

Seven Hills Preparatory Academy Board Minutes – June 6, 2019

Board Approved July 11, 2019

Members:

- ✓ Renson Anjere
- Lisa Barnidge
- ✓ Kate Docken
- ✓ Kim Hubertus
- ✓ Molly Lee
- ✓ Michael Meyer
- ✓ Jeffrey Miller
- ✓ Mark Quistad
- ✓ Janeen Raaen
- ✓ Carl Schlueter (Ex Officio)
- ✓ Kerry Tieman
- ✓ Celeste Wiederholt

Others present: Zach Lee, Martine Walker, Leah Lellman, Carolyn Farrell, Dan Woodle, Krista Hong

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 pm was made by Board Chair, Kim Hubertus.
2. Roll Call: See above list of members in attendance (indicates present, indicates absent).
3. **Motion to approve the June 6, 2019 SHPA Board agenda made by Jeffrey Miller and seconded by Celeste Wiederholt.** Motion passed unanimously.
4. **Motion to approve the May 2, 2019 Board Meeting minutes made by Kerry Tieman and seconded by Molly Lee.** Motion passed unanimously.

5. Comments from Community Members

a. Zach Lee, PTA

- i. Boosterthon Fun Run
 - \$52,000 plus total
 - \$14,000 to teachers, specialist, sped, advisors
 - \$3,500 to capstone
 - dates for next year is May 6-15
- ii. School Supply Kits, taking orders
- iii. Held used uniform drive to prep for sale in fall
- iv. Elections were held in May
 - Thanks to outgoing members: Holly Ziebol, Melissa Carpenter, and Grant Mongin
 - Welcome new members: Jessie France (VP), Emily Hubble (Treasurer) Jodi Laframboise (member at large), Jennifer LaFont (Secretary)
- v. PTA Meeting/Celebration, June 13 Bald Man Brewing

6. Monthly Financial Report – presented by Michael Meyer – See *Seven Hills Board Financial Packet, April 2019*

7. Reports

a. Finance Committee Meeting -- presented by Michael Meyer -- See *SHPA Finance Committee Meeting Minutes, June 4, 2019*

- i. **Motion to approve .35 FTE increase in staffing for 2019-20 school year made by Molly Lee and seconded by Renson Anjere.** Motion passed unanimously.
- ii. **Motion to approve sending four staff members to the National Charter School conference in Las Vegas, at a cost not to exceed \$6,000.00 made by Jeffrey Miller and seconded by Mark Quistad.** Motion passed unanimously.
- iii. **Motion to approve the June 4, 2019 Finance Committee minutes as amended made by Renson Anjere and seconded by Molly Lee.** Motion passed unanimously.

b. Executive Director – Carl Schlueter -- See *Executive Director's Report June 6, 2019*

- i. **Motion to approve change in date of spring conferences on the 2019-20 school calendar made by Molly Lee and seconded by Renson Anjere.** Motion passed unanimously.
- ii. **Motion to approve Brent Peterson to serve as the Bloomington Campus Interim Principal made by Jeffrey Miller and seconded by Jeneen Raen.** Motion passed unanimously.

- c. Principals' Reports
 - i. Principal Report – Bloomington Campus – Dan Woodle -- *See Principal's Report to the School Board, June 6, 2019*
 - ii. Principal Report – Richfield Campus – Carolyn Farrell -- *See Principal's Report to the School Board, June 6, 2019*
- d. Board Chair – presented by Kim Hubertus
 - i. Self-assessment survey
 - ii. Appointment of SHPA ABC board of directors - move to July
 - iii. Outgoing board members
 - Thank you Mark Quistad, Janeen Raaen, Kerry Tieman
 - iv. July board meeting is July 11, 2019, at 6:00 pm, *Richfield Campus*
 - v. Attendee to June PTA meeting will be Jeffrey Miller
 - vi. Review June board calendar
- e. Facilities Committee -- presented by Kate Docken
 - i. Committee did not meet
- f. Human Resources Committee -- presented by Molly Lee -- *See HR Committee Minutes, May 13, 2019*
 - i. **Motion to approve the May 13, 2019 HR Committee meeting minutes made by Janeen Raaen and seconded by Kerry Tieman.** Motion passed unanimously.
- g. Governance Committee - presented by Kim Hubertus -- *See Governance Committee Minutes, May 6, 2019*
 - i. **Motion to approve the revised Policy 525 - Violence Prevention made by Rensen Anjere and seconded by Mark Quistad.** Motion passed unanimously.
 - ii. **Motion to approve the May 6, 2019 Governance Committee meeting minutes made by Molly Lee and seconded by Kerry Tieman.** Motion passed unanimously.

