

Members Present: K. Denzer, N. Donnay, J. Gottschalk, D. Keyes, R. Hajlo, S. Mueller, K. Pleticha, A. Schumacher

Members Absent: J. Markoe

Board Advisors Present: J. Gutierrez, K. Gutierrez, W. Renner

Guests Present: R. Dippel, D. Hoogeveen, A. Kleinboehl

Call to Order

S. Mueller called the board meeting to order at 6:05 p.m.

Open Forum

There were no requests to speak at the Open Forum.

Consent Agenda

J. Gutierrez reviewed the consent agenda. This included previous board minutes, the Executive Director Report, division operational reports and governance policy approval. The enrollment remains stable with Upper School enrollment up by approximately 15 students. The Governance Committee presented the first reading of the updated Student Disability Nondiscrimination Policy and the Student Sex Nondiscrimination Policy.

Motion to approve the Consent Agenda: A. Schumacher

Second: S. Mueller

Approved: All

World's Best Workforce Report Approval – A. Kleinboehl

The World's Best Workforce Report is combined with the Achievement and Integration Progress Report. The Achievement and Integration report does not apply to our district. Goals identified in the report are the same as last year's. Lower School's third grade MCA proficiency increased 3% from 2017 to 2018; Middle School's MCA proficiency decreased by .5% from the previous year; and Upper School's average composite score on ACT was 25.7 compared to previous year's average score was 26.7. In addition, the 2017-2018 graduation rate was 97.5%.

The World's Best Workforce annual public meeting was held on Tuesday, November 27 at 5:30 pm.

Motion to approve the World's Best Workforce Report: D. Keyes

Second: A. Schumacher

Approved: All

2017-2018 Audit – D. Hoogeveen

Dennis Hoogeveen, from CliftonLarsonAllen, presented the FY2018 Executive Audit Summary. First, Dennis relayed that CLA (CliftonLarsonAllen) has a great working relationship with Kelly Gutierrez and Christina Wordes at BerganKDV and thanked them for the opportunity to work with them.

Dennis shared that they have issued a "clean", unmodified opinion on the financial statements.

Page 17 balance sheet is very strong. St. Croix Prep invested in capital last year which is reflected on the balance sheet. Hooegeveen noted that St. Croix Prep has a portion of the fund balance which is ‘assigned’. He clarified the difference between ‘assigned’ and ‘committed’ fund balance in that ‘committed’ fund balances require the board to take action for the funds to be expended elsewhere, whereas ‘assigned fund balance’ express intent/notice of funds to be spent, but does not require board action for funds to be spent elsewhere.

Motion to accept the 2017-2018 audit report as presented: B. Hajlo

Second: K. Denzer

Approved: All

Review 2017-2018 FY/2018-2019 Financial Statements - K. Gutierrez

2017-2018 Revenues exceed budget by \$106K – This variance is due to a number of immaterial variances, but for \$52K attributed to a MARSS discrepancy of under reporting enrollment. This discrepancy was identified thru end-of-year reconciliations.

Financial Highlights as of September 30, 2018- Reforecasted vs. Approved Budget

Page 133 Enrollment Summary – Though 1,160 students enrolled as of November 7, 2018, administration recommends maintaining a budgeted enrollment of 1,154 due to not enrolling any more students in upper school.

Page 137 At 25% of the year complete, revenues are at 25% and expenses are at 24% to annual budget year-to-date, which is consistent with prior years. This is primarily due to salaries and benefits lagging.

Fund balance is currently at \$3.9MM or 29% of Annual Expenditures. Debt service coverage is at 1.32 and cash on hand is 87 days.

St. Croix Prep Marathon Summary. Marathon funded projectors and Chromebooks. Marathon revenue increased 20% from prior year; however, the increase in revenue was offset by an increase in expenditures. The increase in expenditures was due to the school absorbing the cost of the software fee and expending more funds on better incentives.

Stadium Lighting Discussion – R. Dippel

There was discussion about adding lights to the stadium, specifically four light poles with LED lights controlled to limit lighting to just the field. Adding lights would increase student learning time by allowing games to have later start times. Through light addition we anticipate higher use of the facility by our athletic department and outside organizations. In addition we experience a positive impact on the culture at St. Croix Prep.

This proposal is to fund the cost of the lighting project of \$288K. \$135K would come from the school’s unexpended \$1.1MM FY18 allocation to the field project. The remaining \$153K would come from the school’s FY19 Budget. If the stadium lighting project was deferred until FY20, the cost would increase 3% to \$162K or almost an additional \$9K. In evaluating the options of deferring the purchase, financing lighting or purchasing in FY19, the administration recommends the approving the purchase in FY19.

Motion to approve allocating \$153K to the light project with the additional funds to come from the \$135K unexpended capital project: K. Denzer

Second: A. Schumacher

Approved: All

Approve Appointment of Kristine Fisher as Board Member of Friends of St. Croix Prep

Kristine Fisher's professional background is in facilities management and has been a long time active parent at St. Croix Prep, and part of the original team that developed the site plan and original building construction in 2008-2009.

Motion to approve appointing Kristine Fisher as the newest board member of Friends of St. Croix Prep: B. Hajlo
Second: J. Gottschalk
Approved: All

WI Resident Enrollment Clarification – K. Gutierrez

The school board previously approved to prohibit WI residents from enrolling as of January 2018, grandfathering in current WI students who were enrolled at that time. This is a request asking for a one time exception to this policy to allow a current student who is a senior, to stay enrolled and pay the prorated out-of-state tuition. Due to the School's lack of communication of this policy change the family was unaware that a move to WI would have this impact. The WI resident enrollment policy will be communicated in the Parent Update, Family Handbook, enrollment applications, intent to return forms and via the website.

Motion to make a one-time exception to the Out-of-State Enrollment Policy, allowing Student to remain enrolled at St. Croix Prep as a Wisconsin resident and pay prorated tuition. In addition, the school will communicate the enrollment policy change to current St. Croix Prep families in Parent Update, Family Handbook, Enrollment Forms and Intent to Return forms: K. Denzer
Second: A. Schumacher
Approved: All

Foundation – K. Gutierrez

K. Gutierrez has been meeting with individuals to talk about the proposed foundation, its board composition, purpose and operations. The foundation will be looking for up to nine board members, with the hopes of having an initial kickoff meeting before the holidays.

Motion to adjourn at 7:37 pm: A. Schumacher
Second: J. Gottschalk
Approved: All

Submitted by S. Peterson, Board Clerk, St. Croix Preparatory Academy