

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

Members Absent: D. Keyes, K. Pleticha

Board Advisors Present: J. Gutierrez, K. Gutierrez, A. Kleinboehl, W. Renner, A. Sachariason,

Call to Order

S. Mueller called the board meeting to order at 6:03 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 and Governance Policy approval. The enrollment remains stable with Upper School enrollment up by about 15 students. The Governance committee presented the first and final reading of the Application and Enrollment policy and the first reading of the Public and Private Personnel Data policy.

Motion to approve the Consent Agenda: A. Schumacher

Second: B. Hajlo

Approved: All

Q Comp Approval – A. Kleinboehl

Q Comp Program Change – A. Kleinboehl presented the changes to the PLC Appraisal form. The main changes are transitioning from a five point evaluation scale to a three point scale.

Q Comp Report – The report was presented and approved in the spring of 2018 (subject to the inclusion of the MCA scores); the MCA scores were released on August 31 and are now included in the report. Overall, the Lower School and Upper School met their Q Comp proficiency goals; the Middle School did not meet their goal. Due to extraordinary performance in previous years it is often difficult to meet Q Comp goals – for example the Middle School achieved a proficiency percentage of 89.1% but their goal was 92.1%. The associated funds, related to performance pay, will be used for professional development.

Q Comp Site Goals – Next year proficiency goals can now be set in 1/2 % increments rather than 1% increments. The goals set for each division are as follows: Lower School (Grade 3 and 4) increase from 86.4% in 2018 to 86.9% in 2019; Middle School (Grades 5-8) increase from 89.1% in 2018 to 89.6% in 2019; and Upper School (Grade 10) increase from 92.2% in 2018 to 92.7% in 2019.

Motion to approve the Q Comp Site Goals: A. Schumacher

Second: N. Donnay

Approved: All

Review 2017-2018 MCA Results – J. Gutierrez

Per SchoolDigger, the 2017-2018 MCA scores rank St. Croix Prep has the highest performing district in the state of Minnesota. J. Gutierrez highlighted the communication to our authorizer, Friends of Education. One letter summarized the overall MCA performance in relation to the state averages; the other letter highlighted SCPA School Board Minutes

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the MCA results as it relates to our charter agreement. FY2019 goal is a school wide proficiency that is no less than 17 points higher than the state average in math and 20 points higher than the state average in reading. Third grade proficiencies should be no less than 90% in math and 80% in reading. The results also compared proficiencies to resident district schools and other high performing districts.

Approve 2017-2018 Annual Report – J. Gutierrez

Each year the annual report is sent to Friends of Education. The report was reviewed last month with the only additions being the inclusion of 2017-2018 MCA scores.

Motion to approve the 2017-2018 Annual Report: K. Denzer

Second: J. Gottschalk

Approved: All

Prep for Life Rollout – J. Gutierrez/K. Gutierrez

J. Gutierrez shared the presentation of the Prep for Life rollout that was used with the staff prior to the start of the year. This includes the school's history, mission statement and manifesto. The staff was also given a Prep for Life t-shirt along with a water bottle. The Prep for Life Manifesto was introduced to the parent community just recently. The manifesto and Prep for Life logo is being used in communication outlets – marathon, school communications and Parent Update. We have launched an Instagram and Twitter account which is used to illustrate Prep for Life within our school community. Facebook will be launched soon. Jon will be sending a special communication to all families and alumni inviting them to Homecoming and releasing the first viewing of the new Prep for Life video.

Upper School Enrollment Cap Effective October 1, 2018 – J. Gutierrez/A. Sachariason

Historically the Upper School administration has spent a lot of time working with students who enroll during the months of October through December getting them acclimated and filling in gaps in their learning. However, many of these students do not remain at St. Croix Prep. The disproportionate time and resources dedicated to assimilate mid-year transfer students who most often transfer out of St. Croix Prep before graduation, inhibit the Upper School's ability to provide the level of instruction and support to students already enrolled. To allow for a more successful and efficient assimilation while properly serving returning students, the Upper School proposes establishing a 2018-2019 enrollment cap equivalent to the grade level enrollment noted in the motion below. The practice of capping annual enrollment approximately equivalent to actual enrollment as of October 1, will require families to make their school choice earlier, ideally over the summer. To preserve a balanced budget, additional enrollment will be allowed as students withdraw throughout the year. Additional enrollment will return enrollment to capped levels.

Motion to preserve the integrity of the classroom, as of October 1, St. Croix Prep will cap enrollment in grades 9-12 for the 2018-2019 school year as follows: 9th grade – 95, 10th grade – 96, 11th grade – 95 and 12th grade - 74: J. Markoe

Second: J. Gottschalk

Approved: All

Compensation Rates – K. Gutierrez

There was discussion on miscellaneous updates to the Compensation Rates for the 2018-2019 school year: the addition of a SPED substitute para or teacher position, AP test proctor training rate and AP test proctor rate replaced with an hourly test proctor rate, addition of a facilities worker rate range and an increase to the student workers rate.

Motion to approve the compensation rates as presented: A. Schumacher



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Second: B. Hajlo
Approved: All

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Friends of St. Croix Prep Board – K. Gutierrez

The board of Friends of St. Croix Preparatory (the school’s affiliated building company) is required to have at least three directors. Rusty Williams resigned on June 29, 2018 bringing the total number of directors to two. Kelly has asked a parent with extensive background in facility management, to consider stepping into the vacant director role. In the meantime, in order to be compliant, Kelly proposed rescinding Bill Blotske’s ex-officio status and appointing him as a director to fulfill the remainder of Rusty’s term. This would bring the total number of directors to three.

Motion to rescind Bill Blotske’s ex-officio status and appoint him to the vacant director position: J. Markoe
Second: K. Denzer
Approved: All

Board Retreat Planning – J. Gutierrez

The board retreat topics for discussion: succession planning (Friends of St. Croix Prep board, St. Croix Prep Board especially the community member, school leadership), replication, ALICE training, Prep for Life Foundation and potential site expansion.

Motion to adjourn at 7:23 pm: A. Schumacher
Second: B. Hajlo
Approved: All

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