

**AFSA PreK-12**  
**Work Session Agenda**  
**Elementary Cafeteria**

**November 18, 2025**

**4:00 - 5:00 pm**

**AGENDA TOPICS**

**Board Members Present:** Matt Vinez, Melissa Farler, Kyra Warner, Kerry Schulte, Leslie Scherer, Julie Cox, Jenny Cook, Kate Plaisance, Sam Wakefield, Dave Smith

**Board Members Absent:** None

**Guests:** Erin Anderson (Osprey Wilds), Becky Meyer, Kate Bald

**A. DISCUSSION ITEMS** Call to Order at 4:01pm

1. Budget discussion prep: This section of the work session is dedicated to have some dialog around the new budget we will need to make around our current enrollment.
  - a. Enrollment is currently around 365 students.
  - b. FY26 will be the first year without a Propel loan, which can impact cash flow.
  - c. The bond deal has to happen to help with the budget, and will not solve all of the issues. If bonds do not go through, factoring or something of that nature will have to take place.
  - d. Bonds: We did meet with the bond company and they verbally agreed to give us a 1 year forbearance. They wanted the information that Wakefield gave to them. Will continue to work on getting it down on paper.
  - e. Propel Loan: We are not able to get another propel loan, they are currently allowing us to pay back at a slower rate.
  - f. Becky went through the draft of the revised budget. She gave details on how it was made.
    - i. We will still need the board to work at getting 50,000 in donations.
    - ii. If we get the Bond deal and the donation we will get out of SOP.
    - iii. Shared that even with all the ways to help get through this year, if we do not increase enrollment we will not be able to continue.
2. Enrollment & Fundraising Action list updates
  - a. Outside Marketing Firm: Discussed the two options of GrowSchools and Vertex. We have met with GrowSchools and are in the middle of the process with Vertex. Very similar companies. The board would like more information. Sam will invite the board members interested to the Vertex Proposal.
  - b. Yards Signs: We have received the yard signs and we have started disturbing them to the families. We have extras at the elementary school. A total of 6 need to be delivered.

**B. ADJOURN - AT 5:06pm**

**Finance Committee meeting 3:30 pm ELEM business office**  
**Regular board meeting to begin at 5:00 pm in ELEM Cafeteria**

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

November 18, 2025

5:00 - 6:30 pm

AGENDA

**Board Members Present:** Matt Vinez, Melissa Farler, Kyra Warner, Kerry Schulte, Leslie Scherer, Julie Cox, Jenny Cook, Kate Plaisance, Sam Wakefield, Dave Smith

**Board Members Absent:** None

**Guests:** Erin Anderson (Osprey Wilds), Becky Meyer, Kate Bald

**A. PROCEDURAL ITEMS**

1. Call to Order - 5:06pm. Kate Plaisance read the mission, vision, and honoring native peoples.

**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: Full Board Present. We have Quorum.

3. Determination of Conflict of Interest on any agenda items: There is no conflict at this time.

4. Approve Agenda: We are removing the CACR from voting and discussion. This will be moved to the following school board meeting. We are adjusting the wording of the GrowSchools hiring marketing agency. . We are having two companies to compare to and vote on to move forward with. Kate entertained a motion to approve of the changes (CACR removed and Marketing Agency) to the November Agenda, Julie so moved, Dave seconded the motion. Passed unanimously.

5. Approval of Minutes: Kate had a question around North Star Report, Sam explained what that was and how it impacts our school. Kerry Moved to approve of the October Minutes, Leslie seconded the motion. Passed unanimously.

6. Approval of Financial Report - Dave moved to approve the financial report, payment of invoices and acceptance of gifts, Matt seconded the motion. Passed unanimously.

i. Payment of Invoices

ii. Acceptance of Gifts

iii. Becky Meyer presented the financial report along with the supplemental report.

1. We are about 33% of the year complete.

2. We are current with all of our bills.

3. Revenues and Expenditures are all on track, there are some high percentages but usually bigger purchases in the beginning of the year.
4. Food service fun is typically behind because it is a reimbursement.
5. This will get more difficult as we go through the year.

**B. SCHOOL GUEST SPEAKERS**

No guest speakers at this time.

**C. GUEST COMMENTS** (Three minutes per presenter)

No comments at this time.

**D. INFORMATION ITEMS**

1. School Activities Reports: Kate bald presented the elementary report, Sam reported the high school and district report.
  - a. Elementary:

	Prek-6	High School	District
Academic	<p>STAR TESTING</p> <p>Fair Trade lessons have been the focus of November's Wonder Wednesdays to tie in with our fundraiser and meet our ELP goal. Students participated in simulations (adjusted for age) of Fair trade vs. not and how farmers fare in each method.</p>	<p>Completed the first round of STAR testing and seems to be a marked improvement in reading scores!</p>	
Community/Culture	<p>Presentation Night Thursday</p> <p>Nov. Field Trips: Wargo Nature Center, Science Museum, Snail Lake Park, and Curling Club</p> <p>Nov SOAR Slip Challenge - Friendsgiving</p> <p>Food Drive &amp; Basketball - To incentivise donations to the food drive, Ms. Pasquesi secured a group of tickets to a St. Thomas basketball game with VIP access for the top 20 student donors. Students are very motivated to win the tickets!</p>	<p>The College and Career Fair was a great success, students participated in Seminars in the morning and then visited the actual fair in the afternoon. Most of the organizations stayed for Presentation Night. ECMC was also here to talk about scholarships and paying for college. Presentation Night also included a meeting for families interested in the Ecuador trip in June 2027. We have potentially 11 or more students interested! O-Term was last week. Students enjoyed a wide variety of activities and places! Ms. Warner brought in pigs to visit her CIS Animal Science class.</p>	
Mission	<p>Fundraiser - order form available in our staff lounge, all</p>	<p>FFA members completed speaking LDEs for Region 4</p>	

