

Approved by Board, August 03, 2023

Seven Hills Preparatory Academy Board Minutes – July 13, 2023

Members:

- Renson Anjere
- Lisa Barnidge
- Teron Buford
- Carolyn Farrell (Ex Officio)
- Chris Lamprecht
- Michael Meyer
- Allison Peterson
- Hadley Sayotovich
- Wes Whalberg
- Dana Banitt
- Stephanie Graczak
- Erin Bohler

Others present: Ryan Grutsch, Brent Peterson, Molly Corrigan

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 6:01 p.m. was made by Wes Whalberg
2. Roll Call: See above list of members in attendance (indicates present, indicates absent).
3. Approval of the agenda
 - **Motion to approve the July 13, 2023 SHPA Board agenda as amended made by Allison Peterson and seconded by Hadley Sayotovich.** *Motion passed unanimously, Teron Buford and Lisa Barnidge not present.*
4. Approval of the June 1, 2023 Board meeting minutes --See SHPA Board meeting minutes June 1, 2023
 - **Motion to approve the June 1, 2023 Board meeting minutes made by Hadley Sayotovich and seconded by Allison Peterson.** *Motion passed unanimously, Teron Buford and Lisa Barnidge not present.*

5. Comments from Community Members:

PTA Update from Molly Corrigan:

Summer Food Truck Series -- Dine with us on July 26!

Join us at the SHPA Richfield campus on Wednesday, July 26 to enjoy the Asian Invasion food truck! Dine outdoors with us between 4:45 and 7:15 p.m., and 10% of all sales are donated to our awesome school! All SHPA families and friends are welcome. [See this flier for details](#), and spread the word!

Next SHPA Park Play Day: All Kinder, Grade One and Grade Two on July 26!

We'll meet to celebrate our incoming Kindergarten, Grade One and Grade Two students. Join us for our July Park Play Day at our SHPA Richfield Campus playground on Wednesday evening, July 26 from 6:00 to 8:00 p.m. Whether you're enrolled at the SHPA Bloomington campus, or the SHPA Richfield campus, all incoming Kindergarten and First Grade and Second Grade families are welcome to join. You'll meet new SHPA families while connecting with existing Kindergarten, First and Second Grade SHPA families. Bring a chair or a blanket, and be ready to enjoy a cool treat. We can't wait to play!

Summer Used Uniform Sale: Donate and Shop on August 5!

The PTA is excited to host its Summer Used Uniform sale on Saturday, August 5th from 12:30 p.m. to 4 p.m. at the SHPA Richfield Campus gymnasium. All SHPA families are welcome, and we need several volunteers to make this happen. We'll welcome adult volunteers, and student volunteers grades 5 and older. All volunteers are welcome to fill up to two shopping bags with used uniforms, for free. Please review the available slots [HERE](#) to sign up.

Do you have gently used uniforms to donate? The PTA will gladly accept your donations! Families are asked to bring donations to the sale on August 5th. If this doesn't work for you, please email sevenhillsppta@gmail.com to coordinate an alternative. Thanks for donating!

School Supply Kit Program -- Kits to arrive early August

Thanks to the families who ordered school supply kits through our PTA School Supply program! We've received confirmation from our vendor that kits will arrive at your homes (i.e. the address you listed on the order) in early August. Once you receive the kits at your home, you may choose to bring kits to Back to School Night in August, or fit the supplies into your child's backpack to bring on the first day of school. Any questions can be directed to the PTA at sevenhillsppta@gmail.com. We're happy to help.

