



OUR VISION: Our students will become success oriented, contributing citizens, who are stewards of the environment and life-long learners.

OUR MISSION: PACS will educate by building relationships with students, families, and community, and provide opportunities to develop career readiness skills through experiential approaches to curriculum & instruction.

PILLAGER AREA CHARTER SCHOOL

President-Chair: Brenda Twedt Vice President: Mary Harder Secretary/Treasurer: Jennifer Crimmins

BOARD MINUTES November 14, 2022

Members Present:

Brenda Twedt
Jennifer Crimmins
Mary Harder (at 6:02)

Others present through zoom/or Others Present:

Jonelle Bollig
Sarah Schlake
Casie Tighe
Vicki Behrens (at 5:47 pm)
Susie Kirby

Members Absent:

Call to Order: B Twedt called the meeting to order at 5:39 p.m.

Guests: Sarah Salo (teacher)

September 26, 2022 Minutes A motion by J Bollig, seconded by S Kirby to approve the agenda with no additions, carried unanimously.

October 24, 2022 Minutes A motion by S Kirby, seconded by J Crimmins to approve the agenda with no additions, carried unanimously.

Additions and Deletions: A motion by J Bollig, seconded by S Kirby to approve the agenda with no additions, carried unanimously.

Teacher Lead School Committee Reports:

Policies & Procedures: J Bollig

- 413 Harassment & Violence A motion by J Bollig, seconded by J Crimmins to approve Policy 413 with no current edits, except school name change when the change has been approved with the State of Minnesota, carried unanimously.
- 417 Chemical Use & Abuse A motion by J Bollig, seconded by J Crimmins to approve Policy 417 with edits to language regarding school leader/superintendent, and school name change when the change has been approved with the State of Minnesota, carried unanimously.
- 418 Drug-Free Workplace/Drug-Free School A motion by J Bollig, seconded by J Crimmins to approve Policy 418 with no current edits, except school name change when the change has been approved with the State of Minnesota, carried unanimously.
- 419 Tobacco Free Environment A motion by J Bollig, seconded by J Crimmins to approve Policy 419 with no current edits, except school name change when the change has been approved with the State of Minnesota, carried unanimously.

Finance: B Wyffels (with C Tighe)

- Medica Renewal A motion by M Harder, seconded by S Kirby to approve the policy as presented beginning January 2023 for eligible school employees, carried unanimously
- Financial Services proposal - Designs for Learning -
 - o Discussion about B Wyffels retiring, and that some of her responsibilities may need to be outsourced. The proposal was for full financial services including accounts payable, accounts receivable, capacity building, audit, revenue management, vendor relationships and many

other things. Payroll is a separate charge of \$15.00 per employee per pay period. The cost for consultation services running October through June would be \$20,000.00

- Lease Discussion
 - Discussion about current cost of lease and a request being made to Close and Converse to adjust monthly payments due to low enrollment. S Schlake will talk with Close and Converse about this.
- B Wyffels presented the October 2022 financial reports. The reports presented were: balance sheet, cash flow, a list of checks disbursed by date, savings, and checking account balances. Discussion followed. A motion by J Crimmins, seconded by M Harder to approve the October 2022 financial statements, disbursements, checks #8278-8293, payrolls October 15 and 31, 2022, bank wire payments, electronic transfers, payroll liabilities for October 2022, carried unanimously.
- Budget Revision - S Schlake presented a revised budget to the board for approval. The adjustments were made due to lower enrollment than projected. A motion by M Harder, seconded by S Kirby to approve the budget as presented, carried unanimously

State of the School: S Schlake

- Discussion about the current status of the school.
 - Enrollment is down, current number can't support school operation into FY24
 - Location
 - Breakdown of the student population shows that most students are from the Brainerd side of our radius. Pillager does not contribute the highest percentage of enrolled students.
 - Most transportation issues reported by parents are related to figuring out ways to get their student to the Pillager bus stop in Brainerd.
 - Currently, there is not enough exposure to our program at this location. It is very tucked away

S Schlake asked board members to consider a change in location to Brainerd. She feels this will provide more opportunities for families to enroll their students, and put the program in a better position to meet targets in several contract areas including: enrollment, retention, academic data, and finance to name a few. The school board was very receptive to this message and nobody was opposed to exploring a new location.

In the meantime, every effort will be made to increase current enrollment. The school board will be meeting more frequently to capitalize on each other's willingness to contribute time, resources, and connections in the community.

Member Training

- Reminder to log in to mncharterboard.com for trainings

Reflection

M Harder: Thinks that we will be able to pull ourselves up by our bootstraps and tackle this challenge with enthusiasm.

J Crimmins: All of the new changes can be seen as good. Our school can be like a phoenix rising from the ashes.

V Behrens: Believes in our team and what we will be able to accomplish.

S Kirby: All we can do is our best, and try hard to do what needs to be done.

J Bollig: Encouraged by the fact that we are a very proactive group and if we adjusted to COVID, we will manage this too.

B Twedt: Doing things differently can be a really good thing.

S Schlake: Excited for a chance to re-imagine our program.

S Salo (guest): Excited for an opportunity to change and be able to encourage and engage the students.

C Tighe: Really just taking it all in and processing what the next steps need to be.

Adjournment: A motion by M Harder, seconded by J Crimmins to adjourn the meeting at 7:32 p.m., carried unanimously by roll call vote