

Approved by Board, October 5, 2023

Seven Hills Preparatory Academy Board Minutes – September 7, 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 6:00 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 September 7, 2023 SHPA Board agenda made by Michael Meyer and seconded by Allison Peterson. Motion passed unanimously.**
4. Approval of the August 3, 2023 Board meeting minutes --See SHPA Board meeting minutes August 3, 2023
 - **Motion to approve the August 3, 2023 Board meeting minutes made by Allison Peterson and seconded by Hadley Sayotovich. Motion passed unanimously.**

- **Motion to approve the August Working Session meeting minutes made by Chris Lamprecht and seconded by Hadley Sayotovich.** *Motion passed unanimously.*

5. Comments from Community Members:

PTA Update from Molly Corrigan:

August Used Uniform Sale Success

The PTA hosted its Summer Used Uniform sale on Saturday, August 5th at the SHPA Richfield Campus gymnasium. The sale was well-attended, and the PTA profited about \$1,700 in sales. This was comparable to last summer's sale, and the PTA will plan to host another used uniform sale in late January of 2024. Thank you to those families who donated gently used clothing for the sale!

Classroom Supplies for SHPA Teachers

Each year the PTA funds bulk classroom supplies for each of our classroom teachers. (Think: Hand sanitizer, tissues, paper towels, etc.) This reduces the cost of student school supplies, and better supports our teachers by delivering classroom supplies when they need them throughout the school year. All teacher supplies arrived prior to the start of school, and we're grateful to our parents and student volunteers who helped us distribute the supplies!

SHPA Teacher and Staff Appreciation -- Thanks to the overwhelming success of our SHPA Spring Fun Run last year, the PTA purchased an Amazon Gift Card for each and every SHPA teacher and staff member at both campuses this week. The PTA is thrilled to support our wonderful teachers and staff with this token of our appreciation. Thank you, SHPA teachers and staff, for all that you do for our students and families!

Tears and Cheers: Thank you! -- The PTA hosted coffee and donuts for all of our new SHPA families, K through 8 on the first morning of school. We're grateful to meet so many new faces, and excited to add to our vibrant school community.

Online Spirit Gear Sales -- now through September 9

The PTA has created a spirit gear site specifically for SHPA staff, which provides spirit gear at discounted prices, for orders placed through September 9. We're excited to see how the sale goes! Additionally, all SHPA families can shop for spirit gear online now through Saturday. Visit our [PTA website here](#), to securely order and purchase your items. Orders will come home in your student's pack packs the first week of October.

Next PTA Meeting: September 11 -- 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. We'll hold optional social time from 5-5:30pm. The meeting runs from 5:30 to 7pm, and our [agenda is linked here](#). If joining in person, come to the 5th Floor Conference Room. (We'll have a greeter at Door 1 to let you into the school.) If joining via Zoom, follow these instructions:

Go to www.zoom.us

Click Join Meeting

Enter meeting number: 840 1702 4277

Enter passcode: 917897

All are welcome! All SHPA parents and teachers are welcome to join, whether or not you've formalized your membership. Monthly meetings are held the second Monday of each month. Join us!

SHPA Fall Social: September 15 -- The SHPA PTA will host its annual Fall Social on Friday September 15 from 4:30 to 6:30 p.m. We'll meet outdoors at the Bloomington campus; all families from both campuses are welcome! You'll find two food trucks, an ice cream truck, yard games, fun snacks, and great company! Join us to meet new SHPA families, and connect with our awesome SHPA community!

Online Family Directory -- Get connected! Do you know another SHPA parent who wants to meet and communicate with other SHPA families? Encourage them to join the Online Family Directory! Go to our [Quick Join link](#) and complete the requested information. Questions? Email the PTA at sevenhillspta@gmail.com, and one of our board members will be happy to assist!

