

*"Rekindling our hope, exploring our world, seeking our path, while building our community"*

## **Board Meeting – Northwest Passage High School #4049 1/17/23**

Board members in attendance: Jason Olson, Jeff Schommer, Val Miller, Ella Rausch, Theresa Boisjolie, Heidi Wold, Jessica Henrich

Others in attendance: Dona Fehr, Peter Wieczorek, Craig Kepler (virtual)

Absent: Linda Darling, Steven Rippe

**Call to order:** 5:32

**Mission Statement:** "Rekindling our hope, exploring our world, seeking our path, while building our community."

**Non-Disclosure:** None.

**Approval of December Board Meeting Minutes:** A motion to approve the December minutes made by Jeff and seconded by Theresa. *No discussion. Motion passes.*

Edit to December Board Meeting Minutes: Craig Kepler was NOT present at the December meeting.

**Public Comment:** None.

**Treasurer's Report:** Attached are the financial statements for December. Here are some things to consider when looking at the reports:

1) The Total Adopted Revenue Budget for December was \$217,587.16 vs. December Actual Revenue of \$177,388.75. The Adopted budget revenue in the financial statements is based on a 150-student count for the 2022-23 school year and is reported as 100% of our revenue entitlement. We have received approximately 39% of our expected budgeted revenue to date. Our current enrollment is 136, ADM is 135.96.

2) The Total Adopted Expense Budget for December was \$223,005.93 vs. December Actual Expenses of \$217,074.84 Variable expenses paid in December include: \$3,986.99 to Bill Nienaber for IT services, \$2,075.00 & \$1,000.00 to Joyce Nolan for MARSS training, \$2,300.00 to cmERDC for Smart Systems software & support, \$1,040.00 to Lisa's Catering for Student Lunches, \$3,750.00 to Tamera Pulver for Special Education Director services, \$3,740.00 to Right Response for Special Education Social Worker, \$1,174.87 to WEX Bank for transportation fuel, \$2,890.00 to Nina Syverson for Special Education Psychologist services.

3) Cash total for all accounts at the end of December was \$829,623.96. The projected Revenue and Expenses are shaded in gray to show this is an estimate.

4) As of the end of December, our year to date actual expenses of \$1,017,014.74 and actual revenue of \$1,021,472.97 which leaves us with a year to date net gain of \$4,458.23.

5) Wires and checks registers – This register shows all of the checks paid and the wire payments made for the month of December.

6) Voided checks – There were not any voided checks in December.

*"Rekindling our hope, exploring our world, seeking our path, while building our community"*

7) Revised Budget – The Proposed Revised Budget at 135 ADM is attached for Board review and approval. Column 1 is the final PY22, Column 2 in the Original Adopted Budget for FY23, Column 3 is the proposed Revised budget for FY23.

A motion was made to approve the Treasurer's Report for December by Val, seconded by Ella. *No discussion. Motion passes.*

**Director's Report:**

*Program Highlights*

- Winter Break
- Snow Days
- Expeditions
  - Winter Camping
  - Wellness Retreat
- Voices Framework

*Covid updates*

- Covid test kits

*Enrollment/Recruiting*

- Minnesota Digital
- Monthly Info Nights - January
- Postcards 650 families in Coon Rapids area
- DaVinci information night Jan. 10th
- Wildlife Science Center Jan. 28th
- Youth agencies
- Feb. 7th Community Expo - You are all invited
- Enrollment goals and discussion -

*Authorizer Updates*

- Contract updates.
- A motion was made to approve the Revised Authorizer Agreement by Theresa, seconded by Jeff. *No discussion. Motion passes.*
- 

*Legislative Updates*

- *One Minnesota Budget*

**Old Business -**

Craig Kepler- Affiliated Building Corporation discussion

- A motion was made to approve the director pursue the ABC by Jeff, seconded by Jessica. *No discussion. Motion passes.*

**New Business**

A. Approve Revised Budget for FY 2022-23

- A motion was made to approve the revised 135 ADM budget by Jeff, seconded by Ella. *No discussion. Motion passes.*

B. Board Trainings

*"Rekindling our hope, exploring our world, seeking our path, while building our community"*

C. Review Director Goals 2022-23

D. Director Evaluation- Timeline

E. First Look- Calendar

F. Board Terms

- A motion was made to approve to shorten Val's Board term to 2023 by Ella, seconded by Jeff. *No discussion. Motion passes.*

G. Lead in School Drinking Water Policy - Approval

- A motion was made to approve the Lead in School Drinking Water Policy by Jeff, seconded by Val. *No discussion. Motion passes.*

H. Succession Planning

X. Future Agenda Items

**Future Agenda Items**

A. School Improvement Planning

B. Family Engagement/Parent Committee Discussion

**Adjournment** - *Motion to adjourn made by Val, seconded by Jeff. No discussion, motion passes.*

Adjourned: 7:28

---

Jason Olson, Board Chair

---

Ella Rausch, Secretary