

AFSA PreK-12
Work Session Minutes
Elementary Cafeteria

June 24, 2025

4:05 - 5:00 pm

Board Members Present: Kate Plaisance, Julie Cox, Jenny Cook, Dave Smith, Laura Wyatt, Melissa Farler, Scott Stene

Board Members Absent: Kerry Schulte, Leslie Scherer

A. DISCUSSION ITEMS

1. OW contract
 - a. Sam shared that he's working on the renewal contract. The only thing left to approve is the CACR document that's the new "worlds-best work-force." Board will review that in July
 - b. Board Questions:
 - i. Reading goals- some places are inconsistent with being 3rd-12th grade and K-12th. Things have changed with the READ Act from that state. Sam will double check that
 - ii. Goals 5-7 say "comparable schools"- wondering which schools we are comparing to. Sam will get the board a list of who the schools are, they are similar to us in size and demographics.
 - c. Discussed when the contract is for sure. Some documents say FY 25-28, others say FY 26-28.
 - d. We've made progress on goals so far, some we might need to change as we move forward.
 - i. Example: We did do fire, lockdown, and tornado drills but need to document more
 - e. On our board roster, OW calls the secretary what our clerk role does. We use clerk in our by-laws and have outlined roles for the clerk. Know it's the same thing.
2. Updated Board Handbook review
 - a. Thank you to those that gave comments. Kate sent out the updated one with the agenda.
 - b. Items of note
 - i. Changed all K-12 language to Pre-K-12
 - ii. Board responsibilities to review the executive director quarterly.
 - iii. Updated language around trainings for new board members
3. AFSA Brochure distribution
 - a. Sam has a lot of brochures to distribute! To local apartments and places in the community. Wanting to do it now so families start thinking about it for fall
 - b. Look at the spreadsheet from Leslie about where we can drop them off, add places as you think of them. If you drop them off, initial in that box that you've gone. Should be done in July.
4. Retreat plan
 - a. Need to pick dates

B. ADJOURN 5:00pm

**AFSA PreK-12
BOARD OF EDUCATION MEETING Minutes
Elementary Cafeteria**

June 24, 2025

5:05 - 6:47 pm

Board Members Present: Sam Wakefield, Kate Plaisance, Julie Cox, Laura Wyatt, Melissa Farler, Scott Stene, Jenny Cook, David Smith

Board Members Absent: Leslie Scherer, Kerry Schulte

Guests: Becky Meyer, Liz Burkwald, Teresa Kothbauer

A. PROCEDURAL ITEMS

1. Call to Order: Kate Plaisance called the meeting to order at 5:05pm.

Mission: The Academy for Sciences and Agriculture (AFSA), a public charter school for grades PreK-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:** None noted

4. **Approve Agenda:** Julie Cox moved to approve the agenda. David Smith seconded. Passed unanimously.

5. **Approval of Minutes:** Julie Cox moved to approve the May meeting minutes. Melissa Farler seconded. Passed unanimously.

6. **Approval of Financial Report**

i. Payment of Invoices

ii. Acceptance of Gifts

iii. Becky Meyer presented the Financial Report; including the payment of invoices and the acceptance of gifts. David Smith moved to accept the Financial Report, Julie Cox seconded, motion passed unanimously.

B. SCHOOL GUEST SPEAKERS

None

C. GUEST COMMENTS (Three minutes per presenter)

None

D. INFORMATION ITEMS

1. School Activities Reports

- a. Liz Burkwald shared that awards night in May went well, lots of positive feedback about celebrating students. J-terms were fun, mural art, Osprey Wilds Overnight, biomes, lumberjack, summer fun, themes to name a few. Many fun field trips and activities at the high school. This week is registration week. New families are coming in to complete testing and paperwork. SpEd ESY began today. Fall enrollment at 138 with 7 pending applications. All waitlisted students have been accepted. Looking for a Pre-K and SpEd teacher for next year
- b. Sam Wakefield shared that end of year testing was completed, and will see that in the academic report. J-term attendance was better than previous years and fun was had. Also in registration week. Many 7th and 8th graders are coming in. Good turn out so far and SpEd ESY has started. Staffing next year- new art and ag teachers hired, still looking for Phys Ed and SpEd teachers. Enrollment is currently at 266, the goal is to be at 275 at the start of the year.