Next PTA Meeting: August 14 -- The PTA now offers its meetings in hybrid format -- via Zoom and in-person. Join us at the Richfield campus in person, or log into the Zoom meeting on the second Monday of each month. We'll hold optional social time from 5-5:30pm. The meeting runs from 5:30 to 7pm, and all are welcome! All SHPA parents and teachers are welcome to join, whether or not you've formalized your membership. We're excited to make it even more convenient for parents and teachers to join. It's so fun to see our group of regular PTA-ers growing! We'll meet in person at the 4th Floor Conference Room, and the Zoom information is as follows:

Go to www.zoom.us

Click Join Meeting

Enter Meeting ID: 850 0387 2134

Enter Passcode: 711560

6. Monthly Financial Report - May 2023 - presented by Carolyn Farrell, *see Seven Hills Board Financial Packet.*

Monthly Management Report - May 2023 - presented by Carolyn Farrell, *see Seven Hills Board Management Packet.*

7. Reports

a. Finance Committee Meeting -- presented by Carolyn Farrell - *see Seven Hills Finance Committee meeting minutes, June 11, 2023.*

- **Motion to approve the June 11, 2023 Finance Committee meeting minutes as amended made by Renson Anjere and seconded by Chris Lamprecht. Motion passed unanimously.**
- **Motion to approve the resolution regarding designation of depositories, ETF transfers and the official school newspaper as set forth above made by Renson Anjere and seconded by Teron Buford . Motion passed unanimously.**
- **Motion to approve Gallagher Insurance premium amount for cyber security made by Renson Anjere and seconded by Wes Whalberg. Motion passed unanimously.**

b. Executive Director Report - presented by Carolyn Farrell - *see Executive Director's Report to the School Board, July 13, 2023*

c. Principals' Reports

i. Principal Report – Bloomington Campus - presented by Brent Peterson- *See Principal's Report to the School Board, July 13, 2023*

ii. Principal Report – Richfield Campus – presented by Carolyn Farrell- *See Principal’s Report to the School Board, July 13, 2023*

d. Board Chair – presented by Lisa Barnidge

i. Election of Officers

1. Chair - Wes Whalberg, *passed unanimously.*
2. Vice Chair - Lisa Barnidge, *passed unanimously.*
3. Treasurer - Michael Meyer, *passed unanimously.*
4. Secretary - Stephanie Graczak, *passed unanimously.*

ii. Committee Selections

iii. Review of Board Member Packet

iv. August Working Session - 8/22/23

v. Attendee to July PTA Meeting

vi. Review Board Calendar

- **Motion to approve Squires, Waldspurger, & Mace, P.A. as the school board attorney made by Allison Peterson and seconded by Renson Anjere. Motion passed unanimously.**

e. DEI Committee - presented by Teron Buford - *see Seven Hills DEI Committee meeting minutes, June 9, 2023.*

- **Motion to approve the June 9, 2023 DEI Committee meeting minutes made by Chris Lamprecht and seconded by Wes Whalberg. Motion passed unanimously.**

f. Facilities Committee - *presented by Wes Whalberg - see Seven Hills Facilities Committee meeting minutes, June 21 and June 28, 2023.*

- **Motion to approve the June 21, 2023 Facilities Committee meeting minutes made by Chris Lamprecht and seconded by Teron Buford. Motion passed unanimously.**
- **Motion to approve the June 28, 2023 Facilities Committee meeting minutes made by Chris Lamprecht and seconded by Teron Buford. Motion passed unanimously.**

g. Governance Committee - *presented by Renson Anjere - committee did not meet.*

h. Human Resources Committee - *presented by Allison Peterson - see Seven Hills HR Committee meeting minutes, June 22, 2023.*

- **Motion to approve the June 22, 2023 HR Committee meeting minutes as amended made by Hadley Sayotovich and seconded by Allison Peterson.** *Motion passed unanimously.*
- **Motion to approve the changes to Policy 506 - Student Discipline made by Wes Whalberg and seconded by Teron Buford.** *Motion passed unanimously.*

i. Public Relations Committee - *presented by Lisa Barnidge - committee did not meet.*