- h. Public Relations Committee – presented by Molly Lee -- *See PR Committee Minutes, May 30, 2019*
 - i. **Motion to approve the May 30, 2019 PR Committee meeting minutes made by Celeste Wiederholt and seconded by Janeen Raaen.** Motion passed unanimously.
- 8. Upcoming Events:
 - a. PTA meeting June 13, 2019, at 6:30 pm, Bald Man Brewing, Eagan
 - b. Work session June 17, 2019, at 6:00 pm, Richfield Campus
- 9. Next SHPA Board meeting July 11, 2019, at 6:00 pm, *Richfield Campus*
- 10. Board Adjourned at 7:01 pm by Kim Hubertus, 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, June 6th, 2019

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

- Achieved Q Comp goals at both elementary sites, but did not at the middle school
- Embargoed MCA results appear strong at elementary level with growth at middle level

Community Partnerships

- Finalized keynote speaker and theme for the MN Classical Education Conference
- Submitted press releases to Sun Current highlighting school and student successes

Diversity and Inclusion

- Campus Equity Teams met to review successes and growth areas from the past year
- Began planning for equity sessions including guest presenters as part of fall workshops

Facilities

- Finalizing two additional gymnasium rentals this summer with summer coordinator hired
- Met with solar energy company and will schedule a presentation for Facilities committee

Finance

- Awarded recognition funds, including for highest spring dinner attendance, from Authorizer
- Received confirmation of signed legislation involving education funding and other items

School Culture

- Appreciative of the PTA Fun Run, year end field trips, graduations, and celebrations
- Looking forward to an LEA breakfast to celebrate the end of another school year

Staffing

- Reviewed results from the Staff Support Survey with both campus staff councils

- Acknowledge the resignations of Mr. Woodle and Ms. Burfeind and extend our appreciation for their respective contributions to our school community

Recommendations

- Approve change in date of spring conferences on 2019-20 school calendar
- Approve Mr. Peterson to serve as the Bloomington Campus Interim Principal

Enrollment

- April 1st Enrollment: BC = 547; RC = 432 (ES = 196, MS = 236); LEA = 979 students

Principal's Board Report
Bloomington Campus
6-6-19

- **Academics:**
 - Report Cards will be going out to families in the mail next week.
- **School Culture:**
 - The Bloomington Campus end of year staff party was held Tuesday, June 4th.
 - The Bloomington Campus is hosting an LEA wide breakfast on Friday, June 7th at 8:00am.
- **Staffing:**
 - Ms. Courtney Krefting is moving from 4th grade to 3rd grade for the 2019-2020 school year.
 - Interviews have been conducted for the open 3rd and 4th grade positions, and at this time are unable to share publicly the selected candidates, may have updated information at the board meeting if positions are accepted and agreement signed.
 - I have tendered my resignation to Mr. Schlueter effective the end of my current contract agreement, June 30, 2019.

It has been a pleasure to work with you all over the past two years. I wish you all the best of luck in the future.

Richfield Campus Principal's Report to the School Board

Date: Thursday, June 6, 2019

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ALL SCHOOL

● **SPRING CONCERT**

The Richfield Spring Band and Choir concert was held on Thursday, May 30, 2019, at the Richfield Campus Gymnasium. We had students in grades Kindergarten through Third sing a variety of songs and then we heard performances from the Beginner Band, Intermediate Band, and finally the Middle School Choir.

● **EXTENDED TIME SUMMER SCHOOL**

Mr. Mulder will be coordinating Elementary and Middle School Summer School at the Richfield Campus. Staff and students have been assigned. Programming will occur July 22nd through August 9th, 2019.

MIDDLE SCHOOL

● **CHESS CHAMPION**

Jordan Timm competed in the 2019 Statewide Chess Tournament put on by the School Chess Association for elementary students the weekend of May 4-5 at Robbinsdale Middle School. He played in 7 rounds and went undefeated, receiving a huge trophy for his victory! Jordan ended up with first place out of 132 players!

● **8th GRADE GRADUATION**

Our eighth graders will be graduating with a formal ceremony on Wednesday, June 5th at 6:30 PM. We will be assembling in the Richfield Campus gym. We look forward to celebrating our graduates and wishing them well in their future endeavors!

- **7th GRADERS ENVIRONMENTAL OVERNIGHT**

Last week, Seven Hills' Science Teacher Mrs. Hoffman chaperoned the 7th graders to Baker Near-Wilderness Settlement in Medina, MN. Students engaged in many educational components including a pond study, exploring eco systems and how species rely on each other to live, team building, a canoe trip, and assisted in clearing the invasive Buckthorn bush.

- **8th GRADE CAPSTONE TRIP TO WASHINGTON, D.C.**

The 8th Graders returned from their Capstone trip on Friday, May 24th. This year, Principal Farrell joined the teacher and parent chaperones for the trip. This year proved to be another successful trip. Students had a top notch educational experience along with bonding with friends and making new ones.

Highlights included a tour of George Washington's home and a view along the Potomac River in his backyard. They also toured the Capitol building and met with Congressman Dean Phillips. Students visited the White House and concluded their trip with a final visit in Gettysburg.

Clip of Congressman Phillips

Submitted by Richfield Campus Principal Carolyn Farrell