Rollingstone Community School Board

Meeting Notes– 05-Apr-2022 - 6:30pm

The following board members were present: Barb Rahn, Elizabeth Nofsinger, Paul Seppa, JR Larkie, Mandy Schmit, Jo Dailey

The following community members were present: Paul Kreidermacher, Bonnie Chapman

Rollingstone Community School Coordinator: James Lewicki via phone

Teachers:Tony, Reisdorfer, Anna Sieve via phone

Meeting to order at 6:32 pm

1. Review / Approval of Previous Notes – March 22nd, 2022
    a. JR motioned to approve the March 22nd, 2022 regular board meeting minutes. It was seconded by Mandy. All approved, none opposed.
2. Treasurer's Report – J.R.
    a. Current checkbook balance $7,514.74. Had to void a check to Leighton Broadcasting as JR wrote it twice, current balance is correct.
    b. Will change treasurer's report to 1x/month, the second meeting of the month
3. Critical Agenda Updates
    a. none
4. Public Comments
    a. Paul Kreidermacher
        i. Roof inspection performed today. New roof needed, will likely be done this summer.
        ii. Kitchen will require a freezer and fridge. The school will purchase this. Paul K will start looking at options.
        iii. Semac coordinator resigned so might be an option to see if we could combine services with the school
5. CSP grant
    a. Paul and James had to make minor edits to the hiring policy and the budget
    b. We will hopefully hear in the next couple days that we can start using the grant funds
6. Policies / Approval
    a. Procurement – Paul *Required for CSP Grant
    b. Enrollment - Paul *Required for CSP Grant

c. Hiring Policy – Paul *Required for CSP Grant

A. Mandy motioned to approve all listed policies. It was seconded by Elizabeth. All approved, none opposed.

7. Teacher Recruiting – Hiring Task Force Update
    a. Hiring task force recommends hiring Megan Lentner for the position of K-1 teacher. James checked references, which were all good
        i. JR motioned to approve the hiring of Megan Lentner, contingent on salary negotiation and final reference check, for a teacher position. It was seconded by Jo. All approved, none opposed.
    b. Paul will offer the job and negotiate the salary
        i. JR motioned to move forward with Paul negotiating the salary. It was seconded by Elizabeth. All approved, none opposed.
    c. Will continue to collect teacher resumes, as a 4th teacher may be needed if enrollment increases
8. Law Firm – 501c3 and Building Lease Proposal – Craig Kepler – Best and Flanagan
    a. Recommended by Minnesota Association of Charter Schools
    b. Craig will do bylaws, articles of incorporation, and file for 501c3.
        i. Need to file for our 501c3 application (federal tax exemption) ASAP, as this is running slow with the federal government.
    c. Paul will like to proceed with services for $5000 or under once CSP grant is received
        i. JR asked how many charter schools he has worked with. James- at least a dozen
        ii. JR motioned to approve purchasing services from Craig Kepler Law Firm contingent on receiving CSP grant funds. It was seconded by Elizabeth. All approved, none opposed.
9. Liability Insurance
    a. Brett Schmit gave us a quote from Great American Insurance Group, not changed from previous quote
    b. Cost is about $3244 per year.
    c. JR motioned to approve purchasing liability insurance from Schmit Insurance contingent on CSP grant funds. It was seconded by Barb. Mandy abstained. All others approved, none opposed.
10. YMCA Update – Paul
    a. Summer program at this time can be offered for K-6. Unfortunately, the State misplaced the paperwork for preschool licensing, so the YMCA will need to resubmit. Likely unable to get preschool started this summer.

b. Brandy wanted to know if we should drop preschool advertising for the summer program. All on the board agreed we should, and advertise once preschool licensing completed.
c. Elizabeth will get updated flyer to Paul

11. Jaycee Participation JR
    a. Easter Event (April 9th - 9am- 11am)
        i. Paul will be there by 8 am
        ii. Barb will have activities in her room
        iii. Mandy and Elizabeth have crafts ready
        iv. Tony will be there to help
12. Enrollment / Recruiting (Paul has flyers)
    a. Count update - Mandy
        i. 20 enrolled
    b. Meet Teacher Event – April 23rd
        i. 10am to 1pm
        ii. Tony will bring in STEM activities, maker space table, puzzles
        iii. Targeted facebook ads, send emails, flyers
            1. Flyers for Minnesota City, Stockton, Gundersen Division
            2. JR motioned to approve $100 for targeted facebook ads for the meet the teacher event. It was seconded by Elizabeth. All approved, none opposed.
            3. Paul asked for $200 for flyers
                a. JR motioned to approve up to $200 for flyers. It was seconded by Elizabeth. All approved, none opposed.
    c. Touch with Families
        i. Mandy will send an updated email on new teacher hire and reminder for the meet the teacher event
    d. May 14th – Full Event
        i. Activity event put on the by the Full kids after their fundraising efforts for the school
    e. Could walk in the Steam boat days parade, June 19th parade
    f. Heartland days in Lewiston the following weekend
13. Establish Committees
    a. Finance- tabled until next meeting
    b. Meals
        i. Will reach out to the community members to see if there is any interest
        ii. Options: steak shop, WAPS, Hideaway kitchen, Bluffview
        iii. Ask the YMCA what they plan to do for food service
14. WiFi / Email / Phone – Anna / Tony / Mandy

    a. Tony meeting with Spectrum tomorrow, HBC will reach out to Tony soon
15. Library
    a. Jo worked on this over the weekend, continuing to get book donations
    b. Need to start looking into getting books labeled for Accelerated Reading
    c. Jo checking on a grants for books
16. Building Inspection – Occupancy Type E - CMS
    a. Paul talked to CMS, the city's inspector, the charge is $58/hour. CSP Grant funds can be used. Paul asked for a motion to spend up to $400 for the building inspection.
        i. Elizabeth motioned to spend up to $400 for the building inspection. It was seconded by Mandy. All approved, none opposed.
17. Elizabeth has a contact at Watlow and will reach out for a contact for grant money as they have a special interest in supporting STEM schools.

Jr motioned to adjourn at 7:51 pm. It was seconded by Elizabeth. All approved, none opposed.

<u>Parking Lot</u>

1. Grants
2. Visit Other School Boards
    a. WAPs
    b. Lewiston
3. Kitchen and Food Service

4. Policies / Approval
    a. Employee Right to Know – Paul *Hold for Now
    b. FMLA – Liz Hold for Now
    c. Harassment and Violence - Jo
    d. Drug Free Workplace – Mandy
    e. Tobacco-Free Environment – J.R.

<u>Policy & ByLaw Status</u>

    a. ByLaws – Approved –Like to Add Meeting Notice in Reporter and Front Door