

**Approved by Board, November 6, 2023**

**Seven Hills Preparatory Academy Board Minutes – October 5, 2023**

Members:

- Renson Anjere
- Lisa Barnidge
- Teron Buford
- Carolyn Farrell (Ex Officio)
- Chris Lamprecht
- Michael Meyer
- Allison Peterson
- Hadley Sayotovich
- Wes Whalberg
- Dana Banitt
- Stephanie Graczak
- Erin Bohler

Others present: Ryan Grutsch, Brent Peterson, Joanie Jeffrey, Renson Anjere

***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 6:03 p.m. was made by Wes Whalberg
2. Roll Call: See above list of members in attendance ( indicates present,  indicates absent).
3. Approval of the agenda
  - **Motion to approve the October 5, 2023 SHPA Board agenda as amended made by Allison Peterson and seconded by Michael Meyer. Motion passed unanimously, Lisa Barnidge not present.**
4. Approval of the September 22, 2023 Special board meeting minutes - see SHPA Special board meeting minutes September 22, 2023
  - **Motion to approve the September 22, 2023 Special board meeting minutes as amended made by Chris Lamprecht and seconded by Allison Peterson. Motion passed unanimously, Lisa Barnidge not present.**

5. Approval of the September 7, 2023 Board meeting minutes --See *SHPA Board meeting minutes September 7, 2023*

- **Motion to approve the September 7, 2023 Board meeting minutes made by Allison Peterson and seconded by Hadley Sayotovich.** *Motion passed unanimously, Lisa Barnidge not present.*

5. Comments from Community Members:

PTA Update from Stephanie Graczak:

**SHPA Fall Social Success: Thank you!** -- The SHPA PTA hosted its annual Fall Social on Friday September 15 food trucks, an ice cream truck, fun snacks, and great company! It was great to see so many new and familiar faces -- an awesome SHPA community! The PTA's Fall Social committee has welcomed family feedback about the event, and is shaping up our ideas for the next social.

**A PTA Money Date!** -- Select PTA Board Members will meet in mid-October with the SHPA Administration to discuss PTA funding availability and plans for this fiscal year. In the last three years, more than 96% of the PTA funds raised is invested directly into support for our school, staff and families. Examples of school support include sound systems, common area furniture and playground upgrades. Examples of teachers and staff support include teacher appreciation events, Amazon gift cards, new teacher spirit gear. Examples of family support include reduced cost of school supplies, gently used uniforms, and community-building events. The meeting in mid-October initiates the funds planning through June of '24. We're excited to meet!

**Next PTA Meeting: Oct. 9** -- The PTA now offers its meetings in hybrid format -- via Zoom and in-person. Join us at the Richfield campus in person, or log into the Zoom meeting. We'll hold optional social time from 5-5:30pm. The meeting runs from 5:30 to 7pm, and our [agenda is linked here](#). If joining in person, come to the 5th Floor Commons Area. (We'll have a greeter at Door 1 to let you into the school.) If joining via Zoom, follow these instructions:

Go to [www.zoom.us](http://www.zoom.us)

Click Join Meeting

Enter meeting number: 840 3740 3766

Enter passcode: 249633

All are welcome! All SHPA parents and teachers are welcome to join, whether or not you've formalized your membership. Monthly meetings are held the second Monday of each month. Join us!

**Fall Conference Dinners: Oct. 17** -- Our Fall Conference Givers at each campus will be treated to a free food truck meal, compliments of the PTA. Each Conference Giver has placed their food truck order in advance, with an estimated time of delivery to their classroom. The PTA is in search of volunteers at each campus to help deliver meals from the school parking lot to each conference giver's classroom. If you're interested in volunteering, the [sign up link is here!](#) The food trucks will also offer meals for purchase to any families attending conferences. Ten percent of meal sales will be donated to Seven Hills.

**Fall Scholastic Book Fair** On Oct. 26 and 27, the PTA will once again host the Fall Scholastic Book Fair -- one at each SHPA campus. We're in need of many family volunteers to make the Book Fair go. Can you spare a couple of hours to help us work the fair? The sign up for the Bloomington Fair is [linked here](#), and the Richfield Fair is [linked here](#).

#### **Online Spirit Gear Sales -- open all year**

Due to popular demand, our SHPA friends and families are welcome to purchase [Spirit Gear via our PTA website](#) any time. The site will remain open throughout the school year! The process is simple: Order and pay for your spirit gear item from the PTA website, and select your method of delivery. You can choose to have your item shipped to you, for a shipping fee, OR, you can order your items for pick up. When items are ordered for pick up, know that the item will be sent home in your student's backpack approximately two to three weeks after you've ordered. Thank you for supporting SHPA through our Spirit Gear!

