

Rollingstone Community School Board
Meeting Minutes
November 14, 2022 | 6:30pm

Board Members present: Jo Dailey, Megan Lentner, Elizabeth Nofsinger, Barb Rahn, Mandy Schmit, Mary Stoos

Rollingstone Community School Teacher: Tony Reisdorfer

School Office Coordinator: Peggy Walters

1. Review / Approval of Previous Notes – October 10, 2022
 - a. A motion to approve the October 10, 2022, board meeting minutes was made by Megan, seconded by Barb; motion passed unanimously.
2. Agenda Updates
 - a. Mary - Fundraising Picture
3. Acknowledgement of any Conflicts of Interest in Agenda
 - a. Mandy's conflict of interest
 - i. This will be a standing agenda item; Mandy must abstain from any voting that pertains to teachers.
4. Public Comments
 - a. No public comments were provided.
5. Treasurer's Report
 - a. Lisa Hasledalen, Business Manager from Designs for Learning, was present via Zoom and provided an overview of the Financial Statement Packet.
 - b. Two items to note: deposits must be itemized and expenses must be approved monthly.
 - c. A motion to approve the financial statement packet was made by Mandy, seconded by Mary; motion passed unanimously.
 - d. Tony is currently working with DFL on a FY22 audit exemption. A 990 will need to be completed. Lisa recommended Justin or Brad at Abdo; the cost for the 990 may be \$1,000 and the cost of a full audit will likely be \$8,000 to \$10,000. Discussion followed.
6. Finance Committee update
 - a. Designs for Learning will be part of the Finance Committee; other committee members are Tony Reisdorfer, J.R. Larkie, and Peggy Walters.
 - b. Duane Klein is interested and has requested more specifics on a time commitment.

- c. Meetings will initially be scheduled twice a month; they are required to be open meetings
 - d. Elizabeth will check if the finance committee meetings are public meetings; if so, dates and times will be posted on the school website. She will also follow up on whether or not a Zoom link needs to be made public or if it can be offered on an individual basis.
7. PTP update - Teachers/Mandy
- a. Mandy has not heard from any volunteers; she will draft and send out a request for assistance to help with the Holiday Program. A note will also be put in the Reporter and Newsletter asking for help from community members.
 - b. Looking for volunteers to assist with set-up, refreshments, and decorations.
8. Donation recognition
- a. There has been no progress on a recognition display; Mandy will recommend some ideas.
 - b. Discussion occurred on how to acknowledge those who donate items. Going forward, a thank you note should be sent to anyone who drops off a significant donation of items.
9. Personnel Committee
- a. Elizabeth noted a personnel committee was discussed in the board training; if a matter arises that involves a teacher there needs to be a committee.
 - b. A motion to appoint Elizabeth, Barb and J.R. as Personnel Committee members was made by Mary, seconded by Jo; motion passed unanimously.
10. Banking
- a. Tony reported that the next CSP grant was approved.
 - b. Oakwood Bank wants us to open a new line of credit as they do not want to mix funding; Tony recommends switching to a different bank as Oakwood does not have the capacity to meet our current needs, i.e. direct deposit. Designs for Learning has also noted there have been challenges with Oakwood Bank.
 - c. Tony and J.R. will check with several other banks and provide an update at the next board meeting.
11. MACS membership renewal
- a. Membership for the first year is free and costs \$1800+ for the second year; Tony has not attended any meetings; renewing our membership will be tabled for the current year.
12. Harassment and Violence Policy
- a. Tony may have a possible edit regarding USDA wording. A motion to approve the Harassment and Violence Policy with a possible edit was made by Mary, seconded by Jo; motion passed unanimously.

