

Birch Grove Community School

School Board Meeting Minutes

Tuesday, May 21, 2024

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: 4:02pm

Members Present: Judy Motschenbacher, Mary VanDoren, Sara Knottski, Sarena Crowley and ex-officio Diane Blanchette.

Members Absent: Skip Lamb

Others: Terri Andersen (VOA)

2.0 Reading of the Mission Statement: read by Mary VanDoren

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 April 16, 2024: **Motion to approve meeting minutes made by Sarena Crowley, seconded by Sara Knottski. Motion carried unanimously.**

5.0 Declaration of Conflict of Interest: Sara Knottski declared Offer Letters as a conflict.

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 Financial Reports

7.1 Cash Flow Projection: **Motion to approve made by Sara Knottski, seconded by Mary VanDoren. Motion carried unanimously.**

7.2 Monthly Register: **Motion to approve made by Sara Knottski, seconded by Mary VanDoren. Motion carried unanimously.**

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

7.4 Expenditure Report: **Motion to approve made by Sarena Crowley, seconded by Sara Knottski. Motion carried unanimously.**

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

7.6 Balance Sheet Report: **Motion to approve made by Mary VanDoren, seconded Sara Knottski. Motion carried unanimously.**

8.0 Enrollment Updates: 50.5 ADM, Budgeted at 49

9.0 Policy Review/Approval: 103 Complaints – Students, Employees, Parents, Other Persons: Discussed and Tabled.

10.0 Old Business

11.0 New Business

11.1 Accept Donations: **Motion to approve made by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**

11.2 Approve DCD (Developmental Cognitive Disability) Contract 23-24: **Motion to approve made by Mary VanDoren, seconded by Sarena Crowley. Motion carried unanimously.**

11.3 Approve SLP Contract for ESY2024: **Motion to approve made by Sarena Crowley, seconded by Sara Knottski. Motion carried unanimously.**

11.4 Approve Hire of Elementary Teacher: **Motion to approve the hire of Stacy Coronis made by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**

11.5 Review Offer Letters for 24-25: **Motion to approve \$1hr increase for all paraprofessionals, current daycare staff to remain at current wage, \$2,000 increase to current teachers and director,**

and starting CK wage at \$20, made by Mary VanDoren, seconded by Sarena Crowley. Sara Knottksi abstained. Motion carried.

11.6 Review 24-25 Draft Budget: reviewed

12.0 Academics Review: Year End K-5 MAP Scores reviewed. Weekly newsletters containing academics from the classroom teacher reviewed.

13.0 Reports and Information

14.1 Administrative Report: Written report reviewed.

14.2 Teachers Report: Testing completed and moving on to year end activities

14.3 Board Member Report:

14.0 Committee Up-dates

14.1 Finance Committee: Met 30 minutes prior to this meeting

14.2 District Advisory & Academic Excellence Committee:

14.3 Fund Raising Committee: Gala success was reviewed

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 18, 2024 at BGCS at 4:00.

17.0 Adjourn: **Motion to adjourn made at 5:52 by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**