

BlueSky Charter School
Board Meeting
Wednesday, April 29, 2020
10:00 AM

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.*

Others present were: Darren Sonenstahl, Bill Blossom, Cathy Parker, Scott Brown, Ben Haensal

1. Call to Order at 10:06 a.m.

2. Roll Call

Paula Forbes, *Vice Chair, Seat A: Community Member 2019-2021*

Matthew Schempp, *Seat B: Teacher Member 2019-2021*

Sandra Meinerts, *Seat C: Required Parent Member 2018-2020*

Heidi Kelbel, *Seat D: Teacher Member 2018-2020*

Judy Pekarek, *Treasurer, Seat E: Community member 2019-2021*

Julie Johnson, *Secretary, Seat F: Required Teacher member 2018-2020*

Jim Stocco, *Chair Seat G: Required Community Member 2018-2020*

3. Approval of Agenda

Pekarek/Kelbel motion to approve agenda

7-0 motion passes

4. Approval of Previous Board Minutes

4.1 Action - Approve board meeting minutes, March 18, 2020

Forbes/Meinerts motion to approve minutes

7-0 motion passes

5. Filing of Finance Claims - TAG, Scott Brown

Brown reported on March financials: 75% of fiscal year is complete. YTD Revenue is at 73% based on enrollment numbers. YTD expenses at 66%, previous month was at 58%. Largest expense category is salary and benefits and this gets charged back to prior year resulting in very little spending in July and 1st half of August. 2.4 million fund balance at the end of March, we could have a holdback but we will know more in May regarding this. Overall doing better than we had budgeted for and part of this is because we did not open a second site as anticipated. Expenses and revenues are doing very well at this time. Brown noted that the Finance Committee reviewed the check register but said feel free to ask questions about anything. Financials may change a little as we anticipate some refunds due to things that will be cancelled such as field trips and graduation.

Schempp/Kelbel motion to approve Finances

7-0 motion passes

6. Reports

6.1 Information- Finance Committee – Pekarek

Pekarek added that the State could have a holdback but BlueSky would still be fine if this happens.

6.2 Information- Curriculum Committee – Schempp

Schempp reviewed Curriculum Committee minutes noting that the middle school schedule has been determined. Advisory curriculum for 9th grade was selected by sub committee. Students are meeting with teachers regarding specific NCAA requirements. BlueSky's National Honor Society had a ceremony last night and inducted 6 students.

6.3 Information- HR Committee – Forbes

No committee meeting in April.

6.4 Information- Director's Report – Larsen

HR News: Introduced BlueSky's new HR specialist- Leslie Egner HR will be working on hiring a new BlueSky admin assistant. There are about 80 applicants that have applied for the position so far.

Enrollment -Right now we are a little under our cap of 525 and this is the last week we will enroll students. ADMs about 528 and we budgeted for 510. Overall we should end a little above budgeted ADM.

Next year we are looking to collaborate with Phoenix Academy in North branch to provide programming for their 7th graders. It is currently a K-6 school and parents want their children to remain at this school for next year. There is a meeting with the school set for May 5 and right now we anticipate between 6-10 new 7th grade students from Phoenix to attend BlueSky on a tuition basis.

Supplemental-This is an area that we can adjust to increase enrollment. There is a lot of need in this area and we increased our cap for next year to 148 course enrollments per semester (we were at 100 course enrollments). Currently 55 students are enrolled for first semester but it is unclear how many courses each student will be taking. We currently have more students enrolled than we did this time last year.

Summer school- Tuition based increased tuition to \$300 from \$250. Currently there are about 23 enrollments- 13 students--mainly in the area of health and math. Summer school is free for BlueSky students for up to 100 enrollments. We have always been able to accommodate students that want to enroll for summer school.

Marketing: We worked with ArcStone to develop an enrollment infographic which has been posted to our website. We are hoping this clarifies some of the process and eliminates some of the questions we receive via phone call to the office.

ArcStone has also developed a new brochure which is on hold right now as we want to include the new office address and the 6th grade information. ArcStone also developed a logo for our 20th Anniversary celebration and a new website page was created for this recognition.

State Updates regarding COVID: Larsen has been attending weekly conference calls surrounding COVID. Many of the topics discussed do not affect BlueSky since we are online. A couple areas that affect BlueSky are attendance especially 15 day drops and additional funding. There will be additional funding offered to reimburse schools for COVID related expenses such as laptop deployment and additional childcare and food costs. PPP is another funding source which is being debated currently if charter schools are eligible to apply for these funds.

Many legislators are talking about the budget and we should have more idea how this will impact BlueSky after the session concludes or later this summer.

State MARSS reporting updating platform to EdFi which will help coordinate student information between districts. Incorporating this should help ADM numbers be more timely and accurate. BlueSky is looking to transition to this in the fall. While transitioning it will require dual systems.

