

Rollingstone Community School

Agenda – 09-Mar-2022

6:30pm

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

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

Rollingstone Community School Coordinator: James Lewicki via phone

1. Review/Approval of Previous Notes – Feb 22nd, 2022
 - a. JR motioned to approve the February 22, 2022 regular board meeting minutes. It was seconded by Mandy. All approved, none opposed.
2. Treasurer's Report – J.R.
 - a. Checkbook balance \$8,917.38. \$300 coming out for the last 3 months of the website. Reimbursement for Jo for library supplies and Elizabeth for breakfast/lunch for the hiring committee during their all day interviews 3/5/22. Checks made out for \$33.88 and \$102.84 respectively.
 - b. JR motioned to approve. It was seconded by Elizabeth. All approved, none opposed.
3. Agenda Updates
 - a. Jo would like to include library update
 - i. JR proposed to add library update to each agenda
 - b. Mandy would like to add update on Amazon for today's meeting
4. Public Comments
 - a. Paul Kreidermacher would like a copy of the budget
 - i. Paul Seppa will send 1 year budget to him April 4th
 - ii. We should approve a draft budget at the next board meeting
 - b. Paul Kreidermacher: City finalized the lease with the YMCA. Will determine further needs, such as indoor and outdoor equipment, once the YMCA preschool program is licensed.
5. CSP Grant Update – Paul
 - a. Need to finalize the budget for how the funds will be spent, Paul and James are currently working on this.
 - b. James and Paul met with Mike Schultz from MDE. Most of the questions from the state have been answered. We need to write/edit a couple more procedures and schedule for board approval.

- i. Some of these include: modifying the enrollment policy to include foster children, writing a depreciation policy and clarification on how we are reaching out to minorities for hiring.
 - c. Will hopefully have 1st funds available around April 1st and funds need to be used by September 30th.
 - i. We should start going around the school to decide what purchases need to be made and what maintenance needs to be done
 - ii. JR states the bank needs the approval letter with contingencies removed for the line of credit and we will need to open a second checking account for the CSP grant. If Oakwood can not do the line of credit we will need to find another bank for the line of credit.
 - iii. Paul mentioned we should also get a credit card for the school
- 6. Visitor Planning – Next Meeting (Mar 22nd) – Henry from BluffView
 - a. Henry will be here to answer any questions we have
 - i. Ideas for questions: what do they do from lunch/breakfast, how their SPED contract is set up.
 - ii. Send questions to JR to send to Henry by next week Wednesday, March 16th
- 7. Discover Girl Day Grant – Update – Paul/Barb/Elizabeth
 - a. 28 girls signed up
 - b. March 26th from 10am-2pm
 - c. Paul got his materials for his projects and bristle bot material
 - d. Zoom meeting for this task force Monday March 14th
 - e. Need to recruit more volunteers
 - i. Elizabeth will send link to Barb
- 8. Jaycee Participation / Recruiting- JR
 - a. Open Gyms -Easter Event (April 9th - 9am- 11am)
 - b. JR got a message from the Jaycees, they won't be having open gyms until the fall
 - c. We should set up a table for the Easter event, Mandy will make brochures and we can hand out flyers.
 - d. Mandy and Elizabeth will create an Easter craft for the event
 - e. Barb will have an activity in her classroom
- 9. Teacher Recruiting – Hiring Task Force Update - Barb
 - a. Hiring task force interviewed 5 candidates, this went well
 - b. James has been doing reference checks, meeting tomorrow night at 830 pm for the hiring task force
 - c. We can discuss applicants/qualifications in a closed meeting session, but any recommendations / approvals for offers need to be made in a public setting.

- d. Barb wanted to know if we have a rejection letter to send out to those we don't hire. James will write this up.
- e. Mandy proposed we decide on a date for an emergency board meeting for next week. Elizabeth motioned to schedule a tentative emergency board meeting March 15th 630 pm via zoom. It was seconded by JR. All approved, none opposed. Mandy will set up the zoom meeting.

10. Enrollment / Recruiting

- a. Count update - Mandy
 - i. 16 students enrolled
 - ii. Call interested families once a teacher is hired
 - iii. JR suggested we need to continue to push that bussing is available for the Winona area
 - iv. Barb suggested going door to door
- b. Flyers / Posters – Paul has some left
 - i. Paul mailed 300 flyers to the area just outside of the Rollingstone
 - ii. Mandy suggested writing press releases
 - iii. Advertise bussing more and boost his post on facebook

11. Policies / Approval

- a. JR moved to table this until the next board meeting. It was seconded by Elizabeth. All approved, none opposed.
- b. Employee Right to Know – Paul
- c. FMLA – Liz
- d. Harassment and Violence - JR
- e. Drug Free Workplace – Mandy
- f. Tobacco-Free Environment – J.R.

12. Establish Committees

- a. JR moved to table this until the next board meeting, It was seconded by Mandy. All approved, none opposed.
- b. Finance
- c. Curriculum Development
- d. Meals

13. Library update

- a. The Kiwanis club donated many books through Dick Gaffron. Many duplicate books that we can put in the classroom
- b. Jo is going to visit the library at Bluffview
- c. Jack Rader contacted Jo and he would like to donate and possibly sell some of his book collection

- d. Jo would like to purchase a library cart and book holders→ wait until we can use the CSP grant
- e. Paul Kreidermacher asked if the library would be able to have do book sharing with other libraries for the community
 - i. At this time likely not able to do, as we are not a public library
- f. Mandy has been working on Amazon Smile, but we cannot get it yet as the school is not recognized in Guide Star as a non-profit. Mandy would like to set up an Amazon account to create a wishlist. However, we can't do that until we have a phone number.
- g. JR will reach out to HBC and Charter to get quotes for landline and internet
 - i. Board discussed waiting until CSP funds are available. Jo will create a full list of needs for the library. Paul will need to work on task exempt status.

Parking Lot

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

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 – Approved
- e. Hiring First - Approved
- f. ByLaws – Approved –Like to Add Meeting Notice in Reporter and Front Door