

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

November 19th, 2024

4:07pm - 4:56pm

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

Board Members Absent: Scott Stene

Guests: Teresa Kothbauer, Kate Bald, Laura Nelson, Sam Wakefield, Meghan O'Shea

A. DISCUSSION ITEMS

1. Interim Executive Director Transition Update:

Sam Wakefield updated the board on how his transition into the Interim Executive Director role is going. Sam expressed his desire to split the Executive Director role and Financial Director role into two separate job titles, both for checks and balances but also so that one person isn't too overwhelmed to appropriately execute their tasks. He plans to have a Strategic Plan ready to present at the December board meeting (12/17/24).

Currently he has 3 pillars of focus; Recruitment, Retainment, and Relationships. The Pillar of Recruitment focuses on the ability to draw in prospective families into AFSA through marketing and public events (ex. Safety night, presentation night activities). The pillar of Retainment focuses on keeping AFSA families at AFSA and letting them know we care through reaching out and events. The pillar of Relationships focuses on the relationships between staff, students/current families, prospective families, and the communities around us.

After December 31st Sam will be the Interim Executive Director and Becky will step back into only doing the Financial director piece, for how long is to be determined based upon what is required of her.

2. Policies Discussion:

Fund Balance Policy:

- Deficit policy, changing the wording (from "we cannot..." to "if a deficit occurs...")
- Policy statement about general funding and unassigned funding.

Title IX Policy:

- Updated coordinator name Sam Wakefield and “the charter school to “the Academy for Sciences and Agriculture”.

B. ADJOURN

Adjourning time: 4:56pm

**AFSA K-12 Board of Education Meeting Minutes, K-8 Cafeteria
November 19th, 2024
5:03 - 6:05pm**

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

Board Members Absent: Scott Stene

Guests: Teresa Kothbauer, Kate Bald, Laura Nelson, Meghan O’Shea

A. PROCEDURAL ITEMS

1. **Call to Order:** Kate Plaisance called the meeting to order at 5:03pm
 - 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, Julie Cox seconded, the motion passed unanimously.

Approval of Minutes: With minor adjustments to the October board meeting minutes Laura Wyatt moved to approve the meeting 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. Julie Cox moved to accept the Financial Report, Leslie Scherer seconded, motion passed unanimously.

B. SCHOOL GUEST SPEAKERS

None

C. GUEST COMMENTS

None

D. INFORMATIONAL ITEMS

1. School Activities Reports:

Eagles club has been going well. November has been spent observing Native American History Month, Election Day, and Veterans Day. The end of Tri 1 is coming up on November 26th. Presentation night will be on November 21st students will be singing and presenting projects they've been working on, there will also be hot chocolate, cookies, and family friendly crafts for current and prospective families to enjoy. Fall STARR testing has been completed, currently 34 out of 94 of 3rd-6th graders started below grade level in Reading and 40 out of 94 are below grade level in Math. In the month of November field trips have been taken to the St. Croix Riverway, Pioneer Park, Como Conservatory, and Cardigan Ridge. Upcoming field trips, 2nd grade is going on a field trip to the woods near the 7-12 building to do "sit spots" and nature journal. (This prompted a discussion about how nature journaling applies to AFSA's mission of environmental learning). The monthly Soarslip party will be on November 26th and is themed as a "Sticker Party", students will be able to use their earned soarslips to purchase stickers and an item to put them on.

Enrollment: 148

Laura Nelson presented the Activity Report for the 7-12 building. Fall STARR testing has been completed. In November the Highschool had Presentation night, the College and Career fair, Veterans Day activities, and Student Voting on Election Day. Field Trips were taken to the Minneapolis Institute of Art, MN Woodturners came into school to show how a bowl is turned, select students then got to go to the MN Woodturner's studio to turn their own bowls, and a community building trip with the 5th and 6th graders. Report cards are going electronic for the Highschool, guardians will be able to request paper copies if desired. Enrollment: 245

Total Enrollment is 393.

2. Administration Report:

Becky Meyer has been working on the line of cash and revised budget, there will be a new budget to vote on at the December board meeting.

3. Committee Report:

Parent group reminder, there is a meeting on November 25th.

E. DISCUSSION ITEMS

1. Revised OW Performance Overview:

- Board reviews the school's academic performance at least 4x a year.
- School performance towards environmental educational goals is discussed at least 4x a year.
- Board reviews outstanding obligations as applicable.

2. OW Board Observation:

- The Board discusses board trainings at least 4x a year, the Board will be adding training to informational items as "Training Updates".
- Required follow-up, making sure the updated by-laws were correctly uploaded.

F. ACTION ITEMS

- 1. Fund Balance Policy:** Laura Wyatt motioned to approve the fund balance policy, Jenny Cook seconded the motion, the motion passed unanimously.
- 2. Title IX Policy:** Jenny Cook motioned to approve the Title IX policy, Laura Wyatt seconded the motion, the motion passed unanimously.

G. ANNOUNCEMENTS

- a. Next Work Regular Board Meeting is December 17th, 2024 at 5:00pm in the Elementary Cafeteria.

H. ADJOURNMENT

Leslie Scherer motioned to adjourn the meeting, Kerry Schulte seconded the motion, the motion passed unanimously. Adjourned at 6:05pm.