

Birch Grove Community School

School Board Meeting Minutes

November 15, 2021 at 5:30pm

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: 5:29pm

Members present: Judy Motschenbacher, Skip Lamb, Sara Knottski, Mary VanDoren, Sarena Nelson and ex-officio Diane Blanchette

Members Absent: Kathy Lawrence

2.0 Reading of the Mission Statement: read by Skip Lamb

3.0 Review and Approve the Agenda: **Motion to approve made by Sara Knottski, seconded by Sarena Nelson. Motion passed unanimously.**

4.0 Review and Approve Meeting Minutes from October 18 and Special Meeting October 29, 2021: **Motion to approve the agenda with the additional of 12.5 Resignation of Board Member, made by Sara Knottski, seconded by Sarena Nelson. Motion passed 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 to approve made by Skip Lamb, seconded by Sarena Nelson. Motion passed unanimously.**

8.2 Monthly Register: **Motion to approve made by Sarena Nelson, seconded by Sara Knottski. Motion passed unanimously.**

8.3 Revenue Report: **Motion to approve made by Sara Knottski, seconded by Mary VanDoren. Motion passed unanimously.**

8.4 Expenditure Report: **Motion to approve made by Sarena Nelson, seconded by Sara Knottski. Motion passed unanimously.**

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

8.6 Balance Sheet Report: **Motion to approve made by Skip Lamb, seconded by Sara Knottski. Motion passed unanimously.**

9.0 Enrollment Update 21-22: K-5th 37 (budgeted at 35), Saplings Full with a Waiting List

10.0 Policy Review: 714 Fund Balance Policy: **Motion to approve made by Sara Knottski, seconded by Sarena Nelson. Motion passed unanimously.**

11.0 Old Business

12.0 New Business

12.1 School and Community Service Newsletter Review

12.2 Accept Donations: **Motion to approve made by Skip Lamb, seconded by Mary VanDoren. Motion passed unanimously.**

12.3 Proposed Sale of the School Van: **Motion to approve sale of the van with a starting asking price of \$23,900 made by Sarena Nelson, seconded by Sara Knottski. Motion passed unanimously.**

12.4 Board and Director Training: MN Charter Board Training & Development – *Safeguard Private Data*: Viewed by all the board members

12.5 Board Member Resignation: **Motion by Skip Lamb, seconded by Sara Knottski, to accept the resignation of Kathy Lawrence, school board member, with many thanks for the contributions over the years. Motion passed unanimously.**

13.0 Reports and Information

13.1 Administrative Report: written report included and reviewed

13.2 Teachers Report: 1st quarter is over and conferences complete. Gearing up for winter musical

13.3 Board Member Report: Mary brought to the board attention a \$16m incentive for school and solar power.

14.0 Committee Up-dates

14.1 Finance Committee: Met 30 minutes prior to this board meeting and reviewed financials

14.2 District Advisory & Academic Excellence Committee:

14.3 Fund Raising Committee:

15.0 Approve Purchase Orders: **Motion to approve made by Skip Lamb, seconded by Sara Knottski. Motion passed 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, December 20, 2021, at 5:30 at BGCS

18.0 Adjourn: **Motion to adjourn at 7:21 made by Mary VanDoren, seconded by Skip Lamb. Motion passed unanimously.**