

# CyberVillage

A C A D E M Y

Inspiring, challenging, and preparing  
students on campus & online



## Board of Directors Meeting November 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.**

Board Members Present: Taylor Clements, Robyn Consoer, Emily Eggers, Rebecca Main, Allison Pint, Rachel Rich, Nicole Rasmussen (ex officio), Joe Aliperto (ex officio), Michael Fritsche (arrived 4:36pm)

Remote: Phyllis Kapetanakis (left 5:55pm), Elizabeth Knoll

Absent: Cherie Neima

Location: CVA Library, 7053 Timber Trail Lane South Cottage Grove 55016, 9 Middle Point Rd., Indian Harbour, Nova Scotia, Canada B3Z 3R4

Zoom Link: <https://us06web.zoom.us/j/2343248132?pwd=akRQdHFoKzUrandxYm8zSFE1aFIHZz09>  
Meeting ID: 234 324 8132 Passcode: CVA

1. Approval of Agenda  
Robyn Consoer moved to approve the agenda, seconded by Rachel Rich.  
Taylor Clements Approved  
Robyn Consoer Approved  
Emily Eggers Approved  
Rebecca Main Approved  
Allison Pint Approved  
Rachel Rich Approved  
Phyllis Kapetanakis 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. October 26, 2021
  - b. Staffing Update
    - i. Resignations: Vicky Carey (Student Services Coordinator), Anna Peterson (Spanish)
    - ii. Contract Approval: Beth Nelson, Carl Passante
  - c. Board Policy Updates/Review
    - i. Policy 201: Legal Status of the School
    - ii. Policy 401: Equal Employment Opportunity
    - iii. Policy 501: School Weapons PolicyAllison Pint moved to approve the consent agenda, seconded by Rachel Rich.  
Taylor Clements Approved  
Robyn Consoer Approved  
Emily Eggers Approved  
Rebecca Main Approved  
Allison Pint Approved  
Rachel Rich Approved

# CyberVillage

A C A D E M Y

Inspiring, challenging, and preparing  
students on campus & online



Phyllis Kapetanakis Approved  
Michael Fritsche Approved

#### 4. FY21 Financial Audit (MMKR)

- a. Presented by Joe Aliperto
- b. Optional future presentation by MMKR
  - i. No Findings per se which is a good thing

Robyn Consoer moved to accept the FY21 Financial Audit, seconded by Michael Fritsche

Taylor Clements Approved

Robyn Consoer Approved

Emily Eggers Approved

Rebecca Main Approved

Allison Pint Approved

Rachel Rich Approved

Michael Fritsche Approved

#### 5. Financial report (Joe Aliperto - Dieci)

- a. October 2021
  - i. No concerns or red flags about spending revenue
  - ii. Expenditures are a little lower than projected but in line with what we anticipate
  - iii. Projected to end the year with a 31% fund balance
  - iv. Michael Fritsche has reviewed financial statements, bank reconciliation report, journal entry report, payment register, and period balance report for October.

Robyn Consoer moved to accept the October Financials, seconded by Rachel Rich

Taylor Clements Approved

Robyn Consoer Approved

Emily Eggers Approved

Rebecca Main Approved

Allison Pint Approved

Rachel Rich Approved

Phyllis Kapetanakis Approved

Michael Fritsche Approved

#### b. Revised Budget FY22

- i. Overall ADM is sitting at 247, kept our budget at 240 ADM for the cushion
- ii. Need to make sure PSEO students are calculated correctly
- iii. Updated staffing, additional expenditures, and updates from the state
- iv. With the staffing needs that we have we are spending less on Special Education, so we need to keep an eye on the maintenance of effort and make sure we meet those obligations
- v. Added about \$96,000 paid out to Skyline and Twin Lakes and we are generating around \$270,000 in revenue from those students

#### 6. Board Business

##### a. Building Update

- i. Purchase Agreement
  - 1. \$50,000 earnest money, fully refundable,
  - 2. \$50-\$60,000 for inspections, etc.that is non-refundable
  - 3. All positive responses from families about the possible move
- ii. Rachel Rich moved to appoint the Director and direct the Board of Directors of Virtual Properties to work with the director on the feasibility, purchase, entitlement, financing, and select construction of the building located at 3810 E. 56th Street, Minneapolis, MN 55417 for the benefit of Cyber Village Academy. Seconded by Michael Fritsche.  
Unanimously Approved.

# CyberVillage

A C A D E M Y

Inspiring, challenging, and preparing  
students on campus & online



- iii. CVA Board formally directing Virtual Properties to pursue purchase of building for CVA use
  - iv. TTSP - Lease Termination
  - b. Staffing & Sustainability
    - i. Student Services Coordinator
      - 1. Resigned
      - 2. The ideal candidate is overqualified
      - 3. In the future, a shuffling of duties is possible for this position and the HR & Business and other possible roles
    - ii. Administrative Assistant: HR & Business
      - 1. Beth Nelson
      - 2. Possible increase to her hours to take on some of the reporting responsibilities from the Student Services Coordinator  
Emily Eggers moved to approve additional hours for the HR and Business position, seconded by Rachel Rich. Unanimously approved
    - iii. Spanish
      - 1. Resigned
      - 2. 3 people applied, looking for more online time and less on campus.
    - iv. Paraprofessionals
    - v. Bonus PTO for all staff
      - 1. 1 bonus PTO day for all staff on December 17. Do not need to be in the building. Leadership Team will run Study Center and take their extra PTO day at another time.
    - vi. Extra prep day January 31 for teacher prep
      - 1. January 28 is already a workday, but asking that that Monday, January 31 be a curriculum prep day for teachers  
Rachel Rich moved to approve the bonus PTO day and extra Teacher Prep day on January 31, seconded by Taylor Clements. Unanimously Approved.
  - c. Governance Committee Update
7. Administrators' reports
- a. Director
    - i. Enrollment
      - 1. 265
    - ii. IQS Review Process
      - 1. We are in a renewal and review process
    - iii. Annual Report, World Best Workforce
    - iv. TTSP Financial Review FY20 & FY21
    - v. MACS Membership Renewal
      - 1. Going to continue our membership with MACS
  - b. Assistant Director of Teaching & Learning
    - i. No significant changes in student numbers
    - ii. As for Covid numbers, we have only had 1 student test positive while in the building and there doesn't seem to be spread from that.
    - iii. We are doing well, parents are saying kind things about everything we are doing to prevent spread and testing supplies, etc.
  - c. Special Education Director
    - i. Up 9 special education students from the last meeting - 91 total
8. Other Business
- a. Facilities Committee & Virtual Properties - Meeting TBD
    - i. Looking at having meetings and scheduling walkthroughs

# CyberVillage

A C A D E M Y

Inspiring, challenging, and preparing  
students on campus & online



9. Adjournment

Robyn Consoer moved to adjourn at 6:48 pm, seconded by Rachel Rich. Unanimously approved.

Next meeting: December 14, 2021

February 22, 2022

April 26, 2022

June 28, 2022(if necessary)

January 25, 2022

March 29, 2022

May 31, 2022

June 29, 2021