENTS AND PROJECTED FINAL PAYMENTS ARE BASED PRIMARILY ON DATA AS OF THE FEBRUARY 2017 FORECAST AND WILL BE REVISED THROUGH THE YEAR AS STUDENT, EXPENDITURE, OTHER DATA ARE FINALIZED.
3. ESTIMATED PAYMENT AMOUNTS ON THIS REPORT REFLECT A 90/10 PAYMENT SCHEDULE. EARLY RECOGNITION ITEMS WITH NO CORRESPONDING AID ADJUSTMENT SPECIFIED IN STATUTE WILL CONTINUE TO BE RECOGNIZED EARLY.



Finance Committee Agenda

Date: 2/14/19

Time: 11:00 a.m.

Location: Google Hangouts (link below and also in the calendar invite)

[Join Hangouts Meet](#)

meet.google.com/aye-ojpg-hrm

[Join by phone](#)

+1 484-841-4858 PIN: 442 124 075#

Members: Jim Weiberg, Scott Brown, Amy Larsen, Dan Ondich, Renee Parcheta, Chris Peterson, Judy Pekarek, Amy Chicoine, Matt Schoenthaler, Julie Johnson, Darren Sonenstahl

Finance Committee Responsibilities:

1. Review and recommend the annual school budget to be approved by the board of directors no later than their June meeting. Monitor the annual budget and recommend adjustments if needed to the board.
2. Review monthly account activities and balances.
3. Review the annual audit, and report findings to the board with any recommendations for board action.
4. Work with the Personnel and Human Resources committee for salaries and benefits.
5. Post meeting notices 72 hours in advance, and keep minutes of proceedings.

Agenda:

I. Financial Updates

A. Monthly Financial Statements (Scott Brown)

1. [January Financial Statement](#)

Brown reported that we are 58% of the way through this fiscal year and have spent 53% of our budget. There are no cash flow concerns at this time.

On the check register, Sonenstahl inquired about the payment made to Margo Hanson with the description being ER HRA Contribution. Brown and Neu will research this payment and forward the response to the committee.

2. [Credit Card Statement](#)

There were no questions/comments related to the credit card statement.

B. ADM/Enrollment Update (Amy Larsen)

As of 2/11/19 local ADM report = 491.26

23 students on waitlist - currently are a little over 500 students - supplemental still at cap for S2 - we have been enrolling more middle school and 9th and 10th graders rather than the usual amount of seniors. This is creating a better balance between all grades than the traditional seniors being higher. We may want to discuss the possibility of increasing our enrollment cap for next school year.

II. Other Business/Questions

A. HR Updates - Longevity Pay Revised (Sara Neu)

Neu reviewed the longevity policy pay for staff including that the Board requested we bring this back to the finance committee for a recommendation related to how the payout should be given. There are three options, 1) full back pay for longevity (i.e. staff who have been at BS for more than 10 years would receive the 5 year bonus and the 10 year bonus), 2) longevity pay based on current years of service at start time of this policy (i.e. 9 year employee would not receive a bonus until the following year, in which they would then receive the 10 year bonus pay), or 3) partial backpay (i.e. 9 year employee would be paid 5 year bonus the first time this policy is implemented and then the 10 year bonus the following year).

The committee recommends the full back pay option as it is not that much difference in total expense to the partial back pay option which was what was initially proposed.

B. March meeting conflict

The finance committee is scheduled to meet at the same time as the curriculum committee. Finance committee will change the March 14th meeting time to 11:30 a.m.

III. Recommendations to the Board

The finance committee recommends that the Longevity Pay bonus be initially paid out to include catch up pay (full back pay) amount. That is, employees will receive their 5 year and 10 year bonus if they have been at BlueSky for 10 or more consecutive years.

Future Meetings:

Thursday, February 14 11:00 a.m.

Thursday, March 14 9:00 a.m.

Thursday, April 18 9:00 a.m.

Thursday, May 16 9:00 a.m.

Wednesday, June 19, 9:00 a.m.

