

# BrightWorks

2 Pine Tree Drive, Arden Hills, MN 55112

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## Executive Board Meeting April 17, 2024

### Members Present:

Carol Bomben (Virtual), Community Representative  
Andrea Cuene, Community Representative  
Pat Driscoll, Electoral District 3  
Jessica Ellison, Electoral District 1  
Karen Gabler, Electoral District 3  
Bill Harvey, Community Representative  
Deborah M. Pauly, Electoral District 4  
Zena Stenvik, Superintendent, Columbia Heights School District

### Members Absent:

Jackie Mosqueda-Jones, Electoral District 2

### Staff Present:

Chastity Engelstad, Region 11 Professional Development Facilitator  
Colleen Feller, Director of SparkPath  
John Schultz, Executive Director  
Angela Skrade, Executive Assistant/Office Manager/Executive Committee Support (Recorder)  
Chris Streiff-Oji, Professional Development Strategist  
Bianca, Virnig, Director of Health & Safety  
Tom Wiczorek, Business Manager

### Visitors:

Kacy Deschene, Representative Assembly Member, Anoka-Hennepin School District  
Jessica Dresley (Virtual), Representative Assembly Member, Hastings School District  
Barb Duffrin, Superintendent, Mahtomedi, School District  
Sarah Johansen, Representative Assembly Member, Wayzata School District  
Chad Johnson, Representative Assembly Member, Shakopee School District  
Cory McIntyre, Superintendent, Anoka-Hennepin School District  
Jenny Peterson (Virtual), Representative Assembly Member, Mahtomedi School District  
Samuel Yigsaw, Administrative Assistant, Columbia Heights School District

### Call to Order:

Chair Harvey called the meeting to order at 3:31pm. Introductions of Executive Board members, visitors, and staff were exchanged.

**Public Input:** Chair Harvey opened the floor for public input. There was none.

### Approval of Agenda:

Chair Harvey called for a motion to approve the agenda.

*A motion was made by Ms. Ellison and seconded by Ms. Pauly to approve the agenda as submitted. The motion carried.*

### Organizational Meeting:

A review of the officer and committee assignments was conducted. Mr. Harvey was nominated to remain Board Chair, Ms. Cuene was nominated to remain Vice Chair, Ms. Driscoll was nominated to remain Board Treasurer, Ms. Gabler was nominated for the position of Board Clerk, and Ms. Ellison, Ms. Bomben and Ms. Cuene were nominated to remain as the Board Policy Committee.

**BrightWorks Elections:**

March 2024 Electoral Representative Assembly Member election results were presented by Executive Director Schultz and Ms. Skrade. The results of the election are:

Electoral District 1 - Kacy Deschene, Anoka-Hennepin School District

Electoral District 2 - Mageen Caines, St. Anthony-New Brighton School District

Electoral District 4 - Sarah Johansen, Wayzata School District

*A motion was made by Ms. Cuene and seconded by Ms. Gabler to approve the Brightworks Board Officer and Committee Assignment nominations and Election results as submitted. The motion carried.*

**Finance Update:**

Mr. Wieczorek informed the group that finances have been slower this year due to issues with the Minnesota Education Grant System (MEGS) that was recently put in place. He advised that BrightWorks is doing okay, but the fund balance has been used for cash flow.

Mr. Wieczorek updated the group on the EANS (Emergency Assistance for Non-public School) program, which began in May 2021. EANS has officially ended, with 88% of the total \$41,697,00 in funding being disbursed to non-public schools. EANS II will end on September 30, 2024.

He also advised the board of a Human Resources update, with one BrightWorks staff member resigning.

Mr. Wieczorek states there are no other financial concerns at this time.

**Approval of Consent Agenda:**

Chair Harvey called for a motion to approve the Consent Agenda.

*A motion was made by Ms. Driscoll and seconded by Ms. Ellison to approve the Consent Agenda as submitted. The motion carried.*

**Annual Meeting:**

The annual meeting began with a round of visitor introductions.

Executive Director Schultz gave a brief introduction, sharing that the Annual Meeting is held as a chance for our Representative Assembly Members to learn more about who we are and the services and opportunities BrightWorks provides.

**Leadership Team Reports:**

Ms. Engelstad (For Ms. Aasan), Ms. Feller, Ms. Skrade, Ms. Streiff-Oji, and Ms. Virnig, presented to the board on the programs they oversee, Special Education, SparkPath, Paraprofessional testing, Professional Development, and Environmental Health and Safety and the Work Force Grant.

**Executive Director Report:**

Executive Director Schultz, Ms. Feller, and Ms. Streif Oji provided updates on COMPASS/The Minnesota ReadACT. Executive Director Schultz also discussed the Special Education Apprenticeship and Mental Health program.

Group questions regarding details on the various BrightWorks programs were answered.

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### Policy Approvals:

Executive Director Schultz reviewed Policies 301, 302, 303, 304, 305, 403, 404, 407, 408, 409, 416 in the first read, and policies 203.2, 204, 205, 206, 208, 209, 210, 211, 212, 213 in the second read.

Chair Harvey called for a motion to approve the policy readings.

*A motion was made by Ms. Driscoll and seconded by Ms. Ellison to approve the revision of Policies 301, 302, 303, 304, 305, 403, 404, 407, 408, 409, 416 in the first read and the review of policies 203.2, 204, 205, 206, 208, 209, 210, 211, 212, 213 in the second read as submitted. The motion carried.*

### HOTT Forum:

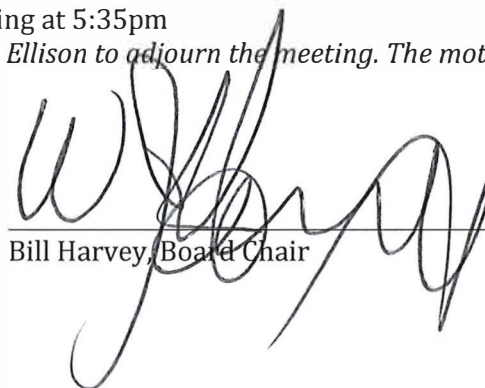
Topics discussed included positive and negative changes currently happening in districts, struggles with mandates and budget reductions, bond referendums, board elections, board election processes and board training, searches for new Superintendents, and concerns about the ReadACT.

**Other Business:** None

### Adjournment:

Chair Harvey called for a motion to adjourn the meeting at 5:35pm

*A motion was made by Ms. Gabler and seconded by Ms. Ellison to adjourn the meeting. The motion carried.*

  
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John Schultz, Executive Director  
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Bill Harvey, Board Chair

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**Next Meeting Date: June 12, 2024**

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