

Rollingstone Community School Boarding Meeting Notes

21-Sep-2021

6:30pm

The following board members were present: Barb Rahn, Elizabeth Nofsinger, Paul Seppa, JR Larkie (present at 7:30 pm), Jo Dailey

The following community members were present: Bonnie Chapman, Tina Lehnertz

Meeting to order 6:36

1. Review of Previous Notes
 - A. Approval of the September 8, 2021 regular board meeting minutes. Jo motioned to approve the September 8, 2021 regular board meeting minutes. It was seconded by Barb. All approved, none opposed.
2. Treasurer's Comments – JR
 - A. JR will record donations received
 - B. Paul will turn in his bill for \$145.39 for envelopes and printing
3. Public Comments
 - A. Bonnie called Jennifer Warner, occupational health at Winona Health, about contracting a school nurse. Cost is \$60-75/hour. They could provide services the same day as Bluffview. School nurse would perform hearing checks, vision checks, immunizations, and medication set up based on public school policy
 - a. Nursing office has to be equipped
 - b. If we want to proceed need to sign contract by March
 - c. Kayla Farley may also be interested providing school nurse services
 - B. Tina Lehnertz brought forward questions regarding childcare/preschool
 - a. She will reach out to the state as there is a dire need for childcare in our area
 - b. Asked about adding in tutoring after school
 - c. Brought up the need for care through the summer months as well
4. Policy Reviews / Approval
 - A. Conflict of Interest
 - a. Discussion regarding soliciting from contractors. This was reviewed and questions clarified.

- b. Elizabeth motioned to approve the conflict of interest policy. It was seconded by Jo. All approved, none opposed.
 - B. Application and Enrollment
 - a. Discussion regarding terminology used for the office manager. Paul will change office manager to administrative assistant in all documents.
 - b. Barb motioned to approve the application and enrollment policy. It was seconded by Jo. All approved, none opposed.
 - C. Paul will work on financial policy with JR
- 5. CSP Grant Plan – Paul/James
 - A. Posted
 - B. Over the weeked Paul transferred the previous grant application to the new application, James will read over and give us feedback.
 - C. Grant is due October 13th, and needs to be to the Guild by October 10th
 - D. Paul will pull in those to work on it over the next week, after James’s review
 - E. State suggested doing a petition of support from the community
 - a. Paul will ask Mandy if she can create an online petition
- 6. Website Update – Elizabeth / Mandy
 - A. Will look in CSP grant for mission statement
 - B. Logo designed created
 - C. Further update at next board meeting
- 7. Fund-Raising
 - A. Donation Letter – Comments
 - a. JR will keep track of names of those who donated
 - b. Will work on putting names in November reporter
 - c. Jo will follow up at bank to make sure they are keeping track of those who donated
 - B. Amazon - Mandy
 - a. Not present for today’s meeting, will follow up on this next board meeting
 - C. Oakwood may be able to donate desks to school, Jo will follow up
 - D. We have not heard back from WSU, Barb will follow up
 - E. Barb-grants
 - a. James has been communicating with WSU professors (Melanie Reap, Michelle Darst, Danielle Tamke, and Janet Macon) to come to Rollingstone Community School, along with students, to help with writing grants to help with various aspects of the school (music, lunch program/kitchen, STEAM curriculum, garden development, playground, etc). He will hopefully meet with some or all of them October 26th.

- b. There is also a grant writing class at WSU that may be able to help us out as well

- 8. Open House – Plan – Oct
 - A. Need to contact Jaycee's regarding the open house
 - B. Paul will ask Mandy about doing advertising the open house
 - C. Hy-vee will be donating \$25 gift certificate
 - D. Elizabeth will contact Ferguson's to see about bulk price for apples
 - E. Jo will contact someone about getting pumpkins
 - F. Step by step plan for open house:
 - a. Open house sign out front (Barb will create) and we will keep the doors open
 - b. Tour guides will be available board members, Paul will create talking notes for the guides. Tour guides will guide attendees to classrooms first and then to the gym last.
 - c. Pam, Cheri and Nancy will be in one classroom, Barb will give apples to parents and suckers to the kids in her classroom.
 - d. Video will be displayed throughout open house, need to determine a good location
 - e. Kids activities in the gym along with Steven and James available to talk with families.

- 9. Educare/Early Childhood Care – JR / Paul
 - A. Please see public comments for discussion

- 10. Lunch Program Update
 - A. Bonnie did some investigating about catering for school lunches. She reached out to many including Bonnie Rae's and Hy-vee who are both unable to do it. Steak Shop may be able to do it for about ~3 a meal, but we are out of their delivery range so someone would have to pick up the meals everyday. Bonnie also reached out to Ridgeway to see how they run their school lunch. They recently will be getting the main course and vegetable from the Steak Shop, and the rest of the meal on their own.
 - B. Must have a food protection person when serving the meals. Need to determine if this person is needed for all meals or just cooked meals.
 - C. If more than 40% of the students qualify for free and reduced lunch we would need to also provide breakfast.

Charter boot camp starting in October

Next meeting October 6th and October 26th

Meeting adjourned at 8 pm

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