Curriculum Committee Agenda

February 15, 2019

9:00-10:00

Members Present:

Amy Larsen	Renee' Parcheta
Carla Anderson-Diekmann	Dan Ondich
Darren Sonenstahl	Jim Weiberg
Heather Novak	Matthew Schempp
Karen Kraco	Alisa Snyder
Bonnie Jude	Leasa Kulm
Brenda Ritter	

BlueSky Charter School Vision:

BlueSky is defining education for the 21st century by creating an individualized, dynamic education for all students. We are committed to empowering our community by facilitating relevant learning, skills, hopes and relationships.

BlueSky Charter School Mission:

Bringing quality online education and diverse learners together.

Curriculum Committee-Primary Objective: The primary objective of the Curriculum Development Committee is to review and recommend to the BlueSky Charter School Board of Directors on matters pertaining to the content of the academic program, course materials, and method of delivery. This includes, but is not limited to, the review and selection of curriculum and educational materials, review of all class syllabi, common course outlines and learning objectives for use in the program.

Curriculum Vision:

Through high quality curriculum and instructional practices BlueSky will do the following:

- 1. implement standards-based and data-driven practices*
- 2. embed RTI over the next three to five years*
- 3. foster academic and testing skills among students*
- 4. provide College and Career Readiness resources to support student success and learning to ensure opportunities post high school*
- 5. empower teachers to tailor instruction that meets the needs of individual students*
- 6. develop consistent course design and format that ensures content accessibility for all students; and*
- 7. establish a schedule that offers both flexible and structured options for students*

FY19 Annual Focus Areas:

1. College & Career Readiness

- a. Career academies
 - b. Partnerships
 - c. Special education transitions programming
- 2. Core Competencies
 - a. Continue with sub-committee
- 3. Instruction Strategies
 - a. Tier 1 instruction
 - b. First Principles of Instruction
 - c. Training must apply to BlueSky systems and be practical (practice vs. theory)

STANDING BUSINESS:

1. [Course revision proposals \(request form\)](#)
 - a. Middle school needs a total of two 7th grade and three 8th grade quarter electives added
 - i. Animal Care 8 (not final name) - total development
 - ii. MN Cultures 8 (not final name) - total development
 - iii. Geocaching - total development
 - iv. [Pixar in a Box](#) - minimal development
 - v. Service Learning - minimal development
 - vi. History at the Movies - total development
 - vii. Once Upon A Time - total development
 - viii. Board Game Design - total development
 - ix. Road Trip USA - total development
 - x. #litdaydreams (creative writing) - total development
 - xi. Introduction to Film - total development
 - xii. Coding ([CS First - Google's Coding Academy](#); could be several courses) - minimal development
 1. Looking at adding coding and survey students on options they would like
 2. Will move forward with cultures and animal care
 3. Need to consider how it integrates and long term viability of open source materials
 - xiii. MS RCP/Advisory
 1. Looking at curriculum that aligns with middle school goals/vision
 - b. American Indian Course
 - i. Would be taught through Fond du Lac College
 - ii. Would start with one class, could potentially have a track of courses
 - iii. Will move forward with discussions

NEW BUSINESS:

2. IXL Renewal
 - a. [1 year quote](#)
 - b. [3 year quote](#)
 - c. Because we have courses based on IXL we will need to consider the 3 year option
 - d. Need to review use for intervention

3. 2019-20 Schedule
 - a. Planning to copy over current schedule and courses for next year
 - b. Counselors would like another option for a 3rd year of math for students that have already completed the standards but need more credit
 - c. Discussed how a construction or coding class may apply
4. Elective course rotation
 - a. Discussed having less popular classes offered every other year
 - b. Counselors would like more elective options
 - c. Content area electives are an option
 - d. Challenge is that teachers get too many preps
 - e. Need to budget for elective development next year for implementation for the 2020-21 school year
5. iCEV Curriculum Pilot
 - a. Will move forward with pilot
6. eDynamic Learning CTE Options
 - a. Have courses that lead to certifications
 - b. Could provide teachers for the course; especially in areas with limited licensed staff needs
 - c. Need more information

OLD BUSINESS:

