

BlueSky Charter School  
Regular Board Meeting  
Wednesday, February 28, 2018  
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 31, 2018 at 10:00 AM. Roll call was taken with these members present: Schempp, Kelbel, Pekarek, Johnson, Stocco.

Members absent: Forbes, St. Marie

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

Zoom Online Meeting Room - <https://zoom.us/j/5260988897>

**Approval of Agenda**

Pekarek/Kelbel moved to approve agenda as is  
5-0 Motion passes

**Approval of Previous Board Minutes**

Schempp/Pekarek moved to approve board minutes from January 31, 2018  
5-0 Motion passes

**Filing of Finance Claim**

January financials were reviewed with the finance committee and show expenditures at 50% with us being 58% through the budget year. Expenditures have been tracking about 8%, or almost one month, under budget. Admin team met with Brown to discuss year to date actuals in preparation for FY19 budget planning. Brown noted that expenditures will likely come more into line over the next couple of months. BlueSky shows consistent spending across all months. No cash flow concerns with cash balance just over \$2,000,000. Brown noted that the state released their budget forecast which is projected to be a surplus. MDE recently approved BlueSky's extended time revenue.

Schempp/Pekarek moved to approve monthly financial statement  
5-0 Motion passes

**Reports**

**6.1 Finance Committee**

Looked at credit card statements, two cards temporarily, everything looked good

The HR Committee recommended to the finance committee that salary increases be given as a standard flat rate of pay versus by percentage. Pekarek requests that another committee be formed to include board members and staff to discuss how staff compensations are given as well as how the fund balance will be spent. Pekarek does not agree with the HR Committee recommendation of staff compensations be paid out at a flat rate. She also does not want to approve spending of the fund balance for staff bonuses/stipends for their additional duties as HR Committee suggested, until further discussion is had with the entire board. Neu informed the board that the HR Committee is planning to send out a staff survey asking for their opinion on compensation. Brown noted that the biggest unknown from year to year related to staffing budget is health insurance increases. Johnson provided input related to the HR

Committee discussions, noting that the recommendation to pay staff at a flat rate this year was based off of staff concern with the new hire salary scale. With compensation based on a percentage, lower paid staff get further away from higher paid staff creating a larger disparity. With a flat rate increase, the HR Committee was trying to address that concern. The recommendation was made just for FY19 and may be changed back to a percentage subsequent years if that is what is decided. Brown suggested the Board could recommend compensation issue be brought back to both HR and Finance Committees to discuss more options. Stocco suggested continuing with the disbursement of the HR Committee staff survey. The Board can then determine next steps after reviewing the survey results. Prior to Neu sending out the survey to staff, the Board would like to review it. Larsen noted that a sub-committee meeting can be scheduled after the Board receives results. Neu stated that she could get the survey developed within 2 weeks.

## **6.2 Curriculum Committee**

Staff were notified that all summer curriculum writing projects, curriculum budget requests, and curriculum revision proposals are due by March. All proposals for curriculum development will be reviewed and approved by March or April pending FY19 budget approval. Teachers will be notified soon after. The math and PE departments are the subject areas undergoing curriculum revision currently. There are a number of English proposals submitted for removing flash and Aventa curriculum. The math department is meeting this Friday to do some curriculum mapping, scope and sequencing. The curriculum sub-committee continues to research learning plans for students using competency based practices within Moodle and teachers on the sub-committee are continuing to work on getting all their standards loaded into the Moodle platform.

Review was conducted on the Star assessment as a replacement to NWEA MAP test.

## **6.3 HR Committee**

All of the HR Committee meeting items were discussed during the Finance Committee update.

## **6.4 Director's Report**

ADM report as of 2/26/18 shows 481. Enrollment has decreased slightly to 496. 23 students were future starts, 11 PSEO, and 34 supplemental. We have been retaining many of our students this year which has created a long waitlist with student applications being as old as 1 month. Because of this, they have found other options and do not end up enrolling with BlueSky. We are getting closer to the "bottom" of the list which have newer applications with students that will more likely be enrolling. We predict this will increase our enrollment numbers to be above 500, again.

There were a total of 41 passed courses for Semester 1 supplemental students. This will generate approximately \$22,000 in revenue. Semester 2 supplemental course enrollments is currently 66. The total for the entire year is over 100 courses with our budgeted goal being 60 course enrollments for the entire year. Last year, our total revenue from supplemental was \$17,000. This program seems to continue to grow and we will be having discussions regarding capacity, how do we need to staff, what are cutoffs, etc.

Our current new student application system, Infosnap, is not working very well for us. There have been many issues that have caused inefficiency in our enrollment processes and therefore we are looking at another product called eCollect to transition to for next school year. This product should provide us with a cost savings from current Infosnap product.

Ondich will be providing the Finance and Curriculum Committees with a proposal related to the 6<sup>th</sup> Grade Expansion project. The Board will receive information via committees by our next Board meeting. Our Century Link phone system is still not working. Larsen asked the account manager to provide us with a timeline for completion and a plan B in the case the timeline is not met. Plan B could be other service

options like the Century Link hosted solution. Kelbel inquired about the \$2500 payment made to Century Link, wondering if that was the fee for service. Larsen noted that we made that payment but will be getting a credit to our account because Century Link has been billing us for internet as well as the phone service that is not working. They have to make the adjustment through their accounting department and should be reflected on a future statement. Pekarek mentioned that it might be worth submitting a complaint to the Better Business Bureau as she heard they are being investigated because of their arbitrary billing practices.

