

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

## **Board Meeting – Northwest Passage High School #4049 August 15, 2023**

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

Others in attendance: Peter Wieczorek, Dona Fehr

Absent: Val Miller

**Call to order:** 5:35pm

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

**Non-Disclosure:** None.

**Approval of June 2023 Board Meeting Minutes:** A motion to approve the June 2023 minutes made by Ella Rausch and seconded by Steven Rippe. *No discussion. Motion passes.*

**Public Comment:** None.

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

1) The Total Adopted Revenue Budget for July was \$191,711.86 vs. July Actual Revenue of \$156,276.82. The Adopted budget revenue in the financial statements is based on a 145-student count for the 2023-24 school year and is reported as 100% of our revenue entitlement. We have received approximately 7% of our expected budgeted revenue to date. We have close to 150 students enrolled for this school year. We have another enrollment night next week so hopefully we'll add a few more students.

2) The Total Adopted Expense Budget for July was \$226,049.30 vs. July Actual Expenses of \$78,939.12. Note expenses are lower in July due to the teacher and para salaries don't start until the September 15th payroll. Variable expenses paid in July include: \$4,095.00 to Bill Nienaber for IT services, \$3,106.50 to cmERDC for Accounting software hosting and support, \$2,160.00 to NWEA, \$4,250.00 to Headrush, \$5,896.00 to Anoka-Hennepin school district for PSEO.

3) Cash total for all accounts at the end of July was \$904,546.31. The projected Revenue and Expenses are shaded in gray to show this is an estimate.

4) As of the end of July, our year to date actual expenses of \$78,939.12 and actual revenue of \$156,276.82 which leaves us with a year to date net gain of \$77,337.70.

5) Wires and checks registers – This register shows all of the checks paid and the wire payments made for the months of June and July. Variable expenses paid in June include: \$2,555.00 to Bill Nienaber for IT services, \$3,950.00 to Joyce Nolan for MARSS support, \$1,700.00 to Nina Syverson for Special Education Pysch services, \$3,750.00 to Tamera Pulver for Special Education Director services, \$9,000.00 to BKDV for ERC services, \$2,206.50 to Best Irrigation for sprinkler system maintenance, \$1,050.00 to Clifton Larson Allen for audit services, \$4,845.00 to Right Response for Special Education Social Worker, \$10,230.97 to Blue Cross Blue Shield (our new health insurance provider), \$4,169.16 to Anoka-Ramsey for PSEO, \$1,490.00 to Unique Dining for the graduation ceremony expenses, \$1,191.73 to Wex Bank for

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

transportation fuel.

6) Voided checks – There was 1 voided check in July. Centerpoint Energy was voided because of the wrong amount. There were not any voided checks in June.

7) Approval of 403b match for FY23 – The amount of the 403b match for FY 2023 is \$10,043.91.

A motion was made to approve the Treasurer's Report for July by Theresa Boisjolie, seconded by Jeff Schommer. *No discussion. Motion passes.*

### **Director's Report:**

#### *Program Highlights*

- Staff retreat July 10-12
- Unite the Night August 1st 5:00-6:30
- Staff Development
  - Starts Monday August 21st with teaching staff, paraprofessionals the following week
- First day of school is September 5th

#### *Enrollment/Recruiting*

- Current enrollment 150 (102 returning students, 48 new students, 30 HW)
- Two successful recruitment nights this summer
- Recruitment night Tuesday August 22nd
- MyStoryTeller - Social media campaign (goal 40 new students)
- Upcoming plans - monthly recruitment nights, community events
- Community Events
  - August 29th 5:30-7:00 Family Welcome Back
  - October 6th Day of Hope
  - November 16th Chili Cook Off and Give to the Max Kick-off
  - February 13th 5:30-7:00 Community Expo
  - May 4th 11:00-2:00 Explore Your World Fundraiser/25th Anniversary Celebration & All School Reunion

#### *Authorizer Updates*

- 4th quarter report complete and submitted to UST

#### *Legislative Updates - See attached*

#### *Building Updates*

- ABC has been approved
- Waiting on Nonprofit status
- ABC board members - Jason Olson, Mike Lugar, Brad Buxton
- Need to create a building committee
- Seeking initial bids

**Old Business** - None.

### **New Business**

- A. Filling Board Vacancies
- B. Board Election/Annual Meeting
- C. Approval of Board Calendar
  - a. A motion was made to approve the 2023-24 Board Calendar by Jeff Schommer,

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

seconded by Ella Rausch. *No discussion. Motion passes.*

- D. e-Learning Days Approval
  - a. A motion was made to approve the 2023-24 e-Learning Days by Steven Rippe, seconded by Theresa Boisjolie. *No discussion. Motion passes.*
- E. Approval of New Hires
  - a. A motion was made to approve the New Hires by Jeff Schommer, seconded by Theresa Boisjolie. *No discussion. Motion passes.*
- F. Designation of MDE Identified Official with Authority (IOWA)
  - a. A motion was made to approve Peter Wieczorek as the IOWA by Steve Rippe, seconded by Heidi Wold. *No discussion. Motion passes.*
- G. Designation of Depositories - Wells Fargo Bank
  - a. A motion was made to approve Designation of Depositories by Theresa Boisjolie, seconded by Heidi Wold. *No discussion. Motion passes.*
- H. Approval of 403b Match for FY23
  - a. A motion was made to approve FY23 403b Match by Jeff Schommer, seconded by Theresa Boisjolie. *No discussion. Motion passes.*
- I. Approval of Annual Assurances
  - a. A motion was made to approve FY23 403b Match by Steve Rippe, seconded by Jeff Schommer. *No discussion. Motion passes.*
- J. PTO Options
- K. Approval of New State Policies
- L. Parent Committee

#### **Future Agenda Items**

Review Director's Goals

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

Adjourned: 6:49pm

---

Jason Olson, Board Chair

---

Ella Rausch, Secretary