

Approved by Board 9-1-2022

Seven Hills Preparatory Academy Board Minutes –August 4, 2022

Members:

Renson Anjere

- Lisa Barnidge
- Teron Buford
- Carolyn Farrell (Ex Officio)
- Kendra Hartranft
- Chris Lamprechert
- Molly Lee
- Marla Martin
- Michael Meyer
- Kelly Ryan
- Hadley Sayotovich
- Wes Whalberg

Others present: Jon Gutierrez, Marcos Barrios

Mission

Seven Hills Preparatory Academy engages students in a rigorous Classical education, designed to prepare each one for strong citizenship and life-long learning.

1. Call to order at 6:02 p.m. was made by Lisa Barnidge
2. Roll Call: See above list of members in attendance (indicates present, indicates absent).
3. Approval of the agenda
 - **Motion to approve the August 4, 2022 SHPA Board agenda made by Molly Lee and seconded by Hadley Sayotovich. Motion passed unanimously.**
4. Approval of the July 2022 Board meeting minutes --See SHPA Board meeting minutes July 14, 2022
 - **Motion to approve the July 14, 2022 Board meeting minutes made by Molly Lee and seconded by Wes Whalberg. Motion passed unanimously.**

5. Comments from Community Members:

PTA Update from Molly Corrigan read aloud by Wes Whalberg

- *PTA Meeting August 15th at RC*
- *Used Uniform Sale on August 20th at RC*
- *School Supply Kits - August 19th*
- *Park Playdate - August 23rd*
- *Dine to Donate - Aug 27th*
- *New PTA Website*

6. Monthly Financial Report - June 2022- presented by Michael Meyer, *Board Treasurer, see Seven Hills Board Financial Packet.*

Monthly Management Report - June 2022 - presented by Michael Meyer, *Board Treasurer, see Seven Hills Board Management Packet.*

7. Reports

a. Finance Committee Meeting -- presented by Mike Meyer - *see Seven Hills Finance Committee meeting minutes, August 2, 2022.*

- **Motion to approve the August 2, 2022 Finance Committee meeting minutes made by Chris Lamprecht and seconded by Kelly Ryan. Motion passed unanimously.**

b. Executive Director Report - presented by Carolyn Farrell - *see Executive Director's Report to the School Board, August 4, 2022*

c. Principals' Reports

i. Principal Report – Bloomington Campus - presented by Brent Peterson - *See Principal's Report to the School Board, August 4, 2022*

ii. Principal Report – Richfield Campus – presented by Carolyn Farrell- *See Principal's Report to the School Board, August 4, 2022*

d. Board Chair – presented by Lisa Barnidge

i. Executive Committee presented by Lisa Barnidge, *see August 2, 2022 executive committee meeting minutes*

- **Motion to approve the August 2, 2022 Executive committee meeting minutes as amended made by Chris Lamprecht and seconded by Teron Buford. Motion passed unanimously.**

ii. August working session: August 25, 2022 5:30-8 pm, Richfield Campus

iii. September Board Meeting

iv. Board Roster

Kendra Hartranft - Governance, PR

v. Recommendation to designate the Chief Financial Officer - After further discussion the board chair decided to hold on this recommendation for now until further discussions with the financial team.

vi. Attendee to August PTA Meeting - Kendra Hartranft

vii. Review August Board Calendar

e. Facilities Committee -- *committee did not meet*

f. Human Resources Committee - *presented by Molly Lee - see July 18, 2022 HR committee meeting minutes*

- **Motion to approve the July 18, 2022 HR committee meeting minutes made by Kelly Ryan and seconded by Hadley Sayotovich. Motion passed unanimously.**
- **Motion to approve the Student and Family Handbook 2022-2023 made by Chris Lamprecht and seconded by Kelly Ryan. Motion passed unanimously.**
- **Motion to approve the Employee Handbook 2022-2023 made by Wes Whalberg and seconded by Kelly Ryan. Motion passed unanimously.**

g. Governance Committee - *committee did not meet*

h. Public Relations Committee - *committee did not meet*

8. Upcoming Events:

- a. PTA meeting - August 15, 2022, at 5:30 pm, Richfield Campus

9. Board Events:

- a. August working session: August 25, 2022 5:30-8 pm, Richfield Campus
- b. SHPA Board meeting - September 1, 2022 6:00pm at Richfield Campus

10. Board Adjourned at 7:48 p.m. by Lisa Barnidge

Note: As Board Treasurer and Chief Financial Officer (CFO), Michael Meyer abstains from voting as governance practices and MN Charter School laws state that the CFO and chief administrator may only serve as ex-officio non-voting members of the board.

Interim Executive Director's/Richfield Campus Principal Report to the School Board

Date: Thursday, August 4, 2022

Mission

Seven Hills Preparatory Academy engages students in a rigorous Classical education, designed to prepare each one for strong citizenship and life-long learning.

Academics

- Teachers at both campuses will be completing a data dive (Richfield Campus 7/15, Bloomington Campus 8/8) to analyze routine interims and the Minnesota Comprehensive Data from the 21-22 school year in order to determine patterns and guidance for future planning and instruction.

Community Partnerships

- Bethel's Rock will be hosting a service project day on August 19th, 2022. Children and adults from the Bethel's Rock community will provide on site assistance with putting furniture together at the Richfield Campus.

Diversity and Inclusion

- Mr. Peterson and Ms. Farrell will meet with the team from the Minnesota Education Equity Partnership in mid August to finalize professional development with teachers and staff for the fall of 2022.

Facilities

- Cedar Valley Church has updated the Seven Hills administration that the current lease, which was to end in 2027, will now be terminated effective June 30, 2024. The administrative team is working with Wildamere Capital Management, LLC, to assist with researching and securing a new property for the Bloomington Campus.

Staffing

- Both campus teams continue to interview to prepare for the 2022-23 school year. The new list of hires will be shared at the September 2022 school board meeting.

Recommendations

-

Enrollment

- LEA Enrollment = 1153 students

Bloomington Campus: 556

Elementary Richfield Campus: 297

Middle School: 300 (6th-110, 7th-103, 8th-87)

Bloomington Campus Principal's Report to the School Board

Date: Thursday, August 4th, 2022

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ACADEMICS

- Interventionists are meeting this month to ensure alignment of RTI models across campuses.
- ALT CNA upcoming next week for data and academic program analysis.

STAFFING

- Carlie Virkus has been hired as a Special Education Teacher to fill the full time position created with Casslie Lepp taking on the Special Ed. Coordinator position at the BC.
- Katelyn Sharmer has been hired to fill the Math Specialist position.
- Kelly Ryan will be reducing her role as Math Specialist to 0.6 FTE position, while the other 0.4 FTE will now be filled by Erin Carr.

CULTURE

- Behavioral Systems Committee still meeting this month for updates to school wide procedures
- QComp evaluating the equity components of coaching and formal evaluation rubrics

Submitted by Brent Peterson, Bloomington Campus Principal

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