

Birch Grove Community School

School Board Meeting Minutes

October 17, 2022

At Birch Grove Community School

Mission Statement:

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:

Members Present: Sarena Crowley, Skip Lamb, Sara Knottski, Mary VanDoren, and ex-officio Diane Blanchette

Members Absent: Judy Motschenbacher

2.0 Reading of the Mission Statement: Skip Lamb

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

4.0 Review and Approve Meeting Minutes from September 19, 2022: **Motion to approve made by Mary VanDoren, seconded by Skip Lamb. Motion carried unanimously.**

5.0 Declaration of Conflict of Interest: N/A

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 – not available from cmERDC

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

8.3 Revenue Report: **Motion to approve made by Mary VanDoren, seconded by Skip Lamb. Motion carried unanimously.**

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

8.5 Bank Statement: **Motion to approve made by Mary VanDoren, seconded by Skip Lamb. Motion carried unanimously.**

8.6 Balance Sheet Report: **Motion to approve made by Sarena Crowley, seconded by Skip Lamb. Motion carried unanimously.**

9.0 Enrollment Update for 2022-2023: 43 K-5, Saplings 18 with waiting list

10.0 Policy Review: N/A

11.0 Old Business

11.1 Hostel: Discussion held. Diane will post a job ad for a manager.

12.0 New Business

12.1 Accept Donations: **Motion to approve made by Sarena Crowley, seconded by Mary VanDoren. Motion carried unanimously.**

12.2 Approve PT Contract: **Motion to approve made by Skip Lamb, seconded by Mary VanDoren. Motion carried unanimously.**

12.3 NWEA-MAP K-5 Results: Reviewed

12.4 Approve Hire of School Cook: **Motion to hire Angie Fernlund made by Mary VanDoren, seconded by Skip Lamb. Motion carried unanimously.**

12.5 Approve 21-22 Annual and World's Best Work Force Report – **Motion to approve with changes/additions made by Mary VanDoren and seconded by Skip Lamb. Motion carried unanimously.**

13.0 Reports and Information

13.1 Administrative Report: written report reviewed

13.2 Teachers Report:

13.3 Board Member Report: NA

14.0 Committee Up-dates

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

14.2 District Advisory & Academic Excellence Committee: No update

14.3 Fund Raising Committee: PTO Halloween Carnival, Sunday, Oct 30. Posting about needing volunteers will go out soon.

15.0 Approve Purchase Orders: **Motion to approve made by Sara Knottski, 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: November 21, 2022 at BGCS at 5:30.

18.0 Adjourn: **Motion to adjourn at 7:33 pm made by Sarena Crowley, seconded by Skip Lamb. Motion carried unanimously.**