

Rollingstone Community School

Meeting Notes– 12-Jan-2022

6:30pm

Meeting to order at 6:33

Meeting is conducted Via Zoom

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

The following community members were present: Bonnie Chapman, Brenden Full, Ashlyn Full

1. Review/Approval of Previous Notes – Dec 8th, 2021

- a. JR motioned to approve the December 8, 2021 regular board meeting minutes. It was seconded by Barb. All approved, none opposed.

2. Treasurer's Report

- a. Current checkbook balance \$9,972.34
- b. 3 checks written: River Valley Media Group \$525, Winona Post \$200.18, Above the Bar Marketing \$1,250
- c. New deposit of \$350 in donations
- d. Request – Seppa – MACS Lease Writing and Negotiations (\$39)
 - i. JR moved to approve the spending of \$39 for Paul to take the class on Lease Writing and Negotiation. It was seconded by Jo. All approved, none opposed.

3. Agenda Updates

- a. Advertising
 - i. Indeed costs \$75 per applicant resume reviewed
 - 1. JR motioned to approve accepting up to 3 resumes (\$225). It was seconded by Elizabeth. All approved, none opposed.
 - 2. Winona Post ads cost \$500 for two ads for open enrollment

4. Service Project Proposal – Brenden and Ashlyn Full

- a. Project is for National Honor Society
- b. Proposal: place barrels at the Middle and High School for donations of school supplies, books, and other items such as gym equipment
 - i. Mandy suggested creating an amazon wish list
 - ii. They would like to celebrate the donations and do an activity, such as a scavenger hunt, at the next Rollingstone Community School Open house.
 - iii. Month of May would be a good time to do a second open house

- iv. Brenden and Ashlyn will seek approval from their teacher and administration regarding placing barrels at the high school and middle school. Paul would also be willing to go to a board meeting with them if needed.

5. Public Comments

- a. none

6. CSP Update – Delayed until February

- a. Paul is meeting with the Guild tomorrow, Gloria and Jim. He will ask if there are any updates from them regarding the CSP grant.
- b. James discussed that this is not par for the course, but he is excited about everything else we are doing with hiring and enrollment . He also discussed the need to start thinking about what we want to use the grant money for as we will have to use it in 5 months if it is awarded.
- c. Paul would like to add to the next agenda what we would need, Jo would like a list of what we do have
 - i. Paul and Jo will look at what we have and create a list over the next couple weeks
- d. Barb would like to start on other grants as well. Her and Jo will meet to review other grants
- e. Jo wants to know if we have a plan B for virtual learning. We will need to discuss this further at future board meetings.

7. Open Enrollment – Update – Mandy

- a. 3 students enrolled at this time
- b. Online enrollment updated Monday
- c. Mandy recommends we add some facebook boosts
 - i. Cost is \$100
 - 1. JR motioned to approve spending \$100 for facebook boosts. It was seconded by Jo. All approved, none opposed.
 - ii. JR discussed that we need to push that bussing will be available from Winona in our advertisements
- d. Paul brought up contacting the list of interested families again. Mandy will contact these families by sending out an email .
 - i. Mandy will also create flyers that can be passed out. JR suggested handing these flyers out at local preschools for children who will be entering kindergarten.
 - ii. JR motioned to approve Paul spending up to \$50 on flyers. It was seconded by Elizabeth. All approved, none opposed.
- e. James discussed that there are 3 phases of enrollment. The 1st phase is before the teachers are hired, 2nd phase after teachers are hired, and 3rd phase is in August.

8. Lead Teacher Applications and HTF

- a. One applicant so far through indeed
- b. Need to identify who is going to be on the hiring task force

- i. Board members: Barb, Elizabeth, JR
- ii. Paul and Jo have community members in mind that they will ask if they are interested in being on the hiring task force
- iii. James will provide us with some questions that we can narrow down to use for candidate interviews

9. Policy & Job Description Reviews / Approval

- a. School Office Coordinator – 2nd Read / Request Approval
 - a. Paul changed “approximately 100 students” to “up to 100 students”
 - b. Barb brought up changing “good ability to work with parents” to “good ability to work with parents and students.”
 - c. Jr motioned to approve the School Office Coordinator job description. It was seconded by Mandy. All approved, none opposed.
- b. Teacher – First Read
 - a. All will read before next meeting, come with comments
- c. Procurement Policy – First Read
 - a. All will read before next meeting, come with comments

10. Bussing

- a. JR brought up that we should contact the district directly to ask about bussing vs asking at the board meeting. JR will get the direct contact for bussing by February.

11. Website Update – Elizabeth / Mandy

- a. Bios are up, enrollment is ready on the website, will start posting meeting notes
- b. Will also need to post next meeting dates
- c. Next month will start the \$100 monthly fee

12. YMCA After School and Summer – YMCA Update

- a. Janneke, YMCA CEO update: She has submitted the pre-application to DHS for the certified After School Care and Summer Care programs, and is working on the license application for the preschool. 2 interested in preschool, 6 interested in after school care, and 9 interested in summer child care.

James update: He is working with an art group at the University of Oshkosh including 6 faculty members. He will get more contacts from Elementary STEAM schools in that area and ask them what items would be good to purchase for our school.

13. Set Next Meeting Time

- a. January 25th 630 pm. Possibly 615 for pictures

JR motioned to adjourn the meeting at 8:03 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

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 – 1st Draft
- e. Hiring First - Approved
- f. ByLaws – Approved –Like to Add Meeting Notice in Reporter and Front Door