

Birch Grove Community School

School Board Meeting Minutes

December 16, 2019 at 5:30

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 5:35pm

Members present: Sarena Nelson, Judy Motschenbacher, Kathy Lawrence, Sara Knottski and ex-officio Diane Blanchette. Skip Lamb arrived at 5:47pm

Members absent: Krystal Singleton

2.0 Reading of the Mission Statement: read by Diane Blanchette

3.0 Review and Approve the Agenda: **Motion to approve agenda made by Sarena Nelson, seconded by Sara Knottski. Motion carried unanimously.**

4.0 Review and Approve Meeting Minutes from November 18, 2019: **Motion to approve made by Kathy Lawrence, seconded by Sara Knottski. Motion carried unanimously.**

5.0 Declaration of Conflict of Interest: NA

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 review

8.0 Financial Reports

8.1 Cash Flow Projection: **Motion to approve cash flow projection made by Sarena Nelson, seconded by Sara Knottski. Motion carried unanimously.**

8.2 Monthly Register: **Motion to approve monthly register made by Sarena Nelson, seconded by Sara Knottski. Motion carried unanimously.**

8.3 Revenue Report: **Motion to approve revenue report made by Sarena Nelson, seconded by Sara Knottski. Motion carried unanimously.**

8.4 Expenditure Report: **Motion to approve expenditure report made by Sarena Nelson, seconded by Sara Knottski. Motion carried unanimously.**

8.5 Bank Statement: **Motion to approve bank statement made by Sarena Nelson, seconded by Kathy Lawrence. Motion carried unanimously.**

8.6 Balance Sheet Report: **Motion to approve balance sheet report made by Kathy Lawrence, seconded by Sarena Nelson. Motion carried unanimously.**

9.0 Enrollment Update: 25 K-5 Pupils (Approx. 23.8 ADM) and 18 Saplings

10.0 Old Business

10.1 Youth Hostel Update: update given

11.0 New Business

11.1 School and Community Service Newsletter Updates

11.2 Accept Donations: **Motion to accept donations made by Sarena Nelson, seconded by Sara Knottski. Motion carried unanimously.**

11.3 Audit Presentation from Miller McDonald: presented

11.4 Approve 2018-2019 Audit: **Motion to approve audit made by Skip Lamb, seconded by Kathy Lawrence. Motion carried unanimously.**

12.0 Reports and Information

12.1 Administrative Report: written report included

12.2 Teachers Report: Musical tomorrow!!

12.3 Board Member Report:

13.0 Committee Up-dates

13.1 Finance Committee:

13.2 District Advisory & Academic Excellence Committee:

13.3 Fund Raising Committee:

13.4 Community Service Advisory Council:

14.0 Approve Purchase Orders: **Motion to approve purchase orders by Kathy Lawrence, seconded Skip Lamb. Motion carried unanimously.**

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

16.0 Set Date for the Next School Board Meeting: Monday, January 27, 2019 at 5:30pm

17.0 Adjourn: **Motion to adjourn at 7:09pm made by Sara Knottski, seconded by Skip Lamb. Motion carried unanimously.**