8. Upcoming Events:

- a. PTA Meeting - August 14, 2023 at 5:30 pm @ Richfield Campus

9. Board Events:

- a. SHPA Board Meeting - August 3, 2023 6:00 pm @ Richfield Campus

10. Board Adjourned at 8:54 p.m. by Lisa Barnidge

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

Date: Thursday, July 13, 2023

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

- 8th Grade Extended School Year-two weeks in June
- Extended School Year and Expanded Extended Time Summer School started July 10th, 2023

Community Partnerships

- Giertsen completed accident area at the Richfield Campus

Finance

- Bremer Credit Card, Sunrise Banks Credit Card
- Windows PACE Loan Update (Property Assessed Clean Energy)
- Summer Unemployment for Education Support Professionals
- Cyber Security Premium (CFB): \$13,395.00
- Title I Funds (Additional K-8 Math and Reading Interventionist)

School Culture

- Parent Surveys, shared with the School Board
- Staff Surveys, shared with the School Board

Staffing

- Richfield Campus Behavior Specialist Macayla Padmore

Elementary Special Education Teacher Jeannie Shannon Winn

Elementary Special Education Teacher Elaine Dillard

K-8 Literacy and Math Specialist Ruth Hansen

K-8 Literacy and Math Specialist Tom Cathers

Fourth Grade Teacher Emma Brink

Activities Coordinator and MS Math Educational Assistant John Chambers

K-8 EL Teacher Paige Parra

Building Substitute Stephanie Moreno

Building Substitute Jonah Smallfield

Enrollment Update

- LEA Enrollment for the 23-24 school year
Middle School:
Current enrollment for this coming year 6th- 115, 7th- 104, 8th- 95. Waitlist for this coming year- 6th- 36, 7th- 25, 8th- 12.

Richfield Waitlist OFFERED ACCEPTED IP OPEN SEATS FOR 23-24

	Waitlist	OFFERED	ACCEPTED	IP	OPEN SEATS FOR 23-24	
KG	37	2	0	50	*2	almost full at 50
1st	11	2	0	7	*2	Almost full at 50
2nd	30	0	0	2	0	FULL at 52
3rd	24	0	0	3	0	Almost full at 51; #52 packet inbound July 12
4th	26	0	0	7	1	One offer left for #52 going out July 11, 2023
5th	27	0	0	3	0	FULL at 52

Bloomington

KG	1	1	1	95	*9	Still awaiting a packet from one family (#96), 1 offer went out today, 1 offer going out 11 July - could put us up to 98!
1st	0	0	1	13	*7	#98 on 13 July 23
2nd	1	0	1	14	*2	102 as of 10 July; accepted family missed 10 Jul appt; remaining offer going out on 11 July
3rd	11	0	1	4	*1	Almost full at 99; #100 is in accepted status and is moving to MN this summer
4th	23	0	0	0	0	Total - 93 (FULL)
5th	27	0	0	0	0	Total - 86 (FULL)

*Number does include spots in active offered and accepted status

Submitted by the Richfield Campus Principal and Interim Executive Director, Carolyn Farrell

Bloomington Campus Principal's Report to the School Board

Date: Thursday, July 13, 2023

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

- Summer school programs have begun. (July 10th - Aug 3rd) Expanded Extended Time program (general ed) has about 80 students. Extended School Year program (special ed) has about 10 students.

STAFFING

- Hiring for Fall 2023
 - EL Teacher - BC - Joan Lu (replacing Aly Meier/Jera Siegars)
 - Library Media Specialist - Patty Cosgrove (replacing Sierra Emison/Liji Deepak)
 - 5th Grade Teacher - Jayde Grass (replacing Stephanie Hoeft)
 - Administrative Assistant - Katie Krentz (replacing Susan Lindvall)
 - Math Specialist - Sara Wang (replacing Erin Carr) 0.8 FTE / Kelly Ryan 0.2 FTE
- Open positions that remain: Visual Arts and Special Education Teacher, interested internal candidates looking for temporary licensure

CULTURE

- Held a retirement celebration for Susan Lindvall with staff at the close of the school year

Submitted by Brent Peterson,
Bloomington Campus Principal