

CyberVillage

A C A D E M Y

Inspiring, challenging, and preparing
students on campus & online



Board of Directors Meeting March 30, 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 (left at 6:43), Emily Eggers, Frank Leo, Rebecca Main, Jim Morse, Phyllis Kapetanakis (left at 5:50), Cherie Neima, Nicole Rasmussen (ex officio), Christine Reed (ex officio), Esther DeLaCruz

Absent: Rachel Rich

1. Approval of Agenda
Robyn Consoer moved to approve the agenda, 2nd by Phyllis Kapetanakis
Christy Buxman Approved,
Robyn Consoer Approved,
Emily Eggers Approved,
Frank Leo Approved,
Rebecca Main Approved,
Jim Morse Approved,
Phyllis Kapetanakis Approved,
Cherie Neima 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.
3. Consent Agenda
 - a. Approval of Minutes
 - i. February 23, 2021
 - ii. March 9, 2021 (Special Meeting)
 - b. Staffing Update
 - i. Katie Clark - Paraprofessional
 - ii. Carl Passante - Paraprofessional
 - iii. Stephanie Dehler - Paraprofessional
 - iv. Vicki Anderson - School Audiologist
 - c. Board Policy
 - i. Policy 423: Tuition Reimbursement (1st Reading)
 - ii. Policy 660: Credit by Assessment - Final Reading & Policy Adoption
 - d. Robyn Consoer moved to approve the consent agenda, 2nd by Frank Leo
 - i. Christy Buxman Approved,
 - ii. Robyn Consoer Approved,
 - iii. Emily Eggers Approved,
 - iv. Frank Leo Approved,
 - v. Rebecca Main Approved,

CyberVillage

A C A D E M Y

Inspiring, challenging, and preparing
students on campus & online



- vi. Jim Morse Approved,
- vii. Phyllis Kapetanakis Approved,
- viii. Cherie Neima Approved

4. Financial report (Christine Reed - Dieci)

a. February 2021

- i. Current School Enrollment is 257
- ii. The cash balance is at \$1.2 million at the end of February
- iii. We have gone through and expensed all the corona relief fund grants. We are going through the cares grants and have time to use that
- iv. The holdback is about \$271,000
- v. No issues on the income statement
- vi. No questions on the payment register
- vii. Frank Leo has reviewed financial statements, bank reconciliation report, journal entry report, payment register, and period balance report for February. Cherie Neima moved to accept this report, 2nd by Robyn Consoer.
 - 1. Christy Buxman Approved,
 - 2. Robyn Consoer Approved,
 - 3. Emily Eggers Approved,
 - 4. Frank Leo Approved,
 - 5. Rebecca Main Approved,
 - 6. Jim Morse Approved,
 - 7. Phyllis Kapetanakis Approved,
 - 8. Cherie Neima Approved

b. Northeast Bank Account - Signer

- i. Have all the applications and everything filled out but need a second signer
- ii. Nicole is requesting that Robyn Consoer be the second signer since she has 1 - 2 years left on her term and our treasurer will be done at the end of this school year
- iii. Frank Leo moved to approve Robyn Consoer as the second signer for opening an account at Northeast Bank, 2nd by Phyllis Kapetanakis
 - 1. Christy Buxman Approved,
 - 2. Robyn Consoer Approved,
 - 3. Emily Eggers Approved,
 - 4. Frank Leo Approved,
 - 5. Rebecca Main Approved,
 - 6. Jim Morse Approved,
 - 7. Phyllis Kapetanakis Approved,
 - 8. Cherie Neima Approved

5. Board Business

a. Marketing Plan

- i. Nick's proposal from the February meeting is [linked here](#)
- ii. Marketing info from myTalk 107
- iii. There are a couple of packages. The one we are looking at would be \$2590/ month for 6 months. They would be creating banner ads on their website that would link to us.
- iv. Another option is the myTalk Loves Local where you would be interviewed on the radio show and get live promotional mentions. This plan is \$3850 (one-time cost). Must be selected in tandem with a regular plan. Not a standalone plan.
- v. There are no other schools that they are doing this kind of marketing with, so we would be the only school advertised on their channel right now
- vi. Hmong Times Newspaper. We have been putting up free posters and we could do a free table at the Hmong Village to hand out brochures and things. Option for a full-page color ad, or a smaller version as well.

