

Birch Grove Community School

School Board Meeting Minutes

October 19, 2020 After the Annual Meeting

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: 5:30pm

Members Present: Sarena Nelson (on-line), Judy Motschenbacher (on-site), Sara Knottski (on-line), Kathy Lawrence (on-line), Krystal Singleton (on-line), Skip Lamb (via phone) and ex-officio Diane Blanchette (on-site)

2.0 Reading of the Mission Statement

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

4.0 Review and Approve Meeting Minutes from September 21 and Special Meeting September 28, 2020: **Motion to approve made by Sarena Nelson, seconded by Kathy Lawrence. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye and Krystal Singleton aye. Motion carried unanimously.**

5.0 Declaration of Conflict of Interest

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

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 and Krystal Singleton aye. Motion carried unanimously.**

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

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

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

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

8.6 Balance Sheet Report: **Motion to approve made by Skip Lamb, seconded by Krystal Singleton. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye and Krystal Singleton 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: reviewed

11.0 New Business

11.1 School and Community Service Newsletter Review: reviewed

11.2 Approve Hires: Deb Allen, paraprofessional, Alex Swarouth 1 to 1 Saplings, Daren Blanck as a substitute. **Motion to approve hires made by Sarena Nelson, seconded by Skip Lamb. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye and Krystal Singleton aye. Motion carried unanimously.**

11.3 Review Fall NWEA MAP Scores: reviewed

11.4 School Director Evaluation: The school director evaluation results were reviewed. The director had an overall score of 5 of 5. The director 2019-2020 professional goals and results were reviewed. Documentation of professional development opportunities, activities and interactions that increase knowledge, skills and

experience will be on file and presented for school board review. The academic goal could not be measured as year end testing did not happen due to COVID19. The same professional goals will be used for the 20-21 year. **Motion to approve a retroactive raise of \$2,500 for the 20-21 school year, made by Skip Lamb, seconded by Krystal Singleton. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye and Krystal Singleton aye. Motion carried unanimously.**

12.0 Reports and Information

12.1 Administrative Report: written report included

12.2 Teachers Report: report given

12.3 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: Papa Charlies cancelled due to COVID-19

13.4 Community Service Advisory Council: na

14.0 Approve Purchase Orders: **Motion to approve made by Judy Motchensbacher, seconded by Kathy Lawrence. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye and Krystal Singleton aye. 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, November 16th, 2020

17.0 Adjourn **Motion to adjourn at 7:04pm made by Kathy Lawrence, seconded by Skip Lamb. Sarena Nelson aye, Sara Knottski aye, Skip Lamb aye, Judy Motschenbacher aye and Krystal Singleton aye. Motion carried unanimously.**