

Beacon Academy Charter District 4124
 Board Meeting Minutes, September 1, 2026, 5:30PM.
 3415 Louisiana Ave N, Crystal, MN 55427
Beacon Academy is authorized by Innovative Quality Schools
P.O Box 580, Hutchinson, MN 55350

I. Call to Order: Matheu Weidenbach called the meeting to order at 5:32 p.m.

Roll Call: present at time of meeting unless otherwise noted

Name	Role	Present	Absent
Matheu Weidenbach	Board Member - President	x	
Melanie Spall	Board Member – Vice President	x	
Patty Blake	Board Member- Secretary	x	
Stacey Ray	Board Member- Treasurer	x	
Norah Antil	Board Member		x
Matthew Goodman	Board Member	x	
Rasheda Jenkins	Board Member	x	
Hope Reeves	Board Member	x	
Grant Windham	Ex-Officio	x	
Myla Johnson	Ex-Officio	x	
Eldred Bach	Ex-Officio	x	
Miscellaneous Attendees: Kyle Knudson (EdFin)			

II. Pledge of Allegiance

III. Choral Reading of Beacon Academy Vision Statement

IV. Approve the Agenda

Motion:	To approve the agenda with the addition of the approval of the July Financial report to the finance section.							
Made by:	Melanie Spall				Seconded by:	Stacey Ray		
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	abstain
	Rasheda Jenkins			x-absent	Matthew Goodman	x		
	Patty Blake	x			Melanie Spall	x		
	Hope Reeves	x			Norah Antil	x		x-absent
	Stacey Ray	X						
	Matheu Weidenbach	x						
Decision:	Motion passed							
Notes:								
N/A								

- v. Public Comment:** *In order to allow the Board to conduct the business of the school, members of the public are recognized only during this portion of the meeting. Anyone indicating a desire to speak during Public Comment will be acknowledged by the Board Chair. When called upon to speak, please state your name, connection to the school, and the topic you wish to address. All remarks should be addressed to the Board as a whole, not to any specific member(s) or to any person who is not a member of the Board. The Board Chair reserves the right to limit the time of Public Comment.*

Notes:
None

- vi. Declaration of Conflict of Interest:** *Board members read the agenda and disclose if they have any real or perceived conflict of interest with any agenda items.*

Notes:
None

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vii. Approval of Consent Agenda: *Consent Agenda items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a board member or meeting attendee so requests, in which event the item will be removed as a Consent Agenda item and addressed.*

- a. Approval of Minutes
 - i. Regular Board Meeting – 2026.07.16
- b. Policies
 - i. 105 Record Retention and Destruction Policy
 - ii. 105.1 Record Retention and Destruction for Special Education Policy
 - iii. 105.1 Record Retention and Destruction for Special Education Form
 - iv. 202 School Board Officers Policy
 - v. 203 Operations of the School Board Governing Rules Policy
 - vi. 203.1 School Board Procedures Rules of Order Policy
 - vii. 426 Teacher Evaluation Policy
- c. Kokua Education School Agreement 2026-2027
- d. ABS Licensed SPED Teacher Contract 2026-2027
- e. Beacon Academy WIPFLI Independent Audit Engagement Letter
- f. Cyber Security Grant #2 Estimate
- g. ProCare Therapy Client Service Agreement 2026-2027
- h. Personnel Consent Agenda

Motion:		To approve the consent agenda						
Made by:		Melanie Spall			Seconded by:		Patty Blake	
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	abstain
	Rasheda Jenkins			x-absent	Matthew Goodman	x		
	Patty Blake	x			Melanie Spall	x		
	Hope Reeves	x			Norah Antil			x-absent
	Stacey Ray	X						
	Matheu Weidenbach	x						
Decision:		Motion passed						
Notes:								
N/A								

VIII. Board Reports

- a. Finance Committee
 - i. Financial Report

Notes:
- The July financial packet will look different this month than normal. They (EdFin) are rolling out a new technology for our finances and it may be a bit overwhelming. - Through July we are 8% through the fiscal year - Dashboard state of school finances is on pg. 3 – this gives you a general overview of your school's financial health - Fairly small spending this time of year, but as the year continue we will see a more realistic picture of the financial year. - Their goal is to give Beacon a more realistic picture of our finances but allows us to go more in depth into the budget should we want. - We are tight on our debt convenance ratio (currently 1.10) and this is something EDFin will continue to watch for our authorizer - As we continue this year, especially the first month, it is important that we are careful in counting our ADM as this time can be a lot of change over. It is very important that we learn how to properly count our ADM accurately for our financial health. - Due to our special education grant, we will be receiving state aid but it will not yet show on august financials. - Income statement summary – there will be an HTML file and this will allow us to expand on our data and see how the numbers break down.

