

Birch Grove Community School

School Board Meeting Minutes

Tuesday, September 19, 2023

At Birch Grove Community School at 5:30

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: Sara Knottski, Judy Motschenbacher, Skip Lamb, Mary VanDoren and ex-officio Diane Blanchette. Members Absent: Sarena Crowley. Others Present: Rod Haenke (VOA), Nate Schumacher

2.0 Reading of the Mission Statement: read by Skip Lamb

3.0 Review and Approve the Agenda: **Motion to approve with the addition of 12.6 Accept Resignation made by Mary VanDoren, seconded by Skip Lamb. Motion carried unanimously.**

4.0 Review and Approve Meeting Minutes from August 15, 2023 meeting and Special Meeting Minutes from August 30, 2023: **Motion to approve August 15, 2023 minutes made by Sara Knottski, seconded by seconded by Skip Lamb. Motion carried unanimously. Motion to approve the Special Meeting Minutes from August 30, 2023 made by Mary VanDoren, seconded by Sara Knottski. 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 at the end of this agenda.* Nate Schumacher wanted to know if there was a bus stop planned for Finland this school year. The answer was no, but plans to ensure that the Eagles Nest stop is plowed early and well in the winter will be pursued.

7.0 Purchase Order Review

8.0 Financial Reports

8.1 Cash Flow Projection: **Motion to approve made by Skip Lamb, seconded by Sara Knottski. Motion carried unanimously.**

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

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

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

9.0 Enrollment Updates for 2023-2024: 51 K-5, budgeted at 49: Saplings 8 (3 are staff children) two openings

10.0 Policy Review: N/A

11.0 Old Business

12.0 New Business

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

12.2 Approve ASD (Autism Spectrum Disorder) Contract 23-24: **Motion to approve made by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**

12.3 Approve Employee Handbook: **Motion to approve by Mary VanDoren, seconded by Skip Lamb. Motion carried unanimously.**

12.4 Approve purchase of walkie talkies: **Motion to approve walkie talkies with a cap of \$2,500 by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**

12.5 Board and Director Training: MN Charter Board Training & Development – *Conduct a Board Election* – Completed

12.6 Accept resignation: **Motion by Sara Knottski, seconded by Mary VanDoren, to accept Alayna Carrier’s resignation with thanks and regrets. Motion carried unanimously.**

13.0 Academics Review: Fall MAP testing completed. Data will be at the next meeting

14.0 Reports and Information

14.1 Administrative Report: Reviewed and discussed

14.2 Teachers Report: Great start to the school year!

14.3 Board Member Report: Great to see the article of the transfer of the endowment fund in the paper.

Motion by Skip Lamb, seconded by Mary VanDoren to send a letter to the Minnesota Department of Transportation of concerns about where Hwy 61 meets the ash cell road in Schroeder. Motion carried unanimously. Skip is to bring Diane a copy of the letter Schroeder is sending so that she can use this to form a letter from the school.

15.0 Committee Up-dates

15.1 Finance Committee: Met prior to this meeting

15.2 District Advisory & Academic Excellence Committee:

15.3 Fund Raising Committee: Halloween Carnival will be coming up soon.

15.4 Hostel Committee:

16.0 Approve Purchase Orders: **Motion to approve made by Judy Motschenbacher, seconded by Skip Lamb. Motion carried unanimously.**

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

18.0 Set Date for the Next School Board Meeting: Tuesday, October 17, 2023 at BGCS at 5:30.

19.0 Adjourn: **Motion to adjourn by 6:25pm made by Mary VanDoren, seconded Sara Knottski. Motion carried unanimously.**