6. Reports

a. Finance Committee Meeting -- presented by Michael Meyer - *see Seven Hills Finance Committee meeting minutes, September 5, 2023.*

- **Motion to approve the September 5, 2023 Finance Committee meeting minutes as amended made by Allison Peterson and seconded by Chris Lamprecht.** *Motion passed unanimously.*
- **Motion to approve the expenditure to repair the corrosion in the RC garage made by Michael Meyer and seconded by Chris Lamprecht.** *Motion passed unanimously.*

- **Motion to approve the retaining of the classification of the food service fund loss in that fund made by Michael Meyer and seconded by Allison Peterson. Motion passed unanimously.**
- **Motion to approve proceeding with the establishment of the 7 Hills Foundation made by Hadley Sayotovich and seconded by Allison Peterson. Motion passed unanimously.**

b. Executive Director Report - presented by Carolyn Farrell - *see Executive Director's Report to the School Board, September 7, 2023*

c. Principals' Reports

i. Principal Report – Bloomington Campus - presented by Brent Peterson- *See Principal's Report to the School Board, September 7, 2023*

ii. Principal Report – Richfield Elementary School Campus – presented by Carolyn Farrell- *See Principal's Report to the School Board, September 7, 2023*

iii. Principal Report – Richfield Middle School Campus – presented by Ryan Grutsch- *See Principal's Report to the School Board, September 7, 2023*

d. Board Chair – presented by Wes Whalberg

i. Executive Committee

- **Motion to approve the September 5, 2023 Executive Committee meeting minutes made by Chris Lamprecht and seconded by Hadley Sayotovich. Motion passed unanimously.**

ii. October Town Hall - October 26th 6:30 - 8:00 @ BC

iii. Attendee to PTA Meeting - Wes Whalberg

iv. Review September Board Calendar

e. DEI Committee - presented by Teron Buford - *committee did not meet.*

f. Facilities Committee - *presented by Chris Lamprecht - see Seven Hills Facilities Committee meeting minutes, July 12, August 31, 2023.*

- **Motion to approve the July 12, 2023 Facilities Committee meeting minutes made by Michael Meyer and seconded by Allison Peterson** *Motion passed unanimously.*
- **Motion to approve the August 31, 2023 Facilities Committee meeting minutes made by Allison Peterson and seconded by Michael Meyer.** *Motion passed unanimously.*
- **Motion to approve to pursue a property with resources made by Michael Meyer and seconded by Chris Lamprecht.** *Motion passed unanimously.*

g. Governance Committee - *presented by Wes Whalberg - see Seven Hills Governance Committee meeting minutes, August 31, 2023.*

- **Motion to approve the August 31, 2023 Governance Committee meeting minutes as amended made by Michael Meyer and seconded by Chris Lamprecht.** *Motion passed unanimously.*

h. Human Resources Committee - *presented by Allison Peterson - see Seven Hills HR Committee meeting minutes, August 23, 2023.*

- **Motion to approve the August 23, 2023 HR Committee meeting minutes made by Hadley Sayotovich and seconded by Allison Peterson.** *Motion passed unanimously.*

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

7. Upcoming Events:

- a. PTA Meeting - September 11, 2023 at 5:30 pm @ Richfield Campus

8. Board Events:

- a. SHPA Board Meeting - October 5, 2023 6:00 pm @ Richfield Campus

9. Board Adjourned at 7:45 p.m. by Wes Whalberg

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

Date: Thursday, August 3, 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

- Minnesota Comprehensive Assessment Results 2022-23 (Ms. Jeffrey will present in October)
Richfield Elementary School K-5

		Reading				Math				Science
		3rd Grade	4th Grade	5th Grade	School	3rd Grade	4th Grade	5th Grade	School	5th Grade
22-23		52.2%	54.9%	66.7%	58.1%	66.7%	66.7%	46.2%	59.5%	57.7%

Bloomington Elementary School

		Reading				Math				Science
		3rd Grade	4th Grade	5th Grade	School	3rd Grade	4th Grade	5th Grade	School	5th Grade
22-23		55.0%	65.9%	81.0%	66.3%	75.0%	79.1%	54.4%	70.4%	62.0%

Richfield Campus Middle School

		Reading				Math				Science
		6th Grade	7th Grade	8th Grade	School	6th Grade	7th Grade	8th Grade	School	8th Grade
22-23		65.4%	68.0%	50.6%	62.1%	36.4%	43.3%	33.3%	37.9%	28.4%