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- Kyle will send the HTLM file and it will be added to the Sharepoint for board members to look over revenues and expense in more detail.
- Make sure that when you are looking through the financial check register, if you haven't read in advance you abstain because you are responsible for the check info if you are voting on or ratifying something.

Motion:		To approve the July financial report						
Made by:		Melanie Spall			Seconded by:		Patty Blake	
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	abstain
	Rasheda Jenkins			x-absent	Matthew Goodman		x	
	Patty Blake		x		Melanie Spall		x	
	Hope Reeves		x		Norah Antil			x-absent
	Stacey Ray		x					
	Matheu Weidenbach		x					
Decision:		Motion denied						
Notes:								
N/A								

Motion: To approve the July financial report less the check register								
Made by: Matthew Goodman				Seconded by: Hope Reeves				
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	abstain
	Rasheda Jenkins			x-absent	Matthew Goodman	x		
	Patty Blake	x			Melanie Spall	x		
	Hope Reeves	x			Norah Antil			x-absent
	Stacey Ray	x						
	Matheu Weidenbach	x						
Decision: Motion passed								
Notes:								
N/A								

ii. June 2026 Supplemental Report – Check Register (Informational)

Notes:								
• Question raised on page 13 for international alliance group – this was a printing issue the line item was actually on the previous page. • Question raised on Lab Aids (MS Science curriculum) – where did this curriculum purchase go? – This was included in instructional materials for this year based on the code. • Question raised about our financial codes – are they written out somewhere? Kyle explained that the codes are in a larger book and system and very specific. Kyle explained that Grant and Chad and he will meet with the SPED director to go over SPED spending / gen ed spending based on these coded line items. • EdFin can get us any more in-depth financial information that we need or a break down of our budget – he can provide this.								

Notes:								
• Finance update – we are ending the year in a much better standing than we thought. • We are ending the year just over \$948,000 under budget. Showing a surplus in our fund balance currently. • We had several line items that we had budgeted very conservatively last year and can account for some overage. • The bigger story is on the expense side. Salaries and benefits ended up nearly a month short of the adopted budget leaving to an overage. • EdFin tries to give the board an overall picture in July and August								

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- When you are going through financial statements – the far end percentage is showing you your spending percentage up to that point. For example if we only had 25% of our spending on textbooks at the end of the year we may inquire why the spending was so low.
- The percentage is a good metric to track throughout the year and if we see that some are significantly off course as a board we should make sure to ask EdFin about the revenue vs expense discrepancies.
- The June financials came in way under budget. Given increases in things like benefits we have been conservative, but we want to be close to our best revised budget.
- EdFin would like to make sure that our leadership is aware of these changes month to month so that we catch these overages a bit earlier.
- The biggest takeaway – if you see a percentage that is off and you have questions about it – always ask. EdFin will try to catch these overages, but the more that can be watching the percentage. Kyle will continue to call out anything that he sees that looks odd, but please ask questions as you see the budget.
- Question raised – so if we came to you and asked about what we can spend on a pay increase, how would you respond if we were looking for a baseline number. Kyle explained that if Beacon can answer the amount of students we will end the year with, then we can accurately budget out an increase in a line item or account for it from our fund balance.
- As we continue to uncover some of these budget discretions we can start looking at what we need, but we do need to understand our budget line for line. It is important we build our financial acumen which then gives us options going forward.
- There will be an update into exactly what was found, if there is a surplus, and how we will use that surplus to meet our fiscal objectives.
- Obviously we must be wise in looking at our budget five years out, but this also gives us the option to meet our financial needs. Does not mean start cutting checks but this gives us wiggle room to accomplish our goals.