6. Physical Education Revision Update
 - a. Reviewed that middle school will move to a combined health/PE next year
 - b. Reviewed that the new standards require team/group interaction at the middle school level and our plan is to have scheduled activities to meet those standards
7. [National Honor Society Follow Up](#)
 - a. No update
8. Middle School Update
 - a. Discussed under course proposals
9. [SEL Standards \(Five Competencies\)](#)
 - a. [Staff feedback](#) - review before next meeting
 - b. Will discuss at the beginning of next meeting
 - c. Committee wants to know more information regarding scope and implementation (ex. What would this look like?)
 - d. What will the ultimate expectation be?
10. [Teaching and Learning Toolkit Review](#)
 - a. Was tabled until after we have SEL/Compassionate school standards.
11. Math Curriculum Development Team
 - a. Meeting scheduled for 2/25/2019
12. Special Education Update
 - a. No update
13. Budget Review
 - a. No update

BlueSky Charter School
HR Committee Meeting
Thursday, February 14, 2019
2:00 PM

Location: meet.google.com/gfv-ukqx-tnh

1. Call to Order

2. Roll Call – Paula Forbes, **Amy Larsen, Sara Neu, Jodi Helder, David Bjorklund, Dawn Mensing, John Mizeur, Julie Johnson, Heather Novak, Gaia Buttweiler, Amy Chicoine**

3. Agenda:

- **Review recommendations for longevity pay, as made by Finance Committee**

Discussed that the Board sent the proposal for funding back to committee to assess whether it would be within BlueSky's budget to offer full backpay for staff who have been at BlueSky for more than 10 years. So, those staff who have been here 10 or more years would get the 5 year bonus as well as the 10 year bonus. The finance committee met this morning and approved full backpay. Sara N. took a vote to see if the HR committee approves this as well and the consensus was yes.

- **Sub-committee updates regarding extra pay drawing**

Sara N. presented the sub-committee's proposal for an extra pay drawing to be held twice a year, starting in the FY20 school year. HR would send staff a survey to fill out regarding their extra activities and would then be put into a drawing for one of 10 \$100 prizes twice annually, once in December and once at the end of the year. Sara N. to write up a policy for the drawing, however it will not be placed in the employee handbook. It will be an outline of guidelines for the drawing.

Heather N. presented that it might be a good idea to advertise 5, 10, 15 year staff anniversaries on social media as a recognition as well as a possible publicity tool. Amy L. to speak with our marketing firm to discuss this.

It was mentioned that staff have asked about a possible pay increase for leads as the lead amount had been decreased when BlueSky was going through hard times but was not increased since. Sara N. is currently working on updating all the job descriptions; BlueSky to look at this when it is time to update the lead job description.

4. Recommendations

The HR Committee recommends that the Board approves the policy for a staff longevity bonus as amended by the finance committee.

5. Adjourn

Future Meetings/Events Below:

2nd Thursday of every month, 2:00 pm

Next meeting Thursday March 14th, 2:00pm



Staff Handbook Policy 2.11 – Longevity Pay

BlueSky wishes to recognize the hard work and dedication of its employees. When finances allow, all employees will be awarded longevity pay after celebrating milestone anniversaries with BlueSky. At no time is an employee guaranteed longevity pay, nor is s/he guaranteed a specific minimum or maximum amount, however the following chart can be used as a guideline for awarding longevity pay. Depending on school finances and board approval, longevity pay may be given at the end of the school year after the milestone anniversary has been celebrated. For example, an employee who celebrates a 5 year anniversary in September will receive the longevity pay at the end of that school year. Pay amounts are based on continuous service. Rehired employees begin benefits just as any new employee. Previous tenure will not be considered in calculating longevity. Full time staff (.75 FTE and higher) are eligible to receive the full amount, part time staff will be awarded amounts on a pro-rated basis. Staff must be actively employed and in good standing with the school on the day the longevity pay is awarded to be eligible to receive longevity pay.

Completion of Continuous Service to Anniversary Date	Bonus Amount
After 5 years of service	\$500
After 10 years of service	\$1,000
After 15 years of service	\$1,500
After 20 years of service	\$2,000
After 25 years of service	\$2,500
After 30 years of service	\$3,000

BLUESKY ONLINE SCHOOL

2019-2020 School Calendar

July 2019						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August 2019						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September 2019						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October 2019						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November 2019						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2019						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2020						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2020						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March 2020						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April 2020						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		


May 2020						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						


June 2020						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				


 Staff Only Days (no school for students)

 Graduation

 Onsite Staff Dev. Day

 First & Last Day of Quarter/Semester

 No School

 Parent Teacher Conferences
*no live student/staff sessions

 Board Meeting (dates are tentative)

