

Seven Hills Preparatory Academy Board Minutes – April 14, 2022

Approved by the board May 5, 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: Brent Peterson, Emily Geraghty, *Community Members- Barb Mattson, Marcus Barrios, Monica G, Amanda Guertz*

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 6:00 p.m. was made by Board Chair, Lisa Barnidge.
2. Roll Call: See above list of members in attendance (indicates present, indicates absent).
3. Approval of the agenda

- **Motion to approve the April 14, 2022 SHPA Board agenda as amended made by Kelly Ryan and seconded by Leah Lellman. Motion passed unanimously.**

4. Approval of the March 3, 2022 Board meeting minutes --See SHPA Board meeting minutes, March 3, 2022

- **Motion to approve the March 3, 2022 Board meeting minutes made by Molly Lee and seconded by Kelly Ryan. Motion passed unanimously.**

5. Comments from Community Members:

PTA Update from Molly Corrigan read by Molly Lee

- Board Elections
- April 22nd Meeting @Richfield Campus - Room 309
- School Supply Kits
- Spring Dance: April 29, 2022
- Spring Boosterthon Fun Run: May 11 & May 12

6. Monthly Financial Report – February 2022 - presented by Mikel Meyer, Board Treasurer, see Seven Hills Board Financial Packet.

7. Reports

a. Finance Committee Meeting -- presented by Mike Meyer - see Seven Hills Finance Committee meeting minutes, April 12, 2022.

- **Motion to approve the April 12, 2022 Finance Committee meeting minutes made by Molly Lee and seconded by Renson Anjere. Motion passed unanimously.**
- **Motion to approve the filing of the form 990's for the school and the ABC made by Janeen Raaen and seconded by Molly Lee. Motion passed unanimously.**
- **Motion to approve the hiring of BerganKDV as the auditor for the school and the ABC for the next 3 years made by Kim Hubertus and seconded by Renson Anjere . Motion passed unanimously.**

b. Executive Director – Carl Schlueter - *see Executive Director’s Report to the School Board, April 14, 2022.*

c. Principals’ Reports

i. Principal Report – Bloomington Campus - presented by Brent Peterson - *See Principal’s Report to the School Board, April 14, 2022*

ii. Principal Report – Richfield Campus – presented by Brent Peterson - *See Principal’s Report to the School Board, April 14, 2022*

d. Board Chair – presented by Lisa Barnidge

i. Executive Committee meeting on March 14 and April 7, 2022

ii. March Town Hall Recap

iii. Ad Hoc Election Committee Update

iv. One Year Objectives by Committees

v. Attendee to April 22 PTA Meeting - Molly Lee

vi. Review April Board Calendar

e. Facilities Committee - *presented by Carl Schlueter - Committee did not meet.*

f. Human Resources Committee - *presented by Molly Lee - Committee did not meet.*

g. Governance Committee - presented by Renson Anjere - *see March 14/April 11, 2022 Governance Committee meeting minutes*

- **Motion to approve the March 14, 2022 Governance Committee meeting minutes by Molly Lee and seconded by Leah Lellman. Motion passed unanimously.**
- **Motion to approve the April 11, 2022 governance committee meeting minutes by Kelly Ryan and seconded by Janeen Raaen. Motion passed unanimously.**

- **Motion to approve the revised policy 103 Communications and Complaint Process by Molly Lee and seconded by Kim Hubertus.** *Motion passed unanimously.*
- **Motion to approve the revised policy 208 Development, Adoption, and Implementation of Policies by Molly Lee and seconded by Leah Lellman.** *Motion passed unanimously.*
- **Motion to approve the revised policy 604 Instructional Curriculum by Leah Lellman and seconded by Kelly Ryan.** *Motion passed unanimously.*
- **Motion to approve the revised policy 610 School Field Trips by Kim Hubertus and seconded by Molly Lee.** *Motion passed unanimously.*
- **Motion to approve the revised policy 615 Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students as amended made by Kim Hubertus and seconded by Molly Lee.** *Motion passed unanimously.*
- **Motion to approve the revised policy 702 Accounting by Kim Hubertus and seconded by Molly Lee.** *Motion passed unanimously.*
- **Motion to approve the revised policy 802 Disposition of Obsolete Equipment and Material by Kim Hubertus and seconded by Leah Lellman.** *Motion passed unanimously.*

