

Birch Grove Community School

School Board Meeting Minutes

July 19, 2021 at 5:30pm

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: Called to order at 5:34pm in-person. Quorum declared
Member present: Sarena Nelson, Skip Lamb, Judy Motschenbacher and ex-officio Diane Blanchette
Members absent: Kathy Lawrence and Sara Knottski
- 2.0 Reading of the Mission Statement: read
- 3.0 Review and Approve the Agenda: **Motion to approve by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
- 4.0 Review and Approve Meeting Minutes from June 14, 2021: **Motion to approve by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
- 5.0 Declaration of Conflict of Interest: none
- 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 accept by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
 - 8.2 Monthly Register: **Motion to accept by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
 - 8.3 Revenue Report: **Motion to accept by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
 - 8.4 Expenditure Report: **Motion to accept by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
 - 8.5 Bank Statement: **Motion to accept by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
 - 8.6 Balance Sheet Report: **Motion to accept by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
- 9.0 Enrollment Update 21-22: K-5th 34-39, Saplings close to full
- 10.0 Policy Review: None this meeting
- 11.0 Old Business
 - 11.1 Updates on Summer Community Service Programs
- 12.0 New Business
 - 12.1 Accept Donations; **Motion to accept by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
 - 12.2 Approve OT Contract: **Motion to approve by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
 - 12.3 Approve School Psychologist Contract: **Motion to approve by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
 - 12.4 Approve Auditors Contract: **Motion to approve by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
 - 12.5 Approve Dakota Academic Consulting (E-rate) Contract: **Motion to approve by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**
 - 12.6 School Board Member Resignation and Recruitment: discussed
 - 12.7 Update on 21-22 School Year and COVID: reviewed
 - 12.8 Offer Letters for Paraprofessionals and Other (Office, Para Tech): **Motion to approve Jessica Klemmer and Rista Sharma-Conner by Sarena Nelson, seconded by Skip Lamb, Motion carried unanimously.**
- 13.0 Reports and Information
 - 13.1 Administrative Report: written report reviewed

13.2 Teachers Report: N/A

13.3 Board Member Report: N/A

14.0 Committee Up-dates

14.1 Finance Committee: Met 30 minutes prior to this meeting: reviewed financials

14.2 District Advisory & Academic Excellence Committee:

14.3 Fund Raising Committee: Update on Gala for the Grove on-line auction from Sarena: sponsorship update from Diane

14.4 Community Service Advisory Council:

15.0 Approve Purchase Orders: **Motion to approve by Sarena Nelson, seconded by Skip Lamb. Motion carried 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: Monday, August 16, 2021 at 5:30

18.0 Adjourn: **Motion to adjourn at 7:12pm by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.**