13. Edited Application and Enrollment Policy
 - a. Peggy made the requested edits and the policy was reduced from 10 to 3 pages. A motion to approve the edited Application and Enrollment Policy was made by Megan, seconded by Barb; motion passed unanimously.
14. Attendance Policy
 - a. Elizabeth made one edit per Glory.
 - b. Discussion on Tardy/Absent Excused/Unexcused.
 - c. Approval of the policy will be tabled until further clarification is received.
15. Use of Restraints Policy
 - a. A motion to approve the Use of Restraints Policy (with the removal of the SPED forms) was made by Mandy, seconded by Mary; motion passed unanimously.
16. Minnesota Parental Leave Act Policy
 - a. A motion to approve the Minnesota Parental Leave Act Policy was made by Jo, seconded by Megan; motion passed unanimously.
17. Prohibition Against Unfair Discriminatory Practices in Employment and Grievance Procedures Policy
 - a. A motion to approve the Prohibition Against Unfair Discriminatory Practices in Employment and Grievance Procedures Policy was made by Mary, seconded by Jo; motion passed unanimously.
18. Tort Liability Policy
 - a. A motion to approve the Tort Liability Policy was made by Barb, seconded by Megan; motion passed with Mandy abstaining.
19. Nepotism Policy
 - a. A motion to approve the Nepotism Policy was made by Mary, seconded by Barb; motion passed with Mandy abstaining.
20. At Will Employment Policy
 - a. A motion to approve the At Will Employment Policy was made by Mandy, seconded by Jo; motion passed unanimously.
21. RCS future plans survey for family/community
 - a. Elizabeth and Megan drafted a survey that was reviewed; RCS cannot add a preschool program or any grades until five years of financial or academic data is available; Elizabeth will revise the survey for review at the next meeting.
 - b. The survey will be finalized at the December meeting to be included in the January Reporter.

22. Minnesota Department of Natural Resources No Child Left Inside (NCLI) grant program
- a. This reimbursable grant focuses on getting kids outdoors and the award ranges from \$5,000 to \$10,000. Tony, Megan, and Barb will work on the submission which is due in December.

23. Required Board Training follow up

- a. Questions/concerns
 - i. The Charter Board Required Series is the only section that is required to complete.
 - ii. Beginning in December, Board meeting packets will be completely digital but hard-copy agendas will be available at the meeting; hard-copy packets will be available for the public.

24. Building/Ground Committee - Tony

- a. Building updates
 - i. Snow removal - Elizabeth will follow up with the City on snow removal of all three building entrances and where the snow will be piled in the parking lot.

25. Teacher Updates

- a. Presentation on Teacher Powered School Conference
 - i. Tony and Megan reviewed a PowerPoint and provided an overview of the national conference they attended in the Twin Cities.

26. Fundraising

- a. Recent donations:
 - i. Barb Smith Memorial - \$1,560 from Gene Smith
 - ii. Barb Smith Memorial - \$50 from Wayne & Brenda Anderson
 - iii. Jenny & Mason Polus - \$200 (Eagle Scout project)
 - iv. Fundraising Picture
 - 1. Speltz Studio of Wildlife created a scene of Main Street in Rollingstone featuring the Luxembourg Museum, Holy Trinity Church and the Rollingstone School. A one-time number of prints will be available for \$40 (unframed) and \$117 (framed). All orders are due to Crystal at Bonnie Rae's by November 28th. A portion of the proceeds will benefit RCS.
 - 2. Discussion was held on purchasing a customized framed print to display in the school in Memory of Barb Smith. A motion to approve up to \$150 to purchase a framed print was made by Jo, seconded by Megan; motion passed unanimously. Mandy will place the order.

27. Meal Committee - Peggy / Tony

- a. Things are going well with Steak Shop Catering.

- b. Proceeding with meal reimbursements from the State.
- c. Volunteers are currently picking up meals three times per week in December.
- d. Kelly will begin daily pick up beginning January 3.

28. Library - Jo

- a. No updates from Jo.
- b. Megan will train Elizabeth and Mandy on labeling AR books in the Library.

29. Future meetings

- a. Second Monday of the month. Peggy will send calendar invitations:
 - i. January 9
 - ii. February 13
 - iii. March 13
 - iv. April 10
 - v. May 8
 - vi. June 12

30. Adjourn

- a. A motion to adjourn the meeting at 8:44pm was made by Megan, seconded by Mandy; meeting adjourned.

31. Next meeting: December 12, 2022 | 6:30pm

Respectfully submitted,

Peggy Walters
School Office Coordinator