

Approved by Board, September 7, 2023

Seven Hills Preparatory Academy Board Minutes – August 3, 2023

Members:

- Renson Anjere
- Lisa Barnidge
- Teron Buford
- Carolyn Farrell (Ex Officio)
- Chris Lamprecht
- Michael Meyer
- Allison Peterson
- Hadley Sayotovich
- Wes Whalberg
- Dana Banitt
- Stephanie Graczak
- Erin Bohler

Others present: Ryan Grutsch, Molly Corrigan

Mission

Seven Hills Preparatory Academy engages students in a rigorous Classical education, designed to prepare each one for strong citizenship and life-long learning.

1. Call to order at 6:04 p.m. was made by Wes Whalberg
2. Roll Call: See above list of members in attendance (indicates present, indicates absent).
3. Approval of the agenda
 - **Motion to approve the August 3, 2023 SHPA Board agenda as amended made by Lisa Barnidge and seconded by Teron Buford. Motion passed unanimously.**
4. Approval of the July 13, 2023 Board meeting minutes --See SHPA Board meeting minutes July 13, 2023
 - **Motion to approve the July 13, 2023 Board meeting minutes made by Lisa Barnidge and seconded by Hadley Sayotovich. Motion passed unanimously.**

5. Comments from Community Members:

PTA Update from Molly Corrigan:

Used Uniform Sale -- Saturday August 5

The PTA is excited to host its Summer Used Uniform sale on Saturday, August 5th from 12:30 p.m. to 4 p.m. at the SHPA Richfield Campus gymnasium. All SHPA families are welcome, and we are so grateful to the families who are [working the sale!](#)

Do you have gently used uniforms to donate? The PTA will gladly accept your donations! Families are asked to bring donations to the sale on August 5th. If this doesn't work for you, please email sevenhillspta@gmail.com to coordinate an alternative. Thanks for donating!

Online Sales are Open Now!

Visit the Spirit Gear page on this website ([here](#)), and place your secure order today!

Your order will be sent home in your student's backpack during the week of September 25. Thank you for supporting SHPA through our Spirit Gear!

School Supply Kit Orders: Shipped home in August

Thanks to the families who ordered school supply kits through our PTA School Supply program!

You will receive an email from **EPI Shipping Confirmation** that gives your order status number, with expected home delivery date. Once you receive the kits at your home, you may choose to bring kits to Back to School Night on August 29, or fit the supplies into your child's backpack to bring on the first day of school.

Questions can be directed to the PTA at sevenhillspta@gmail.com.

Next PTA Meeting: August 14

The PTA now offers its meetings in hybrid format -- via Zoom and in-person. Join us at the Richfield campus in person, or log into the Zoom meeting on the second Monday of each month. We'll hold optional social time from 5-5:30pm. The meeting runs from 5:30 to 7pm, and all are welcome! All SHPA parents and teachers are welcome to join, whether or not

you've formalized your membership. We're excited to make it even more convenient for parents and teachers to join. It's so fun to see our group of regular PTA-ers growing!

We'll meet in person at the 4th Floor Conference Room, and the Zoom information is as follows:

Go to www.zoom.us

Click Join Meeting

Enter Meeting ID: 850 0387 2134

Enter Passcode: 711560

Next SHPA Park Play Day: All Kinder, Grade One and Grade Two on August 23!

We'll meet to celebrate our incoming Kindergarten, Grade One and Grade Two students. Join us for our August Park Play Day at the [Chutes and Ladders playground in Bloomington](#) on Wednesday evening, August 23 from 6:00 to 8:00 p.m.

Whether you're enrolled at the SHPA Bloomington campus, or the SHPA Richfield campus, all incoming Kindergarten and First Grade and Second Grade families are welcome to join. You'll meet new SHPA families while connecting with existing Kindergarten, First and Second Grade SHPA families. Bring a chair or a blanket, and be ready to enjoy a cool treat. We can't wait to play!

