



**Thursday, December 17,  
2020  
5:00 pm**

*We serve a diverse student body to succeed in a rigorous college preparatory program. Our mission is to ensure that all students graduate with the skills to achieve in college, to contribute positively, and to be accepting of all people.*

**Call to Order**

The Board Meeting was called to order by Board Chair Rich Holst at 5:03 pm

**Declaration of Virtual Meeting**

Rich Holst announced an in person meeting of the Board was not possible due to the COVID pandemic. The meeting will take place via Zoom with votes counted by roll call via the Recording Secretary.

**Reading of Mission and Vision**

Read by Rich Holst

**Attendance**

Members present: Rich Holst, Doris Espelien, Phil Jemielita, Elizabeth Neilson, Tim Becken, Alexandra Howes, Tina Haarbusch, Betsy Mowry Voss, Yonathan Tadese (student rep)

Members absent: Andrew Ng

Others in attendance: Bill Lauer, MMKR Auditor, Arelene Seashore, Health Asst for TCA, Betsy Lueth, Executive Director; Brenda Reedy, Recording Secretary

**Approval of Minutes**

A motion to approve the November minutes was made by Espelien and second by Becken.  
Discussion: None By a roll call vote with 8 yes votes, motion carried.

**Approval of Agenda**

A motion to approve the Agenda with 2 modifications, removing Policy 620 first read and changing auditor to Bill Lauer from Lucy Woodward, was made by Jemielita, second by Neilson.  
Discussion: None. By a roll call vote with 8 yes votes, motion passed.

**Public Comments**

None

**Action Items**

- ***FY20 Audit Presentation (Bill Lauer)***

- A brief description of the audit purpose was given by Mr. Lauer. He gave kudos to Jenny Abbs (BerganKDV) and her team on their preparation and records. Mr. Lauer gave an overview of the fund balance, pupil units and mentioned we were under our budget by \$30,000, mainly due to Covid pandemic. He again gave accolades to our outstanding Food Service Special Reserve fund. Discussion: Holst asked Mr. Lauer what the 2 top areas of concern are. Lauer gave utilizing money wisely to keep costs in line with operations and keep technology inventory to reduce loss. A motion to accept the FY20 Audit was made by Becken and second by Haarbusch. By a roll call vote with 8 yes votes, motion passed.
- ***Revised Budget FY21***
  - The following changes to the revised budget were suggested. Novembers numbers are at 539, accounting for 15 PSEO students. December is at 540 and it's looking to be 542 in January 2021, putting TCA ahead of revised budget projections for the year. TCA received approximately \$335,000 total in stimulus money of which \$196,000 needs to be spent by 12/31/20. The Great River Cooperative has increased their contribution from 25% to 30% for the coming school year due to a change in cooperative participation. Expenditures for unemployment is up due to pandemic but some of these costs will be reimbursed by the state. Repair and maintenance to our HVAC system is almost completed. It was noted that our new transportation provider is phenomenal, student activity and fees revenues are down as are expenditures in this area, technology is mostly being covered by stimulus funds and middle school athletics have been moved to Community Education. A motion to accept the Revised Budget with an assumed \$85,000 surplus and \$2.4M fund balance was made by Mowry Voss and second by Haarbusch. By 8 roll call yes votes, motion passed.
- ***Annual Report***
  - Highlights of Annual Report; Orchestra was added as a class, Aspire Testing was added for a second year for grades 6-10 and Math and Reading Inventories were mentioned. Discussion: A motion to accept the Annual Report was made by Neilson and second by Espelien. By a roll call vote with 8 yes votes, motion carried.
- ***November Financials***
  - Discussion: None. A motion to accept the November Financials as presented was made by Haarbusch, second by Mowry Voss. With 8 roll call yes votes, motion passed.
- ***Revised Policy 103—Complaints Policy***
  - Discussion: None. A motion to accept the Revised Policy 103 as presented was made by Jemielita, second by Haarbusch. With 8 roll call yes votes, motion carried.
- ***Tele-Health Policy—3<sup>rd</sup> Party Billing***
  - It was brought up that despite a 3<sup>rd</sup> Party Billing vendor having their own Tele-Health policy, TCA must have their own in order to bill said 3<sup>rd</sup> Party Vendor. Discussion: None. A motion by Neilson was made to accept the 3<sup>rd</sup> Party Billing Tele-Health Policy, second by Jemielita. With 8 yes roll call votes, motion passed.

## **NEW BUSINESS**

- ***Policy 427 Read***

- This was the required 1<sup>st</sup> read for this policy regarding workloads for certain special education teachers.

## **OLD BUSINESS**

- ***IRT Update***
  - Have met twice, 12/15/20 and 12/17/20. Sports are scheduled to restart January 4, 2021 with competition and games resuming January 14, 2021 with players and coaches masked even when on court, no spectators and a physical note authorizing player to return to play in the event of a COVID diagnosis. There will be return of students in shifts, Phase 2 groups: week of January 11 special ed high needs; week of January 18 additional special ed students; week of January 25 special ed and general education students as identified. Phase 2 is distance learning with supports.

## **REPORTS**

- ***Committee Reports***
  - **Governance**—Lueth brought up that it might be necessary for an unpaid food balance policy in the future; pronoun usage to ensure equity lens; and a process is in place for identifying any missing policies
  - **Finance**—we have cash and in a good position to face whatever comes our way reported by Treasurer Jemielita.
- ***Principal/Executive Director***
  - TCA is continuing to pursue marketing opportunities in January
  - Charter School Virtual Fair coming up the end of March
  - French Immersion Fair slated to happen on February 4th
  - Applications are coming in for next year, 35, mostly for 6<sup>th</sup> grade, a few a trickling in after winter break.
  - Can't mandate the vaccine under Emergency Use, it is up to the staff person if they chose to get the vaccine.
- ***Teachers***
  - Neilson mentioned getting the hang of distance learning and things are getting much better.
  - Howes is ready for break and will assign no work for students except for her CIS students.
- ***Parents/Board Members***
  - Becken brought up Cyber Insurance and also doubling down and getting the kids back to school after the first of the year.
  - Haarbusch thanked staff for all the hard work they have put in.
  - Espelien, due to TCA's handling of things during the pandemic, has enrolled her daughter at TCA.
- ***Students***
  - Tadese asked about a vaccine for students, not available to those under 16 yet

## **Adjourn**

6:36 pm by Holst