

Birch Grove Community School

School Board Meeting Minutes for February 15, 2021

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: 5:38pm

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

Members absent: Krystal Singleton and Sarena Nelson

2.0 Reading of the Mission Statement: Sara Knottski

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

4.0 Review and Approve Meeting Minutes from January 11, 2021: **Motion to approve the meeting minutes by Kathy Lawrence, seconded by Skip Lamb. Judy Motschenbacher aye, Sara Knottski aye, Skip Lamb aye, Kathy Lawrence aye. Motion carried unanimously.**

5.0 Declaration of Conflict of Interest: N/A

6.0 Community Comment: N/A

7.0 Purchase Order Review: Since Motschenbacher is not on site, **Motion by Skip Lamb, seconded by Kathy Lawrence, to have Sara Knottski review/sign P.O.s on site tomorrow and approve at the next meeting. Judy Motschenbacher aye, Sara Knottski aye, Skip Lamb aye, Kathy Lawrence aye. Motion carried unanimously.**

8.0 Financial Reports

8.1 Cash Flow Projection: **Motion to approve the Cash Flow Projection by Sara Knottski, seconded by Skip Lamb. Judy Motschenbacher aye, Sara Knottski aye, Skip Lamb aye, Kathy Lawrence aye. Motion carried unanimously.**

8.2 Monthly Register: **Motion to approve the Monthly Register by Sara Knottski, seconded by Skip Lamb. Judy Motschenbacher aye, Sara Knottski aye, Skip Lamb aye, Kathy Lawrence aye. Motion carried unanimously.**

8.3 Revenue Report: **Motion to approve the Revenue Report by Kathy Lawrence, seconded by Sara Knottski. Judy Motschenbacher aye, Sara Knottski aye, Skip Lamb aye, Kathy Lawrence aye. Motion carried unanimously.**

8.4 Expenditure Report: **Motion to approve the Expenditure Report by Skip Lamb, seconded by Kathy Lawrence. Judy Motschenbacher aye, Sara Knottski aye, Skip Lamb aye, Kathy Lawrence aye. Motion carried unanimously.**

8.5 Bank Statement: **Motion to approve the Bank Statement by Kathy Lawrence, seconded by Skip Lamb. Judy Motschenbacher aye, Sara Knottski aye, Skip Lamb aye, Kathy Lawrence aye. Motion carried unanimously.**

8.6 Balance Sheet Report: **Motion to approve the Balance Sheet Report by Skip Lamb, seconded by Kathy Lawrence. Judy Motschenbacher aye, Sara Knottski aye, Skip Lamb aye, Kathy Lawrence aye. Motion carried unanimously.**

9.0 Enrollment Update: K-5 **43** Saplings: **Full** with waiting list of 2

10.0 Policy Review: **Motion to approve policy 201 Legal Status of the School Board by Sara Knottski, seconded by Kathy Lawrence. Judy Motschenbacher aye, Sara Knottski aye, Skip Lamb aye, Kathy Lawrence aye. Motion carried unanimously.**

11.0 Old Business

12.0 New Business

12.1 Monthly School and Community Services Newsletter Reviewed

12.2 Accept Donations: **Motion to accept donations by Skip Lamb, seconded by Kathy Lawrence. Judy Motschenbacher aye, Sara Knottski aye, Skip Lamb aye, Kathy Lawrence aye. Motion carried unanimously.**

12.3 Summer programming discussed as well as staff structure/open positions. **Motion to set summer position hourly rates between \$15-\$19. Licensed teachers to receive \$19 and those that have worked 2 or more summer without a license to be at \$18. All others at director's discretion within the range, made by Skip**

Lamb, seconded by Kathy Lawrence. Judy Motschenbacher aye, Sara Knottski aye, Skip Lamb aye, Kathy Lawrence aye. Motion carried unanimously.

12.4 Winter K-5 MAPS scores reviewed.

13.0 Reports and Information

13.1 Administrative Report: written report reviewed and discussed.

13.2 Teachers Report: 3rd and final teacher observation completed.

13.3 Board Member Report: Skip said the ice on the lake would be good for the kids to see and was happy with the activities that are happening after school on the rink. Skip also asked about the PTO scholarship and was wondering if it was happening this year.

14.0 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: NA

15.0 Approve Purchase Orders: Sara Knottski to review and sign PO's tomorrow and will make a motion at the March meeting.

16.0 School Board Reflection: *Present, On Time, Progress Made, Open & Honest, End on Time*: Reflected and noted that we did not start on time. Due to technology, school board members should be on-line and ready to go at least 10 minutes prior to virtual meetings.

17.0 Set Date for the Next School Board Meeting: Monday, March 15, 2020 at 5:30

18.0 Adjourn: 6:35pm **Motion to adjourn made by Kathy Lawrence, seconded by Skip Lamb. Judy Motschenbacher aye, Sara Knottski aye, Skip Lamb aye, Kathy Lawrence aye. Motion carried unanimously.**