

August 31, 2026

Subject: Notice of Deficiency

Dear Board Chair Adams and Director Tryggeseth,

Pillsbury United Communities–Office of Public Charter Schools (PUC-OPCS) is writing to address concerns regarding Jennings Community School’s financial and operational sustainability for the 2026–27 school year, as well as compliance with statutory requirements related to Board meeting records and public access to information.

1. Financial and Operational Sustainability

PUC-OPCS has expressed concerns regarding Jennings Community School’s ability to sustain operations throughout the 2026–27 school year, particularly due to the financial burden associated with the school’s current lease and lower-than-projected Average Daily Membership (ADM). In response to these concerns, PUC-OPCS has met with school leadership and the Board Chair on several occasions to discuss the school’s financial and operational outlook and the potential impact on students and families.

To demonstrate that it has the capacity and resources necessary to operate in a stable, compliant, and financially responsible manner for the entirety of the 2026-27 school year, Jennings Community School is expected to submit the following to PUC-OPCS:

- A written and board approved sustainability and continuity plan that identifies:
 - Specific actions necessary to maintain operations through the end of the school year;
 - The individuals responsible for each action;
 - Applicable timelines;
 - Financial assumptions and resources, and
 - Contingency measures should the school’s circumstances materially change.
- The updated approved budget for the 2026-27 school year, including the recent actual and projected enrollment.
- The approved meeting minutes for the reduction in lease cost and any adjustment in term.
- Amended lease contract.

2. Board Meeting Minutes and Statutory Compliance

Minnesota Statutes § 124E.07, subdivision 8, requires charter school Board of Director meetings to comply with Chapter 13D governing open meetings. The statute also requires charter schools to publish and maintain on their official websites the meeting date and time, meeting location and meeting minutes of the Board of Directors and committees with Board-delegated authority within the required statutory timeframe.

PUC-OPCS has identified concerns regarding Jennings Community School’s compliance with these requirements, including missing Board meeting minutes and incomplete or unavailable public information regarding Board meeting dates, times, and locations.

To address this concern, Jennings Community School must:

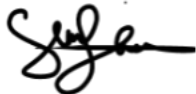
- Review its Board and committee meeting records and identify all meeting minutes that are required to be publicly available;
- Upload all missing Board and applicable committee meeting minutes to the school's official website;
- Ensure that notices for all Board meetings, including regular, special, and closed meetings, are provided in accordance with the applicable requirements of Minnesota Statutes, Chapter 13D, including the meeting date, time, and location, as applicable;
- Ensure that future meeting minutes are approved and published within the timeframe required under Minnesota Statutes § 124E.07, subdivision 8; and
- Notify PUC-OPCS once the missing records have been posted so that we may verify compliance and update our oversight records.

If any meeting for which PUC-OPCS is requesting documentation did not occur, please provide written confirmation identifying the meeting and explaining the circumstances.

Please submit the required documents no later than September 10, 2026. Failure to do so may result in additional oversight or corrective action by PUC-OPCS in accordance with the charter contract and applicable law.

PUC-OPCS remains committed to the success of Jennings Community School and will continue to provide guidance and oversight as the school and board work together to complete these requests, please reach out with any questions.

Sincerely,



Sawsan Natsheh
Director of Operations
Pillsbury United Communities
Office of Public Charter Schools

Cc: Kathy Adams, Board Chair, Jennings Community Schools
Krissy Wright Quinn, Director of Engagement PUC-OPCS
Antonio Cardona, Head of Advancement PUC
Noel Raymond, Head of Staff and Programs PUC