

Rollingstone Community School
Board Meeting Notes– 22-Mar-2022
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: Paul Kreidermacher, Bonnie Chapman, Theresa Jaszewski, Henry Schantzer

Rollingstone Community School Coordinator: James Lewicki via phone

Teachers: Anna Sieve via phone

Meeting to order at 6:30 pm

1. Review/Approval of Previous Notes – March 9th, 2022
Review/Approval of previous Notes- March 15th, 2022
 - a. JR motioned to approve the March 9th, 2022 regular board meeting minutes. It was seconded by Mandy. All approved, none opposed.
 - b. JR motioned to approve the March 15th, 2022 regular board meeting minutes. It was seconded by Mandy. All approved, none opposed.
2. Treasurer's Report – J.R.
 - a. Current checkbook balance as of March 1st \$8,780.67
 - b. 3 Checks need a second signature
 - i. Paul Seppa \$563.76 girls in engineering
 - ii. Paul Seppa \$167.51 mass mailing
 - iii. Barb Rahn \$51.54 girls in engineering
 - iv. Mandy motioned to approve all 3 checks. It was seconded by Elizabeth. All approved, none opposed.
 - c. Jo had questions regarding purchasing materials for the library, most large purchases should wait until after April 1st when we are able to use CSP grant funds.
 - d. We have the SWIFT ID, which is needed for automatic debt/credit that we will use to purchase items with the grant funds
 - e. We need a UEI number- JR is currently working on this
3. Critical Agenda Updates
 - a. none
4. Visitor - Henry from BluffView
 - a. Henry curious is to where we are:

- i. Approved as a charter school, working on finishing the CSP start up grant, hired two teachers, working on financial management, need to work on food service
- b. Henry's recommendation was to get started on our special education contract soon
- c. Paul asked about accounting services.
 - i. Bluffview Montessori uses BergankVD out of the cities and has been very happy with them. <https://www.bergankdv.com/>
- d. Question about lunches:
 - i. All charter schools in this area make their own lunches
 - ii. Bluffview used to use the Steak Shop
 - iii. Hard to get food protection/kitchen lead hard to find right now
 - iv. The School Board inquired about getting lunches from Bluffview. Henry said he would talk to his kitchen lead about this proposal.
- e. Questions about grants
 - i. Henry suggested looking at the REAP grant, grants.gov, for schools in rural area
 - ii. BK5K grant-local grant
 - iii. Fundraising: WATLOW may be good to talk to them about donations as they support STEM schools
- f. Discussion regarding library books parents may not want their kids to read
 - i. Library check out is cloud based program, Bluffview currently working on a parent out option for specific books

5. Public Comments

- a. Bonnie asked if Dean could start working on the desks. Consensus is yes he can take some home and work on them
- b. Paul K.- Fire inspection last week, sprinklers tested this coming week. We need to provide a fire safety plan.
 - i. Previous plans are inside of the classroom doors.
- c. Paul K.- Church is scheduled to be out by the end of April. Paul K will touch base with YMCA about using the preschool room. Barb brought up that the classrooms are really warm. City is having someone look at this soon.
- d. Discussed the need for various procedure such as fire, active threat, active shooter, tornado

6. Policies / Approval

- a. Update on the CSP: minor updates made to a couple policies and the budget
- b. Depreciation – James - *Required for CSP Grant

- i. JR motioned to approve the depreciation policy. It was seconded by Barb. All approved, none opposed.
- 7. Teacher Recruiting – Hiring Task Force Next Steps
 - a. Two teacher hires were now added to the hiring task force
 - b. JR would like to excuse himself from the task force
 - c. Would also be good to remove one community, currently we have 3. Barb will email the task force and see if a community member would be willing to move to a substitute.
 - d. Remove JR, remove one community member, add Anna and Tony
 - i. Mandy motioned to approve the new hiring task force. It was seconded by Elizabeth. All approved, none opposed.
- 8. Budget – James
 - a. Minor adjustments made
 - b. Paul S. will send to Paul K
 - c. James: 6 year budget developed. Year 3 is important as we will no longer have the CSP grant funds. Reduced the enrollment from 50 to 45 for year 1. Also adjusted budget to include the 2 teacher contracts and health benefits.
- 9. Teacher Compensation Rate - Paul
 - a. Suggesting offering them both \$20 per hour for activities such as curriculum development prior to the start of their teacher contracts. Will need to establish a timesheet for April, May, and June contingent on the CSP grant.
 - i. JR motioned to approve the pay of \$20 per hour for Anna and Tony for activities prior to the start of their contracts. It was second by Elizabeth. All approved, none opposed.
 - b. Contracts start July 1st
- 10. Jaycee Participation JR
 - a. Easter Event (April 9th - 9am- 11am)
 - b. Paul would like to have a booth like we had for the open gym
 - c. Barb has Easter bunny ears for her frogs, will have candy in bowls
 - d. Crafts on the other side of the gym
 - e. Tony will be here that day
 - f. Paul will put in the reporter and Mandy will put it on the facebook page
 - g. JR suggested board members work the concession stand for a baseball game
- 11. Enrollment / Recruiting (Paul has flyers)
 - a. Count update - Mandy
 - i. Steady at 19

- ii. Mandy has social media posts ready to announce the teachers. Will work on the press releases
 - iii. JR will contact Post on upcoming school events.
 - b. Meet Teacher Event
 - i. April 23rd, try a press release for this event
 - ii. Will add to the reporter, send email to families. Reach out to registered families. Can do mass text messages.
 - iii. Start asking families if they want to join committees.
 - 1. Mandy will reach out via email and see if any families would like to assist with committees.
 - iv. Need to establish a school phone number. Need to set up email accounts for the teachers, and board members. Mandy will look into this through our website
 - c. JR received email about bussing and location of student pick up. Response was this will be determined this summer
12. Building Lease – Initial Thoughts – Paul
 - a. Lease renewed every year
 - b. Jo suggested making a clause that says the building will be the “primary use during school hours”
 - c. Discussion regarding security system
 - i. Need to develop a safety committee
13. Establish Committees- JR moved to table this
 - a. Finance
 - b. Meals
14. Library – Jo
 - a. Getting lots of nice books, needs to label 700-800 more books
 - b. Need more STEAM books
 - c. Going to stop at Bluffview to view their checkout system for books
 - d. Preschool books also donated, Elizabeth will send Jo Brandy’s email
15. Set April Meeting Dates
 - a. 5th and the 19th
 - b. Elizabeth motioned to approve April meeting dates. It was seconded by JR. All approved, none opposed.

JR moved to Adjourn the board meeting at 8:05 pm. It was seconded by Mandy. All approved, none opposed.

Parking Lot

- 1. Grants
- 2. Visit Other School Boards

- a. WAPs
- b. Lewiston
- 3. Kitchen and Food Service
- 4. Policies / Approval
 - a. Employee Right to Know – Paul *Hold for Now
 - b. FMLA – Liz Hold for Now
 - c. Harassment and Violence - Jo
 - d. Drug Free Workplace – Mandy
 - e. Tobacco-Free Environment – J.R.

Policy & ByLaw Status

- a. ByLaws – Approved –Like to Add Meeting Notice in Reporter and Front Door