

Birch Grove Community School

School Board Meeting Minutes

June 15, 2020 at 5:30

Some members to attend electronically/by phone due to health pandemic (statute 13D.021)

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: 5:31pm

Members present: Judy Motschenbacher (on-site), Skip Lamb (on-site), Sara Knottski (video), Krystal Singleton (on-site) and ex-officio Diane Blanchette (on-site)

Members absent: Kathy Lawrence and Sarena Nelson

2.0 Reading of the Mission Statement: read by Judy Motschenbacher

3.0 Review and Approve the Agenda: **Motion made by Skip Lamb, seconded by Krystal Singleton. Motion passed unanimously.**

4.0 Review and Approve Meeting Minutes from May 18, 2020: **Motion made by Krystal Singleton, seconded by Skip Lamb. Motion passed unanimously.**

5.0 Declaration of Conflict of Interest: none

6.0 Community Comment: N/A

7.0 Purchase Order Review: in progress

8.0 Financial Reports

8.1 Cash Flow Projection: **Motion made by Krystal Singleton, seconded by Skip Lamb. Motion passed unanimously.**

8.2 Monthly Register: **Motion made by Skip Lamb, seconded by Krystal Singleton. Motion passed unanimously.**

8.3 Revenue Report: **Motion made by Skip Lamb, seconded by Sara Knottski. Motion passed unanimously.**

8.4 Expenditure Report: **Motion made by Skip Lamb, seconded by Krystal Singleton. Motion passed unanimously.**

8.5 Bank Statement: **Motion made by Krystal Singleton, seconded by Sara Knottski. Motion passed unanimously.**

8.6 Balance Sheet Report: **Motion made by Skip Lamb, seconded by Krystal Singleton. Motion passed unanimously.**

9.0 Enrollment Update: 2020-2021 Estimates: K-5 28 Saplings 15

10.0 Old Business

11.0 New Business

11.1 School and Community Service Newsletter Updates – reviewed

11.2 **Motion to accept donations by Krystal Singleton, seconded by Skip Lamb. Motion passes unanimously.**

11.3 19-20 Q-Comp Year End Report reviewed

11.4 **Motion by Skip Lamb, seconded by Sara Knottski, to approve the 20-21 Budget. Motion passed unanimously.**

11.5 **Motion by Krystal Singleton, seconded by Skip Lamb, to approve the 20-21 leases. Motion passed unanimously.**

11.6 **Motion to approve the contract with Indigo Education by Skip Lamb, seconded by Krystal Singleton, Motion passed unanimously. Motion by Skip Lamb, seconded by Krystal Singleton, to approve the contract with A Chance To Grow. Motion passed unanimously. Motion to approve the auditor contract with Miller McDonald. Motion passed unanimously.**

12.0 Reports and Information

12.1 Administrative Report: written report included

12.2 Teachers Report: N/A

12.3 Board Member Report: Judy reviewed the Paycheck Protection Program

13.0 Committee Up-dates

13.1 Finance Committee: 2020-2021 budget meeting to be scheduled prior to the next board meeting

13.2 District Advisory & Academic Excellence Committee: N/A

13.3 Fund Raising Committee:

13.4 Community Service Advisory Council: N/A

14.0 Approve Purchase Orders: **Motion to approve purchase orders made by Skip Lamb, seconded by Krystal Singleton. Motion passed 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, July 20, 2020 at 5:30pm

17.0 Adjourn: **Motion to adjourn at 6:49pm made by Skip Lamb, seconded by Krystal Singleton. Motion passed unanimously.**