Summer Food Truck Series: August 24

Join us at the SHPA Richfield campus on Thursday, August 24 to enjoy the Ninja Street food truck! Dine outdoors with us between 4:00 and 7:00 p.m., and 10% of all sales are donated to our awesome school! All SHPA families and friends are welcome. [See this flier for details](#), and spread the word!

6. Monthly Financial Report - June 2023 - presented by Carolyn Farrell, *see Seven Hills Board Financial Packet*.

Monthly Management Report - June 2023 - presented by Carolyn Farrell, *see Seven Hills Board Management Packet*.

7. Reports

a. Finance Committee Meeting -- presented by Michael Meyer - *see Seven Hills Finance Committee meeting minutes, August 1, 2023*.

- **Motion to approve the August 1, 2023 Finance Committee meeting minutes made by Chris Lamprecht and seconded by Lisa Barnidge. Motion passed unanimously.**

b. Executive Director Report - presented by Carolyn Farrell - *see Executive Director's Report to the School Board, August 3, 2023*

c. Principals' Reports

i. Principal Report – Bloomington Campus - presented by Carolyn Farrell- *See Principal's Report to the School Board, August 3, 2023*

ii. Principal Report – Richfield Elementary School Campus – presented by Carolyn Farrell- *See Principal's Report to the School Board, August 3, 2023*

iii. Principal Report – Richfield Middle School Campus – presented by Ryan Grutsch- *See Principal's Report to the School Board, August 3, 2023*

d. Board Chair – presented by Wes Whalberg

i. Elective Committee

ii. Working Session - August 22nd

iii. September Board Meeting - September 7th

iv. Board Roster

v. Recommendation to designate the Chief Financial Officer

- **Motion to approve Nichole Schmidt as the Chief Financial Officer made by Michael Meyer and seconded by Lisa Barnidge. Motion passed unanimously.**
- **Motion to approve Carolyn Farrell as the IOWA made by Teron Buford and seconded by Lisa Barnidge. Motion passed unanimously.**

vi. Attendee to PTA Meeting - Stephanie Graczak

vii. Review August Board Calendar

e. DEI Committee - presented by Teron Buford - *committee did not meet.*

- f. Facilities Committee - *presented by Wes Whalberg - see Seven Hills Facilities Committee meeting minutes, July 26, 2023.*
- **Motion to approve the July 26, 2023 Facilities Committee meeting minutes made by Allison Peterson and seconded by Michael Meyer. Motion passed unanimously.**
- g. Governance Committee - *presented by Renson Anjere - committee did not meet.*
- h. Human Resources Committee - *presented by Allison Peterson - see Seven Hills HR Committee meeting minutes, July 12 & 26, 2023.*
- **Motion to approve the July 12, 2023 HR Committee meeting minutes made by Lisa Barnidge and seconded by Teron Buford. Motion passed unanimously.**
 - **Motion to approve the updated Employee Handbook and Appendices made by Lisa Barnidge and seconded by Hadley Sayotovich. Motion passed unanimously.**
 - **Motion to approve the July 26, 2023 HR Committee meeting minutes made by Lisa Barnidge and seconded by Teron Buford. Motion passed unanimously.**
 - **Motion to approve the updated Student and Family Handbook and Appendices made by Lisa Barnidge and seconded by Teron Buford. Motion passed unanimously.**
- i. Public Relations Committee - *presented by Lisa Barnidge - committee did not meet.*

8. Upcoming Events:

- a. PTA Meeting - August 14, 2023 at 5:30 pm @ Richfield Campus
- b. Working Session - August 22, 2023 at 6:00 pm @ Richfield Campus

9. Board Events:

- a. SHPA Board Meeting - September 7, 2023 6:00 pm @ Richfield Campus

10. Board Adjourned at 7:59 p.m. by Wes Whalberg

Interim Executive Director's/Richfield Campus Principal Report to the School Board