 Summer Session I

 Summer Session II

 Online Staff Dev. Day

*grades due Friday 3pm 1/17/20 & 6/1/20

*staff dev day 6/6 is optional

Instructional
Staff Only
TOTAL

Q1 September 3-November 1	42.0	4.0	
Q2 November 5 - January 16	43.0	2.0	
Q3 January 22-March 20	42.0	2.0	
Q4 March 23 - May 29	43.0	2.0	
	170	10	180

Adopted: March 20, 2013

Revised: March 20, 2013, February 27, 2019

BLUESKY CHARTER SCHOOL POLICY No. 2.1 BOARD ELECTION PROCESS

I. PURPOSE

The BlueSky Board of Directors shall form a Board Development Committee (Committee) by March of each election year who will follow the election procedures described below.

II. POLICY STATEMENT

In accordance with the BlueSky Bylaws, elections for the Board of Directors and seating of the elected Directors will be in May of every year.

III. SELECTING POSSIBLE BOARD CANDIDATES

- A. The Board Development Committee will develop a list of Board candidates.
- B. The candidates will be licensed teachers employed by BlueSky Charter School; parents and guardians of currently enrolled students; and community members who demonstrate their support to the mission, values, and goals of BlueSky Charter School.
- C. The Committee shall attempt to locate a viable number of candidates to present to the Board.
- D. The Committee will gather information from potential candidates by sending the following to interested, qualified candidates;
 - 1. Letter of Invitation (*Resource A*)
 - 2. BlueSky Charter School Board of Directors Position Description (*Resource B*)
 - 3. BlueSky Charter School Board Application Form (*Resource C*)
- E. The Committee will bring the list of potential candidates along with their application forms to April Board meeting for Board of Directors approval.

IV. ELECTION

- A. The Committee will organize the election (by end of April or beginning of May) by completing the following;

1. The Committee shall create ballots with approved candidates, as well as other election materials.
2. The Committee shall secure an outside, independent organization to aid in the facilitation, distribution, and tabulation of ballots to all eligible voters. Eligible voters:
 - a. Each student's mother and father or legal custodians have one vote, with a maximum of two voters per family.
 - b. Each BlueSky Charter School employee has one vote.

V. ORIENTATION (prior to May Board meeting)

- A. The Committee shall notify candidates of the election results.
- B. The Committee shall schedule an orientation session with elected candidate(s) prior to the May Board meeting. *Resource D* can be used for the orientation agenda.
- C. The candidate(s) shall sign BlueSky Charter School Board Member Profile Agreement (*Resource E*) & the Conflict of Interest form (*Resource F*).
- D. The candidate(s) shall **attend the May meeting and** be seated at the **June** ~~May~~ Board meeting.

Invitation Letter Draft

(Resource A)

In May of this year, new Board Directors will be elected to the Board of Directors of BlueSky Charter School. You have been recommended to our Board Development Committee as a possible candidate for Board service. We are requesting you to give serious consideration to nomination for a Board position. (*Two or Three*) 2 year terms will be available beginning in May.

The next several years promise to be exciting ones for BlueSky Charter School. BlueSky Charter School will continue to have a positive impact on the children and families we serve. The Board of Directors will play a central role in this important work.

Because of your experience and involvement in the Charter School and/or community, we feel you are well qualified to be nominated for a Board position. As you consider this opportunity, we ask you to review the *BlueSky Charter School Board of Directors Position Description* included in this mailing. As you will see, we are expecting the Board to be an active one.

A primary responsibility of Board Directors is to participate in the development of policy and major decision-making at Board meetings held at least eight times a year, generally once per month. Another key responsibility may be to be active in a committee of the Board such as Finance Committee, Curriculum Committee, or Technology Committee.

Since its opening in 2000, BlueSky Charter School has become recognized as an effective educational leader having real impact within the community. We invite you to become a part of this growing tradition.

If you wish to be considered as a candidate for the Board of Directors, please complete and send back the enclosed *BlueSky Charter School Board Application Form* to the Board Development Committee member who contacted you. If you would like additional information regarding BlueSky or the Board of Directors role, please contact the Executive Director at 651-642-0888 or at info@blueskyschool.org.

