

Members Present: R. Hajlo, D. Keyes, N. Donnay, T. Gulbransen, A. Galati, M. Stiles

Members Absent: J. Johnson, R. Thorson

Ex-officio Members Present: K. Gutierrez, J. Gutierrez

Guests: None

## **1. Public Hearing on 2024-2025 Student Fees - K. Gutierrez**

- a. [FY25 Fees](#)

## **2. Call to order**

- a. R. Hajlo called the meeting to order at 6:10PM.

## **3. Open Forum - None**

## **4. 2024-2025 Board Calendar**

- a. Link:  
<https://drive.google.com/file/d/19otMmJkqkHLEP77j1pIf3csNptV KOosv/view?usp=sharing>

## **5. Consent Agenda**

- a. [June 25, 2024 SCPA Board Minutes](#)
- b. [Governance Policy - Election of SCPA Board Officers](#)
  - i. Motion to Approve: A. Galati
  - ii. Second: M. Stiles
  - iii. Approved: All

## **6. Agenda**

- a. Student Fees 2024-2025 - Approval
  - i. Motion to Approve: A. Galati
  - ii. Second: T. Gulbransen
  - iii. Approved: All

- b. [SCPA Employee Handbook 2024-2025 DRAFT](#)
  - i. [Employee Handbook Summary of Changes for 2024-2025](#)
  - ii. [ESST Notice 2024](#)
  - iii. Motion to Approve: A. Galati
  - iv. Second: D. Keyes
  - v. Approved: All
  
- c. [2024-2025 Family Handbook](#)
  - i. Discussion - Add - "Subject to change and board approval;"  
Add: Board Approved Date on the cover page;
  - ii. Motion to Approve: D. Keyes
  - iii. Second: A. Galati
  - iv. Approved: All
  
- d. Succession Planning Committee
  - i. [SPC Minutes from June 26, 2024](#)
  - ii. [Executive Director Search Process Working Document](#)
  - iii. [Letter to Community - J. Gutierrez Retirement](#)
  
- e. Governance Committee: [July 1, 2024 Governance Meeting Minutes](#)
  - i. ED/EDFO - 10 hours pre-approval per week before needing Board approval, if more than 10 hours, Board approval (needs a  $\frac{2}{3}$  vote of approval); Board Chair will send to FoE (Friends of Education) once approved. ED/EDFO will include in their monthly reports.
  - ii. Other Administrators: 10 hours pre-approval per consultation opportunity before needing Board approval with ED/EDFO approval. If more than 10 hours, the Board needs to approve with a  $\frac{2}{3}$  vote. The Board Chair will then send to Friends of Education once approved. Admin will include in their monthly reports.
    - 1. Motion to Approve: N. Donnay

2. Second: T. Gulbransen
  3. Approve: All
- iii. Bylaws: Term limits for board officers; A board member may serve up to 29, one year terms in any board officer position (Chair, Vice-Chair, Treasurer, or Clerk). Link: <https://docs.google.com/document/d/1EHhQreNQA4ZIM5HcfDqo10xJEdX9t0oS/edit?usp=sharing&oid=109090201514653087722&rtpof=true&sd=true>
1. Motion to Approve: A. Galati
  2. Second: N. Donnay
  3. Approve: All
- iv. Changes to the Governance Manual:
1. Motion to Approve Changes to the Governance Manual as stated: D. Keyes
  2. Second: M. Stiles
  3. Approve: All

**Adjournment: 7:09PM**

- Motion to adjourn: A. Galati
- Second: M. Stiles
- Approved: All

Respectfully Submitted by A. Galati, St. Croix Preparatory Academy Board Clerk