
Seven Hills Preparatory Academy Board Minutes – November 7, 2019

Board Approved on December 5, 2019

Members:

- Renson Anjere
- ✓ Lisa Barnidge
- ✓ Kate Docken
- ✓ Kim Hubertus
- ✓ Molly Lee
- ✓ Leah Lellman
- ✓ Jessica Marcy
- ✓ Michael Meyer
- ✓ Jeffrey Miller
- ✓ Carl Schlueter (Ex Officio)
- ✓ Martine Walker
- ✓ Celeste Wiederholt

Others present: Dave Bakke, Emily Hubble, Carolyn Farrell, Brent Peterson, 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, Lisa Barnidge.
2. Roll Call: See above list of members in attendance (✓ indicates present, □ indicates absent).
3. **Motion to approve the November 7, 2019 SHPA Board agenda made by Kim Hubertus and seconded by Celeste Wiederholt.** Motion passed unanimously.
4. Board Meeting Minutes for Approval -- See *SHPA Board Meeting Minutes, October 3, 2019*
 - a. **Motion to approve the October 3, 2019 Board Meeting minutes made by Martine Walker and seconded by Leah Lellman.** Motion passed unanimously.

- b. **Motion to approve the October 21, 2019 Board Working Session minutes made by Jessica Marcy and seconded by Kim Hubertus.** Motion passed unanimously.

5. Comments from Community Members

Emily Hubble, PTA Representative

- i. Oct 15 provided meals for Teacher Conferences, both campuses
- ii. Helped host Classical Education Conference Parent Night, providing childcare
- iii. Hosted Parent Speaker series Oct 29, topic was Bullying
- iv. Next Parent Speaker series, February 4, topic is teen and tween brain development
- v. Fall Book Fairs at both campuses, Week of Nov 18
- vi. Prepping for Give to Max, November 11 through November 15, goal \$8,000 to support the Middle School library and to purchase Chromebooks for the Bloomington Campus
- vii. "Dine to Donate" December 16 at Chipotle
- viii. Town Hall, November 12 will provide child care

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

7. Reports

- a. Finance Committee Meeting -- presented by Michael Meyers -- *See SHPA Finance Committee Meeting Minutes, November 4, 2019*
 - i. **Motion to approve the November 4, 2019 Finance Committee minutes, as amended, made by Molly Lee and seconded by Martine Walker.** Motion passed unanimously.
 - ii. **Motion to approve a switch from Health Partners to Medica Passport Plan for health insurance to be offered to staff for the 2020 calendar year made by Celeste Wiederholt and seconded by Molly Lee.** Motion passed unanimously.
- b. Executive Director – Carl Schlueter -- *See Executive Director's Report November 7, 2019*
- c. Principals' Reports
 - i. Principal Report – Bloomington Campus – Brent Peterson -- *See Principal's Report to the School Board, November 7, 2019*
 - ii. Principal Report – Richfield Campus – Carolyn Farrell -- *See Principal's Report to the School Board, November 7, 2019*
- d. Board Chair – presented by Lisa Barnidge

- i. Approve Three Year Objectives
 1. **Motion to approve the updated Three Year Objectives of the Strategic Planning Goals made by Jeffrey Miller and seconded by Molly Lee.** Motion passed unanimously.
- ii. November Town Hall Topic
 1. Topic: strategic planning updates, overview of the start of the school year, and curriculum and programming highlights
 2. Date: November 12, 6:30 - 8:00 pm, Richfield Campus
- iii. Attendee to November 14 PTA meeting will be Lisa Barnidge
- iv. Review November board calendar
- e. Facilities Committee – presented by Kate Docken -- *See Facilities Committee Minutes, October 29, 2019*
 - i. **Motion to approve the October 29, 2019 Facilities Committee meeting minutes made by Celeste Wiederholt and seconded by Martine Walker.** Motion passed unanimously.
- f. Human Resources Committee – presented by Molly Lee -- *See HR Committee Minutes, October 7, 2019*
 - i. **Motion to approve the October 7, 2019 Human Resources Committee meeting minutes made by Kim Hubertus and seconded by Leah Lellman.** Motion passed unanimously.
- g. Governance Committee
 - *Committee did not meet*
- h. Public Relations Committee – presented by Jeffrey Miller — *See PR Committee Minutes, September 26, 2019*
 - i. **Motion to approve the September 26, 2019 Public Relations Committee meeting minutes, as amended, made by Molly Lee and seconded by Jessica Marcy.** Motion passed unanimously.
8. Upcoming Events:
 - a. PTA meeting at Richfield Campus, November 14, 2019, at 6:30 pm
 - b. Town Hall meeting at Richfield Campus, November 12, 2019 at 6:30 pm
9. SHPA board meeting at Richfield Campus December 5, 2019, at 6:00 pm

10. Board Adjourned at 7:17 pm 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.

BLOOMINGTON CAMPUS: 8600 Bloomington Ave. S., Bloomington, MN 55425 | Office: (952) 426-6000, Fax: (952) 426-6020

RICHFIELD CAMPUS: 1401 West 76th Street, Richfield, MN 55423 | Office: (612) 314-7600, Fax: (612) 314-7609

www.sevenhillspreparatoryacademy.org

Executive Director's Report to the School Board

Date: Thursday, November 7th, 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.*

1. Academics

- Administered the Comprehensive Testing Program assessments in 5th and 8th grades
- Working to foster high-functioning teaming between general and special education staff

2. Community Partnerships

- Participated in the Minnesota Association of Charter Schools regional Directors meeting
- Scheduling school visits with both Representative Howard and Mayor Regan Gonzalez

3. Diversity and Inclusion

- Attended MN Comeback/Great MN Schools annual breakfast *Empowering What Works*
- Registering two Board members to attend equity-minded leadership training workshop

4. Facilities

- Determining available building company, capital improvement, and school safety funds for the school
- Met with representative from the bright schools project regarding switching to LED lighting at RC

5. Finance

- Conducted monthly budget meeting with BKDV and shared solar panel financing schedule with them
- Held investor call that included year-end financial and current enrollment and management information

6. School Culture

- Staff held equity open spaces with topics on family communication and student de-escalation
- Continuing to read, use, and engage in related activities around the book *Deliberate Optimism*

7. Staffing

- Completed several reviews, analyses, and presentations of health insurance plan renewal options
- Sending staff members to state Science conference to review and implement new standards

Recommendations

- N/A – Health Insurance Renewal Plan as part of the Finance Committee recommendations

Enrollment

- LEA Enrollment is 1070, Open Enrollment Period began Nov. 1, See trend data in separate document

Bloomington Campus Interim Principal's Report to the School Board

Date: Thursday, November 7th, 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.

STAFFING

- Hired long-call substitutes for teachers on family leave:
 - 2nd Grade - Terry Lee Tervola, Math Specialist - Jeanne Anderson
- Posting for Latin teaching position to remain open until filled

SCHOOL CULTURE

- Equity Team: Glen Desouza (parent) visited to share with staff his experiences and insight on Indian culture
- October highlighted ASSERTION (Bully prevention [poster winners](#) displayed), November is RESPONSIBILITY (Lunch Table Challenge)
- Star Staff board in lounge for staff members to learn and share their interests and talents
- Deliberate Optimism (Chapter 3): [Gregorc Learning Styles Test](#)

ACADEMICS

- Interim Assessments this week (Math & Reading: K-5); Comprehensive Testing Program (Math & Reading: 5th Grade)
- Professional Development Day-October 17th (Hosted Classical Ed. Conference & in-house PD)

Submitted by Brent Peterson, Bloomington Campus Interim Principal

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