

# **Birch Grove Community School**

## School Board Meeting Minutes

February 22, 2022

*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: 5:35pm.

Members Present: Judy Motschenbacher, Sarena Nelson, Mary VanDoren and ex-officio Diane Blanchette

Members Absent: Sara Knottski and Skip Lamb

2.0 Reading of the Mission Statement: Read by Judy Motschenbacher

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

4.0 Review and Approve Meeting Minutes from January 17, 2021: **Motion to approve made by Mary VanDoren, seconded by Sarena Nelson. Motion carried unanimously.**

5.0 Declaration of Conflict of Interest: NA

6.0 Community Comment: None Present

7.0 Purchase Order Review: In Progress

8.0 Financial Reports

8.1 Cash Flow Projection: **Motion to approve made by Sarena Nelson, seconded by Mary VanDoren. Motion carried unanimously.**

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

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

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

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

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

9.0 Enrollment Update: K-5 at 36, ADM 35.5, budgeted at 35, Saplings Full with Waiting List

10.0 Policy Review: 609 Religion: **Motion to approve made by Sarena Nelson, seconded by Mary VanDoren. Motion carried unanimously.**

11.0 Old Business

11.1 Review Charter School Contract for July 2021-June 2026: Reviewed

12.0 New Business

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

12.2 Approve OT Contract: **Motion to approve the OT contract made by Mary VanDoren, seconded by Sarena Nelson. Motion carried unanimously.**

12.3 Review Winter K-5 MAPS scores: Reviewed

12.4 Set Date and Agenda for School Board Retreat: email will go out to all members to solidify a date

12.5 Approve School Calendar 22-23: **Motion to approve the 22-23 school calendar made by Sarena Nelson, seconded by Mary VanDoren. Motion carried unanimously.**

12.6 Approve 990 for 20-21: **Motion to approve the 990 made by Mary VanDoren, seconded by Sarena Nelson. Motion carried unanimously.**

12.7 Hot Lunch Program Update: Adding Thursdays to the mix starting in March. Yay!

12.8 Board and Director Training: MN Charter Board Training & Development – *Conduct Financial Oversight of Cashflow*: Completed.

13.0 Reports and Information

13.1 Administrative Report: written report reviewed

13.2 Teachers Report: N/A

13.3 Board Member Report: Discussed VOA conference and who may attend

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: NA

14.3 Fund Raising Committee: Gala for the Grove set for May 14<sup>th</sup>. Photographer lined up, possible music, at Surfside with masquerade theme.

15.0 Approve Purchase Orders: **Motion to approve purchase orders made by Mary VanDoren, seconded by Sarena Nelson. 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, March 21, 2022 at 5:30 at BGCS

18.0 Adjourn: **Motion to adjourn at 6:56pm made by Sarena Nelson, seconded by Mary VanDoren. Motion carried unanimously.**