

Birch Grove Community School

School Board Meeting Minutes

Tuesday, October 17, 2023

At Birch Grove Community School following the Annual Meeting 2023

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: Immediately after annual meeting
Members present: Sarena Crowley, Mary VanDoren, Judy Motschenbacher, Sara Knottski, ex-officio Diane Blanchette. Members absent: Skip Lamb
- 2.0 Reading of the Mission Statement: Judy Motschencher
- 3.0 Review and Approve the Agenda: **Motion to approve agenda made by Mary VanDoren, seconded by Sarena Crowley. Motion carried unanimously.**
- 4.0 Review and Approve Meeting Minutes from September 19, 2023: **Motion to approve meeting minutes from September 19th made by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**
- 5.0 Declaration of Conflict of Interest: NA
- 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.*
- 7.0 Purchase Order Review: in progress
- 8.0 Financial Reports
 - 8.1 Cash Flow Projection: **Motion to approve cash flow projection made by Mary VanDoren, seconded by Sarena Crowley. Motion carried unanimously.**
 - 8.2 Monthly Register: **Motion to approve monthly register made by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**
 - 8.3 Revenue Report: **Motion to approve revenue report made by Sarena Crowley, seconded by Sara Knottski. Motion carried unanimously.**
 - 8.4 Expenditure Report: **Motion to approve expenditure report made by Sarena Crowley, seconded by Mary VanDoren. Motion carried unanimously.**
 - 8.5 Bank Statement: **Motion to approve bank statement made by Sarena Crowley, seconded by Mary VanDoren. Motion carried unanimously.**
 - 8.6 Balance Sheet Report: **Motion to approve corrected balance sheet received on 10/17/2023 made by Mary VanDoren, seconded by Sarena Crowley. Motion carried unanimously.**
- 9.0 Enrollment Updates: 51 K-5, budgeted at 49: Saplings 8 (3 are staff children) two openings
- 10.0 Policy Approval: 722 Public Data and Data Subject Requests. **Motion to approve made by Mary VanDoren, seconded by Sarena Crowley. Motion carried unanimously.**
- 11.0 Old Business
- 12.0 New Business
 - 12.1 Accept Donations: **Motion to accept donations made by Sarena Crowley, seconded Mary VanDoren. Motion carried unanimously.**
 - 12.2 Request to purchase Lexia Learning System: **Motion to approve purchase Lexia Learning System at a cap of \$2600 made by Mary VanDoren, seconded by Sarena Crowley. Motion carried unanimously.**
 - 12.3 Approve 2022-2023 Annual and World's Best Workforce Report: **Motion to approve with changes made by Mary VanDoren, seconded by Sarena Crowley. Motion carried unanimously.**
- 13.0 Academics Review: Fall MAPS scores - Reviewed
- 14.0 Reports and Information
 - 13.1 Administrative Report: Reviewed
 - 13.2 Teachers Report: End of first quarter is coming up. School has been off to a great start
 - 13.3 Board Member Report: housing info from Mary VanDoren

15.0 Committee Up-dates

14.1 Finance Committee: No meeting due to 2023 Annual Meeting

14.2 District Advisory & Academic Excellence Committee:

14.3 Fund Raising Committee:

14.4 Hostel Committee: **Motion to dissolve the hostel committee made by Sarena Crowley, seconded by Mary VanDoren. Motion carried unanimously.**

16.0 Approve Purchase Orders: **Motion to approve purchase orders made by Mary VanDoren, seconded by Sara Knottski. 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, November 21, 2023 at BGCS at 5:30.

19.0 Adjourn: **Motion to adjourn at 7:14pm made by Mary VanDoren, seconded Sara Knottski. Motion carried unanimously.**