- b. Executive Director, Grant Windham
i. Executive Director Report (informational)

Notes:

- Dr. Windham has joined MDE Charter Leader group and will be going to meetings for this going forward, will keep us updated.
- One of the documents they created was job duty charts, which is included in the packet and has been given to staff.
- We have added a Operations Coordinator position with the restricting of the office, which also opened up for an administrative assistant position which we filled.
- Grant will continue to update the board on his progress monthly and will use this document to communicate on process in our strategic planning.
- We did not get a five year renewal, and had a three year renewal with IQS this last year and part of the reasoning will be our need to demonstrate our academic growth and benchmarks.
- We will need to increase our paraprofessional population from 18 to 20 as there is a need to fulfill minutes.
- We do have a high yield savings account – there may be some benefit to move our funding to a CD or other option to increase our saving options.
- We have been approved for s Cyber Security Grant – this allotment will go to the last remaining cameras that we need.
- If we have an overage this could also go to non audio alert options and other spending options.
- Question raised – if we do have some spending allotment, can we use those funds for increased door security. Grant states he will be looking into it.
- Legal update – Grant has worked with legal HR team (ASI) to discuss our termination or non-renewal processes and our employee handbook.
- This uncovered a larger issue – there are about 4 in house positions that are salaried that do not qualify, and should instead be hourly.

- ii. Organizational Structure and Job Responsibilities (informational)

Notes:

- See above

- iii. IQS Annual Review (informational)

Notes:

- See above

- iv. IQS Performance Framework (informational)

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Notes:

- See above

b. Employee Retention and Compensation Committee

Notes:

- None

c. Marketing Committee (informational)

Notes:

- Possible truck or treat event – Hope is looking into and will get back to us.

d. Curriculum Committee (informational)

Notes:

- None

e. Governance Committee (informational)

Notes:

- Governance reviewed the fund balance
- State of Minnesota states that we need a crisis plan – doesn't necessarily need to be policy but there should be a plan and procedure in place. This will come to us in the next few months.

f. Executive Committee (informational)

i. Student Learning Requirements of IQS Contract Training

Notes:

- None

ii. Board Level Committee Signups

Notes:

- This is being done digitally, please check your email and committee requirements.

iii. Board Meeting Schedule Update

Motion: To adopt revised school board meeting dates.								
Made by: Hope Reeves				Seconded by: Matthew Goodman				
Discussion:								
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	abstain
	Rasheda Jenkins			x-abstain	Matthew Goodman	x		
	Patty Blake	x			Melanie Spall	x		
	Hope Reeves	x			Norah Antil			x-absent
	Stacey Ray	X						
	Matheu Weidenbach	x						
Decision: Motion passed								
Notes:								
• N/A								

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iv. Update on feedback from former facilities role

Notes:

- Feedback discussed

g. Action items

Notes:

- We have a family in building who works for a consulting company and is offering us some services to help with strategic planning.
- Specifically this would have us look at people based strategic plans, actionable items, and how to build community engagement.
- He is willing to do this free of charge, but also as a way to build out his professional portfolio.
- Our strategic planning meeting is coming up – Mat will communicate with the board what we should plan ahead of the meeting.

IX. Adjournment

MOTION TO ADJOURN

Motion to adjourn at 6:38 pm forwarded by Norah Antil seconded by Stacey Ray. Approved unanimously.
Meeting adjourned

Motion:		To adjourn meeting at 7:21 pm							
Made by:		Patty Blake			Seconded by: Rasheda				
Discussion:									
Vote:	Member	Yea	Nay	Abstain	Member	Yea	Nay	abstain	
	Rasheda Jenkins	x			Matthew Goodman	x			
	Patty Blake	x			Melanie Spall	x			
	Hope Reeves	x			Norah Antil			x-absent	
	Stacey Ray	x							
	Matheu Weidenbach	x							
Decision:		Motion passed							
Notes:									
•									

Next Regular Meeting: September 17th, 2026 at 5:30 pm

Approved on 09/17/2026
Patty Blake, Secretary
Beacon Academy School Board