

**Draft for board approval**

**Seven Hills Preparatory Academy Board Minutes – August 5, 2021**

Members:

- Renson Anjere
- Lisa Barnidge
- Wes Whalberg
- Kim Hubertus
- Molly Lee
- Leah Lellman
- Janeen Raaen
- Michael Meyer
- Carl Schlueter (Ex Officio)
- Martine Walker
- Kelly Ryan
- Marla Martin

Others present: Brent Peterson, Carolyn Farrell, Samantha Strachan, SHPA Community Members- Sam Gortez, Matthew Pawlowski, Leah Pawlowski

***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 6:00 p.m. was made by Board Chair, Lisa Barnidge.
2. Roll Call: See above list of members in attendance ( indicates present,  indicates absent). Roll call virtually via phone or video.
3. Approval of the agenda
  - **Motion to approve the August 5, 2021 SHPA Board agenda made by Kelly Ryan and seconded by Martine Walker. Motion passed unanimously.**

4. Approval of the July 1, 2021 Board meeting minutes --*See SHPA Board meeting minutes, July 1, 2021*

- **Motion to approve the July 1, 2021 Board meeting minutes made by Kim Hubertus and seconded by Wes Whalberg.** *Motion passed unanimously.*

5. Comments from Community Members - presented by Lisa Barnidge

- PTA online directory sent out for SHPA families to sign up for
- Comments from parents were read

6. Monthly Financial Report – presented by Michael Meyer, *Board Treasurer, see Seven Hills Board Financial Packet June, 2021*

7. Reports

a. Finance Committee Meeting -- presented by Michael Meyer - *see Seven Hills Finance Committee meeting minutes, June 29, 2021*

- **Motion to approve the August 3, 2021 Finance Committee meeting minutes made by Wes Whalberg and seconded by Martine Walker** *Motion voted against unanimously.*

b. Executive Director – Carl Schlueter - *see Executive Director's Report to the School Board, August 5, 2021*

- **Motion to approve the Fall Return to in In-Person Learning Plan per MDE/MDH made by Kim Hubertus and seconded by Renson Anjere.** *Motion passed unanimously.*

c. Principals' Reports

i. Principal Report – Bloomington Campus - presented by Brent Peterson - *See Principal's Report to the School Board, August 5, 2021*

ii. Principal Report – Richfield Campus – presented by Carolyn Farrell- *See Principal's Report to the School Board, August 5, 2021*

d. Board Chair – presented by Lisa Barnidge

- i. Executive Committee meeting minutes -see August 3, 2021 Executive Committee meeting minutes
- **Motion to approve a 5% Performance based bonus with 5 goals for Executive Director for the 2021-2022 School year made by Renson Anjere and seconded by Janeen Raaen. Motion passed unanimously.**
  - **Motion to approve Aug 3, 2021 Executive committee meeting minutes as amended made by Martine Walker and seconded by Renson Anjere. Motion passed unanimously.**

ii. Working Session- September 28, 2021 at 6:00 pm- Richfield Campus

iii. Motion to Approve the designation of the Executive Director as IOWA ( *Identified Officer with Authority*) made by Kelly Ryan and seconded by Kim Hubertus. *Motion passed unanimously.*

iv. Attendee to PTA Meeting: Lisa Barnidge to assign meetings for the year

v. Review August School Board Calendar

e. Facilities Committee- *presented by Martine Walker*

*-Committee did not meet.*

f. Human Resources Committee - *presented by Carl Schlueter -see July 12, 2021 HR Committee meeting minutes*

- **Motion to approve the July 12, 2021 HR committee meeting minutes as amended made by Martine Walker and seconded by Wes Whalberg. Motion passed unanimously.**
- **Motion to approve the 2021-2022 Elementary School Handbook made by Wes Whalberg and seconded by Kim Hubertus. Motion passed unanimously.**
- **Motion to approve the 2021-2022 Middle School Handbook made by We Whalberg and seconded by Martine Walker. Motion passed unanimously.**
- **Motion to approve the 2021-2022 Employee Handbook made by Wes Whalberg and seconded by Kelly Ryan. Motion passed unanimously.**

g. Governance Committee – *presented by Kim Hubertus- see July 26, 2021 Governance Committee meeting minutes*

