



Enlighten Academy Charter School Board Meeting

November 23 2021

The Board meeting of Enlighten Academy Charter School was called to order by Chair Anne Weyandt at 6:07pm. The meeting was held via ZOOM due to COVID19 CDC guidelines for social distancing and Safe at Home orders.

Board members present via Zoom were Anne Weyandt (Chair), Amy Ray (Secretary), John Cacich (Treasurer), Juli Baecker (Member at Large), Mary Tacheny (member at large), Kate Morrow (Member at Large), and Mike Byron (Member at Large)

Board Members absent Jim Bernstein (Vice Chair), Carols Gantchoff (Member at Large), Kathy Thao (Member at Large)

Visitors: Mary Weyandt (Volunteer Start Up Coordinator) and Luli Axhijaj (NEO)

Enlighten Academy Charter School Mission Statement: Enlighten Academy Charter School's mission celebrates each student. We personalize learning for the whole child using evidence-based curriculum designed for learners to advance at their own pace. We are committed to a deeper learning that purposefully embodies our core values, led by innovative and empowered professional teachers.

Enlighten Academy Charter School Vision Statement: The Enlighten Academy Charter School vision is to be a vibrant, values-based PreK-Grade 5 learning community on the East Side of Saint Paul, welcoming students and families from richly diverse cultures and backgrounds.

- 1) Call to Order /Mission/Vision/Roll call
 - a) Mary T read Mission and Vision Statements
 - b) Board Chair Weyandt called the meeting to order at 6:04 pm
 - i) Roll Call: Juli, Mary T, John, Amy, Kate, Mike, Anne
 - ii) Absent: Jim, Kathy and Carlos
- 2) Conflict of Interest Disclosure – Anne
 - a) None
- 3) Review/Approve of Board Minutes from October 26, 2021
 - a) Motion to discuss by John Second by Mary T
 - i) Discussion – None
 - b) Approved agenda unanimously
- 4) Review/Approve of November Agenda
 - a) Moved by John Second by Amy
 - i) John would like to add 5.1.c Credit Card Policy and 5.1.d Whistle Blower Policy

- ii) Vote: Unanimously with amendment
- 5) Chair's Report
 - a) 5.1 Policies John and Kate
 - i) 5.1.a School Dress Code
 - (1) Moved by Mary T Second by Juli
 - (2) Discussion: balanced out the specificity and the elasticity of the policy based on October meeting.
 - (3) Vote: Passed Unanimously
 - ii) 5.1.b Nepotism. Modeled on policies at other charter schools Can always be amended.
 - (1) Moved by Mike Second by Juli
 - (2) Discussion: Juli wondered if we would need to keep on file for implementation. Anne noted that it is implemented through the policy. Luli noted that we should leave as it is and if there is family being hired, bring to the board.
 - (3) Vote: Passed unanimously
 - iii) 5.1.c Use of Credit Card drafted by John Cacich
 - (1) Simple question from John if we need to include debit vs card in the language. Kate noted that the list from MDE states "Credit and Debit card policy" and can't be a personal credit card. Mary added that only purchase with a credit card or invoice no debit card.
 - iv) 5.1.d Whistle Blower Policy
 - (1) Moved by John Second by Juli
 - (2) Discussion: None
 - (3) Vote: Passed Unanimously
 - b) 5.2 Staffing: School Leadership Search Committee
 - i. Request to authorize use of a search committee. It is a key item for ready to open list. Should be ready to name/offer position by March with a start date of June/July.
 - ii. Juli agreed to take on being chair of the search committee.
 - iii. Kate agreed to be part of the committee.
 - iv. Looking to reach out to Kathy T to be part of this as well.
 - v. Mary W will be part of this on an ex-facia basis
 - vi. Juli noted that this is really important work ahead of us, this leader is the face of the school and needs to be recognized with in the community.
 - vii. No additional discussion, through a huge thank you from John to those willing and able to take on this important task.
 - viii. Vote: Passed unanimously
 - b) 5.3 School Start Time, Mary W
 - i. There are 3 tiers of start times and the sweet spot being between 8-4pm. Ideal to decide by late August and to have before and after care options.
 - ii. Motion to set initial school day hours to 8:30-4, Second by Kate
 - iii. Discussion: Mary T wondered if we should do a survey during the open house for family input. Kate agreeing to the idea of keeping lines open with families around that ideal time. Mike was curious about our control of times if we are

doing busing with SPPS since the bus companies direct start times. Mary noted that we are not using SPPS bussing so we will have ability to set times. John feels that this time frame is a great sell to families, may not fit everyone but encompasses a lot. Mary also shared that there is an operating day care right across the street that might be a great partner for before and after care.

