

Seven Hills Preparatory Academy Board Minutes –May 5, 2022

Approved by the board June 2, 2022

Members:

- Renson Anjere
- Lisa Barnidge
- Wes Whalberg
- Kim Hubertus
- Molly Lee
- Leah Lellman
- Janeen Raaen
- Michael Meyer
- Carl Schlueter (Ex Officio)
- Martine Walker
- Kelly Ryan
- Marla Martin

Others present: Carolyn Farrell, Brent Peterson, Emily Geraghty
Community Members: Molly Corrigan, Chris Lamprecht, Marcus Barrios, Ryan Grutsch, Dee Buford, Joanna Mieling

Mission

Seven Hills Preparatory Academy engages students in a rigorous Classical education, designed to prepare each one for strong citizenship and life-long learning.

1. Call to order at 6:02 p.m. was made by Renson Anjere.
2. Roll Call: See above list of members in attendance (indicates present, indicates absent).
3. Approval of the agenda

- **Motion to approve the May 5, 2022 SHPA Board agenda made by Molly Lee and seconded by Kim Hubertus.**
Motion passed unanimously.

4. Approval of the April 14, 2022 Board meeting minutes --*See SHPA Board meeting minutes, April 14, 2022*

- **Motion to approve the April 14, 2022 Board meeting minutes made by Martine Walker and seconded by Wes Whalberg.** *Motion passed unanimously.*

5. Comments from Community Members:

PTA Update from Molly Corrigan

- *Run Fun Fundraising - already at 10,000 +*
- *Spring Boosterthon Fun Run: May 11 & May 12*
- *May 16th Meeting @Richfield Campus - Room 109*
- *Board Elections & May/June Planning*
- *School Supply Kits*

6. Monthly Financial Report – March 2022- presented by Michael Meyer, *Board Treasurer, see Seven Hills Board Financial Packet.*

Monthly Management Report - March 2022 - presented by Michael Meyer, *Board Treasurer, see Seven Hills Board Management Packet.*

7. Reports

a. Finance Committee Meeting -- presented by Mike Meyer - *see Seven Hills Finance Committee meeting minutes, May 3, 2022.*

- **Motion to approve the May 3, 2022 Finance Committee meeting minutes as amended made by Kim Hubertus and seconded by Molly Lee.** *Motion passed unanimously.*
- **Motion to approve the hiring of an administrative intern for the Richfield Campus made by Molly Lee and seconded by Wes Whalberg.** *Motion passed unanimously.*

- **Motion to approve the FY23 budget made by Martine Walker and seconded by Kim Hubertus.** *Motion passed unanimously.*

b. Executive Director – Carl Schlueter - *see Executive Director’s Report to the School Board, May 5, 2022.*

- **Motion to approve the Interim administrative transition and organizational restructuring with Ms. Farrell as Interim Executive Director/Richfield Campus Principal, Mr. Peterson as Director/Bloomington Campus Principal, and the addition of an Administrative Intern with an Elementary School focus at the Richfield Campus made by Kim Hubertus and seconded by Molly Lee.** *Motion passed unanimously.*

c. Principals’ Reports

i. Principal Report – Bloomington Campus - presented by Brent Peterson - *See Principal’s Report to the School Board, May 5, 2022*

ii. Principal Report – Richfield Campus – presented by Carolyn Farrell - *See Principal’s Report to the School Board, May 5, 2022*

d. Board Chair – presented by Renson Anjere

i. Election Results

Chris Lamprecht 175

Kendra Hartranft 133

Michael Meyer 119

Teron Buford 90

Abdifatah Kofiro 82

Allison Peterson 76

ii. Executive Committee

- **Motion to approve the delegation of the executive committee to nominate a teacher board member at the next meeting made by Martine Walker and seconded by Wes Whalberg.**
Motion passed unanimously.

iii. Attendee to May PTA Meeting - Janeen Raaen

iv. Review May Board Calendar

e. Facilities Committee - *presented by Martine Walker - see April 19, 2022 Seven Hills Facilities Committee meeting minutes*

- **Motion to approve the dissolution of the Facilities Committee made by Janeen Raaen and seconded by Molly Lee.** *Motion did not pass.*
- **Motion to approve the April 19, 2022 Facilities Committee meeting minutes made by Kim Hubertus and seconded by Janeen Raaen.** *Motion passed unanimously.*

f. Human Resources Committee - *presented by Molly Lee - see April 18, 2022 Seven Hills Human Resources Committee meeting minutes*

