

# Rollingstone Community School

## Agenda – 08-Sep-2021

6:30pm

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

The following community members were present: Bonnie Chapman

Others present: James Lewicki, Rollingstone Community School Coordinator via phone

1. Review of Previous Notes
  - A. Approval of the August 30, 2021 regular board meeting minutes. Jo motioned to approve the August 11, 2021 regular board meeting minutes. It was seconded by JR. All approved, none opposed.
2. Treasurer's Comments – JR
  - A. Jaycees check was deposited for \$5000, \$1250 to Above the Bar marketing for the website
  - B. Current balance is \$6729.15
3. Public Comments
  - A. Bonnie briefly discussed with Paul Kreidermacher our needs for the kitchen. City may be able to supply these items pending city council vote.
  - B. Need to discuss further what other items (trays, utensils, etc) are needed for the kitchen
  - C. Also need to further discuss who can use the kitchen for events if the kitchen is owned by the city
4. ByLaws – Review/Approval
  - A. Barb has a question regarding the phrase in the bylaws “school director will bimonthly report progress of the students” -This was clarified that is will be the lead teacher. Paul will add in lead teacher in () behind school director
  - B. Jr motioned to approve bylaws with the changes stated above. It was seconded by Mandy. All approved, none opposed.
5. Review Staffing Plan – Paul / James
  - A. Barb asked a question regarding why the staffing cost % of the budget changes each year. James clarified this is a reflection of the student to staff ratio

- B. Jo asked a question regarding the SPED teacher. James clarified this will be variable based on number of special education students and the SPED aide could be used for other students if not many SPED students
  - C. Question regarding no PE or music teacher the first couple of years. James discussed that the school can supplement this with community members, but also through grant money. Also possible to move FTE around based on needs.
6. Policy Schedule – One Policy per meeting, starting w/Hiring, Enrollment, Fiscal - James
- A. We will review a drafted policy at each meeting.
  - B. Will start doing this next meeting
7. Website Update – Elizabeth / Mandy
- A. Mandy will have the first meeting with Above the Bar tomorrow
8. Fund-Raising
- A. Donation Letter – Paul – Cost estimate and plan
    - a. 700 address labels ready to print
    - b. Postage ~\$750
    - c. 350 double sided letters is \$72 from insty-prints
    - d. Letter is written, all board members signed
    - e. JR motioned to approve Paul purchasing materials for mailing up to \$600. Jo seconded the motion. All approved, none opposed.
    - f. Mandy will reach out to pac and mail to see if they can help with stamping
    - g. Email will be sent out to the group asking for helping stuff envelopes this Sunday 3:30 p m, Paul will see if the church will be here at that time. The location school unless we hear differently from Paul.
    - h. Discussed need to add return envelope, which will be added without a stamp
    - i. Will add half page of contact info on the back
  - B. Amazon
    - a. Mandy will work on this now that she has the EIN
9. Open House – Plan – Oct
- A. Plan so far: Small group tours, all school board members will wear masks, school board members will be tour guides- through the classrooms and gym, classrooms will be first with Barb and other teachers staging themselves there, Steve Rippe will be in the gym along with kids crafts. We will have simple snacks that are individually wrapped and candy (Box of apples, mini pumpkins, ziploc bags, juice boxes- Paul will make the request to hyvee).

- B. Mandy and Paul will working on advertising
- C. Open house time: 430-630pm
- D. JR will ask Jaycees about adding us to their marketing
- E. Paul will ask about getting all bathrooms usable
- F. Need to develop a talking guide and FAQs- Paul will start this
  - a. Elizabeth will create a google doc for FAQs

10. Educare/Early Childhood Care – JR

- A. No responses at this point from other local daycares regarding a partnership
- B. Paul will take time to discuss other possibilities further with the city

11. Library Update - Jo

- A. Not sure if have received any books yet
- B. Jo will reach out to other charter schools to see what their process is for labeling books.
- C. January 1st the school will have complete use of the library

JR motioned to adjourn the meeting at 8:20. It was seconded by Jo. All approved, none opposed.

Parking Lot

1. Grants
2. Visit Other School Boards
  - a. WAPs
  - b. Lewiston
3. Find a School Attorney
  - a. Paul to Check with BluffView
4. Mascot
5. Pre-School
6. Kitchen and Food Service