

Board of Directors Meeting June 29, 2021 -- 4:30 pm to 6:30 pm

Mission: Cyber Village Academy prepares students to meet the challenge of a rapidly changing world with confidence by helping them to become knowledgeable, caring, and active citizens who value academic rigor, integrity, self-reliance and compassion.

Join Zoom Meeting

<https://zoom.us/j/92411903755?pwd=V2lUam5saUsvbjAzdWxSTVdaQU52Zz09>

Meeting ID: 924 1190 3755

Passcode: Rasmussen

Present: Christy Buxman, Robyn Consoer, Emily Eggers, Rebecca Main, Jim Morse, Rachel Rich, Nicole Rasmussen (ex officio), Christine Reed (ex officio), Joe Aliperto, (ex officio)

Absent: Frank Leo, Phyllis Kapetanakis, Cherie Neima,

1. Approval of Agenda

Christy Buxman moved to approve the agenda, 2nd by Emily Eggers.

Christy Buxman Approved,
Robyn Consoer Approved,
Emily Eggers Approved,
Rebecca Main Approved,
Jim Morse Approved,
Rachel Rich Approved

2. Public Comment: The board will recognize anyone from the public who wants to speak at this time. The board reserves the right to limit the time of the public comment. The public will not have the opportunity to speak or comment on any agenda item after the public comment time has passed.

- a. Allison Pint
- b. Kyle Belshan
- c. Taylor Clements
- d. Paul Scanlon
- e. Michael Fritsche

3. Consent Agenda

- a. Approval of Minutes
 - i. [May 25, 2021](#)
- b. Staffing Update
 - i. Positions available for 2021-2022 School Year
 1. Long Term Sub 4th Grade
 2. Special Education Teacher
- c. Staff Contracts
 - i. Summer School Contracts
 - ii. Salary Staff Contracts
 - iii. Teacher Contracts

Jim Morse moved to approve the consent agenda, 2nd by Rebecca Main.

Christy Buxman Approved,

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Robyn Consoer Approved,
Emily Eggers Approved,
Rebecca Main Approved,
Jim Morse Approved,
Rachel Rich Approved

4. Board Business

a. Q-Comp Final Report (Kyle Belshan)

- i. Most of this is unchanged other than a few key things like PLC being online, using a modified rubric and the second observation was a check in with a Q-Comp Observer
- ii. Recommendations for going forward: assisting in relicensure process, reflect on smaller alternate groupings, and logistics of PLC's with a K-12 school
- iii. Observation recommendations: streamline the process, Inter Rater Reliability training, and that one of the 3 observations be an online observation.
- iv. 70% of people met their classroom goals, 80% of the staff met the requirements for observations, still waiting on data for our school wide goal
- v. Fairly consistent participation, looks more or less like a usual year
- vi. At the summer staff meeting, the Qcomp team should look over the review data, look at making 1 of the observations into an online observation, more training, and logistics and equity of classroom goal requirements.

b. Robyn Consoer moved to accept the Qcomp report for the 2020-2021 school year, 2nd by Rachel Rich

- c. Christy Buxman Approved,
- d. Robyn Consoer Approved,
- e. Emily Eggers Approved,
- f. Rebecca Main Approved,
- g. Jim Morse Approved,
- h. Rachel Rich Approved

5. Financial report (Christine Reed - Dieci)

a. May 2021

- i. State is paying us at 225 students but this will be reconciled, we are about 92% through the Fiscal Year and we have received about 87% of our income and have spent about 84% of our expenses and we are still utilizing grants like the CARES grant
- ii. Strong Cash Balance and Strong Fund Balance
 1. Frank Leo has reviewed financial statements, bank reconciliation report, journal entry report, payment register and period balance report for May 2021. Robyn Consoer moved to accept this report, 2nd by Emily Eggers
 2. Christy Buxman Approved,
 3. Robyn Consoer Approved,
 4. Emily Eggers Approved,
 5. Rebecca Main Approved,
 6. Jim Morse Approved,
 7. Rachel Rich Approved

b. Final FY21 Budget

- i. Revised the budget to reflect the 253 ADM that we have right now. We continue to use the grants we have received and can save the CARES allocation for FY22
- ii. We need to sustain an ADM of 250 students in order to keep the budget sustainable
 1. Jim Morse moved to approve the revised FY21 Budget, 2nd by Emily Eggers
 2. Christy Buxman Approved,
 3. Robyn Consoer Approved,
 4. Emily Eggers Approved,

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5. Rebecca Main Approved,
6. Jim Morse Approved,
7. Rachel Rich Approved
- c. Budget FY22
 - i. Budget is balanced but only with the use of grant funds, so without that we would be running at a deficit and need to maintain the 250 or higher ADM
 - ii. Emily Eggers moved to approve the FY22 Budget, 2nd by Rachel Rich
 - iii. Christy Buxman Approved,
 - iv. Robyn Consoer Approved,
 - v. Emily Eggers Approved,
 - vi. Rebecca Main Approved,
 - vii. Jim Morse Approved,
 - viii. Rachel Rich Approved
6. Administrators' reports
 - a. Director
 - i. Safe Learning Plan [Report](#)
 1. Will probably need to update this again before the start of the school year based on guidance from the state and CDC
 - ii. Safe Learning Plan Feedback [Data](#)
 - iii. 2021-2022 Planning
 1. Enrollment
 - a. Currently have 204 enrollment forms returned which is in line with where we generally are
 2. Partnerships
 - a. Skyline Math & Science Academy
 - b. Tesfa International
 - c. Meeting with them this week to give them marketing materials and enrollment forms to help move these partnerships forward. Working on making formal contracts with them.
 - iv. Student & Employee Handbook Updates
 - b. Assistant Director of Teaching & Learning [Report](#)
 - i. Graduation went well, moved it inside due to heat. 27 Seniors this year. 81% of seniors completed high school this year. Covid may have had an impact on students choosing to wait to graduate until next year
 - ii. Summer school is going well. We have about 20 students in each of the elementary and middle school students. We have 29 high school students and 5 middle school students doing completely online summer school as well.
 - iii. Grade promotion: 5 students are being retained. That is more than normal. Saw the biggest struggle from students who were in the building in the past and weren't this year
 - iv. Marketing update: Marketing continues at the Hmong Village, Radio commercials are running, elementary school promotional video has gone out, Nicole is continuing to look at other avenues as well. Looking at possible Fusion videos, and PASCAL videos for promotion
 - c. Special Education Director [Report](#)
 - i. Same numbers as last meeting, 93 students
7. Other Business
8. Adjournment
Robyn Consoer moved to adjourn, 2nd by Rachel Rich.

Christy Buxman Approved,

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Robyn Consoer Approved,
Emily Eggers Approved,
Rebecca Main Approved,
Jim Morse Approved,
Rachel Rich Approved,
Adjourned at 5:45

Next Meeting:: August 24, 2021