

Rollingstone Community School Board  
Meeting Minutes  
June 28, 2022 | 6:30pm

Board Members present: Jo Dailey, J.R. Larkie, Elizabeth Nofsinger, Barb Rahn, Mandy Schmit

Community Members present: Bonnie Chapman

Rollingstone Community School Coordinator: James Lewicki via phone

Rollingstone Community School Teachers: Megan Lentner, Tony Reisdorfer, Anna Sieve

School Office Coordinator: Peggy Walters

1. Review / Approval of Previous Notes – June 21, 2022
  - a. A motion was made by J.R., seconded by Barb to approve the June 21, 2022, special board meeting minutes; motion passed unanimously.
2. Agenda Updates
  - a. Updated quotes from Star/AR Program - Tony (teacher updates)
  - b. Interior painting - Peggy (end of agenda)
3. Acknowledgement of any Conflicts of Interest in Agenda
  - a. No conflicts were identified.
4. Public Comments
  - a. Bonnie reported that she ordered Rollingstone Community School pencils for the board and staff to hand out to kids and to use as needed; the board acknowledged and thanked Bonnie for her generosity; Peggy will keep them in the office.
5. Addition of teacher to the board as board secretary
  - a. Discussion was held regarding the appointment of a teacher as a board member and acting secretary. Peggy reviewed the duties of the secretary as written in the Bylaws. A motion was made by J.R., seconded by Mandy to add Megan Lentner as a board member and to hold the position of secretary on the Rollingstone Community School Board; motion passed unanimously.
6. Treasurer's update
  - a. J.R. has turned over the CSP Grant checking account to Tony and Peggy. Any disbursements and/or transfer of funds will need to be approved by the Board. Once reimbursement is received from the state, it is applied to the line of credit to avoid any interest charges. We have received 2 CSP reimbursements and a third

should arrive this week. Discussion occurred regarding the process of state approval for purchases.

- b. J.R. reported the current General Account balance is \$7,784.06.
- c. HBC and teacher payments are disbursed from the CSP Grant account; the current balance is \$2,778.63, most of which will be moved to the Line of Credit (LOC).
- d. Jo recommended having a report at future board meetings on what has been disbursed from the General Account. Going forward J.R. will report what funds are received and what is paid at the first meeting of each month.
- e. The LOC increase has been approved. J.R., Mandy, Elizabeth, Barb, Tony, and Peggy will all sign appropriate documents at the bank tomorrow.
- f. The BK5K funds will be placed in the General Account but are earmarked for preschool playground equipment.

7. Preschool/YMCA update - Tony/Peggy

- a. Tony noted the most recent meeting was very optimistic. The Y's biggest concern is the food program. The City of Rollingstone needs to prepare a facility contract for them. J.R. noted that anything pertaining to the preschool has to go through the City as the school is not licensed for Pre-K.
- b. Phones will be located in each of the teacher's rooms, the resource room, the main office and the room across from the kitchen (#112).
- c. Peggy will reach out to Brandy to schedule future meetings to discuss (1) the preschool opening at 7:15am and (2) sending an email to families who are interested in the program. Discussion followed. Several options are under consideration for playground equipment and establishing a grounds committee to review options such as fencing, mulching, edging, and any other costs associated with the equipment purchase.

8. Enrollment / Recruiting

- a. Count update - Peggy
  - i. Peggy noted the reporting number remains at 18 with 10 additional prospective students; there have been positive follow-up conversations with several families and one family has verbally committed to enrolling their child.
  - ii. Megan noted there were a number of people at the Heartland Days grand parade that did not know we were opening.
- b. Door Hangers updates
  - i. Elizabeth and Mandy have completed Lake Village.
  - ii. Barb completed the Village of Minnesota City.
  - iii. Peggy and Jo will do Saehler Addition.
  - iv. Mandy, Megan, and Anna will do Hidden Valley.
  - v. Discussion was held on placing flyers on vehicles at HyVee and/or baseball and softball tournaments in Rollingstone.
- c. Lawn Signs - any left?

