

Rollingstone Community School

Meeting notes – 26-Oct-2021

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: Bonnie Chapman, Sue Reed

Meeting to order 6:30 pm

1. Review/Approval of Previous Notes

October 6th

- a. JR motioned to approve the October 6, 2021 regular board meeting minutes. It was seconded by Mandy. All approved, none opposed.

October 20th

- a. JR motioned to approve the October 20, 2021 regular board meeting minutes. It was seconded by Barb. All approved, none opposed.

2. Treasurer's Report

- a. No updates since last meeting, JR will take new checks in tomorrow
- b. Mandy will forward bill for the Winona Post
- c. Lewicki 2nd Invoice
 - i. JR motioned to approve paying 2nd invoice to James Lewicki for \$2,650. It was seconded by Mandy. All approved, none opposed

3. Public Comments

- a. Bonnie moved last desk to the school

4. Open House – Plans – Oct 30th

- a. Contact Interested families - Update
 - i. Paul contacted the rest of his families. One single mom did not know about the open house and will be attending, many voicemails left
- b. Good response to the web banner on Winona Daily News website, and email blast will go out tomorrow. Paul also sent out emails to those in the area.
- c. 2nd ad will be in the post tomorrow, Winona Daily News last Sunday, two facebook posts per day scheduled until the open house date, posted in Winona moms facebook group
- d. T-shirts being donated for helpers of the open house
- e. Sign-In Cards – Mandy (Paul can print)
 - i. Looked good will make 25 copies (4 on each paper)

- ii. Will place on different tables to space people out
- f. Paul/Barb will open school at 10am to start some set up
- g. Bathroom Setup
 - i. Bathrooms are ready to go, one hand station not working yet but everything else is ready
- h. Other Comments ?
 - i. Bussing taken off talking notes, Paul will bring hard copies of talking notes to the open house
 - ii. Some from Winona State may be attending

5. Policy Reviews / Approval

- a. Hiring Policy – first read
 - i. Task force to hire needs to be formed. This will consist of board members, community members, teachers. Need to find someone from the community that will be part of the task force for the long haul.
 - ii. Need to put in the reporter that we are looking for individuals to be on the hiring task force
 - iii. At open house start contact lists for staff, task force, volunteers
 - iv. Paul had a question regarding how long we are required to have a job open for, James will look into this further
 - v. All board members will review and approve at November meeting
- b. Equal Educational Opportunity Policy – first read
 - i. Will all read and improve in November
- c. Add to bylaws that meeting dates and times will be posted on the school door

6. Name “School Administrative Assistant“?

- a. We will change to school office coordinator
 - i. JR motioned to approve changing the title of the office staff individual to “School Office Coordinator.” It was seconded by Elizabeth. All approved, none opposed.

7. Minnesota Association of Charter Schools (MACS) Membership?

- a. Free for the 1st year
 - i. Mandy motioned to approve membership to the Minnesota Association of Charter Schools (MACS) for the first year. It was seconded by Barb. All approved, none opposed.
 - ii. Paul will get us signed up

8. Meeting with WSU- Barb/James

- a. James and Barb met with a few professors; Melanie, Danielle, and Michelle to discuss possible partnerships with the Rollingstone Community School. Their students will need field experiences at schools. Will be beneficial for all parties.

- b. \$2750 grant awarded to help us do activities that relate to healthy living with students before the school opens. Students can be paid through this grant to put on these events.
- c. Barb was happy to see their excitement about Rollingstone Community School opening up again

9. Bussing

- a. James found some facts regarding bussing for Minnesota Charter School
- b. Needs to be provided by the school or through Winona Public Schools, can not be both unless providing transportation to the Winona Schools district line
- c. Don't have to bus within 2 miles of the school
- d. We need to notify the Winona Public Schools by July 1st for the start up year, typical year by March 1st

10. Liability Insurance – Questions/Comments?

- a. Brett Schmit gave us information on liability insurance via email
- b. Hard to get quotes before a full open school
- c. City does have liability on the school building until Students are here

11. School Attorney

- a. Lee Ann Riehle of Streater & Murphy, (P.A) in Winona \$ 245 / Hour
Used in the CSP grant and she would represent us if needed

11. Website Update – Elizabeth / Mandy

- a. Live link set out, can change content as needed
- b. Board members to get feedback to Mandy ASAP
- c. Mandy and Elizabeth will have access to the website

12. Fund-Raising / Donations

- a. Donation Letter – How do we thank people ?
 - i. 7 more donations received in the mail today
 - ii. Some donors may have been missed initially at the bank, estimate at 3-4
 - 1. Jo will try to track those down
 - iii. November/December start sending out thank you cards
 - 1. Mandy will get estimates for thank you cards
- b. Thank Oakwood for Desks with a nice thank you card
- c. Amazon - Mandy
 - i. Parked for now
- d. Paul will contact Jeff Speltz regarding getting more chairs
- e. Paul went to the cities and got file cabinets, computer monitors, and office supplies - will send a thank you card

13. After School and Preschool

- a. After School and Summer – YMCA Visiting
 - i. Elizabeth has been communicating with Janneke Sobek, CEO of the YMCA. They are very on board with providing after school and summer school as long as there is enough interest from the community
- b. Pre-School – Paul Contacted Cotter
 - i. Anna Kopper will pass on the to their administration
 - ii. Barb will reach out to WSU to see if they would be interested

14. Next Meeting – November 17th 6:30pm

15. At the end of the meeting Jo had a question regarding STEAM school and music/art teachers.

- a. Reviewed that in the first couple years this music/art classes will be provided by hired teachers, community members, and possibly a part time music teacher as the budget allows

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 – First Read 26th October
- d. Procurement – Paul and JR
- e. Hiring First - Read 26th October
- f. ByLaws – Approved –Like to Add Meeting Notice in Reporter and Front Door