- **Motion to approve the revised Policy 410 Family and Medical Leave made by Martine Walker and seconded by Wes Whalberg. Motion passed unanimously.**
- **Motion to approve the July 26, 2021 Governance committee meeting minutes made by Wes Whalberg and seconded by Renson Anjere. Motion passed unanimously.**

h. Public Relations Committee- *presented by Lisa Barnidge- see July 20, 2021 PR Committee meeting minutes.*

- **Motion to approve the July 20, 2021 PR Committee meeting minutes made by Kim Hubertus and seconded by Janeen Raaen. Motion passed unanimously.**

8. Upcoming Events:

a. PTA meeting- August 12, 2021

9. Next SHPA Board meeting September 2, 2021 at 6pm at SHPA Richfield Campus Gymnasium

10. Board Adjourned at 8:11 p.m. by Lisa Barnidge, Board Chair

*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.*

Executive Director's Report to the School Board

Date: Thursday, August 5<sup>th</sup>, 2021

**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**

- Pursuing provisional approval for the possibility of blended learning with online option

**Community Partnerships**

- Reconnecting with the Chambers of Commerce through in-person events this summer
- Met with Bethel's Rock Church to discuss parking lot use for RC dismissal process

**Diversity and Inclusion**

- Will have Justice Alan Page speak on proposed education amendment to constitution
- Will meet with MnEEP next week to review the equity work plan for the coming year

**Facilities**

- Purchased additional student desks at both campuses to increase classroom space
- Installed new RC boiler and telephone system and parking lot paving finished at BC

**Finance**

- Allocating ESSER II funds & projecting ESSER III expenses pending community input
- Will have TRA & PERA and Equitable representative deliver workshop presentations

**School Culture**

- Finalizing Back to School workshops and open houses for new/returning staff/families
- Completed review of fall return family/staff survey summary responses and comments

**Staffing**

- Completed the teacher and educational assistant hiring process for the start of SY22

*Recommendations*

- Approve Fall Return to In-Person Learning Plan per MDE/MDH update (see corresponding document)

*Enrollment*

- LEA Enrollment Projection = 1150 with 110 projected in Grade 6– monitoring non-DL option impact

## **Bloomington Campus Principal's Report to the School Board**

**Date: Thursday, Aug 5th, 2021**

**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**

- Finished our July term for the summer school program, complete with a spirit week for students to dress out of uniform. Collected attendance and progress data for our MDE application.
- Preparing trainings for back-to-school workshops in both Math and Reading for new and returning staff.

### **STAFFING**

- Amanda Gideon has accepted the 1st grade position to fill Ms. Ahrendt's position.
- Lanie Flint has accepted the 2nd grade position to fill Ms. Kloos' position.
- Yoo Kyoung (Kay) Chang has accepted an Education Assistant position to replace Mr. Mattson.

### **SCHOOL CULTURE**

- Reconfiguring the open house/assessment day to provide access to the building for families for an assigned time slot. This ensures only a limited number of families/students in the building at one time and dedicates more time to completing assessments prior to the start of school to open up more instructional time.

### **FACILITIES**

- Parking lot resurfacing completed on the north side of the building. A portion of the south will also be

resurfaced this week.

- 14th Ave is under construction unsure if/how much this will impact fall transportation

Submitted by Brent Peterson, Bloomington Campus Principal

## **Richfield Campus Principal's Report to the School Board**

**Date: Thursday, August 5, 2021**

### **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 in grades 3-8, including special education and interventionists, met in July to perform a deep dive data analysis of student data including the MCAs, Certas, and Interim Assessments to help direct instruction in the fall. This was led by Assessment Coordinator Amanda Jensen.

### **Transportation**

- Routes are being finalized this week with the plan to communicate bus information to families the week of August 9th.

### **Facilities**

- A small group of staff and family members will help replenish the wood chips at the Richfield Campus playground on Thursday, August 5th
- New phones were installed at the Richfield campus

### **Staffing**

- New Hires for the 2021-2022 School Year

Phalen Murza, Middle School Educational Assistant

**Submitted by the Richfield Campus Principal, Carolyn Farrell**