

AFSA K-12
Work Session Minutes
K-8 Cafeteria

August 22, 2023

4:00 - 5:00 pm

Board Members Present: Kate Plaisance, David Smith, Julie Cox, Brady Jones, Kerry Schulte, Leslie Scherer, Jessica Goodwin

Board Members Absent: 2 current vacant positions (1 teacher and 1 parent)

A. DISCUSSION ITEMS

1. Retreat Agenda: Julie Cox and Kate Plaisance will coordinate. Items to be addressed during the retreat are: Strategic Planning, Handbook/Bylaws, Team Building, Duty of Obedience, and Taking Oath of Office. Kate Plaisance to plan lunch.
2. Board Training: October 21st was a date set for the training.
3. Open Board Positions: 2 positions are currently unfilled. There was discussion on how to handle interviews for new candidates. Julie Cox will follow up with Erin at Osprey Wilds for guidance on how to proceed. Discussion was made about alerting previous ballot candidates to ask if interested and then conduct interviews.
4. By-Laws. Kate Plaisance asked Julie Cox for ideas on how to work through by-laws. Determined to table task to do at the Retreat.
5. Becky Meyer shared information on the Preliminary Audit. Preliminary FY23 Fund balance is 4.4%.
6. Leslie Scherer requested and asked for ideas on how to share the Board Meeting Agenda publicly. Needs to be shared 3 days before meeting. Kate Plaisance agreed to assist with this by sending the agenda to [Stephanie Forliti](#), Marketing Coordinator after the Executive Committee sets the Agenda at their meeting.

B. ADJOURN at 4:50

Finance Committee meeting 3:30 pm K6 Cafeteria

Regular board meeting to begin at 5:00 pm in K6 Cafeteria

AFSA K-12

BOARD OF EDUCATION MEETING Minutes

K-6 Cafeteria

August 22, 2023

5:00 - 6:30 pm

Board Members Present: Kate Plaisance, David Smith, Julie Cox, Brady Jones, Kerry Schulte, Leslie Scherer, Jessica Goodwin

Board Members Absent: 2 current vacant positions (1 teacher and 1 parent)

A. PROCEDURAL ITEMS

1. Call to Order - Kate Plaisance called the meeting to order at 5:00 pm.

Mission: The Academy for Sciences and Agriculture (AFSA), a public charter school for grades K-12, engages learners in academically rigorous, student-centered, hands-on experiences and leadership opportunities within a science, environmental education, and agricultural context.

Vision: AFSA will develop lifelong learners who are curious, care for others and have high skill levels in applied sciences, and will be prepared for a future in a diverse, global and changing society

Honoring Native Peoples We would like to acknowledge that this meeting is being held on the traditional lands of the Dakota People, and pay our respect to elders both past and present.

2. Determination of Quorum- a quorum of board members is present

3. Determination of Conflict of Interest on any agenda items-no conflicts of interest were noted

4. Approve Agenda - Dave Smith moved to approve the agenda as posted, seconded by Brady Jones, motion passed unanimously.

5. Approval of Minutes- Dave Smith moved to approve the minutes as circulated, seconded by Julie Cox, motion passed unanimously.

6. Erik Bruner-Wiltse gave the Financial Report. Approval of Financial Report- Dave Smith moved to accept the financial report, authorize payment of invoices and acceptance of gifts. Julie Cox seconded the motion and it passed unanimously.

B. GUEST COMMENTS (Three minutes per presenter). No guest comments were made.

D. DISCUSSION ITEMS

1. School Activities Reports- Liz Burkwald and Erik Bruner-Wiltse gave updates on activities at each school.

2. Executive Report - Given by Becky Meyer. Retention is very important and the ADSIS Grant activities should help with retention.

E. ACTION ITEMS

1. Bullying Prohibition Policy: Becky Meyer introduced the new Bullying Prohibition policy, changes were required due to changes in State of MN law. Brady Jones moved to accept. Leslie Scherer seconded the motion and it passed unanimously.
2. Naloxone Policy: Becky Meyer introduced a new MN Dept of Education rule that all public schools are required to have 2 doses of Naloxone on premise and if used, staff must call 911. Leslie Scherer questioned training and Becky Meyer stated they are still waiting for final approval and more instructions. Julie Cox moved to accept and Dave Smith seconded the motion and it passed unanimously.
3. Handbooks:
 - a. Elementary Teacher and Student/parent. Liz Burkwald read. Some of the teacher updates noted were in regards to assessments and e-learning plans. Also MTSS plan/co-teaching and crisis planning. Dave Smith moved to accept the Elementary Teacher handbook and Leslie Scherer seconded the motion and it passed unanimously.
 - b. Student/Parent handbook updates noted were discipline/non-exclusion policy, nutrition information, payments, safe schools, employee/student relations, safety drills, testing information, and wellness policy. It was mentioned to add a flow chart for parents to follow as to who to go to with different questions. [Leslie Scherer](#) moved to accept with changes and addition of flow chart, Julie Cox seconded the motion and it passed unanimously.
 - c. High School Teacher and Student/parent. [Erik Bruner-Wiltse](#) read. Teacher updates that were noted were: sub plans and Friday schedule to be more structured, encourage field trips, grading 7th/8th grade will move to using letter grades, standard responses/fire and tornado drills, and teacher evaluations. Julie Cox moved to accept and Brady Jones seconded the motion and it passed unanimously.
 - d. Student/Parent handbook updates noted were: modified schedule updates, nutrition information, grading scale, non-exclusionary discipline, bullying policy, anti-bullying, standard response and water testing. Julie Cox moved to accept, Brady Jones seconded the motion and it passed unanimously.
 - e. Employee. Becky Meyer read. Employee handbook updates noted were: updated dates, staff complaint form, student/staff relations, Donors Choose items are school property not teacher property, policy updates and changes, staff lunch cost is now \$5, and invoices sent to email. Dave Smith moved to accept Employee handbook, [Kerry Schulte](#) seconded the motion and it passed unanimously.

F. ANNOUNCEMENTS

- a. Next meeting:
 - a. Regular meeting September 26, 2023 at 5 pm, work session begins at 4:00 pm, Finance committee meets at 3:30 pm on the same day.

G. ADJOURNMENT

Brady Jones moved to adjourn the meeting at 6:15 pm. Jessica Goodwin seconded the motion and it passed unanimously.