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

8. Upcoming Events:

- a. PTA meeting - April 22, 2022 5:00 pm @ Richfield Campus

9. Board Events:

- a. SHPA Board meeting - May 5, 2022 6:00pm @ Bloomington Campus

10. Board Adjourned at 7:10 p.m. by Lisa Barnidge, Board Chair

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, April 14th, 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

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

Community Partnerships

- Enrollment and Family Engagement Coordinators attended Chamber of Commerce event
- Continue to monitor MACS legislative updates and potential impact on charter public schools

Diversity and Inclusion

- Planning professional development session later this month with MnEEP for teachers and EAs
- Supporting our practicing Muslim students and families who are fasting during Ramadan

Facilities

- Getting quotes for capital improvements and regular maintenance this spring and summer
- Streamlining the Richfield Campus facilities management personnel and process

Finance

- Initiated the property, casualty, and workers' compensation renewal with Gallagher
- Received MDE approval of additional funding for expanded summer programming

School Culture

- Overjoyed by the success of the Civitas Fair and its related academic activities
- Appreciative of in-person conferences, kindergarten roundups, and student field trips

Staffing

- In the process of hiring staff for the summer program and next school year

Recommendations

- Proceed with planning for an interim administrative transition and organizational restructuring

Enrollment

- LEA Enrollment = 1112 students with new and prospective in-person family tours ongoing

Bloomington Campus Principal's Report to the School Board

Date: Thursday, April 14th, 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.

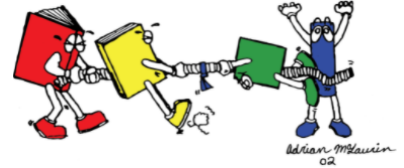
ACADEMICS

- Conferences were held this past week. Most conferences were in person although some families asked to schedule virtual ones and teachers were able to accommodate. About 96% of families attended conferences.
- MCA testing has begun this week for 3rd - 5th grades. The Reading assessment is this week. Math will be next week and 5th grade will take the Science one the final week of April.

STAFFING

- Ashley Rynda, Kristina Haas, and Patty Breffe will be pursuing other paths next fall, vacating two 3rd grade positions and a Math Specialist role.
- Barb Wessman interviewed for and was approved to move from 5th grade to 3rd grade for 22-23.
- Kris Smith will now move to 1.0 EL teacher vacating the GT teacher position.
- Interviews and hiring teams are being arranged for the open EL (RC/BC), 3rd, 5th, Math Specialist, and GT positions.

- Summer Coordinators for ESY and EET programs are Casse Lepp and Sierra Emison. They will work on filling teacher and EA roles for the programs.
- Kay Chang has left her Sped/EL EA role to fill in the long-term substitute role left by Ms. Abernathy at the RC campus.



CULTURE

- BC Team *Masked But Fearless* group BEAT RC 23 to 21 in the Battle of the Books final.
- Civitas Fair had a huge turnout and was a great success. The team has already met to discuss a few adjustments and ideas for next year.
- March VIP was in-person in the Atrium (K-2, 3-5) and was great to introduce/reacquaint students with the celebration.
- Spring & end of year field trips are back on the calendar this year. Planning has begun for end of year promotion events.

Submitted by Brent Peterson, Bloomington Campus Principal

Richfield Campus Principal's Report to the School Board

Date: Thursday, April 14, 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

The Minnesota Comprehensive Assessments (MCAs) began this week for students grades 3-8 in the area of Reading. Students will take the MCAs in the area of Math and Science in the next two weeks respectively.

School Culture

The Parent Teacher Association is working diligently with both schools to set up the Boosterthon Fun Run for both the Elementary School and the Middle School. The Middle School will return to its original color run which is a great time for our students. Our goal is to raise \$60,000 for school programming and supplies.

Staffing

The Richfield Campus is working on interviewing and hiring needs for the 2022-2023 School Year. The administrative leadership is utilizing a variety of resources including participation in the EducationMN Career Fair to search for quality candidates during a significant teacher shortage.

Ms. Maxine Abernethy has resigned her position as Richfield Campus English Language Teacher. Ms. Kay Chang, Educational Assistant at the Bloomington Campus, has accepted the position of Long Term EL Teacher Substitute in her place.

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