

Rollingstone Community School
Meeting Notes – 08-Dec-2021
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: Bonnie Chapman, Paul Kreidermacher

The following were present via phone: James Lewicki, Rollingstone Community School Coordinator

Meeting to order 6:30 pm

1. Review/Approval of Previous Notes – Nov 17th
 - a. JR motioned to approve the November 17, 2021 regular board meeting minutes. It was seconded by Barb. All approved, none opposed.
2. Treasurer's Report
 - a. Balance with November statement \$11,797.52
 - b. Total of 123 donators, \$11,655
 - c. With fire department and Jaycees donations we have a total of \$21,655 in donations
3. Agenda Updates
 - a. Discuss advertising budget
4. Public Comments
 - a. Paul Kreidermacher met with YMCA CEO, Janneke Sobek, and board member today
 - i. The YMCA is working toward providing preschool and childcare for children 3 years old and up. They would like to get started as soon as possible (could start this summer).
 - ii. YMCA is also working towards providing before school and after school care.
 - iii. YMCA would like age appropriate playground equipment, and time to use the gym and library area during scheduled times of the days
 - iv. The YMCA will be starting to look for employees, preferably those from the Rollingstone community

- b. Mandy asked questions about security after school
 - i. James said there are handheld devices to see who is at the door and have the ability ring them in
 - c. Kitchen- Paul Kreidermacher discussed the need for some equipment for the kitchen including refrigerators. We will need a separate refrigerator for the YMCA program.
 - a. We will need to look into regulations for the kitchen further when able
 - b. Paul Kreidermacher had questions regarding a facility grant
 - i. We can use the CSP grant for facility needs
5. CSP Update
- a. None
6. Policy & Job Description Reviews / Approval
- a. Role Overview – Lead Teacher – 2nd Read / Request Approval
 - i. Change under skills section to “strongly prefer 5 years experience.”
 - ii. Change approximately 100 students to “up to 100 students.”
 - iii. Add in a bullet that the lead teacher “implements disciplinary policies set by the board,”
 - iv. Add in that the lead teacher works as the primary facilitator of the school.
 - v. JR motioned to approve the job description for the lead teacher with edits stated above. It was seconded by Mandy. All approved, none opposed.
7. Role Overview – School Office Coordinator - First Read
- a. Changes: “Assist with student lunch including, serving?, taking payments and tracking lunch accounts” to “assist with student lunch” and remove the rest. Remove assistance with recess. Add in lifting restrictions/limits. Change “knowledge of” to proficit in word and excel. Remove going to professional meetings. Remove representing RCS with federal agencies and keep state educational agencies. Day to day responsibilities- change “monitor School e-mail and reply as able” to monitor and manage school email.
 - b. Role Overview – Teacher – First Read
 - i. Table for next meeting
8. Advertising for lead teacher positions
- a. Post lead teacher job by Wednesday 12/15
 - i. Post on St Cloud website, Minnesota Charter School website, schoolspring.com, indeed, national charter schools, facebook
 - ii. Ask for a cover letter and resume to Rollingstone Community School email
 - iii. Mandy will email job posting before advertising for us to review

- iv. JR motioned to approve \$1000 for the lead teacher advertising budget. It was seconded by Elizabeth. All approved, none opposed.
9. Open Enrollment – Begins in January
- a. Advertising for open enrollment on the day of open enrollment, Monday January 3rd
 - b. James email enrollment paperwork
 - c. Will add in information for preschool and afterschool programming to the advertisement
 - i. Elizabeth will ask Janneke about what we can add to the advertising
 - d. JR motioned to approve a budget of \$500 for advertising for open enrollment. It was second by Jo. All approved, none opposed.
10. Bussing
- a. Will need to contact WAPS about providing bussing
 - b. Questions came up regarding bussing preschoolers, likely unable to provide this as you can not bus preschoolers with school age children.
 - c. Board will work hard on this in January and February
11. Furniture Donations
- a. WSU- Paul is going to follow up with WSU about when to pick up furniture on Friday
12. Website Update – Elizabeth / Mandy
- a. Website is live, Paul will put website address in the reporter
 - b. Mandy will look at how to get the website to pop up on a google search for Rollingstone Community School
 - c. Will continue to work on adding more information and documents
13. Fund-Raising / Donations
- a. Thank You notes written for: HyVee, Oakwood, St. Johns, > \$200, Steven
 - i. Need to find mailing list to send thank yous to those who donated \$200+
 - ii. Amazon – Mandy
Parking lot
14. YMCA After School and Summer – YMCA Update
- a. See under public comments
15. Jo brought up starting to look at other grants and the need to start applying for some ASAP

- a. Jo and Barb will get together soon to start a grant template and start further investigating grants available.

15. Set Next Meeting Time

- a. Next meeting time January 12th at 6:30 pm

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

Parking Lot

1. Grants
2. Visit Other School Boards
 - a. WAPs
 - b. Lewiston
3. Kitchen and Food Service
4. Add to next meeting getting community member on task

Policy & ByLaw Status

- a. Application and Enrollment – Approved – Needs addition of Foster Kids and approved name of Administrative Assistant
- b. Conflict of Interest - Approved
- c. Equal Educational Opportunity Policy – Approved
- d. Procurement – Paul and JR
- e. Hiring First - Approved
- f. ByLaws – Approved – Like to Add Meeting Notice in Reporter and Front Door