We have reduced our Google AdWords budget for the current month and will increase again in April and May for fall enrollments. We continue to research PR firms and have received a few proposals which will be shared with the marketing committee. Kelbel inquired about marketing for summer school. Larsen noted that hasn't been determined yet, but Cathy Parker and team will discuss and make that decision. ESSA plan for state has been approved which calls for identification of schools who have a graduation rate below 67%. These schools will receive support from a Regional Centers of Excellence. Other factors used to identify schools will be 8<sup>th</sup> grade MCA scores and attendance rates. Graduation rates are calculated differently and include 4, 5, 6, and 7 year grad rates. In addition, students who have been enrolled for less than half of their school year at BlueSky will not be counted against us but will instead be counted with their previous school (where they attended the longest). The Regional Centers of Excellence have increased in number and will be providing more support than in the past. They are currently working to organize how this support will be implemented and to what extent. As part of their process, a representative from the Moorehead Regional Center of Excellence met with us to find out information about our program. As a school that serves many alternative type learners, the Center was looking for input on how best they could support schools similar to us.

### **6.5 Student Activity/Updates**

Mill City Museum trip had about 25 students attend. Schoenthaler is currently working on developing a GSA (Genders & Sexualities Alliance) group for students. We continue to host student days monthly throughout the end of the school year but currently do not have any other field trips scheduled for March, April, or May. Johnson noted that the science department will be bringing science kits from the Duluth Aquarium to parent teacher conferences which will allow students the opportunity to complete self-guided labs. St. Paul College has been secured for this year's graduation venue.

### **6.6 Assessment Update related to IQS contract goals & NWEA**

Attendance for first semester was 78.8%. Middle school is above 92%. This rate has been updated from what was given at the last board meeting following scrubbing of the data. This is an increase from last school year's attendance rate.

Passing rates have just recently been calculated and need more analysis. However, initial data shows a 76.4% passing rate which is an increase from last year's average. We were anticipating a drop in course passing rates because of all our system changes, but we have seen an increase which is a very positive sign and reflects all of the hard work from staff in supporting their students.

Graduation calculation has changed and so we will need to work with IQS to update our existing goal as outlined in the Scorecard. Last year's (16-17) graduation rate was 34.2%. The 15-16 rate was 36%. Prior to the calculation change it was at 27%. Therefore, the change in how MDE is calculating graduation rate has helped BlueSky.

### **6.7 Student Services Report**

At MAAP conference, Renee went to a presentation on ESSA with Michael Deidrich who reassured alternative schools that MDE is not trying to penalize us, but instead are trying to provide us with support. Through this process, he is anticipating the opportunity to develop an alternative measurement

system which we have been trying to do legislatively for years and it has not been able to go anywhere. Compassionate school training will include a general cultural training at our next onsite staff meeting date.

### **6.8 Board Development Committee Update**

We currently have one staff application. Kelbel and Johnson offered to run again and also Stocco. Committee also discussed how to obtain parent applications. Larsen will be sending out email message to parents from the AdvancED interview list as well as promoting it at the parent teacher conferences. The parent newsletter will also include a request for applicants. Schempp has included a message to West St. Paul community members via FB post and also included a message on our website. Staff were notified in the weekly update as well as at the onsite staff meeting. The goal is to get a candidate list approved by the board at the March meeting and open elections for one week in April. New members will be seated at the June meeting but will attend the May meeting. Between April and June, new members will have time to complete an orientation.

Pekarek/Kelbel motion to approve all reports  
5-0 motion passes

### **Consent Items**

7.1 Action – Approve Matt Schoenthaler Hire (Admin Asst. 1.0 FTE)

Schempp/Johnson motion to approve  
5-0 motion passes

### **Unfinished Business**

None

### **New Business**

9.1 Action – Appoint Members to Personnel Committee  
Executive Director contract expires June 30 so an evaluation will need to be conducted prior to that. Stocco, Pekarek volunteer and Forbes will also be assigned.

Schempp/Pekarek motion to approve  
5-0 motion passes

9.1 Action – Approve 18-19 School Calendar  
Addition of two onsite staff meeting dates with the reduction of two student days (170 student days versus 172 days). November 16 and April 26 will be additional days off for students that is a change from the last calendar.

Pekarek/Schempp motion to approve  
5-0 motion passes

### **Board Training and/or Evaluation**

10.1 Action – Review Governance Award Application; Criteria 4  
Larsen reviewed each bullet point under Criteria #4: Financial Oversight and Administrator and Program Evaluations. Larsen will get clarification from MACS on the last two bullet points regarding policy; 1)

Policy & Procedures for assessment of school programs, 2) Policy & Procedure for reviewing the academic and other measures of student performance

Kelbel/Pekarek motion to approve  
5-0 motion passes

**Public Input**  
None

**Adjourn**  
Kelbel/Johnson motion to adjourn meeting at 11:49  
5-0 motion passes

**Future Meetings/Events Below:**  
Wednesday, March 21, 2018 at 10:00 am  
Wednesday, April 25, 2018 at 10:00 am  
Wednesday, May 23, 2018 at 10:00 am

Other: Next Board Election – May 2018