Sincerely,

BlueSky Charter School Board of Directors

BlueSky Charter School Board of Directors Position Description

(Resource B)

1. Attend regular, monthly meetings of the BlueSky Charter School Board, which are each approximately two hours in length.
2. Review Board meeting agenda, minutes, and supplemental materials prior to each Board meeting.
3. Provide leadership to Board appointed committees.
4. Participate in a self-review process regarding the functioning of the Board and its individual members.
5. Participate in the annual board development and planning retreat(s).
6. Attend Board training sessions related to Governance, Employment Law, and Finance.
7. Use active listening skills.
8. Become familiar with charter school law, charter school finance, BlueSky's by-laws, and Robert's Rules of Order.
9. Avoid conflicts of interest and publicly disclose when such conflicts exist.
10. Provide representation for students, staff, and parents of BlueSky School and commit to serve in their best interest.

BlueSky Charter School Board Application Form
(Resource C)

Name _____ Phone _____

Email: _____

Please indicate if you are a licensed teacher, parent, or a community member:

What relevant community experience and/or employment do you have that you feel can benefit the BlueSky Board?

What area(s) of expertise/contributions do you feel you can make to BlueSky Charter School as a Board Director?

If you are an employee of BlueSky, how do you expect you will be able to separate your role as a Board member from that of a staff member?

If you are not an employee of BlueSky, do you have any charter school experience?

Why are you interested in serving as a Board Director of BlueSky Charter School?

Do you have other volunteer commitments? If so, please indicate below.

Board of Directors Orientation Session Agenda

(Resource D)

- I.** Welcome and Introductions
- II.** Overview of BlueSky mission, vision, and educational goals of the school including the strategic plan
- III.** Overview of the roles and responsibilities of the Board of Directors
- IV.** Review of the Board of Directors position description
- V.** Discuss schedule for potential training dates of the 3 required trainings; Board Governance, Employment Practices & Law, and School Finance
- VI.** Review BlueSky Bylaws
- VII.** Questions

BlueSky Charter School Board Member Profile Agreement

(Resource E)

BlueSky Charter School Board of Directors shall be fully committed to the charter school concept. The purpose of the Board of Directors is to direct, not manage, the school. Board members should be able carry out the BlueSky Charter School vision, foster relationships with staff and the school community, and oversee the budget.

All Board members should attend at least two school related functions, such as staff meetings, staff workshops, open houses, and parent-teacher conferences a year to show support and encouragement for that vital aspect of our school. Board members may chair and serve on committees.

Prior Board experience is helpful. A high value for professionalism and the success of the school is mandatory. Motivation for serving on the Board shall be to help guarantee the educational success of students.

All Board members are expected to attend a yearly board working session where the goals of the Board are defined, a Board self-evaluation critique is conducted, outside speakers may present information on effective Board leadership, and other pertinent topics are discussed. The Board will annually self-evaluate itself. Goals for the next year will also be determined at that time. Directors shall fulfill their responsibilities on the Board, Board committees or subcommittees to their fullest capability. All Board members should be the best public relations representatives the school has.

Behavioral Expectations

Expectations include a professional demeanor at all Board meetings. Issues being discussed shall not be personalized and directed toward any other Board member, staff member, parent or anyone else. Confidentiality is expected in all situations. Board members shall respect and listen to ideas being presented by other Board members.

Board members fulfilling their responsibilities to their fullest potential shall be encouraged by each of the Directors. When receiving criticisms from parents or other interested parties about staff or other Board members, the Board member shall direct the speaker to the Board member/staff member involved in the situation or to the schools Executive Director. Board members are expected to present a positive image of staff and Board members to the school community or parties outside the school community.

Conflicts shall be resolved with the people with which it was created. Board members will commit to resolving conflict directly with each other or with the appropriate staff member and not share the conflict with anyone outside of the conflict, including, but not limited to other parents, other staff members or the media.

Board members shall exemplify integrity, honesty and respect. A dedication and commitment to the vision of BlueSky Charter School and the charter school movement shall be top priority for any Board member. Any Board member finding himself or herself involved in an irresolvable conflict shall put the vision of the school first and step down from the Board.

