

Birch Grove Community School

School Board Meeting Minutes June 20, 2022

At Birch Grove Community School

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: 5:33pm

Members present: Skip Lamb, Judy Motschenbacher, Sarena Nelson and ex-officio Diane Blanchette.

Members absent: Mary VanDoren and Sara Knottski

2.0 Reading of the Mission Statement: Judy Motschenbacher

3.0 Review and Approve the Agenda: Motion to approve made by Skip Lam, seconded by Sarena Nelson.

Motion carried unanimously.

4.0 Review and Approve Meeting Minutes from May 16, 2022. Motion to approve made by Skip Lamb, seconded by Judy Motschenbacher. 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 made to approve made by Skip Lamb, seconded by Sarena Nelson. Motion carried unanimously.

8.2 Monthly Register: Motion made to approve made by Skip Lamb, seconded by Sarena Nelson. Motion carried unanimously.

8.3 Revenue Report: Motion made to approve made by Skip Lamb, seconded by Judy Motschenbacher. Motion carried unanimously.

8.4 Expenditure Report: Motion made to approve made by Skip Lamb, seconded by Sarena Nelson. Motion carried unanimously.

8.5 Bank Statement: Motion made to approve made by Skip Lamb, seconded by Sarena Nelson. Motion carried unanimously

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

9.0 Enrollment Update:

10.0 Policy Review: Application and Lottery Policy: Motion made to approve made by Skip Lamb, seconded by Sarena Nelson. Motion carried unanimously.

11.0 Old Business

12.0 New Business

12.1 Accept Donations: Motion made to accept made by Skip Lamb, seconded by Sarena Nelson. Motion carried unanimously.

12.2 Approve Hires: Saplings Assistant: Motion made to approve the hire of Arianna Summerfield in the position of Saplings Assistant by Skip Lamb, seconded by Sarena Nelson. Motion carried unanimously.

12.3 Accept Resignations: Motion made to approve the resignation of Heidi Helgesen made by Skip Lamb, seconded by Sarena Nelson. Motion carried unanimously.

12.4 Approve 21-22 Q-Comp Annual Report: Motion made to approve made by Skip Lamb, seconded by Sarena Nelson. Motion carried unanimously.

12.5 Fund Transfers for 21-22: Motion made to approve necessary transfers up to \$4k to Fund 2, hot lunch, made by Skip Lamb, seconded by Sarena Nelson. Motion carried unanimously.

12.6 Board and Director Training: MN Charter Board Training & Development – *Close a Board Meeting*: Completed

12.6 Summer Program Update: full program with waiting list. Campsite under construction and new projects are underway. Delayed but hoping to be done sooner than later.

13.0 Reports and Information

13.1 Administrative Report: written report reviewed

13.2 Teachers Report: N/A

13.3 Board Member Report: VOA conference was great. VOA Governance Award received!

14.0 Committee Up-dates

14.1 Finance Committee: Met prior to this meeting. Reviewed financial statements.

14.2 District Advisory & Academic Excellence Committee:

14.3 Fund Raising Committee: Decided to skip the smoothy stand for 2022 4th of July.

15.0 Approve Purchase Orders: Motion to approve made by Judy Motschenbacher, 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: July 18, 2022 at 5:30 at BGCS

18.0 Adjourn. Motion made to adjourn at 6:55pm made by Sarena Nelson, seconded by Skip Lamb. Motion carried unanimously.