#### **6. Reports**

a. Finance Committee Meeting -- presented by Michael Meyer - *see Seven Hills Finance Committee meeting minutes, October 3, 2023.*

- **Motion to approve the October 3, 2023 Finance Committee meeting minutes made by Allison Peterson and seconded by Stephanie Graczak.** *Motion passed unanimously, Lisa Barnidge not present.*

b. Executive Director Report - presented by Carolyn Farrell - *see Executive Director's Report to the School Board, October 5, 2023*

c. Principals' Reports

i. Principal Report – Bloomington Campus - presented by Brent Peterson- *See Principal's Report to the School Board, October 5, 2023*

ii. Principal Report – Richfield Elementary School Campus – presented by Carolyn Farrell- *See Principal's Report to the School Board, October 5, 2023*

iii. Principal Report – Richfield Middle School Campus – presented by Ryan Grutsch- *See Principal's Report to the School Board, October 5, 2023*

d. Board Chair – presented by Wes Whalberg

i. Executive Committee

ii. October Town Hall - October 22nd @ BC - 6:30 - 8:00 PM

iii. November Working Session - November 6th @ RC - 6:00-8:00 PM

iv. Attendee to PTA Meeting - Wes Whalberg

v. Review October Board Calendar

e. DEI Committee - *presented by Chris Lamprecht - see Seven Hills DEI Committee meeting minutes, September 13, 2023.*

- **Motion to approve the September 13, 2023 DEI Committee meeting minutes made by Lisa Barnidge and seconded by Hadley Sayotovich Motion passed unanimously.**

f. Facilities Committee - *presented by Chris Lamprecht - see Seven Hills Facilities Committee meeting minutes, September 20, 2023.*

- **Motion to approve the September 20, 2023 Facilities Committee meeting minutes made by Michael Meyer and seconded by Lisa Barnidge Motion passed unanimously.**

g. Governance Committee - *presented by Lisa Barnidge - see Seven Hills Governance Committee meeting minutes, September 19, 2023.*

- **Motion to approve the September 19, 2023 Governance Committee meeting minutes made by Michael Meyer and seconded by Allison Peterson** *Motion passed unanimously.*

h. Human Resources Committee - *presented by Hadley Sayotovich - see Seven Hills HR Committee meeting minutes, September 27, 2023.*

i. Public Relations Committee - *presented by Lisa Barnidge - committee did not meet.*

7. Upcoming Events:

- a. PTA Meeting - October 9, 2023 at 5:30 pm @ Richfield Campus

8. Board Events:

- a. SHPA Board Meeting - November 2, 2023 6:00 pm @ Richfield Campus

9. Board Adjourned at 8:17 p.m. by Wes Whalberg

**Interim Executive Director's/Richfield Campus Principal Report to the School Board**

**Date: Thursday, October 5, 2023**

**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**

- Bloomington Campus Assistant Principal Ms. Jeffrey will be presenting on the Minnesota Comprehensive Assessments for the 2022-23 school year

**Facilities**

- VIP Assembly

**Finance**

- Edina Facility Update
- New Bus Company 4Mativ
- Health Insurance Bids

**School Culture**

- VIP Assembly

**Staffing (Richfield Campus)**

ES SPED EA Rooba Sudharson, Lakshmi Raghurir

**Enrollment Update**

Richfield Elementary

Grade Level	Sept Target	Budget (Oct 1 Min.)	Current Enrollment	Seats	In Process	Wait List (current)

K	52	50	46	Open 4	0	0
1st	52	50	51	Full	1	0
2nd	52	50	49	Full*	0	8
3rd	52	50	52	Full	0	1
4th	50	50	50	Full	0	27
5th	50	50	50	Full	0	30
Totals	308	300	299	Open 4	1	66

RC ES Notes:

- Open spots now reflect post-Oct 1 budget minimums.

**Bloomington Elementary**

Grade Level	Sept Target	Budget (Oct 1 Min.)	Current Enrollment	Seats	In Process	Wait List (current)
-------------	-------------	---------------------	--------------------	-------	------------	---------------------

K	104	100	84	Open 16	1	0
1st	104	100	97	Open 3	0	0
2nd	104	100	89	Open 11	0	0
3rd	100	95	99	Full	1	0
4th	92	92	92	Full	0	25
5th	81	81	81	Full	0	29
Totals	585	568	542	Open 30	2	57

BC ES notes:

- New/returning 3rd grader starting on Oct 4 (Gilbert) - #100
- New KGer set to start on Oct 9 (Schmitt) - #85
- BC up to 544 on Oct 9, 2023
- Open spots now reflect post-Oct 1 budget minimums.