Finance

- School and CLA Expectations
- Bloomington Elementary School Facility Search
- Billboard Update
- Corrosion Work, Walker Company \$47,417
- Title Applications have been submitted:
Title I: Free and Reduced Lunch \$161,961, Title II: PD \$24,892, Title III: EL \$22,605,
Title IV: \$10,000

School Culture

- Back to School Works for new staff will start August 21, and returning staff August 24, 2023

Staffing (Richfield Campus)

7th Grade Math Teacher position open

ES SPED EA Robby Perkins, Sophia Hanson, Andrew Stevens

Enrollment Update

Richfield Elementary

Grade Level	Sept Target	Budget (Oct 1 Min.)	Current Enrollment	Seats	In Process	Wait List (current)
K	52	50	48	Open 4	0	1
1st	52	50	51	Open 1	0	2

2nd	52	50	51	Open 1	0	17
3rd	52	50	48	Open 3	1	10
4th	50	50	49	Open 1	0	29
5th	50	50	50	Full	0	29
Totals	308	300	297	Open 11	1	88

RC ES Notes:

- Unable to reach four students.

Bloomington Elementary

Grade Level	Sept Target	Budget (Oct 1 Min.)	Current Enrollment	Seats	In Process	Wait List (current)
K	104	100	83	Open 21	0	0
1st	104	100	98	Open 6	1	0

2nd	104	100	89	Open 15	0	0
3rd	100	95	97	Open 3	1	0
4th	92	92	92	Full	0	27
5th	81	81	83	Full	0	30
Totals	585	568	542	Open 45	2	57

BC ES notes:

- 2nd grade enrollment took a hit with the run up to school. It will be 90 on Sep 26 with a confirmed late start student
- I have an appointment today for the 98th 3rd grader - Sept 11 start. This potential student and the return of a confirmed late start student Sept 26 will put 3rd at 99.
- There are **4 students** that are noted out of the country that I was unaware of but they are still being rostered and accounted for until we know their return date.
- However, we have **10 students**, still being rostered, that we cannot get a hold of; 2 of which are the Ali family who's Aunt told us they left for Africa and have not responded to emails or phone calls.

Richfield Middle

Grade Level	Sept Target	Budget (Oct 1 Min.)	Current Enrollment	Seats	In Process	Wait List (current)
6th	110	105	110	Full	0	41
7th	100	95	103	Full+3	0	31
8th	85	80	91	Full+6	0	16
Totals	295	280	304	Full+9	0	88

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

Bloomington Campus Principal's Report to the School Board

Date: Thursday, Sept 7, 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

- First day of school!!!
- Screening EL students and completing reading assessments with students who missed the open house

STAFFING

- Added an Education Assistant for our SpED program - Sean Burke

CULTURE

- School Assembly on Friday, Sept 8th
 - Presentation of Prairie Care check for the grant for Restorative Practices
 - Completed all staff sessions with Calvin Oliver from Leaving the Village
- School Picture Day - Wednesday, Sept 13th
- Band Registration and Try the Instrument night - Sept 21st

Submitted by Brent Peterson,

Bloomington Campus Principal

Richfield Campus Principal's Report to the School Board
Date: Thursday September 7, 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 and Professional Development:

- MS Teachers worked to develop Data Driven Interim tests for the first trimester. This new system will change how we assess and track progress. It is our goal to improve student achievement on MCAs and internal assessments.

School Culture

- Very successful Open House and start of the school year. Students and Staff are engaged in relationship building activities this week.
- We look forward to the 7th graders attending a field trip to Base Camp on 9/18

Staffing and Enrollment

- We accepted the resignation of David Welliver (7th Grade Math). His application for a tier 2 license was denied by the state (PELSB). He will appeal this decision. We currently have Jonah Smallfield (building sub with a math degree) in that position with intensive support from Tom Cathers.
- We have enrolled 2 students in our 6th grade that did not attend SHPA for 5th grade because we dropped below the September minimum requirement.

Enrollment			
<i>Grade</i>	<i>Sept Minimum</i>	<i>Oct 1 Minimum (Budget)</i>	<i>Today</i>
6	110	105	110
7	100	95	103
8	85	80	91

	295	280	304
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Submitted by Ryan Grutsch, Middle School Principal