- **Motion to approve the April 18, 2022 HR committee meeting minutes as amended made by Leah Lellman and seconded by Wes Whalberg.** *Motion passed unanimously.*
- **Motion to approve the HR committee 2022 1 year objectives as amended made by Martine Walker and seconded by Wes Whalberg.** *Motion passed unanimously.*

g. Governance Committee - presented by Renson Anjere - *committee did not meet*

h. PR Committee Meeting -- presented by Molly Lee - *committee did not meet*

i. Public Relations Committee - presented by Molly Lee- *committee did not meet*

8. Upcoming Events:

- a. PTA meeting - May 16th, 2022, at 5:30 pm, Richfield Campus

9. Board Events:

- a. SHPA Board meeting - June 2, 2022 6:00pm @ Bloomington Campus

10. Board Adjourned at 7:22 p.m. by Renson Anjere

Note: As Board Treasurer and Chief Financial Officer (CFO), Michael Meyer abstains from voting as governance practices and MN Charter School laws state that the CFO and chief administrator may only serve as ex-officio non-voting members of the board.

Executive Director's Report to the School Board

Date: Thursday, May 5th, 2022

Mission

Seven Hills Preparatory Academy engages students in a rigorous Classical education, designed to prepare each one for strong citizenship and life-long learning.

Academics

- Completed the administration of MCAs in the subjects of Math, Reading, and Science

Community Partnerships

- Updating contact information for all organizational contacts, vendors, and contractors
- Attended MACS Governance Committee meeting on pending legislation for schools

Diversity and Inclusion

- Planning final all-staff racial equity retreat with representatives from MnEEP next week
- Held annual Special Education Advisory Committee presentation on student mental health

Facilities

- Received quotes for landscaping and bathroom capital improvement projects this summer

Finance

- Completed applications for insurance renewal with Gallagher and claims review with Kraus

School Culture

- Administered the annual parent/guardian and staff surveys set to close later this month
- Finding joy in yearend events including concerts, fieldtrips, boosterthon, and graduation

Staffing

- Continue successful hiring of staff for the summer program and the next school year

Recommendations

- Interim administrative transition and organizational restructuring with Ms. Farrell as Interim Executive Director/Richfield Campus Principal, Mr. Peterson as Director/Bloomington Campus Principal, and the addition of an Administrative Intern with an Elementary School focus at the Richfield Campus

Enrollment

- LEA Enrollment May 1= 1111 students with double-preference exception approved for next school year

Bloomington Campus Principal's Report to the School Board

Date: Thursday, May 5th, 2022

Mission: Seven Hills Preparatory Academy engages students in a rigorous Classical education, designed to prepare *each one* for strong citizenship and life-long learning.

ACADEMICS

- MCA testing has concluded for all grades in all subjects. Preliminary results show a strength from a full year of schooling and building to recovery of the lost learning time.

STAFFING

- Summer Coordinators for ESY and EET programs are Casse Lepp and Sierra Emison. They are assembling the teaching teams and to support around 90 students this summer.
- Interviews continue for EL (RC/BC), 3rd, 5th, Math Specialist, and GT positions.
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CULTURE

- MnEEP facilitated a session requested by teachers to focus on equitable practices in the classroom and do some goal setting in teams for the end of the year push.

- Spring Music Concert preparations are well underway. The annual event takes place on May 19th. The Spring Band Concert follows on May 24th.
- Boosterthon Kick-Off for students is May 4th and the Roman Eagles Fun Run is May 11th for MS and 12th for ES at the BC.
- 5th and Kindergarten teams are preparing for year end promotion events.

Submitted by Brent Peterson, Bloomington Campus Principal

Richfield Campus Principal's Report to the School Board

Date: Thursday, May 5, 2022

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Academics

The Extended School Year and Expanded Extended Time summer school coordination is under way. Ms. Slayton will be the Elementary Coordinator, Ms. Anastazievsky will be the Middle School Coordinator, and Ms. Morelli will be the Extended School Year Coordinator.

School Culture

Students in grades K-8 took student satisfaction surveys based on their satisfaction in teacher classrooms and within the school. Individual results are shared with individual teachers.

The PTA has granted a request from the Richfield Campus administrative team for funds to round out the playground. Ms. Farrell is working with a representative with tentative plans to start construction in July or August, 2022.

The Richfield Campus hosted its first in person Elementary and Middle School Choir concert in two years. The parent and family turnout was grand with the leadership of Music Teacher Ms. Diane Lee.

This report has been submitted by the Richfield Campus Principal, Carolyn Farrell