

## **AFSA K-12 Work Session Minutes, K-8 Cafeteria**

**October 29, 2024**

**4:00pm - 4:55pm**

**Board Members Present:** Becky Meyer, Kate Plaisance, Kerry Schulte, Leslie Scherer, Laura Wyatt, Melissa Farler,

**Board Members Absent:** Jenny Cook, David Smith, Scott Stene

**Guests:** Teresa Kothbauer, Liz Burkwald, Laura Nelson, Erin Moore, Dan Cantwell, Tyler C., Meghan O'Shea

### **A. DISCUSSION ITEMS**

#### **1. Financial Audit Presentation:**

- Findings Reported
- Average Daily Membership Score
- General Fund Balance
- Food Service/Community/Building Company Funds
- Cost per Student

#### **2. Budget Discussion:**

- We need higher enrollment, higher enrollment will result in more funding. Estimated starting enrollment for 2024-25 school year: 401. Actual starting enrollment for 2024-25 school year: 395.
- Idea to spend marketing funds on at AFSA events vs. outside events.

### **B. ADJOURN**

**Adjourning time: 4:55pm**

## **AFSA K-12 Board of Education Meeting Minutes, K-8 Cafeteria**

**October 29th, 2024**

**5:00 - 6:30pm**

**Board Members Present:** Becky Meyer, Kate Plaisance, Julie Cox, Kerry Schulte, Laura Wyatt, Melissa Farler, Leslie Scherer, Jenny Cook.

**Board Members Absent:** David Smith

**Guests:** Teresa Kothbauer, Liz Burkwald, Sam Wakefield, Laura Nelson, Erin Moore, Dan Cantwell, Meghan O'Shea

#### **A. PROCEDURAL ITEMS**

1. **Call to Order:** Kate Plaisance called the meeting to order at 5:00pm
  - a. **Mission:** The Academy for Science 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.
  - b. **Vision:** AFSA will develop lifelong learners who are curious, care for others, have high skill levels in applied sciences, and will be prepared for a future in a diverse, global, and changing society.
  - c. **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.

**Approve agenda:** Laura Wyatt moved to approve of the agenda, Leslie Scherer seconded, the motion passed unanimously.

#### **Approval of Minutes:**

**September Regular Board Meeting Minutes:** Laura Wyatt moved to approve the September Board Meeting minutes as circulated, Kerry Schulte seconded, the motion passed unanimously.

**Board Retreat Minutes:** With corrections made Kerry Schulte moved to approve the Board Retreat minutes, Julie Cox seconded, the motion passed unanimously.

**Approval of Financial Report:** Becky Meyer presented the Financial Report; including the payment of invoices and the acceptance of gifts. Laura Wyatt moved to accept the Financial Report, Kerry Schulte seconded, motion passed unanimously.

#### **B. SCHOOL GUEST SPEAKERS**

None

#### **C. GUEST COMMENTS**

None

## **D. INFORMATIONAL ITEMS**

### **1. School Activities Reports:**

Liz Burkwald presented the Activity Report for the PreK-6 building.

Wrapping up the end of Hispanic Heritage and Anti-Bullying month, getting ready for Indigenous People's month. O-Term went great, there has been various other field trips within the month of October (ex. Pine Tree Apple Orchard, Wargo Nature Center, State Capital Building, and Spooner Park). STARR testing is upcoming for students 3rd grade and up. Fair Trade Fundraiser starting next week. Upcoming Soar Slip Party on October 31st. Conferences went well over MEA, about 60% of families per class attended. Upcoming events, Presentation Night will take place on November 21st, 2024 from 5-7pm, Winter Carnival on February 1st, 2025.

Enrollment: 149

Sam Wakefield presented the Activity Report for the 7-12 building.

STARR Testing coming up within November. Groups of students have been visiting the public library and received personal library cards to check materials out. Conferences went well, all teachers were booked out. O-Term went great, 5 students were able to attend the National FFA Convention during O-Term. Indigenous People's Month lessons will be taught during advisories throughout the month. Safety night went well. Students will be voting in a mock election next week. 7-12 grade students have been traveling to the Prek-6 building in order to help foster relationships between the buildings and student body. Science fair is in prep for this year.

Enrollment: 249

Total Enrollment is 398.

### **2. Administration Report:**

### **3. Committee Report: None.**

## **E. DISCUSSION ITEMS**

- 1. Training:** Make sure that all board members are up to date and have completed all of the required trainings.
- 2. ED Search Update and Interim ED Proposal:**
  - Position has been posted
  - Interim Executive Director, Becky would like to be done by the end of 2024. She proposes Sam Wakefield to take over the Interim Executive Director position. Sam accepts. A contract will be approved for Sam Wakefield at the December Board Meeting, potentially a permanent position at the end of the year based on search and compatibility with the position's requirements.

## **F. ACTION ITEMS**

### **1. Financial Audit:**

- a. Building Company Board:** Erin Moore moved to approve the financial audit, Laura Nelson seconded, the motion passed unanimously.
- b. School Board:** Kerry Schulte moved to approve the financial audit, Julie Cox seconded, Jenny Cook and Scott Stene chose to abstain from the vote, the motion was able to pass with 5 yes votes.

**2. Annual Report:** Liz Burkwald presented. Julie Cox moved to approve the annual report, Leslie Scherer seconded, the motion passed unanimously.

**3. ED Job Description:** Kerry Schulte moved to approve, Laura Wyatt seconded, the motion passed unanimously.

**4. ED Qualifications:** Julie Cox moved to approve, Leslie Scherer seconded, the motion passed unanimously.

**5. ED Performance Evaluation:** Julie Cox moved to approve, Kerry Schulte seconded, the motion passed unanimously.

## **G. ANNOUNCEMENTS**

- a. Next Work Regular Board Meeting is November 19th, 2024 at 5:00pm in the Elementary Cafeteria.

## **H. ADJOURNMENT**

Laura Wyatt motioned to adjourn the meeting, Julie Cox seconded the motion, the motion passed unanimously. Adjourned at 6:30pm.