

# **Birch Grove Community School**

## Meeting Minutes for November 16, 2020

Some members may choose to attend electronically 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: 5:34pm

Members present: Sarena Nelson, Judy Motschenbacher, Skip Lamb, Sara Knottski and ex-officio Diane Blanchette

Members absent: Krystal Singleton and Kathy Lawrence

2.0 Reading of the Mission Statement: Skip Lamb

3.0 Review and Approve the Agenda: **Motion to approve made by Sara Knottski, seconded by Sarena Nelson. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. Motion carried unanimously.**

4.0 Review and Approve Meeting Minutes from October 19 and Special Meeting October 29, 2020: **Motion to approve made by Sarena Nelson, seconded by Sara Knottski. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. 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 made by Sarena Nelson, seconded by Skip Lamb. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. Motion carried unanimously.**

8.2 Monthly Register: **Motion to approve made by Sara Knottski, seconded by Sarena Nelson. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. Motion carried unanimously.**

8.3 Revenue Report: **Motion to approve made by Sarena Nelson, seconded by Sara Knottski. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. Motion carried unanimously.**

8.4 Expenditure Report: **Motion to approve made by Sara Knottski, seconded by Skip Lamb. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. Motion carried unanimously.**

8.5 Bank Statement: **Motion to approve made by Sarena Nelson, seconded by Sara Knottski. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. Motion carried unanimously.**

8.6 Balance Sheet Report: **Motion to approve made by Sara Knottski, seconded by Sarena Nelson. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. Motion carried unanimously.**

9.0 Enrollment Update: K-5 **43** Saplings: **15** with waiting list of 4

10.0 Old Business

10.1 Review Hybrid Plan Implementation including Tier 1 care: reviewed

11.0 New Business

11.1 School and Community Service Newsletter Review: great job to staff for always sharing for the newsletter

11.2 Fundraising for 2020-2021: will do annual donation piece and look into online auction for Gala for the Grove mentioned by Judy Motschenbacher.

11.3 Vacations During COVID 19 School Policy: **Motion to approve made by Skip Lamb, seconded by Sarena Nelson. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. Motion carried unanimously.**

11.4 Corporate Authorization Resolution-NSFCU: **Motion to made by Sarena Nelson, seconded by Skip Lamb. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. Motion carried unanimously.**

12.0 Reports and Information

12.1 Administrative Report: written report reviewed

12.2 Pay Diane for 2 weeks of para work: **Motion to approve made by Skip Lamb, seconded by Sara Knottski. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. Motion carried unanimously.**

12.3 Teachers Report: plugging along reinforcing safety during covid-19

12.4 Board Member Report:

13.0 Committee Up-dates

13.1 Finance Committee: NA

13.2 District Advisory & Academic Excellence Committee: NA

13.3 Fund Raising Committee: NA

13.4 Community Service Advisory Council:

14.0 Approve Purchase Orders: **Motion to approve purchase orders made by Judy Motschenbacher, seconded by Skip Lamb. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. Motion carried unanimously.**

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

16.0 Set Date for the Next School Board Meeting: Monday, December 21, 2020 at 5:30

17.0 Adjourn: 6:56pm **Motion to adjourn made by Skip Lamb, seconded by Sara Knottski. Sarena. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye. Motion carried unanimously.**