

Birch Grove Community School

School Board Meeting Minutes

Wednesday, May 14, 2025

At Birch Grove Community School at 4:00pm

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: 4:00pm

Members Present: Judy Motschenbacher, Sara Knottski, Skip Lamb, Sarena Crowley (4:05pm) and ex-officio Diane Blanchette

Members Absent: Mary VanDoren

Others Present: Terri Andersen, VOA

2.0 Reading of the Mission Statement: Skip Lamb

3.0 Review and Approve the Agenda: **Motion to approve by Sara Knottski, second by Skip Lamb. Motion carried unanimously.**

4.0 Review and Approve Meeting Minutes from April 15, 2025. **Motion to approve with changes (Lamb was present and marked absent) by Sara Knottski, second by Skip Lamb. Motion carried unanimously.**

5.0 Declaration of Conflict of Interest: N/A

6.0 Community Comment: N/A

7.0 Financial Reports

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

7.2 Monthly Register: **Motion to approve made by Sara Knottski second by Skip Lamb. Motion carried unanimously.**

7.3 Revenue Report **Motion to approve made by Sarena Crowley, second by Skip Lamb. Motion carried unanimously.**

7.4 Expenditure Report **Motion to approve made by Sara Knottski, second by Skip Lamb. Motion carried unanimously.**

7.5 Bank Statement **Motion to approve made by Sarena Crowley, second by Sara Knottski. Motion carried unanimously.**

7.6 Balance Sheet Report **Motion to approve made by Skip Lamb, second by Sarena Crowley. Motion carried unanimously.**

8.0 Enrollment Updates: K-5: 46, ADM Closer to 43, - Budgeted at 47

9.0 Policy Review/Approval: Early Admission Policy: Policy reviewed.

10.0 Old Business

11.0 New Business

11.1 Accept Donations **Motion to approve made by Sarena Crowley, second by Skip Lamb. Motion carried unanimously.**

11.2 Approve Contracts: Indigo Special Education Director 25-26, cmERDC for 25-26 **Motion to approve contracts made by Sarena Crowley, second by Sara Knottski. Motion carried unanimously.**

11.3 Approve Hire for 24-25: Gayle Grinnell (Para, School Nurse, Community Service Coordinator) **Motion to approve hire made by Sarena Crowley, second by Sara Knottski. Motion carried unanimously.**

11.4 Review Staff Positions and Wages for 2025-2026 in Prep for Offer Letters and Budget: Director recommends \$2,000 cash in lieu of insurance for all FT school and community service staff that are not salaried in place of an hourly raise for 25-26. **Motion to approve made by Sarena Crowley, second by Skip Lamb. Motion carried unanimously.**

12.0 Academics Review: Reviewed spring FastBridge scores and weekly newsletters from teachers on academics in the classroom

13.0 Reports and Information

13.1 Administrative Report: Written report reviewed

13.2 Teachers Report: Wolf Ridge coming up, winding down on school year, lots of hikes and art.

13.3 Board Member Report: Gala in full swing for this Saturday

14.0 Committee Up-dates

14.1 Finance Committee: Did not meet due to VOA visit

14.2 District Advisory & Academic Excellence Committee:

14.3 Fund Raising Committee: Updates shared on board report

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

16.0 Set Date for the Next School Board Meeting: Tuesday, June 17, 2025 at 4:00 at BGCS.

17.0 Adjourn **Motion to adjourn at 5:07pm made by Sarena Crowley, second by Skip Lamb. Motion carried unanimously.**