

Birch Grove Community School

School Board Meeting Minutes

April 19, 2021 at 5:30pm

Mission: Birch Grove Community School will promote academic excellence utilizing our unique natural setting allowing students to reach their potential, preparing them to become socially and environmentally responsible, self-directed, lifelong learners.

- 1.0 Call the Meeting to Order, Roll Call of Members, Quorum Declaration: 5:30pm. Quorum declared.
Additional attendee: Rod Haenke from VOA present
Members present: Judy Motschenbacher, Skip Lamb, Sara Knottski, Sarena Nelson, ex-officio Diane Blanchette, Krystal Singleton joined at 5:39pm. Members absent: none
- 2.0 Reading of the Mission Statement: Judy Motschenbacher
- 3.0 Review and Approve the Agenda: **Motion to approve the agenda made by Sarena Nelson, seconded by Kathy Lawrence. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye. Motion carried unanimously.**
- 4.0 Review and Approve Meeting Minutes from March 15, 2021: **Motion to approve the meeting minutes made by Sarena Nelson, seconded by Sara Knottski. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye. Motion carried unanimously.**
- 5.0 Declaration of Conflict of Interest: None
- 6.0 Community Comment: This is an opportunity for the public to address the school board on school-related items in accordance with the guidelines printed on the reverse of this agenda.
- 7.0 Purchase Order Review: in progress
- 8.0 Financial Reports
 - 8.1 Cash Flow Projection: **Motion to approve made by Sarena Nelson, seconded by Sara Knottski. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye. Motion carried unanimously.**
 - 8.2 Monthly Register: **Motion to approve made by Sarena Nelson, seconded by Kathy Lawrence. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye. Motion carried unanimously.**
 - 8.3 Revenue Report: **Motion to approve made by Sara Knottski, seconded by Sarena Nelson. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye. Motion carried unanimously.**
 - 8.4 Expenditure Report: **Motion to approve made by Kathy Lawrence, seconded by Skip Lamb. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye, Krystal Singleton aye. Motion carried unanimously.**
 - 8.5 Bank Statement: **Motion to approve made by Sarena Nelson, seconded by Skip Lamb. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye, Krystal Singleton aye. Motion carried unanimously.**
 - 8.6 Balance Sheet Report: **Motion to approve made by Skip Lamb, seconded by Krystal Singleton. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye, Krystal Singleton aye. Motion carried unanimously.**
- 9.0 Enrollment Update: K-5 **44** Saplings: **Full** with waiting list
- 10.0 Policy Review:
 - 10.1 No review this month
- 11.0 Old Business
- 12.0 New Business
 - 12.1 Monthly School and Community Service Newsletter Review: reviewed
 - 12.2 Accept Donations: **Motion to accept donations made by Skip Lamb, seconded by Krystal Singleton. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye, Krystal Singleton aye. Motion carried unanimously.**
 - 12.3 Accept Resignations: Luciana Ranelli (relocating for new position), Deb Allen (relocating). **Motion to accept resignations made by Sara Knottski, seconded by Krystal Singleton. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye, Krystal Singleton aye. Motion carried unanimously.**

12.4 Approve Indigo Education contract for 21-22: **Motion to approve made by Skip Lamb, seconded by Krystal Singleton. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye, Krystal Singleton aye. Motion carried unanimously.**

12.5 Approve 21-22 School Calendar: **Motion to approve made by Sarena Nelson, seconded by Sara Knottski. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye, Krystal Singleton aye. Motion carried unanimously.**

12.7 Board and Director Training: MN Charter Board Training & Development – “*Adopt and Follow Bylaws*”
Watched by all board members present.

13.0 Reports and Information

13.1 Administrative Report: written report reviewed. **Motion to approve payment for new freezer compressor made by Skip Lamb, seconded by Sarena Nelson. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye, Krystal Singleton aye. Motion carried unanimously. Motion to approve Campsite Kids additional spending of \$1,000 in supplies made by Skip Lamb, seconded by Sarena Nelson. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye, Krystal Singleton aye. Motion carried unanimously.**

Motion to approve compensation of \$40 per hour to teachers supervising student lunch or recess made by Skip Lamb, seconded by Krystal Singleton. Motion to approve made by Skip Lamb seconded by Krystal Singleton. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski abstained, Kathy Lawrence aye, Krystal Singleton aye. Motion carried unanimously.

13.2 Teachers Report: MAPS testing next week. Busy time of year with MCA’s last week and MAPS next week.

13.3 Board Member Report:

14.0 Committee Up-dates

14.1 Finance Committee: Met 30 minutes prior to this meeting

14.2 District Advisory & Academic Excellence Committee:

14.3 Fund Raising Committee: Gala for the Grove 2021: Home Edition will be an online auction

14.4 Community Service Advisory Council:

15.0 Approve Purchase Orders: **Motion to approve made by Sara Knottski, seconded by Krystal Singleton. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye, Krystal Singleton aye. Motion carried unanimously.**

16.0 School Board Reflection: *Present, On Time, Progress Made, Open & Honest, End on Time*

17.0 Set Date for the Next School Board Meeting: Monday, May 17, 2021 at 5:30

18.0 Adjourn: **Motion to adjourn at 6:49pm made by Sarena Nelson, seconded Krystal Singleton. Judy Motschenbacher aye, Skip Lamb aye, Sarena Nelson aye, Sara Knottski aye, Kathy Lawrence aye, Krystal Singleton aye. Motion carried unanimously.**