

## **Birch Grove Community School**

School Board Meeting Minutes

Tuesday, July 15, 2025

At Birch Grove Community School at 4:00pm

*Birch Grove Community School will promote academic excellence utilizing our unique natural setting to prepare students to become socially and environmentally responsible, self-directed, life-long learners.*

1.0 Call the Meeting to Order, Roll Call of Members, Quorum Declaration: 4pm

Members Present: Judy Motschenbacher, Skip Lamb, Sara Knottski, Mary VanDoren and ex-officio Diane Blanchette.

Members Absent: Sarena Crowley

2.0 Reading of the Mission Statement: Diane Blanchette

3.0 Review and Approve the Agenda: **Motion to approve the agenda made by Mary VanDoren, seconded by Skip Lamb. Motion carried unanimously.**

4.0 Review and Approve Meeting Minutes from June 17, 2025. **Motion by Skip Lamb, seconded by Judy Motschenbacher. Motion carried unanimously.**

5.0 Declaration of Conflict of Interest: NA

6.0 Community Comment: N/A

7.0 Financial Reports

7.1 Cash Flow Projection: **Motion to approve by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**

7.2 Monthly Register **Motion to approve by Mary VanDoren, seconded by Skip Lamb. Motion carried unanimously.**

7.3 Revenue Report **Motion to approve by Sara Knottski, seconded by Mary VanDoren. Motion carried unanimously.**

7.4 Expenditure Report **Motion to approve by Mary VanDoren, seconded by Skip Lamb. Motion carried unanimously.**

7.5 Bank Statement **Motion to approve by Skip Lamb, seconded by Sara Knottski. Motion carried unanimously.**

7.6 Balance Sheet Report **Motion to approve by Sara Knottski, seconded by Mary VanDoren. Motion carried unanimously.**

8.0 Enrollment Updates: 2024-2025 K-5: 46, ADM Closer to 43, - Budgeted at 47 2025-2026: Budgeted at 43

9.0 Policy Review/Approval: 531 The Pledge of Allegiance Policy - **Motion to approve by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**

10.0 Old Business

11.0 New Business

11.1 Accept Donations: **Motion to accept donations by Sara Knottski, seconded by Mary VanDoren. Motion carried unanimously.**

11.2 Reviewed 24-25 School Director PD Plan/Goals. **Motion to approve the 25-26 School Director PD Plan/Goals by Mary VanDoren, seconded by Skip Lamb. Motion carried unanimously.**

11.3 Review School Board Sears/Terms. **Motion to approve by Sara Knottski, seconded by Mary VanDoren. Motion carried unanimously.**

11.4 **Motion to designate Diane Blanchette, School Director, as the IOwA made by Sara Knottski, seconded by Skip Lamb. Motion carried unanimously.**

11.5 24-25 Parent Survey results were reviewed.

11.6 24-25 Staff Survey results were reviewed.

11.7 25-26 Budget was reviewed.

11.8 Board and Director training: MN Charter Board Training & Development: *Adopt a Strategic Plan* was viewed.

12.0 Academics Review:

13.0 Reports and Information

13.1 Administrative Report: Written report reviewed.

13.2 Teachers Report: Walter, the soon to be school therapy dog, will be visiting Campsite Kids soon!

13.3 Board Member Report: Mary gave an update on potential lots available in Schroeder. Skip talked about the ash cell road. **Motion by Mary VanDoren, seconded by Sara Knottski, to have Judy Motschenbacher write a letter to Tofte Township concerning the future of the land behind the community center building. Motion carried unanimously.**

14.0 Committee Up-dates

14.1 Finance Committee: Met 30 minutes prior to this meeting

14.2 District Advisory & Academic Excellence Committee:

14.3 Fund Raising Committee:

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: Tuesday, August 19, 2025 at 4:00 at BGCS.

17.0 Adjourn: **Motion to adjourn at 5:58pm made by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**