	<p>Elem students are selling and proceeds will go to support J-term scholarships and add playground equipment to our recess space.</p> <p>Food Drive - 5th and 6th gathering donations for Dept of Indian Work food shelf and will get to participate in loading the food to deliver.</p>	<p>last week. Including in Creed Speaking (English and Spanish), Extemporaneous Speaking and Employment Skills. FFA Members are putting together our poinsettias and porch pots, all of which have been pre-sold.</p>	
Enrollment	<p>Elementary currently at 136</p> <p>14 lottery applications for next year, 8 of which are Elementary grades</p> <p>Compared to last year: we had 20 lottery apps, with 12 for Elem.</p> <p>compared to 2018-19 when we met enrollment goals: 37 lottery apps, 32 for Elem.</p>	See Enrollment document Below	<p>Reasons for leaving: PRE K - got into sibling's school, loved school, transportation was hard.</p> <p>Prek, 6th and 8th - family moved, outside of our boundaries. Would reshuffle much of transportation.</p> <p>2 10th grade students were students that have moved multiple schools. Had issues with other students.</p> <p>High School has 4 students starting trimester 2, two seniors, 8th grader and 7th grader.</p>
Other			

2025 Novmeber Board Meeting Enrollment

From last board meeting	2024 October	Current Students	Goal	Apps for 26-27
Prek	n/a	16 (-1)	18	4
KG	n/a	14	20	
1	n/a	11	22	1
2	n/a	7	22	
3	n/a	14	22	2
4	n/a	23	22	1
5	n/a	13	30	0
6	n/a	38 (-1)	30	1
Total	n/a	136	186	

7	34	30 (-1)	35	2
8	33	35(-1)	40	0
9	51	38	60	1
10	46	44(-3)	50	1
11	43	39	50	0
12	38	43	40	1
Total	249	229	275	
School Total		365	461	17

2. Administrative Reports - None at this time
3. Committee Reports
  - a. Election team - None at this time
  - b. Donations team - A reminder from the donations team that you need to go back and look for what you signed up for for the donations and marketing strategies.
  - c. Finance Committee - none at this time
  - d. Exec Committee - none at this time.
4. Training updates - Dave and Matt must make up the training from the board retreat. Dave needs to do the mandated reporter training. Members need to email Kate P on their training plan or item.

## E. DISCUSSION ITEMS

3. CACR update - Removed from Agenda
4. Revising budget - Becky worked on the budget and got it down to the bare bones. We had conversations around what needs to be cut, what options do we have, where can we eliminate some costs. Continued conversation from Work Session.
  - a. No where to cut: we already have a really tight budget and there is nowhere else to cut.
  - b. We need to look at finding ways to maximize space and class sizes. Wakefield needs to look at class sizes and make sure we are efficiently utilizing our spaces.
  - c. Agree to make a budget of 365 students.
  - d. Items we could cut will have an adverse effect (Transportation, staffing, program cutting) If we lay off staff, it will only save about a quarter of their salary halfway through the year and unemployment.
  - e. The bond forbearance has been verbally accepted, but we need to get it on paper. It has been this way working with bonds. It was like this when we did the elementary expansion.
  - f. We need to also get 50,000 from the board. For this budget to work as well.
  - g. Bridget is working with Becky on some ideas to get it down for next month's meeting.

## F. ACTION ITEMS

1. CACR - Removed from Agenda
2. Paid Family Leave cost distribution: - Kate entertained a motion to approve employees to cover half of the cost and AFSA will cover the other half of the Paid Family Leave cost, Matt so moved, Leslie seconded that motion. Passed unanimously.  
Before making a vote, we reviewed the information and how it would impact AFSA:
  - a. Kate shared that open market premiums are sky rocketing.
  - b. With our current budget constraints, we should ask employees to half their cost.
  - c. Other companies out there are not sharing until it comes down the pipeline.
  - d. The process has not been smooth.
  - e. The actual cost to staff is around \$7.50 per paycheck if making 40,000. (At this time of the year it would cost the staff 11,000.
3. "Grow Schools" hire - Updated to Outside Marketing Agency. (Updated to Marketing Agency) Kate entertained a motion to approve to pursue an external marketing agency up to 75,000, so moved by Jennifer, Matt seconded the motion. Passed unanimously.

#### **G. ANNOUNCEMENTS**

- a. Next meetings:
  - a. Regular meeting December 16 2025 at 5 pm
  - b. Matt asked about parent engagement and how it is here at AFSA.

**I. ADJOURNMENT** - Dave moved to adjourn the board meeting at 6:20, Kerry seconded the motion. Passed unanimously.