CyberVillage

A C A D E M Y

Inspiring, challenging, and preparing
students on campus & online



- vii. 2 full-page color ads would be about \$5000. The plan Nick created would be about \$8900
 - viii. We could potentially use CARES money to help fund this as well. We would be able to offset some of the costs then as we move forward.
 - ix. Phyllis talked with a Marketing professor where she works and they would love to create some things for our school but wouldn't be until the fall
 - x. Phyllis Kapetanakis moves to approve Nick's proposed marketing plan not to exceed \$30,000 and using as much grant money as we can while keeping student learning at top of mind, 2nd by Emily Eggers.
 - 1. Christy Buxman Approved,
 - 2. Robyn Consoer Approved,
 - 3. Emily Eggers Approved,
 - 4. Frank Leo Approved,
 - 5. Rebecca Main Approved,
 - 6. Jim Morse Approved,
 - 7. Phyllis Kapetanakis Approved,
 - 8. Cherie Neima Approved
- b. Tuition Reimbursement
- i. Nick proposed to have his tuition reimbursed specifically at the February meeting.
 - ii. The program he is in is a Charter School Administration Certification to continue growing as a leader and administrator at CVA
 - iii. He is asking for \$3000
 - iv. Can use Title 2 funds for tuition reimbursement
 - v. Robyn Consoer moves to approve Nick's request for tuition reimbursement of \$3000 for his Charter School certification program utilizing Title 2 funds and general funds
 - 1. Christy Buxman Approved,
 - 2. Robyn Consoer Approved,
 - 3. Emily Eggers Approved,
 - 4. Frank Leo Approved,
 - 5. Rebecca Main Approved,
 - 6. Jim Morse Approved,
 - 7. Cherie Neima Approved
 - 8. Christy Buxman moves to revise the previous motion to add that Nick will remain employed by CVA for at least 1 year following his completion of the program, 2nd by Robyn Consoer.
 - a. Christy Buxman Approved,
 - b. Robyn Consoer Approved,
 - c. Emily Eggers Approved,
 - d. Frank Leo Approved,
 - e. Rebecca Main Approved,
 - f. Jim Morse Approved,
 - g. Cherie Neima Approved
- c. Compensation FY22-23
- i. The idea with this compensation plan is that staff would move around on this CVA-owned pay scale rather than basing it on another district.
 - ii. You can view the proposed compensation plan at [this link](#)
 - iii. To switch to this for salaried employees would cost the school about \$53,000 for the fiscal year 2022 and it would be about \$21,000 for the fiscal year 2023
 - iv. We have about 8 people who are currently above this scale and we need to sort out how we would give them raises since we are not going to be cutting their salary
 - v. Also looking at a raise to Para-Professional base pay of \$0.50 which would be about \$12,000
 - vi. Nicole will come back to the board

CyberVillage

A C A D E M Y

Inspiring, challenging, and preparing
students on campus & online



6. Administrators' reports
 - a. Director
 - i. Summer Programming
 1. Mentioned by Nick in Assistant Director's report
 2. There is funding to be applied for that Nicole and Nick will apply for
 - ii. ESSER & GEER Funds
 1. Got about \$28,000 in the first round, the application is in
 2. We are going to get air purifiers for the basement, new staff computers, updated things for teachers
 3. The estimated amount for the second round is about \$86,000
 4. The third round is being discussed as well
 - iii. 2021-2022 Programming & Calendar
 1. Just a draft for people to look at and give feedback
 2. Spring Break in April and aligns with Minneapolis
 - iv. TTSP Update
 1. Met with New board chair and it seems positive and reasonable
 2. Looking at financials, maintenance worker, and communication barriers
 - v. ADSIS Application
 1. Got our grant application in nice and early.
 2. They reimburse us about 60% of the dollar amount we give them
 - vi. 100% Online Program for Grades K - 5
 1. Had a chat with a HomeSchool person who would do online learning with tutors at home - edvanti.com
 2. They would provide the SEL and social opportunities and would bring to us about 50-100 students
 3. Would need to find/create curriculum for this program
 - b. Assistant Director of Teaching & Learning
 - i. 26 504 plans - no change from last month
 - ii. No change to the number of students receiving McKinney-Vento support
 - iii. Our 1 ELL student did WIDA testing this past month and we will get those results in August
 - iv. Summer School - We will offer fully online options as we have in the past. But we will also be offering an in-person option of 4 days a week for 6 weeks for full days
 - v. ACT testing was also done last month - scores are low but also a very small sample size of 7 students
 - vi. 6 Students and staff reporting symptoms
 - vii. There were 10 days of staff quarantine
 - viii. No positive Covid tests from staff in the building
 - ix. County numbers are below the 20 per 10,000
 - x. Around 70% of our staff have had 1 dose of the vaccine, and around 40% have had both doses
 - xi. Last week was our overall highest number of students in the building - 64 individual students
 - c. Special Education Director
 - i. SPED numbers have held in the high 80's but spring is the time for initial evals and we have about 6 going on right now
7. Other Business
8. Adjournment
 - a. Christy Buxman moved to adjourn, 2nd by Emily Eggers
 - i. Christy Buxman Approved,
 - ii. Emily Eggers Approved,

CyberVillage

A C A D E M Y

Inspiring, challenging, and preparing
students on campus & online



- iii. Frank Leo Approved,
- iv. Rebecca Main Approved,
- v. Jim Morse Approved,
- vi. Cherie Neima Approved

Next meeting: April 27, 2021

May 25, 2021

June 29, 2021 (if necessary)