

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

December 17th, 2024

4:07pm - 4:55pm

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

Board Members Absent: Scott Stene

Guests: Teresa Kothbauer, Laura Nelson, Meghan O'Shea

A. DISCUSSION ITEMS

1. Admin Structure, January 1st:

Starting January 1st, 2025 Sam Wakefield will be taking on the role of Executive Director (contract as executive director instead of interim will be voted upon during Board Meeting action items). Becky Meyer will be Business Manager/Finance Manager. Starting July 1st, 2025 Creative Planning will be taking over payroll.

2. Enrollment Strategic Plan:

Sam Wakefield presented his strategic plan to increase AFSA's enrollment which included:

- Reaching out to families who have chosen to disenroll from AFSA to get perspective on their choice.
- Goals to finish the 24/25 school year off with an enrollment of 400 students, Start 25/26 school year off with an enrollment 440 students and end with 445 students, Start 26/27 school year off with an enrollment of 460 students and end with 465 students.
- The focus for the rest of this year will be the Retainment pillar of Sam's strategic plan (Retainment, Recruitment, and Relationships). An Idea was mentioned to conduct surveys once per Tri with what should AFSA start, stop, and continue.
- Focusing on the Recruitment pillar of Sam's 3 pillar strategic plan AFSA will host events for the community, create events for new families, and try to create a larger social media presence.

3. Long Range Budget Model:

Becky created a model of last years budget, this years original budget, this years working budget, and a projected future budget.

B. ADJOURN

Adjourning time: 4:55pm

AFSA K-12 Board of Education Meeting Minutes, K-8 Cafeteria December 17th, 2024 5:00 - 6:39pm

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

Board Members Absent: Scott Stene

Guests: Teresa Kothbauer, Liz Burkwald, Laura Nelson, Amanda Vorwald, Patt Ligman, Faith Holewa-Kvigne, 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: David Smith moved to approve of the agenda, Julie Cox seconded, the motion passed unanimously.

Approval of Minutes: With minor adjustments to the November board meeting minutes Julie Cox moved to approve the meeting minutes, Melissa Farler 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, Julie Cox seconded, motion passed unanimously.

B. SCHOOL GUEST SPEAKERS

Faith Holewa-Kvigne is the school counselor for the PK-6th grade building, she presented on the importance of her job and SEL (Social Emotional Learning). She explained how she starts with soft skills such as listening and respect to build rapport with classes before digging further into SEL. She also talked about the 3 tiers of support, tier 1 is classroom instruction, tier 2 is small groups and 1:1 individuals, and tier 3 is intensive individualized sessions (IEP Minutes).

C. GUEST COMMENTS

Amanda Vorwald and Patt Ligman promoted and urged the board to vote for Sam Wakefield to be the permanent Executive Director, they shared how he has made a dramatically positive impact on AFSA and would like to see where he takes the school in the future. Thank you to Sam Wakefield and Laura Nelson from all High School Staff.

D. INFORMATIONAL ITEMS

1. School Activities Reports:

Liz Burkwald presented the Activity Report for the PK-6 building. Field trips have been taken to the Landscape Arboretum, Wargo Nature Center, Cardigan Ridge, and Minnesota Zoo. Tri 2 has started, Conferences are upcoming on January 30-31th, Elementary Carnival will be held on February 1st, 5th and 6th graders have been working on innovation studio projects to sell at the Carnival as a fundraiser and gaining experience/prepping for the SAE projects that students do at the 7-12 building. December Soar Slip party, Students will get to wear PJs, bring a blanket or stuffed animal, eat popcorn, and watch a movie in class on Friday December 20th. Upcoming Literacy Night on January 16th, 2 authors will be coming in to share their journey in writing and becoming authors as well as having other literacy themed activities. February STARR testing.

Enrollment: 148

Laura Nelson presented the Activity Report for the 7-12 building. Digital report cards went out in the beginning of December, feedback was neutral. A second field trip was taken to the Shoreview Library. Healthy Lifestyles day will be on December 20th, it will include activities such as a whole school taskmaster, self defense class, spa day, and more! Midsummer Night's Dream went extremely well, Students did an amazing job,

Stephanie Forliti and Ms. Hall did an amazing job leading, and the play received raving reviews overall. Teachers are being encouraged to send at least 1 positive note home each week. Taste of AFSA event being held in January is "You Butter Believe It!", themed around butter and cheesemaking as well as other cow themed crafts. Science Fair is upcoming. The Capitol will be holding a Youth in Government event January 4-7th. February STARR testing. Enrollment: 251

Total Enrollment is 399.

2. Training Updates:

Jenny Cook attended a training from Governance Solutions, and shared about Pre-Boarding (how board members are on-boarded). She is currently taking on on Board Culture.

E. DISCUSSION ITEMS

1. Academic Performance Update:

- Reading and Math STARR testing data for both building was presented.
- Osprey Wilds goal 8.1, early childhood screening is provided at AFSA.
- Grades K-3 undergo DIBELS assessments for reading, moving forward it will be used for all applicable grades at the PK-6th building.
- Students who are behind grade level at the PK-6 Building see Ms. Ma for reading intervention and Mr. Albin for math intervention.
- At the 7-12 building students who rushed through their assessments were addressed to iterate the importance of the testing and hopefully create accurate score levels going forward. As well as hoping to create better support based on needs that come up in the February STARR testing.

2. Policy Updates:

Policies 4.45, 4.21, 4.20, 4.19, 4.18, 4.17, 4.16, 4.01, 6.49, and 5.42 have been revised.

F. ACTION ITEMS

1. **Sam's Contract:** Julie Cox motioned to approve Sam Wakefield's contract as official Executive Director for AFSA, Laura Wyatt seconded the motion, the motion passed unanimously.

2. **Revised policies approval:** Jenny Cook motioned to approve the revision of policies 4.45, 4.21, 4.20, 4.19, 4.18, 4.17, 4.16, 4.01, 6.49, and 5.42, Julie Cox seconded the motion, the motion passed unanimously.
3. **OW Contract Amendment:** Modified Pk-12 from K-12, Update Becky to Sam. Kerry Schulte motioned to approve, Julie Cox seconded, the motion passed unanimously.

G. ANNOUNCEMENTS

- a. Next Work Regular Board Meeting is January 28th, 2025 at 5:00pm in the Elementary Cafeteria.

H. ADJOURNMENT

David Smith motioned to adjourn the meeting, Laura Wyatt seconded the motion, the motion passed unanimously. Adjourned at 6:39pm.