

Birch Grove Community School
School Board Meeting Minutes
March 18, 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, life long learners.

- 1.0 Call the Meeting to Order and Roll Call of Members: 5:31pm
Members Present: Judy Motschenbacher, Sarena Nelson, Kathy Lawrence, Sara Knottski with Skip Lamb arriving at 5:55pm and ex-officio Diane Blanchette
Members absent: Krystal Singleton
- 2.0 Reading of the Mission Statement: read by Sarena Nelson
- 3.0 Review and Approve the Agenda: **Motion to approve the agenda by Sarena Nelson, seconded by Kathy Lawrence. Motion carried unanimously.**
- 4.0 Review and Approve Meeting Minutes from February 19, 2019: **Motion to approve minutes 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 progress
- 8.0 Financial Reports
 - 8.1 Cash Flow Projection: **Motion to approve the Cash Flow Projection by Sarena Nelson, seconded by Sara Knottski. Motion carried unanimously.**
 - 8.2 Monthly Register: **Motion to approve the Monthly Register by Sarena Nelson, seconded by Sara Knottski. Motion carried unanimously.**
 - 8.3 Revenue Report: **Motion to approve the Revenue Report by Sara Knottski, seconded by Sarena Nelson. Motion carried unanimously.**
 - 8.4 Expenditure Report: **Motion to approve the Expenditure Report by Sara Knottski, seconded by Sarena Nelson. Motion carried unanimously**
- 9.0 Enrollment Update: 31 K-5 and 16 Saplings
- 10.0 Old Business
- 11.0 New Business
 - 11.1 Accept Donations: **Motion to accept donations by Sarena Nelson, seconded by Kathy Lawrence. Motion carried unanimously.**
 - 11.2 Charter Renewal Contract Update (signature needed): **Motion to approve by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
 - 11.3 Approve Federal Form 990: **Motion to approve by Kathy Lawrence, seconded by Sarena Nelson. Motion carried unanimously.**
 - 11.4 Approve the 2019-2020 School Calendar: **Motion to approve by Kathy Lawrence, seconded by Skip Lamb. Motion carried unanimously.**
- 12.0 Reports and Information
 - 12.1 Administrative Report: written report included
 - 12.2 Teachers Report: conferences are currently happening.
 - 12.3 Board Member Report: Pull tab update. 15 active voting members are needed
- 13.0 Committee Up-dates
 - 13.1 Finance Committee:
 - 13.2 District Advisory & Academic Excellence Committee:
 - 13.3 Fund Raising Committee: Gala update: all donation lists will go out to volunteers

13.4 Community Service Advisory Council:

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

15.0 Set Date for the Next School Board Meeting: Tuesday, April 16, 2019 at 5:30pm

16.0 Adjourn: **Motion to adjourn at 6:28 by Skip Lamb, seconded by Kathy Lawrence. Motion carried unanimously.**