

**AFSA K-12**  
**Work Session Agenda**  
**Elementary Cafeteria**

October 24, 2023

4:10 - 5:10 pm

AGENDA TOPICS

**Board Members Present:** Kate Plaisance, Julie Cox, David Smith, Leslie Scherer, Scott Stene, Jennifer Cook, and [Kerry Schulte](#)

**Board Members Absent:** Brady Jones and Jack Roessler

**A. DISCUSSION ITEMS**

1. Strategic Plan Updates. Went over action items that were discussed at the board retreat and what was updated on the Strategic Plan. Discussed staff Laura Wyatt and Jack Roessler creating an Ag Advisory Team and what that team might look like. Another priority is financial stability and how to reach the goal number of students, proposed Marketing Committee to look at recruiting and maintaining students as well as staff. Lastly, discussed Culture and Community with goals to increase AFSA's virtual presence. AFSA website to be updated after the first of the year, increase board presence at events, and board recognition of students and student groups at board meetings. Plan to discuss at the end of work sessions, a student or student group to invite to the next board meeting.
2. Julie Cox led a discussion on AFSA Board Handbook updates and changes. Determined that the Board Handbook does not need to be an action item since it needs to be editable.
3. Annual Report Review. Becky Meyer led the Annual Report Review. Questions were asked and clarification was given during this time. Motion to approve the Annual Report with the edits discussed.
4. [Erik Bruner-Wiltse](#) to discuss with Jack Roessler a possibility of what student group to invite to next month's board meeting.

**B. ADJOURN at 5:10**

**AFSA K-12**  
**BOARD OF EDUCATION MEETING**  
**Elementary Cafeteria**

September 26, 2023

5:15 - 6:07 pm

AGENDA

**Board Members Present:** Kate Plaisance, Julie Cox, David Smith, Leslie Scherer, Scott Stene, Jennifer Cook, and [Kerry Schulte](#)

**Board Members Absent:** Brady Jones and Jack Roessler

## **A. PROCEDURAL ITEMS**

### 1. Call to Order

**Mission:** The Academy for Sciences and Agriculture (AFSA), a public charter school for grades K-12, engages learners in academically rigorous, student-centered, hands-on experiences and leadership opportunities within a science, environmental education, and agricultural context.

**Vision:** AFSA will develop lifelong learners who are curious, care for others and have high skill levels in applied sciences, and will be prepared for a future in a diverse, global and changing society

**Honoring Native Peoples** We would like to acknowledge that this meeting is being held on the traditional lands of the Dakota People, and pay our respect to elders both past and present.

2. Determination of Quorum - a quorum of board members is present

3. Determination of Conflict of Interest on any agenda items - no conflicts of interest were noted

4. Approve Agenda - Dave Smith moved to approve the agenda with the amendment of moving the guest speaker for the Financial audit to the beginning of the meeting. Julie Cox seconded, the motion passed unanimously.

5. Approval of Minutes - Julie Cox moves to approve the minutes as circulated, seconded by David Smith, motion passed unanimously

## **E. Action Items**

1. Financial Audit. Brad Falteysek with Abdo Solutions presented the AFSA 2022-2023 Financial Statement Audit to the school board. Brad reported that AFSA had a clean audit with only one instance of noncompliance, Time Period for Payment. Highlights noted were that AFSA food service had an increase in fund balance and AFSA is below average on food expenses. Overall fund balance would have been negative if not for Employee Retention Credit and fund balance is at 3% which is low in comparison to similar schools. Discussion continued around how various other schools have a higher fund balance and how free/reduced lunches can affect budgets and fund balances.

## **A. PROCEDURAL ITEMS**

6. Erik Bruner-Wiltse gave the Financial Report. Total Fund Balance is doing ok for now, per Becky Meyer. Julie Cox asked when there might be a revision of the budget and Becky Meyer indicated that would happen in December or January. Dave Smith moved to approve the Financial Report and authorize payment of invoices and acceptance of gifts. Kerry Schulte seconded the motion and it passed unanimously.

## **B. GUEST COMMENTS - None**

### **C. INFORMATION ITEMS**

1. School Activities Reports. Erik Bruner-Wiltse gave updates on activities at the High School. Kerry Schulte gave an update on activities at the K-6 school. Becky Meyer gave an admin report that is currently seeking a 4th grade teacher and EA's.
2. Committee Reports - none.

### **D. DISCUSSION ITEMS**

1. Osprey Wilds Assurances. Submitted to Osprey Wilds and MN Dept. of Education. [Erik Bruner-Wiltse](#) to attach policies and Kate Plaisance will sign and submit.

### **E. ACTION ITEMS**

2. Annual Report. Discussed during the work session for 20 minutes. Becky Meyer has the list of edits to give to Liz Burkwald. Dave Smith moved to approve the Annual Report. Leslie Scherer seconded, the motion passed unanimously.
3. Propel Line of Credit. Becky Meyer explained that due to the fund balance and when funds are released to the school AFSA uses a Propel Line of Credit. It is a cash loan of up to 300k due to hold backs. Becky Meyer asked for approval to accept a line of credit. Julie Cox made a motion to approve the Propel Line of Credit. [Kerry Schulte](#), seconded the motion, the motion passed unanimously.

### **F. ANNOUNCEMENTS**

- a. Next meeting:
  - a. Regular meeting November 28, 2023 at 5 pm

**G.** Julie Cox motioned to adjourn the meeting. Kerry Schulte seconded, the motion passed unanimously. **Adjourned at 6:07**