

Birch Grove Community School

School Board Meeting Minutes

January 17, 2022

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. Board met via Zoom.
Members Present: Judy Motschenbacher, Skip Lamb, Mary VanDoren, Sara Knottski and ex-officio Diane Blanchette
Board Members Absent: Sarena Nelson
- 2.0 Reading of the Mission Statement:
- 3.0 Review and Approve the Agenda: **Motion to approve the agenda with the addition of 12.8 Approve Snow Day Make Up made by Sara Knottski, seconded by Skip Lamb. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion carried unanimously.**
- 4.0 Review and Approve Meeting Minutes from December 20, 2021: **Motion to approve made by Sara Knottski, seconded by Skip Lamb. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion carried 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 to approve made by Sara Knottski, seconded by Skip Lamb. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion carried unanimously.**
 - 8.2 Monthly Register: **Motion to approve made by Sara Knottski, seconded by Skip Lamb. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion carried unanimously**
 - 8.3 Revenue Report: **Motion to approve made by Sara Knottski, seconded by Skip Lamb. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion carried unanimously.**
 - 8.4 Expenditure Report: **Motion to approve made by Skip Lamb, seconded by Sara Knottski. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion carried unanimously.**
 - 8.5 Bank Statement: **Motion to approve made by Sara Knottski, seconded by Skip Lamb. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion carried unanimously.**
 - 8.6 Balance Sheet Report: **Motion to approve made by Skip Lamb, seconded by Sara Knottski. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion carried unanimously.**
- 9.0 Enrollment Update: K-5 at 37 (budgeted at 35), Saplings Full with Waiting List
- 10.0 Policy Review: None this month
- 11.0 Old Business
- 12.0 New Business
 - 12.1 School and Community Service Newsletter Review
 - 12.2 Accept Donations: **Motion by Skip Lamb, seconded by Sara Knottski, to accept donations. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion passed unanimously.**
 - 12.3 BGCS had its first contagious case of Covid on-site since the pandemic began on January 5. Diane gave an overview of exposure/quarantine/attendance. BGCS is following the CDC's guidance – Cook County and MDH are now following this as well. BGCS has no plans to go to distance learning at this time.
 - 12.4 Review VOA Annual Finance Report 20-21: **Motion by Skip Lamb, seconded by Mary VanDoren to accept the VOA Annual Finance Report 20-21. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion passed unanimously.**

12.5 Review VOA Annual Governance Report 20-21: **Motion by Skip Lamb, seconded by Mary VanDoren, to accept the VOA Annual Governance Report: Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion passed unanimously.**

12.6 Review Charter School Contract for July 2021-June 2026: Tabled

12.7 Lloyd K. Johnson Grant Award for the Campsite (Fund 4): **Motion by Skip Lamb, seconded by Sara Knottski to accept. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion passed unanimously.**

12.8 Snow Day Make Up: **Motion by Skip Lamb, seconded by Sara Knottski, to make Thursday, June 3 a snow day make up day. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion passed unanimously.**

13.0 Reports and Information

13.1 Administrative Report: written report reviewed

13.2 Teachers Report: Teacher observations and MAPS testing are this week.

13.3 Board Member Report: Mary spoke of how Ruby's Pantry may benefit BGCS.

14.0 Committee Up-dates

14.1 Finance Committee: Met at 5:00 prior to this meeting and reviewed finances

14.2 District Advisory & Academic Excellence Committee: N/A

14.3 Fund Raising Committee: N/A

15.0 Approve Purchase Orders: **Motion to approve made by Sara Knottski, seconded by Mary VanDoren. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion passed unanimously.**

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

17.0 Set Date for the Next School Board Meeting: Tuesday, February 22, 2022 at 5:30 at BGCS

18.0 Adjourn: **Motion to adjourn at 7:09 pm made by Skip Lamb, seconded by Sara Knottski. Judy Motschenbacher aye, Skip Lamb aye, Sara Knottski aye, Mary VanDoren aye. Motion passed unanimously.**