iv. Vote: Passed Unanimously

c) 5.4 NEO Event on 11/12, Mary and Juli

i. Juli noted it was really informative with tracks that they were able to follow throughout the day. Learned a lot and made some great connections.

ii. Mary shared strong focus on schools (marketing, curriculum, etc) with the power of short messages/video and was thinking of good tag line such as: Enlighten Academy Charter School, A Place to Shine.

d) 5.5 Resource Development, Mike/Anne

i. Met with a regular benefactor of ours, committed to supporting us, though will not be able to help until after Jan 1 2022. He strongly believes in our mission and is a lifelong Eastsider.

ii. Juli asked if he was wanting and addition information or details from us moving forward. Anne and Mike said no, he just needed to hear where we are at.

6) Outreach/Marketing Committee Juli Baecker

a) 6.1 Outreach activities and recruitment

i) All roads lead to enrollment and open house in January: Meet them in their communities and then get them to our community

ii) Call to action:

(1) November – Harvest type event cancelled due to COVID.

(2) December – something to connect with all of the communities

(3) Next focus is on Preschool/ELL partners meet and great on 12/10. Will do a 9a m in person event and a ZOOM event at 11:00.

(4) Still looking at winter break activities that we might be able to tag onto like we did with the Halloween event.

(5) Need to remain aware of COVID and how that may adjust plans.

iii) Curious if we needed to have an enrollment deadline or not. Luli advised against it.

iv) Things we have learned: we have them at the location and with being new. But, we really need to continue to get out into the community to meet them where they are at.

v) Anne wondered not only how many people have been to look at the website, but also what is the follow up plan once they do. Clearly noted that we do not have a plan in place for that and that could cause a family to quickly loose interest.

b) Elevator Speech: look for focus on at least 3 “E” words for Enlighten and with the use of the moto, A Place to S.H.I.N.E (S afe, H ealthy, I ndependant, N ice/N eeded, E ffort). Come up with words through google doc and then Mktg Committee to focus on elevator speech next.

- c) Future focus for the committee to find ways to get more boots on the ground to help with follow up possibly for an intern to help with, come up with a description of what we need help with for Jan, Feb, Mar, Apr.
- 7) Finance/Facilities Committee John Cacich
 - a) 7.1 MDE/CSP invoice payment invoice
 - i) Mary connected with Wendy at NEO event and Wendy will address again with the Assistant Commissioner at MDE.CSP grant meeting was a week prior to our board meeting. Received an email on Friday that was a bit aggressive.
 - ii) Our plan: Update with NEO it is our first agenda item. Next is to sit down with The Anton Group to craft a strategy to get people paid since we still have people who have not been paid since last spring.
 - iii) Noted our gratitude for the support of NEO and recognize their efforts
 - b) 7.2 Renovation and Zoning Issue
 - i) We are on pause until we can get our contractor paid.
 - ii) Grace Lutheran has a small team to deal with the zoning issues so they can be zoned for a school. Juli asked if she could be kept in the loop with time line so that she can get the banner completed when the zoning is complete. John thought possibly in January, but it is outside of our control.
 - c) 7.4 Insurance
 - i) Nothing to report, but will need to pay for it when we do have it set. May need to use funds out of the boards account.
- 8) Treasurers Report, John
 - a) No changes in current balances, but with outstanding bills, hard to give exact dollar amounts.
- 9) Public Comments
 - a) Luli: regarding hiring the school leader, MDE is VERY particular that we use and follow fair and open hiring policy... several posts for open positions must be in EdPost: ensure we document the post and document within the minutes. DOCUMENT.
- 10) Adjourn
 - a) Moved by Mary Second by Juli
 - b) Unanimous vote
 - c) Adjourned at 7:52 pm

APPROVED 1/25/22