

Board of Directors Meeting August 24, 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.

Board Members Present: Robyn Consoer, Emily Eggers (Remote 4:30 to 5:00, in-person at 5:00), Rachel Rich, Cherie Neima (Arrived 4:50), Nicole Rasmussen (ex officio), Joe Aliperto (ex officio), Michael Fritsche, Taylor Clements, Elizabeth Knoll, Allison Pint, Phyllis Kapetanakis (Remote), Christine Reed (ex officio), Nick Rice

1. Opened meeting at 4:39
2. Approval of Agenda
 - a. Rachel Rich moved to approve the agenda, 2nd by Emily Eggers, Unanimously Approved.
3. 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.
4. Board Business
 - a. Installation of new members
 - i. Taylor Clements
 - ii. Allison Pint
 - iii. Michael Fritsche
 - iv. Phyllis Kapetanakis
 1. Rachel Rich moved to approve the installation of new members, 2nd by Emily Eggers, Unanimously Approved.
 - b. Election of officers
 - i. Chair - Phyllis Kapetanakis
 1. Robyn Consoer nominated Phyllis Kapetanakis for Board Chair, seconded by Rachel Rich. Unanimously Approved.
 - ii. Vice Chair - Taylor Clements
 1. Taylor Clements nominated Taylor Clements for Board Vice Chair, seconded by Rachel Rich. Unanimously Approved.
 - iii. Secretary - Emily Eggers
 1. Robyn Consoer nominated Emily Eggers for Board Secretary, seconded by Rachel Rich. Unanimously approved
 - iv. Treasurer - Michael Fritsche
 1. Michael Fritsche nominated Michael Fritsche for Board Treasurer, seconded by Rachel Rich. Unanimously approved.
 - c. Background check for new members
 - d. IQS Conflict of Interest
 - e. Open Teacher Seat Appointment
 - i. Peggy Palumbo
 - ii. Rebecca Main
 - iii. Rachel Rich moved to appoint Rebecca Main for the open teacher seat, seconded by Michael Fritsche. Unanimously approved.
 - f. Safe Learning Plan
 - i. Continue masks
 - ii. Will not be taking temperatures on arrival

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- iii. Self-Monitoring will continue to be in place
 - iv. If religious or medical exemption for masks, there is a form to be filled out
 - v. Physical distancing within the cohorts, 3ft student to student and 6 ft teacher to student
 - vi. Visitors will be limited
 - vii. Air quality will continue to be addressed with air purifiers and the air exchange open as much as possible for the most fresh air.
 - viii. Vaccinations are recommended but not required
 - ix. Emily Eggers moved to approve the Safe Learning Plan with the vaccination and testing additions as well as give Nicole Rasmussen the discretion to shift things as needed with guidance from MDE, MDH, CDC, and others, seconded by Rachel Rich. Unanimously approved.
 - g. Student/Parent Handbook
 - i. Took out the info about Covid practices and made sure to direct them to the Safe Learning Plan
 - ii. Reworded the grading practices section to include mastery grading for the 5th graders
 - iii. Clarified language to the technology section around hot spots and devices
 - iv. Rachel Rich moved to approve the Student/Parent Handbook for the 2021-2022 school year, seconded by Taylor Clements. Unanimously approved.
 - h. Staff Handbook
 - i. Clarified information about the PTO pool for staff
 - ii. Rachel Rich moved to approve the Staff handbook for the 2021-2022 school year, seconded by Michael Fritsche. Unanimously approved.
5. Consent Agenda
- a. Approval of Minutes
 - i. June 29, 2021
 - b. Staffing Update
 - i. Resignations:
 - 1. Christy Buxman (Kindergarten/1st grade teacher)
 - 2. Andi Purcell (Academic Interventionist)
 - 3. Carl Passante (Para)
 - 4. Greta Sundquist (Para0)
 - ii. New Hires & Contract Approval
 - 1. Sara Joslin (Kindergarten/1st grade teacher)
 - 2. Kankemwa Kanke - Green (Academic Interventionist)
 - iii. Emily Eggers moved to approve the consent agenda, seconded by Rachel Rich. Unanimously approved.
6. Financial report (Christine Reed - Dieci)
- a. June 2021
 - i. 30% fund balance
 - ii. A lot of that savings comes from reduced expenditures due to distance learning
 - iii. The board has reviewed financial statements, bank reconciliation report, journal entry report, payment register and period balance report for June. Emily Eggers moved to accept this report, seconded by Rachel Rich. Unanimously Approved.
 - b. July 2021
 - i. Cash flow looks good and a solid fund balance. July is 80% through the year and income and expenditures align with that
 - ii. Spent all of the Corona relief fund, continuing utilizing the CARES money, still have ESSR and ESSR 2 funds that need to be used before June of 2024.
 - iii. PPP loan was officially forgiven
 - iv. We moved \$500k to Northeast bank as we will get a bigger return on investment from that bank

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- v. The board has reviewed financial statements, bank reconciliation report, journal entry report, payment register and period balance report for July. Emily Eggers moved to accept this report, seconded by Rachel Rich. Unanimously Approved.
 - c. FY21 Audit Update
 - i. Audit is complete and the numbers are reflected in the June Budget
7. Administrators' reports
- a. Director
 - i. FY16 Financial Audit
 - 1. The state decided that the high school students in PASCAL should be completion based and middle school was term based so we still owe them back money but less than the findings of the original audit.
 - 2. May need to amend handbook for the future based on the findings of this audit
 - ii. Enrollment
 - 1. 232 students enrolled and in the system
 - 2. 10-12 students from Twin Lakes STEM Academy will be part of the PASCAL program and get support from Twin Lakes
 - 3. Have a similar agreement with Skyline Academy, still working on the details
 - b. Assistant Director of Teaching & Learning
 - i. Summer School
 - 1. Went well
 - 2. First time offering it in person
 - 3. Still offered the online version like we have done in the past
 - 4. Lots of high school students earned credit over the summer, more than in past summers
 - ii. Marketing efforts seem to be working well
 - iii. All of the new teachers did orientation yesterday and today and that went really well
 - c. Special Education Director
 - i. Special Education student numbers in flux but around 90 students receiving services
8. Other Business
- a. Committee Appointment (Financial, Facilities and Governance)
 - i. Financials - Michael, Phyllis, Rachel
 - ii. Facilities - Cherie, Taylor, Nick, Elizabeth
 - iii. Governance - Emily, Robyn, Allison
 - iv. Chat with Peggy about being on a committee
 - v. Jim Morse said he could continue to help as well
 - b. IOWA Appointment
 - i. Emily Eggers moved to appoint Nicole Rasmussen as the IOWA, seconded by Cherie Neima. Unanimously approved
 - c. Will we be meeting in person or online this year?
 - i. Need to consider open meeting law
 - ii. Will continue this year with in-person meetings
9. Adjournment
- a. Emily Eggers moved to adjourn, seconded by Taylor Clements. Unanimously approved at 6:33

Next meeting: September 14, 2021 (New Board Member Training)
September 28, 2021 (Board Meeting)

October 26, 2021
December 14, 2021
February 22, 2022

November 30, 2021
January 25, 2022
March 29, 2022

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April 26, 2022
June 28, 2022(if necessary)

May 31, 2022