

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

## **Board Meeting – Northwest Passage High School #4049 5/21/24**

Board members in attendance: Jason Olson, Jeff Schommer, Heidi Wold, Kurtis Heerema, Brandi Greer, Steven Rippe, Alyssa Dahlke, Jessica Henrich, Jolene Stolpestad

Others in attendance: Peter Wieczorek, Justin Fincher

Absent:

**Call to order:** 5:35

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

**Non-Disclosure:** *Agenda reviewed by members, no conflicts were noted.*

**Approval of April Board Meeting Minutes:** A motion to approve the April minutes was made by Jeff and seconded by Brandi. *No discussion. Motion passes 8-0*

### **Public Comment:**

- Steven Rippe - Hope Study results were impressive for Northwest Passage High School

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

#### **Summary of Key Indicators**

- Average Daily Membership (ADM) Overview
  - Revised Budget: 148 ADM
  - Working Budget: 145 ADM
  - YTD Actual: 142 ADM
- The school's revised budget shows an annual surplus of \$273,714, resulting in a projected fund balance of \$932,516 or 35% of current-year expenditures.
- Projected Days Cash on Hand for the fiscal year-end is 145 days. Above 45 days meets best practices.
- Projected Debt Service Coverage Ratio at fiscal year-end is 1.28. Above 1.10x meets best practices.

#### **Financial Report Key Points**

- As of month end, 83% of the year was complete.
- Cash Balance as of the reporting period is \$1,056,581, which is down from the previous month.
- Revenues received at the end of the reporting period - 85.4%
- Expenditures disbursed at the end of the reporting period - 78.6%

A motion to approve the Treasurer's Report for April was made by Alyssa and seconded by Jolene. *No discussion. Motion passes 9-0.*

## **Director's Report:**

### *Program Highlights*

- Expeditions
  - Wild River
  - MAAP STARS
    - We participated again after a number of years and revitalized the interest in the competition.
  - Milwaukee
  - Black Hills
  - Boulder Lake
- Conferences
  - About 80% participation.
- Building Hope Impact Award
  - Placed 2nd and awarded \$10000
- ACT Test
- Explore Your World - Huge success. Around \$7000 raised
- Prom had approximately 80 participants
- Projects, Pedagogy and Play - May 10th
- Senior Exit Interviews
- Solar Boat Regatta
- Graduation May 30th 6:00 @ Courtyards of Andover

### *Enrollment/Recruiting*

- We have work to do

### *Authorizer Updates*

- Annual Visit

### *Legislative Updates*

- Lots of additions
- Terms of board members shall begin on July 1 and be at least two years
- Bylaws must state term limits for board membership and officers
- Specific criteria for who can serve as a teacher member on the board
- No one can serve on more than one charter school board at the same time, unless a person qualifies as an ex-officio at more than one school
- Elections:
  - policies and procedures must be on the website
  - 30 calendar day notice of election dates and process to eligible voters,
  - candidates names, bios, and 'candidate statements' provided on website and in a notice at least 10 days before the election

### *Building Updates*

- JB Vang opened discussion with Premier Commercial Properties
- JB Vang walk through 4/17 discussing updated plans.

## **Old Business -**

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### **New Business**

- A. Board Evaluation
- B. 2024-25 Budget First Look
- C. Online Proposal First Look
- D. Employee Handbook First Look
- E. Cell-Phone Policy Approval

A motion to approve the Cell Phone/Personal Electronic Device Policy with discussed changes including no lunch and other cellular technology was made by Jeff and seconded by Brandi. *No discussion. Motion passes 8-1*

- F. Policy Handbook Updates - discussed during Employee Handbook First Look
- G. Change June 18th meeting to June 11th

A motion to approve changing the June meeting from the 18th to the 11th made by Stephen and seconded by Alyssa. *No discussion. Motion passes 9-0.*

- H. Capitol Assets Policy

A motion to approve the Capitol Assets Policy was made by Steven and seconded by Alyssa. *No discussion. Motion passes 9-0.*

### **Contemplated Closed Session**

A motion to move to a Closed Session made by Jeff and seconded by Jolene. *No discussion. Motion passes 9-0.*

### **Future Agenda Items**

- A. Review Board Survey Results
- B. Student Handbook Updates
- C. Budget 2023-24 Revision (June)
- D. Budget Approval 2024-25
- E. July Board Meeting?

**Adjournment** - *Motion to adjourn was made by Heidi and seconded by Jolene. No discussion, motion passes 7-0.*

Adjourned: 8:07

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Jason Olson, Board Chair

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Kurtis Heerema, Secretary