

Rollingstone Community School  
Board Meeting Notes– 25-Jan-2022  
6:30pm (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, Emily Boettger

1. Review/Approval of Previous Notes – Jan 12<sup>th</sup>, 2022
  - a. JR motioned to approve the January 12, 2022 regular board meeting minutes. It was seconded by Barb. All approved, none opposed.
2. Treasurer's Report
  - a. Checkbook balance \$9,972.34
  - b. One check still needs to be written to Winona Post
  - c. Above the Bar Marketing sent us an automatic debit form, however it only has info for a card number. Mandy will reach out to see if they can pull directly from our checking account.
  - d. Paul spent \$66.04 for flyers
    - i. JR motioned to approve the extra spending of \$16.04 for flyers. It was seconded by Elizabeth. All approved, none opposed.
3. Agenda Updates
  - a. none
4. Public Comments
  - a. none
5. Discover Girl Day Grant
  - a. Rollingstone Community School was awarded \$800 to host a 4 hour Girls Engineering day. James Lewicki applied for this.
    - i. Step one: decide what engineering kits to purchase, would be best if they can be reused for future years.
    - ii. Step two: Provide a Lunch with different round tables that will have various types of engineers from the community, preference female engineers
    - iii. Step three: mini workshops
  - b. Can add with a grant from Winona State of \$500 if awarded
    - i. Winona State will want to see benefits from their contributions, possibly a yearly event we can do with them

- c. Need to develop a small committee to help organize and then pick a date
  - i. Date of March 26th decided
  - ii. Will need to advertise
  - iii. Sub group: Paul Seppa, Barb Rahn, Elizabeth Nofsinger
  - iv. Emily, James, and Bonnie will help as well
  
- 6. Teacher Role Overviews and Recruiting
  - a. Lead Teacher Position – Updated – Note Salary
    - i. Increased the salary
    - ii. This was compared to the area
    - iii. James explained the budget for the lead teacher
      - 1. Adjustments can be made to the budget if needed to increase teacher salaries
      - 2. Our teacher contracts also include benefits that add to the overall Salary, need to add this to the advertising as “the salary plus benefits”
      - 3. Add further advertising, radio ads, do an ad for Ed Post
      - 4. Will not do a deadline
      - 5. Mandy will make updates to the document, JR will check into La Crosse radio pricing, Paul will check into Rochester radio pricing
    - iv. JR motioned to approve changing the new salary plus benefits. It was seconded by Jo. All approved, none opposed.
  - b. Teacher Position – Updated – Note Salary
    - i. Salary also increased
    - ii. We should start advertising this as we may get a good candidate for the lead teacher position as well
    - iii. Should think about expanding our area for recruiting teachers. UW-La Crosse, Viterbo, Hamlin
    - iv. Also see if we can get the job sent to alumni of these schools as well. James will reach out to these schools.
  - c. Additional Advertising will be needed. Similar to lead teacher advertising.
  - d. Hiring Task Force – Approve Dick Gaffron and Cheri Tuxen, designate lead
    - i. Elizabeth motioned to approve community members Dick Gaffron and Cheri Tuxen to the hiring task force. It was seconded by Jo. All approved, none opposed.
    - ii. Barb will lead the group
  
- 7. Budget - James
  - a. See above under teacher positions

8. Open Enrollment – Update / Mandy
  - a. 10 enrolled so far
    - i. 5 Kindergarteners, 3 second graders, 2 first graders
  - b. Recruitment Activities – Additional – Mini-Open Houses
    - i. May be able to work the Jaycees with this, JR will see if we can coordinate with the Jaycees
    - ii. They plan to do these on Tuesdays 6-8 pm, starting in March
    - iii. Barb suggested adding the enrollment form into the reporter, Paul will send this out tonight
    - iv. Ask Jaycees if we can participate in winter fun day. Possibly have a booth with information. February 19th 10am-12pm
  - c. Flyers / Posters – Paul has lots
    - i. Do a mailing to the outside of Rollingstone, such as cty rd 25 and 248
    - ii. If people would like flyers ask Paul
  - d. Additional Advertising, Radio
    - i. Paul will contact for pricing and information
9. Policy & Job Description Reviews / Approval
  - a. School Office Coordinator – 2<sup>nd</sup> Read / Request Approval
    - i. Jo will make edits and return to Paul
  - b. Procurement Policy – 2<sup>nd</sup> Read
    - i. Elizabeth asked about agent of Record, Paul will look into this term further
10. Bussing – Update – Paul
  - a. MDE will send out forms in April and we need to turn in by July 1 as a new charter school
  - b. Winona must bus students to Rollingstone that live within the School district
11. Inventory - Jo
  - a. Jo will type this up with what we currently have
12. Set Next Meeting Time(3)
  - a. Twice in February
  - b. February 9th and 22nd

Jr motioned to adjourn at 8pm. It was seconded by Barb. 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 – 1<sup>2nd</sup> Draft
- e. Hiring First - Approved
- f. ByLaws – Approved –Like to Add Meeting Notice in Reporter and Front Door