2. Administrative Reports

3. Committee Reports

- a. Election team
 - i. Kate shared election results from May. 70 ballots recorded out of 596 sent out. Candidates will begin their terms in July.
 1. Teacher Candidate: Kyra Warner received 100% of the vote
 2. Parent Candidate: Matt Vinez received 75.71% of the vote
 3. Community Member Candidate: Julie Cox received 100% of the
- b. Donations team
 - i. Julie is working with local colleges to find a communications intern
 - ii. Julie and Leslie working on potential specific-items for donation appeals.
- c. Finance Committee
 - i. Osprey Wilds has requested that someone attends finance committee meetings. Kate reached out to them and they will hopefully attend.
- d. Exec Committee
 - i. No new report

4. Training updates

- a. Most everyone completed their trainings, one board member needs to complete by the end of June.
- b. Board members found student success and financial management trainings very helpful.

E. DISCUSSION ITEMS

1. Academic review

- a. Sam shared progress on High School's academic goals. Many are approaching or completed. Things are going in the right direction with making sure STAR testing was

- taken seriously by students. Planning PD for teachers to use more STAR data in their teaching. Kate asked what the ASVAB was. Sam and Liz explained that it's a test to help students look at their strengths. Used by the military but also helpful for any student to see potential career fields and post-secondary options.
- b. Liz shared that 22 students received growth awards in reading and 18 in math for their STAR or DIBLES scores. Final round of STAR took place right after MCA tests, which can be tricky for student buy-in. Trying to re-think how this is done in the future. Board member asked how possible it would be to not have MCA and STAR both in May. Liz shared that it's tricky to move as the MCA window is only open for 6 weeks and we need STAR completed before j-term. Another struggle is student mobility throughout the year. Teachers noted that tests on the computer are hard for younger grades when they aren't used to computers. Difficult to get a paper copy unless it's specifically on an IEP. Board asked if there is a way to get more practice for them with computers without compromising our hands-on mission. A delicate balance to find that team is working on. Liz is excited for the new reading specialist to start and hopeful for more growth next year. Do not have MCA data yet as we haven't gotten it from the state.
2. Environmental Ed review
 - a. Liz shared that environmental goals are on track at the elementary school and we met performance indicators 1, 2, 3, 4, and 5.
 - b. Sam shared that environmental goals are also on track at the high school.
 3. OW Board Observation
 - a. Performance review marked as no because it was not on our agenda that month, but we do review it quarterly.
 - b. Creative planning will add pupil units to our financial reports
 - c. Sam will send the minutes from April meeting to OW
 4. Q-comp annual report
 - a. Melissa Farler shared that there were some changes to how we ran q-comp with small collaborative groups. Teachers completed short observations of each other to get into different classrooms and methods of teaching and then were discussed during small collaborative group time. Teacher leaders at both buildings helped teachers create goals and checked-in with them throughout the year. Feedback was that teachers liked the new set up. Many high school teachers set goals to improve work completion and engagement. Many elementary teachers set their goals for math and reading specific things.
 5. Parent involvement plan
 - a. Nothing very new or different, as this is a requirement for the Pre-K program. No questions from the board
 6. FY26 budget
 - a. Becky Meyer presented the potential budget for FY26. Noted that expenses are staying on track from what we predicted last year. We also hit 50% of students on free and reduced lunch at the elementary school. Board discussed importance of enrollment to

F. ACTION ITEMS

1. Certify election results
 - a. David Smith moved to certify the election results. Jenny Cook seconded the motion. Passed unanimously.
2. By-law, policy and practice revisions for OW contract

- a. David Smith moved to approve the by-laws revision. Julie Cox seconded the motion. Passed unanimously.
 - b. Julie Cox moved to approve updated data policies 406, 515, and 722. Melissa Farler seconded the motion. Passed unanimously.
3. Parent involvement plan
 - a. Laura Wyatt moved to approve the parent involvement plan. Jenny Cook seconded the motion. Passed unanimously.
4. Board Handbook revision
 - a. Julie Cox moved to approve the board handbook revisions. David Smith seconded the motion. Passed unanimously.
5. FY26 budget
 - a. David Smith moved to approve the FY26 budget. Julie Cox seconded the motion. Passed unanimously.
6. OW contract for FY26-28
 - a. David Smith moved to approve the OW contract for FY 26-28. Julie Cox seconded the motion. Passed unanimously.

G. ANNOUNCEMENTS

- a. Next meeting:
 - a. Regular meeting July 22, 2025 at 5 pm
- b. The board wishes to thank outgoing board members Scott Stene and Laura Wyatt for their involvement.

H. ADJOURNMENT

David Smith moved to adjourn the meeting. Julie Cox seconded the motion. Passed unanimously and the meeting adjourned at 6:47pm.