Board members shall abide by the open meeting law. The open meeting law states that anyone discussing Board business, policy, actions, resolutions, etc. with a quorum of the Board or the quorum of a Board committee, except at regularly scheduled meetings, is illegal. A "meeting" is defined as communication of a quorum through person, telephone, e-mail, or any other means. Confidentiality law is also outlined in this section of the statute. Personnel matters, individual students, and negotiations are confidential by law.

Board members missing more than two Board meetings a year shall be relieved of their Board involvement.

Governance of BlueSky Charter School

BlueSky shall be governed by a Board of Directors. The Executive Director of BlueSky shall answer directly to the Board. The Executive Director shall make decisions on a day-to-day basis and fulfill all administrative duties for the school. The Board will maintain the vision and steer the school's direction as it carries out the mission.

As with all charter schools, BlueSky Charter School, is an entity separate from the school district in the area of governance. This unique characteristic of charters shall be guarded by each Board member.

If a Board Director questions a decision of the Executive Director, he or she shall immediately take that concern or disagreement to the administrator in a confidential and diplomatic format. Likewise, the Executive Director shall agree to the same commitment. Respect for each other shall remain constant.

While at the school, Board members shall be mindful of the different roles they play: parent, volunteer, Board member, etc. A Board member will not use their position of authority while acting in their parent or volunteer roles. Directors shall foster good relationships with the administrator and staff on a personal level. With humility, each Board member will serve the best interests of the school.

Board members shall remember that stepping out of their advisory/Board capacity and attempting to run the school as an administrator, will always cause problems.

The vision and mission statement of BlueSky Charter School will serve to guide and direct the Board of Directors. The goal to continually improve, maintain integrity, serve BlueSky Charter School families and ensure academic success for our students shall take precedence in all situations.

Signed, this _____ day of _____, 20__.

_____ Board Member, BlueSky Charter School

(Resource F)

TO: ADMINISTRATORS AND SCHOOL BOARD MEMBERS – BlueSky Charter School

FROM: NAME, Director of Finance

DATE: June 30, 2013

SUBJECT: Auditors Compliance, M.S. 124D.10 subd. 4a and 8(j) – Conflict of Interest

Review the following and check the applicable statements related to conflict of interest regarding charter schools for the year ended June 30, 2013:

- ☐ I am, or my immediate family member* or partner is an owner, employee, or agent, of a contractor with a for-profit or nonprofit entity with whom the charter school contracts, directly or indirectly, for professional services, goods, or facilities.
- ☐ If so, I refrain from participating in selecting, awarding, or administering a contract if a conflict of interest exists. A conflict exists when (1) the board member, employee, officer, or agent, (2) the immediate family of a board member, employee, officer, or agent, (3) the partner of the board member, employee, officer, or agent, or (4) an organization that employs, or is about to employ any individual in clauses (1) to (3), has a financial or other interest in the entity with which the charter school is contracting.
- ☐ I am an employee, agent, or board member of the authorizer who participates in the initial review, approval, ongoing oversight, evaluation, or the charter renewal or nonrenewal process or decision.
- ☐ I am aware of the following transactions undertaken by myself, my immediate family members, my partner/spouse or entities affiliated with myself, my immediate family members, or my partner/spouse during the year that would impair my independence with respect to the organization listed above.
 - ☐ Required information:
 - a. Description of transaction: _____
 - b. Individual/entity engaging in transaction: _____
 - c. Amount of transaction: _____
 - d. Identify other party to the transaction: _____
 - e. Relationship of individual/entity (self, spouse, etc.): _____
- ☐ I am aware of no transactions undertaken by myself, my immediate family members, my partner/spouse or entities affiliated with myself, my immediate family members, or my partner/spouse during the year that would impair my independence with respect to the organization listed above.
- ☐ I sold or purchased property or materials owned by the charter school. If so, please place a check in the box next to all that apply.
 - ☐ The property was not needed by the charter school.
 - ☐ The purchase was made through a sealed bid or public auction.
 - ☐ I was not directly involved with the sealed bid or auction process.
 - ☐ Public notice of the sale was given for at least one week.

☐ I did not sell or purchase property or materials owned by the charter school.
To the best of my knowledge and belief, the above information is true and accurate.

Signature: _____ Date: _____

Print Name: _____ Title: _____

Place of employment: _____