

Members Present: R. Hajlo, D. Keyes, N. Donnay, T. Gulbransen, M. Stiles, R. Thorson, J. Johnson, D. Smith

Members Absent: A. Galati

Ex-officio Members Present: J. Gutierrez

Guests: K. Gutierrez, J. Karetov, A. Kleinboehl, A. Sachariason, P. Rosell

1. Call to order

- a. R. Hajlo called the meeting to order at 6:04 PM.

2. Open Forum - None

3. [SCPA Board Calendar \(Updated\)](#) - September 2024

4. Consent Agenda

- a. Board Minutes
 - i. [SCPA August 20 Board Minutes](#)
 - b. Executive Director
 - i. [Executive Director's Report September 2024](#)
 - ii. [J. Gutierrez Professional Development 2024-2025](#)
 - c. Governance Policies - First Readings
 - i. [415 Mandatory Reporting of Maltreatment of Vulnerable Adult](#)
 - ii. [532 Use of Peace Officers and Crisis Teams to Remove IEP Students from School Grounds](#)
 - iii. [417 Chemical Use and Abuse](#)
1. Motion to Approve the Consent Agenda: J. Johnson
 2. Second: R. Thorson
 3. Approved: All

5. Agenda

- a. 2023-2024 MCA Communication - J. Gutierrez reviewed the MCA scores, correspondence to Friends of Education, and noted that based on these scores SchoolDigger ranked St. Croix Prep as the #1 school district in MN for the 8th year in a row.
 - i. [2023-2024 St. Croix Prep MCA Communication 2](#)
 - ii. [SCPA Board and School Goals](#)
- b. Status of 2024-2025 School Opening - Presentations by J. Karetov, A. Kleinboehl, A. Sachariason, and P. Rosell detailing items related to the new year opening. There was discussion.
 - i. [Student Services Board Report - September 2024](#)
 - ii. [Upper School Board Report - September 2024](#)
 - iii. [Middle School Board Report - September 2024](#)
 - iv. [Lower School Board Report - September 2024](#)
- c. Capitalization Policy -- increase from \$2500 to \$5,000
 - i. <https://drive.google.com/file/d/1TbXgaL7C5WI7fBT8eGvHeysFHX0fup2B/view?usp=sharing>
 1. Motion to Approve the Capitalization Policy: D. Keyes
 2. Second: R. Thorson
 3. Approved: All
- d. Succession Planning Committee - T. Gulbransen gave an update on the succession planning timeline, time usage study, future session with Rebar Leadership, and previewed the future agenda item related to the board retreat, where additional details of the interview process will be discussed.
 - i. [Executive Director Search Process WORKING DOC](#)
 - ii. [Executive Director Time Study Data](#)
 - iii. [SPC Planning Minutes August 28 and September 4, 2024](#)

- iv. [Hiring the Right Superintendent](#)
- e. Governance Committee - J. Gutierrez noted the policies included in the consent agenda (1st reading), the bylaws training moved to November, and the next agenda item of training (Minn Stat 124E).
 - i. [August 12, 2024 Minutes](#)
 - ii. [September 5, 2024 Minutes](#)
 - a. [SCPA Board Roster August 2024](#)
 - b. Motion to Extend Bob Hajlo's term by one year to August 2026
 - i. Motion: J. Johnson
 - ii. Second: D. Keyes
 - iii. Approved: All
- f. [MN Statute 124E](#) Training - J. Gutierrez explained Minn Stat 124E and the recent changes made by the legislature. There was discussion.
- g. Board Participation in School Community - T. Gulbransen and D. Smith led discussion on efforts to make board members more visible to our school community (e.g. at larger school events, graduation, fundraising events, etc.). There was discussion. D. Smith will provide more specific ideas in the future.
- h. Board Retreat - October 12, 2024. N. Donnay explained the tentative agenda, items for preparation, and the goals for the retreat.
 - i. [Board and School Goals](#)
 - ii. [Retreat Oct. 12, 2024 Agenda](#)

Adjournment: 7:32 PM

- Motion to adjourn: J. Johnson
- Second: M. Stiles
- Approved: All



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