**Richfield Middle**

Grade Level	Sept Target	Budget	Current Enrollment	Seats	In Process	Wait List (current)
-------------	-------------	--------	--------------------	-------	------------	---------------------



		(Oct 1 Min.)				
6th	110	105	110	Full+ 5	0	37
7th	100	95	101	Full+ 6	0	33
8th	85	80	91	Full+ 11	0	16
Totals	295	280	302	Full+ 22	0	86

Submitted by the Interim Executive Director and Richfield Campus Principal, Carolyn Farrell

## Bloomington Campus Principal's Report to the School Board

Date: Thursday, Oct 4th, 2023

**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

- 5th Grade taking the CTP assessments in Reading and Math
- Staff walkthrough observations have begun with an emphasis on Amplify CKLA (Skills & Knowledge)

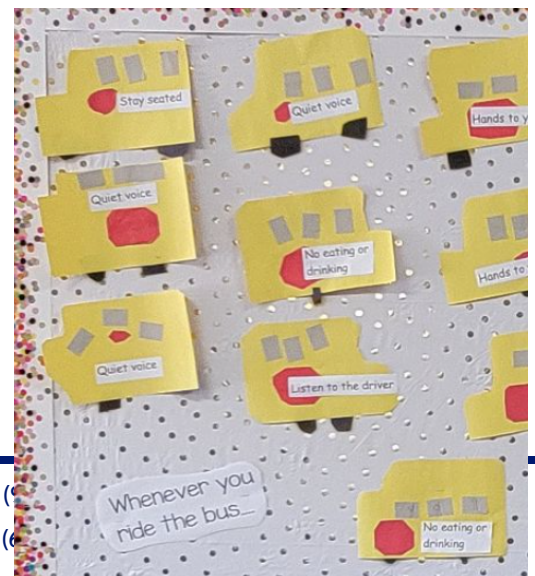
### STAFFING

- Only open posting is Director for the Choir Club



### CULTURE

- Presentation of Prairie Care check for the grant for Restorative Practices - Assembly on Sept 8th
- VIP for Cooperation on Sept 29th
- Celebrating [Hispanic Heritage Month](#) (Sept 15 - Oct 15) in classrooms
- Fall Morning Kids Club Registration (through Oct 13)
  - Young Rembrandts - After School Art Program
  - Exploring a return of the Chess Club
- National Bus Safety Week - Bus Evacuation



Submitted by Brent Peterson,  
Bloomington Campus Principal

**Richfield Campus Principal’s Report to the School Board**  
**Date: Thursday October 5,2023**

**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 and Professional Development:**

<b>MS Initiatives</b>		<b>Update</b>
<i>Academic Rigor</i>	<i>DDI</i>	Middle School completed its first week of interim testing for all subjects and grades. We will conduct our first analysis/data review tomorrow with MS staff.
		I will be completing my high school hours for principal licensure at Eagle Ridge. I will be working with them on their interim process and hope to gain some insight and perspective to bring back to SHPA.
<i>Equity</i>	<i>SEL</i>	Following the interim testing week we will have a celebration retreat tomorrow. This is a great way to build relationships and incorporate more SEL into the middle school schedule. This was created by Ms. Potter (counselor), Ms. Padmore (Behavior Specialist), and EAs. It will be run by them and our classroom teachers.
	<i>ADVISORY</i>	Our Advisors received a full day PD session from Origins to review the basics of Advisory and introduce them to more activities to build engagement and empowerment.
<i>Classical Education</i>	<i>OBSERVATIONS</i>	Martine Walker, Kate Docken, and I are about halfway through our first round of observations. I have the newest members of our staff on my list and I have been impressed with what I am seeing thus far.

## **School Culture**

- 7th Grade Field Trip to Base Camp was successful. This is the earliest we have taken a group there in some time and it was beneficial to our community building efforts. 6th grade will attend 11/21 and 8th 10/30.
- Next week will be our “reteach week” based on the analysis of our interim assessments
- We look forward to Parent-Teacher Conferences and professional development during the MEA break.

*Submitted by Ryan Grutsch, Middle School Principal*