Date: Thursday, August 3, 2023

Mission

*Seven Hills Preparatory Academy engages students in a rigorous Classical education,
designed to prepare each one for strong citizenship and life-long learning.*

Academics

- Elementary and Middle School leaders put together Data Driven Instruction schedule based on DDI training put on by Friends of Education

Finance

- Bremer Credit Card, Sunrise Banks Credit Card
- Windows PACE Loan Update (Property Assessed Clean Energy)
- FOE Application due 9/1/2023 for July 1, 2024 Renewal
- Cyber Security Premium (CFB): \$13,395.00
- IoWA Reinstatement

School Culture

- Back to School Works for new staff will start August 21, and returning staff August 24, 2023

Staffing (Richfield Campus)

Fourth Grade Chris Olson

7th Grade Math Teacher David Welliter

6th Grade Maggie Diddier

ES SPED EA Ramya Anandaraj

MS EAs Cicely Ramirez

MS EA (.75FTE) Hannah Petersen

Enrollment Update

Richfield Elementary

Grade Level	Sept Target	Budget (Oct 1 Min.)	Current Enrollment	Seats	In Process	Wait List (current)
K	52	50	51	Open ▾ 1	1	22
1st	52	50	52	Full ▾	0	9
2nd	52	50	51	Open ▾ 1	0	31
3rd	52	50	52	Full ▾	0	24
4th	52	50	53	Full ▾ +1	0	27
5th	52	50	52	Full ▾	0	27
Totals	308	300	311	Open ▾ 2	1	176

Bloomington Elementary

Grade Level	Sept Target	Budget (Oct 1 Min.)	Current Enrollment	Seats	In Process	Wait List (current)
K	104	100	94	Open ▾ 10	3	0
1st	104	100	97	Open ▾ 7	1	0
2nd	104	100	101	Open ▾ 3	-1	0

Grade Level	Sept Target	Budget (Oct 1 Min.)	Current Enrollment	Seats	In Process	Wait List (current)
3rd	100	95	98	Open ▾ 2	2	11
4th	92	92	93	Full ▾	0	24
5th	81	81	85	Full ▾	0	28
Totals	585	568	568	Open ▾ 22	5	63

Richfield Middle

Grade Level	Sept Target	Budget (Oct 1 Min.)	Current Enrollment	Seats	In Process	Wait List (current)
6th	110	105	114	Full ▾ +4	0	0
7th	100	95	104	Full ▾ +4	0	0
8th	85	80	94	Full ▾ +9	0	0
Totals	295	280	312	Full ▾ +17	0	0

Submitted by the Interim Executive Director and Richfield Campus Principal, Carolyn Farrell

Bloomington Campus Principal's Report to the School Board

Date: Thursday, Aug 3, 2023

Mission: Seven Hills Preparatory Academy engages students in a rigorous Classical education, designed to prepare *each one* for strong citizenship and life-long learning.

ACADEMICS

- Final week of summer school programs. (July 10th - Aug 3rd)
- Grade level teams are planning scope and sequence for Amplify materials alongside existing Science and Social Studies curriculum/standards.

STAFFING

- Hiring for Fall 2023
 - Library Media Specialist - Patty Cosgrove (replacing Sierra Emison/Liji Deepak)
 - 5th Grade Teacher - Jayde Grass (replacing Stephanie Hoeft)
 - Administrative Assistant - Katie Krentz (replacing Susan Lindvall)
 - Math Specialist - Sara Wang (replacing Erin Carr) 0.8 FTE / Kelly Ryan 0.2 FTE
 - **EL Teacher - BC - Joan Lu rescinded the position, new offer to go out this week.**
 - **Special Education Teacher - Spencer Pirie (replacing portion of Cassie Lepp's teaching and adding FTE**
 - **Visual Arts - Beth Wilson (replacing Rhonda Fox)**

