



## **OFFICIAL BOARD MEETING MINUTES**

### **Wednesday, July 26, 2023**

### **New Century Academy**

#### **Board Members:**

- Present: Kelsey Dolge, Heather Finnell, Traci Schutz
- Present online: Kathy Prellwitz, Tina Myllykangas

**Others Present:** Jason Becker

#### **Proceedings:**

- Meeting was called to order at 5:33 p.m. by Prellwitz
- Additions / Changes to agenda
  - none
- Recognize visitors
  - none
- Approval of Agenda
  - A motion was made by Dolge, seconded by Myllykangas, to approve the agenda.
  - Motion carried via roll call.
- Public Input
  - none
- Consent Agenda
  - A motion was made by Schutz, seconded by Finnell, to approve the consent agenda.
  - Motion carried via roll call.
- School Board Training –
  - None.

#### **Discussion Items:**

- Finance Committee Report – presented by Jason Becker on behalf of Aaron Leisen
  - Discussed the June month end financials.
  - End of June ADM was 107.06
  - The school's cash balance the end of June was \$441,941.00
  - Total revenue amount was \$1,548,733. Total expense amount was \$1,920,087.
  - Need to watch attendance rate and adjust the budget accordingly, if needed.
  - Working with CLA on the next audit.
- Policy Committee – Dolge/Schutz
  - none
- Marketing / PR – Dolge/Finnell
  - Hosting a new student orientation August 7th.
  - Discussed tours held with prospective students.

- Meetings with CG for redesign of the website and will come to the board with estimates.
- Tina Myllykangas left the meeting at this point due to a prior commitment.
- Strategic Planning – Entire board
  - To be held in October
- Director Report – Jason Becker
  - Following up with those who have not turned in their enrollment papers yet.
  - Have placed an advertisement with the McLeod County Fair
  - Looking for incentives for hiring and keeping teachers.
- Chairperson Report - Prellwitz
  - Wants to promote unique things we can offer as a school to keep teachers.
  - Board Committees for 2023-2024 shall be as follows:
    - Finance: Prellwitz
    - Marketing: Finnell and Dolge
    - Policy: Schutz
    - Myllykangas was absent during this point of the meeting. She will be contacted to choose a committee to join.

#### **Action Items:**

- Approve June Financials.
  - A motion was made by Dolge, seconded by Finnell, to approve the June Financials.
  - Motion carried via roll call.
- Approve Kathy Prellwitz as Board Chair
  - A motion was made by Dolge, seconded by Finnell, to approve Kathy Prellwitz as board chair
  - Motion carried via roll call. Prellwitz recused.
- Approve Kelsey Dolge as Vice Chair
  - A motion was made by Prellwitz, seconded by Finnell to approve Kelsey Dolge as Vice Chair.
  - Motion carried via roll call. Dolge recused.
- Approve Traci Schutz as Board Secretary
  - A motion was made by Prellwitz, seconded by Dolge, to approve Traci Schutz as Board Secretary.
  - Motion carried via roll call. Schutz recused.
- Approve Heather Finnell as Board Treasurer
  - A motion was made by Dolge, seconded by Prellwitz to approve Heather Finnell as Board Treasurer.
  - Motion carried via roll call. Finnell recused.
- Approve the 2023-2024 board meeting schedule.
  - A motion was made by Dolge, seconded by Schutz to approve the 2023-2024 board meeting schedule.
  - Motion carried via roll call.
- Approve the 2023-2024 board training schedule.
  - A motion was made by Finnell, seconded by Schutz to approve the 2023-2024 board training schedule.
  - Motion carried via roll call.
- Approve Ratwik, Roszak & Maloney as School Attorney for 2023-2024
  - A motion was made by Dolge, seconded by Finnell to approve Ratwik, Roszak & Maloney as School Attorney for 2023-2024.
  - Motion carried via roll call.
- Approve Ridgewater College PSEO Contract 2023-2024
  - A motion was made by Schutz, seconded by Finnell to approve the 2023-2024 Ridgewater College PSEO Contract.

- Motion carried via roll call.

**Adjourn Meeting**

- A motion was made by Schutz, seconded by Finnell, to adjourn the meeting.
- Motion carried via roll call.
- Time of adjournment 6:57 p.m.