- i. Peggy will place a sign in her yard and ask Oakwood Bank and Hideaway.
  - ii. Anna will ask her dad about Merchants Bank downtown and/or check with Port 507.
  - iii. Several other options were discussed and placed on hold.
- d. Ice Cream @ Baseball Park - July 12
  - i. A board meeting has been scheduled for July 12; Anna will manage the ice cream social with her husband or Bonnie Chapman.
  - ii. Anna will have pencils available to hand out.
- e. Goodview Days parades - August 19-21
  - i. Elizabeth is in contact with Jen Hemmelman to get information on both parades.
  - ii. It was decided we will only participate in the Grand Parade; more information to come.
  - iii. Barb recommended the float be refreshed.
- f. Raise a Drink to RCS
  - i. Tony, Megan, Anna, and Peggy will be guest bartending at Port 507 on July 1 from 5-8:00pm. All tips will benefit Rollingstone Community School.
  - ii. Backwater BBQ will be present and donate a percentage of their proceeds to RCS.
- g. Radio ads, Facebook boosts?
  - i. The radio contacted Paul Seppa for additional ads; offer declined; the radio will be present at Port 507 for publicity.
  - ii. Winona Post ad costs: \$334 for 1/8 page; a motion was made by J.R., seconded by Jo to approve up to \$400 for a 1/8 page ad; Mandy will send Peggy a design concept; J.R. will also reach out to Alexandria to get an article in The Post.
  - iii. WNB Financial digital sign - Peggy will follow up.
  - iv. Tri-County News - Elizabeth will follow up.
  - v. Facebook - Mandy explained we can boost posts; for \$14/week we can have a target audience of 160,000 people; for example, one boost on the enrollment post for the next 10 weeks would cost \$140; the post for Port 507 guest bartending could be another boost. A motion was made by J.R., seconded by Megan that \$300 be allocated for boosts and digital advertising on Facebook; motion passed unanimously.
- h. Family on the Farm - August 4
  - i. Elizabeth has no further information and will stay in contact with Tina Lehnertz; a shuttle service will be held in the RCS parking lot.
  - ii. J.R. mentioned a softball tournament will be held on the RCS ballfield July 16-17; the teachers are working the concession stand at the baseball tournament the same weekend; discussion was held about placing flyers on the cars for the softball tournament.
- i. Rollingstone Days Parade - August 7
  - i. More information to come.

9. Teacher Updates - Anna, Megan, Tony

- a. STAR/AR update - Tony presented a quote of \$2,465/year for STAR Math and STAR Reading; it will test for dyslexia and assist with standardized testing; Jo noted student names and teachers need to be entered; this can be purchased with CSP funds; 20 Chromebooks will be purchased, undecided on iPads; Jo also noted there needs to be an administrative computer. A motion was made by Barb, seconded by Jo to approve \$2,465 to purchase the STAR/AR program; motion passed unanimously.
- b. On behalf of the RCS staff, Megan expressed sincere appreciation to the board for their hard work, dedication and commitment; RCS certainly would not be where it is today without the board's support.
- c. Classroom tables will soon be purchased with the LOC increase.
- d. Barb recommended talking to the City about cleaning carpets; Tony has contacted Arnold's to clean carpeting and floors; CSP funds can be used; there is not yet a signed lease but it would be good to find out who is responsible for what and make a list.
- e. James provided a lease update; agreement has been reached on the language, Mayor Paul has not yet seen the final version but will review next week; a City Council meeting will be held on July 5 and further discussion will occur at our next board meeting; James will review the lease for specific requests, i.e. painting a room, normal wear and tear; the lease states RCS will cover \$20,000 in utilities each year and pay rent in the amount of \$30,000 per year, 90 percent will be reimbursed by lease aid so our actual price is \$2700; there was some discussion to address the future lease cost as enrollment grows.
- f. RCS staff is creating a "to do" list to present to the City in order to open.

10. Playground with BK5K Funding

- a. See #7 above.

11. Fundraising

- a. Mandy reported shirts will soon be ready; a portion of the proceeds will go to the school and a "donation" button will be added to the online order.
- b. RCS staff will be guest bartending at Port 507 on Friday evening, July 1.
- c. Movie Night - RCS staff will identify a date in the fall.
- d. 50/50 Raffle is no longer an option due to the extra work required by the Jaycees.
- e. Barb started a discussion to send a donation letter to key organizations/people; Anna noted others in the community may be interested; discussion was held regarding a donor plaque; Jo noted we should consider holding an auction in the fall; other ideas were shared; major need is to cover taxes.
- f. Peggy suggested selling bricks from the old school as a fundraiser.
- g. Another idea is to sell personalized pavers to place near/around the school.

12. Meal Committee - Megan/Tony

- a. The Minnesota Department of Health representative will return to her office on July 7; Peggy will have a conversation with her.
- b. We need a commercial refrigerator that is up to code; we have a grant in the amount of \$700-800; a milk refrigerator is also needed.
- c. The preschool will be responsible for a refrigerator in their classroom if needed.
- d. Food Service Protection Manager training is available for \$159.99 per person; both Tony and Peggy will complete the training; a motion was made by J.R., seconded by Jo to approve \$319.98 for the training cost; motion passed unanimously.
- e. We are working on a partnership with Riverway Learning although they may not be available to provide service for the first month of school; discussion is underway for RCS to hire a staff member to work at Riverway in the morning and then deliver meals to RCS as they need a third person in their kitchen; Steak Shop Catering is currently the back up plan; WAPS would not commit as we are not our own sponsor yet; J.R. knows of an interested party for the position should it become available; discussion was held on possibly not offering hot lunch for the first month; we will continue to work with Riverway and use Steak Shop Catering as a back-up plan.

13. Library - Jo

- a. Everything looks good and has a community member willing to donate funds for the Destiny software program.

14. Interior Painting - Peggy

- a. Peggy is working with a volunteer community member to paint the preschool room in July. As painting occurs throughout the building, we will use the color in the kitchen as the base color with a gray accent wall.

15. Adjourn

- a. A motion was made by J.R., seconded by Mandy to adjourn the meeting at 8:15pm; motion passed unanimously.

16. Next Meeting: July 12, 2022 | 6:30pm

Respectfully submitted,

Peggy Walters  
School Office Coordinator