

Rollingstone Community School
Board Meeting Minutes – 22-Feb-2022

6:30pm

Meeting conducted on Zoom

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

The following community members were present: Brandy Walentiny (YMCA youth development director)

Rollingstone Community School Coordinator: James Lewicki

1. Review/Approval of Previous Notes – Feb 9th, 2022
 - a. JR motioned to approve the February 9, 2022 regular board meeting minutes. It was seconded by Barb. All approved, none opposed.

2. Treasurer's Report
 - a. Received \$400 check from DiscoverE for the Girls and Engineering event
 - b. 2nd check for \$498.26 needs to be signed for the Winona Post, Paul will sign
 - c. Checkbook balance \$9,269.38
 - d. Line of credit
 - i. Because the CSP grant is a reimbursement grant, we will need to get a line of credit to pay for items
 - ii. JR discussed this with Oakwood, they will need the award letter but the contingency would need to be removed
 - iii. Need to decide on the amount of the line of credit, possibly around \$25,000-\$30,000
 - e. Financial Management ORG
 - i. Paul and James had a meeting with the Guild, there is a charter management organization that can provide financial management if needed, but we can not use the CSP grant for this. However, you can use the CSP grant to hire another financial management individual/group to help manage the budget. Design for Learning helped us with the budget for the CSP grant and is one possibility. Need to get quotes/proposals from 2-3 others. JR wants to see if we could get a quote from someone local. JR will reach out to Bluffview Montessori and Jo will reach out to Ridgeway Community School to see who assists them with financial management.

- ii. JR would like to open a second account for grant only items

3. Agenda Updates

- a. None
- b. Winona post press release
 - i. JR reached out to them to let them know we were awarded the CSP grant. Winona Post asked for further information.

4. YMCA Update - Brandy

- a. All of the policies sent in for licensing for summer care, after school care, and preschool. The YMCA is waiting for a response.
- b. Preschool ages 3-5, licensing for up to 20 kids, preschool will follow the same hours as the school, and then after school for ages 3 through 5th grade. Also submitted for a licensed summer program so they can take preschoolers, would have separate groups for older and younger kids
- c. Summer hours 7-530
- d. They are working on hiring currently
- e. Question about before school care came up.
- f. Brandy had a question regarding if we will be offering breakfast. Barb stated in the past that breakfast was before school started. We will need to decide this and how we will handle before school care.
- g. Barb asked if they would like outdoor equipment or other needs for that age group. The YMCA is looking at grant for outdoor equipment

5. Public Comments

- a. Jo update on Bonnie- She is home and doing well after her surgery

6. CSP Grant (\$200k, \$175k, \$175k) – Paul

- a. Congratulations to the group!
- b. Paul has an upcoming meeting with the MDE to clarify the grant
- c. Paul also has an upcoming meeting with the Guild and will also discuss the grant with them
- d. \$550,000 total because of our enrollment vs \$650,000 as the letter stated, funds will hopefully be available in March
- e. Will be getting a negotiation letter, with requirements to use the grant
- f. Barb asked if any other schools received the grant in the last couple years we could reach out to- Paul will seek more information from the Guild

7. Coordinator Update – James

- a. Handbook for families - 20 pages

- b. All should look over, and if we like the format can add more information as needed
 - c. Barb mentioned eliminating middle and high school information
8. Discover Girl Day Grant – Update – Paul/Barb/Elizabeth
- a. Starting to identify projects and getting speakers lined up
 - b. We can use a few more volunteers, JR will reach out to the Jaycees to see if any of them would be willing to help
 - c. 10 girls signed up so far
 - d. Will continue to reach out to the community
9. Jaycee Participation / Recruiting- JR
- a. Open Gyms
 - i. They will let us know when scheduled and we have have mini open houses during the open gyms
 - ii. Saturday winter fun day went well
 - b. Easter Event- April 9th
 - i. Easter egg hunt in the library
 - ii. Barb put up easter decorations in her classroom
10. Teacher Recruiting – Hiring Task Force Update - Barb
- a. Barb delivered folders to the community members
 - i. They would like to know if this will be held virtual or live, Barb would rather have onsite. Community members would like it on site as well.
 - ii. Meeting tomorrow with the hiring task force at 830 pm
 - iii. First goal is to get the lead teacher
 - 1. Hopefully by April have a lead teacher hired
 - 2. Need to firm up Salary and benefits before the offer is made
 - a. James will reach out to other guild schools regarding what they offer for benefits to their employees
 - b. Paul will reach out the Ridgeway and JR will reach out to Bluffview
 - iv. Try to reach out to minorities for hiring
 - v. Paul has been getting some good traction with the handshake website
 - 1. Paul will get Elizabeth the login for the website
11. Enrollment / Recruiting
- a. Count update - Mandy
 - i. 16 enrolled, 7 kindergartens, 3 1st graders, 5 second graders, 1 3rd grader

- b. Flyers / Posters – Paul has some left
 - c. Targeted Mailing – Paul
 - i. Paul will get it out soon
 - ii. Mandy will spend some time on it tomorrow to make edits
 - iii. JR would like to add “bussing available in the Winona district”
 - iv. Paul will print Thursday
 - d. Calling Families
 - i. Paul wondering if we should call the list of families again
 - ii. Mandy will cross reference the list with those who have enrolled
 - iii. May be best to do this after a lead teacher or teacher is hired
12. Policies / Approval
- a. Employee Right to Know – Paul
 - i. Need to form a safety committee
 - ii. Mandy suggested Covid safely should be added to this committee
 - b. FMLA – Liz
 - i. Hold COVID policy and see if we will need it closer to opening
 - c. Harassment and Violence - Jo
 - d. Drug Free Workplace – Mandy
 - e. Tobacco-Free Environment – JR
13. Need to start discussing needed committees next meeting
14. Jo will figure out what she needs for the library prior to the next meeting
15. Set next meeting date(s)
- a. March 9th and March 22nd

Jr motioned to adjourn the meeting at 8:13pm. It was seconded by Barb. All approved, none opposed.