CULTURE

Enrollment

Grade Level	Sept Target	Budget (Oct 1 Min.)	Current Enrollment	Seats	In Process	Wait List (current)
K	104	100	94	Open ▾ 10	3	0
1st	104	100	97	Open ▾ 7	1	0
2nd	104	100	101	Open ▾ 3	-1	0
3rd	100	95	98	Open ▾ 2	2	11
4th	92	92	93	Full ▾	0	24
5th	81	81	85	Full ▾	0	28
Totals	585	568	568	Open ▾ 22	5	63

Submitted by Brent Peterson,
Bloomington Campus Principal

Richfield Campus Principal's Report to the School Board

BLOOMINGTON CAMPUS: 8600 Bloomington Ave. S., Bloomington, MN 55425 | Office: (952) 426-6000, Fax: (952) 426-6020

RICHFIELD CAMPUS: 1401 West 76th Street, Richfield, MN 55423 | Office: (612) 314-7600, Fax: (612) 314-7609

www.sevenhillspreparatoryacademy.org

Date: Thursday August 3, 2023

Mission

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Academics and Professional Development:

MS Initiatives		Update
Academic Rigor	DDI	Our B2S Workshops will focus mainly on the creation and implementation of a full DDI calendar.
Equity	SEL	We have built our DDI calendar to allow for 4-5 full day retreat celebrations. Ms. Padmore and Ms. Potter will be planning and hosting these retreats. We met this week and they will lead training/planning during B2S
	ADVISORY	Origins will be returning to train our Advisors on 9/25
Classical Education	LESSON STRUCTURE	Summer training video sent to staff to introduce them to the " Elements of an Effective Lesson. " This rubric will guide trimester one observations

3 Year Goals	2022	2023	2024	2025	2026
SHPA	Reading				
MS					
6th	67.0%	Embargoed			+10%
7th	51.7%				+10%

8th	60.2%	Results			+25%
MS	60.1%		*66.8		77.1

3 Year Goals SHPA MS	2022	2023	2024	2025	2026
	Math				
6th	48.1%	Embargoed Results			+20%
7th	24.7%				+15%
8th	38.6%				+25%
MS	37.8%		*42.6		57.9

3 Year Goals SHPA MS	2022	2023	2024	2025	2026
	Science				
8th	39.8%	Embargoed Results	** 36.6		53.4

**predicted result without any adjustment to 2023 instruction or curriculum base on performance of "the bubble" moving through middle school*

***predicted result based on post covid averages*

School Culture

- 6th Grade Summer Social: approximately 50% of students attended the event, PTA funded ice cream treats, and nearly all full-time teachers were present.

Staffing and Enrollment

- **OPEN POSITION: 6-8 Music (2 interviews conducted 8/3/23)**
- Mario Williams 6-8 Trivium
- Maggie Didier 6th Math
- Stephanie Hoeft 6th Social Studies (BC transfer)
- Dave Welliver 7th Math
- Bradford Gran 6-8 PE/Health & Fitness
- Ruth Hansen k-8 Math/Literacy Interventionist (new position for veteran SHPA staff)
- Tom Cathers k-8 Math/Literacy Interventionist (new position for veteran SHPA staff)
- Macayla Padmore k-8 Behavioral Specialist (new position for veteran SHPA staff)
- Sianna Morelli k-8 SpEd Coordinator(new position for veteran SHPA staff)
- John Chambers MS Math EA and Activities Coordinator (new position for veteran SHPA staff)
- Phaylen Murza MS EA Lead (new position for veteran SHPA staff)
- Aaron Steger MS Lunchroom Lead (new position for veteran SHPA staff)

Enrollment

Grade Level	Sept Target	Budget (Oct 1 Min.)	Current Enrollment	Seats	In Process	Wait List (current)
6th	110	105	111	Full +1	0	38
7th	100	95	104	Full +4	0	27
8th	85	80	92	Full +7	0	12
Totals	295	280	307	Full +12	0	77

The 27 students beyond our budget offset 31.2 ES students due to the funding increase per pupil in grades 7-8

Submitted by Ryan Grutsch, Middle School Principal