IQS: All goals on track for our Scorecard with IQS

6th grade expansion-middle school team working on building curriculum during the 20-21 school year with implementation and 6th grade enrollment beginning 21-22 school year.

Metro site—SunTide contracting company is overseeing the project. We were not able to begin construction at our new site as scheduled due to current tenants not vacating on time. This has pushed the project timeline back by about 2-3 weeks. Overall things are going smoothly. We will not get in the building as first negotiated, July 1st so Larsen is working to negotiate lease options and move in timelines with current and future landlords.

The Westco bid is included in the agenda for approval which is related to AV and security needs for the new office. Pekarek expressed a few concerns related to if we need to make any adjustments, are we able to do so. Blossom gave reassurance this is the quote and we would be able to renegotiate if something needed to change once we are able to gain access to the site. Westco is the same company we worked with to do the technology updates in our current board room.

Expenses for technology in the new office location will be divided out between two budget years which Brown explained.

6.5 Information- Student Activity/Updates –

National Honor Society Induction ceremony performed via Zoom last night with a formal presentation. BlueSky inducted 6 students into the NHS.

Graduation-This has changed to a virtual setting with a slide show and we will keep the same program outline that we have used in the past. We plan to have 3 student speakers, read the names for diploma and then a recessional. We are in the process of mailing out gowns, caps tassels to potential grads that plan to attend the virtual ceremony.

Virtual student day- Julie Johnson led students in planting different plants and about 18-20 students attended.

6.6 Information- Assessment Updates/ IQS Goal Progress – Ondich

Leadership members will meet with IQS in the next week to go over goals. The percent of BlueSky students that currently have an attendance rate of 90% is 67.2 % and this is up from last month so we continue to meet our goal in this area.

14.9 % of students that are dropped are coded as a 15 day drop but BlueSky is in the process of cleaning this data up. After the adjustments are made we should be at about 8.9 % 15 day drop rate which is down from last year. Overall it is looking like this could be BlueSky's best student attendance year.

6.7 Information - Student Services Report – Parcheta

Currently looking at an advisory group for 9th grade students coming from middle school. Right now trying to find a curriculum and working on details of how to incorporate SEL at the 9th grade level. Student services-very busy time of year enrolling students in summer school and getting ready for next school year.

SW group COVID-April led a group of students that are affected by COVID

Pekarek/Johnson/ motion to approve reports

7-0 motion passes

7. Consent Items

- 7.1 Action - Approve Hire of HR Specialist - Leslie Egner
- 7.2 Action - Approve Termination of Admin. Assistant - Matthew Schoenthaler
- 7.3 Action - Approve Westco Systems Quote (new office location)
- 7.4 Action - Approve MACS Membership Renewal

Forbes/Kelbel motion to approve all consent items

7-0 motion passes

8. Unfinished Business

- 8.1 Action - None

9. New Business

9.1 Action - Approve FY21 Proposed Budget –Scott Brown
Brown presented the proposed budget summary which was recommended for approval by the Finance Committee.

Revenue for FY21:

Budgeting for 515 ADMS which is equal to 618 pupil units.
State Special education will be reimbursed at 92%.
The \$45,000 e-rate may be adjusted after final approval of applications.
Supplemental revenue increase to \$139,193 and the addition of workbased learning funds of \$21,700

Expenditures for FY21:

Salary increase of 2%
Health insurance added 1% to benefits
Tech stipend \$50/month
Furniture budget for new office \$120,000
Technology budget for new office \$157,290
1.0 FTE new positions for Special Ed Lead, Special Ed case manager, Middle School positions
.5 FTE 504 Coordinator and Supplemental Admin Assistant

Projected fund balance of \$1,651,664 June 30, 2021. This would be a fund balance of 25.1% which is a decrease from current year fund balance due to expenses related to the new office and 6th grade expansion. This fund balance amount is still in line with the goal of 20% fund balance.

Pekarek mentioned that the Finance Committee thoroughly reviewed this information and the committee members think it is best to approve the budget now and revisions can be made later if needed.

Kelbel/Forbes motion to approve budget

7-0 motion passes

9.2 Action - Approve Board Development Committee’s List of Candidates

Approve Sandra Meinerts

Schempp/Forbes motion to approve

6-0 motion passes, Meinerts abstained

Approve Jim Stocco

Schempp/Forbes motion to approve

6-0 motion passes Stocco abstained

Approve Julie Johnson
Schempp/Meinerts motion to approve
6-0 motion passes Johnson abstained

Approve Heidi Kelbel
Schempp/Johnson motion to approve
6-0 motion passes Kelbel abstained

10. Board Training

No board training

11. Public Input

No public input

12. Closed Session to discuss non-public data pursuant to Minn. Stat. Ch. 13D.
The board entered into a closed session at 12:01 p.m.

13. Adjourn at 12:33 p.m.
Schempp/ Pekarek motion to approve
7-0 motion passes

Future Meetings/Events Below:

Other: Next Board Election: May 2020