

Rollingstone Community School Board  
Meeting Minutes  
March 13, 2023 | 6:30pm

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

Rollingstone Community School Teacher: Tony Reisdorfer

School Office Coordinator: Peggy Walters

Community Members: Paul Kreidermacher

1. Review / Approval of Previous Notes – February 13, 2023
  - a. A motion to approve the February 13, 2023, board meeting minutes was made by Mary, seconded by Mandy; motion passed unanimously.
2. Agenda Updates
  - a. Tony - Make-up snow days (Teacher Updates)
3. Acknowledgement of any Conflicts of Interest in Agenda
  - a. Mandy will abstain from any voting that pertains to teachers.
  - b. Jo will abstain from any voting that pertains to banking.
4. Public Comments
  - a. Paul K
    - i. The City is not interested in pursuing a summer care program.
    - ii. Barb noted that WSU Student Success is willing to do an email blast for the Park Rec director and assistant director.
    - iii. Rachel Larson indicated she would assist with the BK5K grant application.
    - iv. RCS reported that the person who expressed interest in running a preschool is no longer interested.
    - v. Paul and Tony connected regarding back rent and the lack of lease aid.
5. Treasurer's Report
  - a. Lisa Hasledalen from Designs for Learning provided an overview of the February balance sheet, with a cash balance of \$14,212.
  - b. The budget still needs to be revised to include the CSP grant.
  - c. Lisa will work with Tony on getting additional Lease Aid funds.
  - d. A motion to approve the February 2023 financial packet was made by J.R., seconded by Megan; motion passed unanimously.

6. Finance Committee update
  - a. Duane Klein has agreed to be a committee member. Lisa noted we are small enough right now that we do not need a finance committee so long as the Treasurer reviews the financial packet prior to the board meeting.
  - b. Discussion was held on forming a committee. It was decided that J.R., Tony, Duane and Lisa will meet via Zoom prior to monthly board meetings.
  
7. PTP update - Teachers/Mandy
  - a. The most recent PTP meeting was held on February 26; four others attended along with Mandy and Elizabeth.
  - b. Spring fundraiser was discussed. It will be a flower bulb sale. RCS will receive 50 percent of the profits. Brochures will be coming early next week and will be sent home with kids. Sales will run March 22-April 10. Our order should arrive 2 weeks after submitted.
  - c. Other events discussed:
    - i. May 12 - Muffins with Moms | 6:30-8:00am
    - ii. June 2 - Donuts with Dads | 6:30-8:00am
    - iii. Working on donations for food and drinks.
  - d. PTP budget was discussed. A decision will be made at the April meeting regarding a start-up amount and to use the flower bulb fundraiser as funding. Mandy will share garage sale information with the PTP and ask for assistance.
  - e. PTP looked at holding a potential book fair. Scholastic requires a minimum sale of \$1,000; pause for this year.
  - f. They plan to host an end-of-the-year picnic and are looking at the last week of school.
  - g. The next meeting is scheduled for March 27.
  
8. Donation recognition
  - a. Mandy will stop by and meet with Peggy to order individual plaques. Mandy will also create a powerpoint to display at RCS.
  
9. Banking
  - a. Oakwood cannot do direct deposit.
  - b. Revisit and look at switching banks over the summer.
  
10. Update on Open Enrollment for 23-24 School Year
  - a. Peggy provided an update on open enrollment.
    - i. Update count: 50 | 31 returners & 19 new
      1. K=13
      2. 1st=10 (1 new)
      3. 2nd=10 (2 new)
      4. 3rd=8 (1 new)
      5. 4th=6
      6. 5th=3 (2 new)

- ii. Discussion was held on capping classroom sizes; Tony and Elizabeth will look at the building capacity.

11. RCS Decision Making Matrix

- a. Tony reviewed the decision making matrix and will send the document to board members for review. Topics were Identified and the order in which decisions will be made is also included on the matrix.

12. RCS Memorandum of Understanding

- a. Tony also presented a Memorandum of Understanding which is an agreement between the school board and the teachers, trusting each other to do their own part. Tony will also send this document to board members.

13. BK5K grant

- a. Megan has not heard from Rachel Larson. A presentation is required if applying for the larger grant. Megan will share the information she has with Mandy and Mandy will follow up with Rachel; deadline is March 31, 2023.

14. Easter Bunny Event

- a. April 1, 2023 - 9:00 am to 10:30am - at RCS.
- b. Mandy presented two craft ideas; \$60 is the cost of supplies from Amazon.
- c. A motion to approve \$60 for the Easter Bunny Event was made by J.R., seconded by Mary; motion passed unanimously.

15. Board Committees Policy

- a. A motion to approve the Board Committees Policy was made by J.R., seconded by Jo; motion passed unanimously.

16. Board Meeting Public Comment Policy

- a. A motion to approve the Board Meeting Public Comment Policy was made by J.R., seconded by Mandy; motion passed unanimously.

17. Annual Audit Policy

- a. A motion to approve the Annual Audit Policy with two suggested edits from Barb was made by Mandy, seconded by Barb; motion passed unanimously.

18. Code of Conduct for Employees Licensed by PELSB Policy

- a. A motion to approve the Code of Conduct for Employees Licensed by PELSB Policy was made by Mary, seconded by Megan; motion passed unanimously.

19. Communicable Diseases and Infections Policy

- a. A motion to approve the Communicable Diseases and Infections Policy was made by Barb, seconded by J.R.; motion passed unanimously.

20. Employee Use of Social Media and Guidelines Policy
  - a. A motion to approve the Employee Use of Social Media and Guidelines Policy was made by J.R., seconded by Jo; motion passed unanimously.
21. Whistleblower Policy
  - a. A motion to approve the Whistleblower Policy was made by Barb, seconded by Megan; motion passed unanimously.
22. Revisit Drug Free Policy and Lease
  - a. A motion to approve the Revised Drug Free Policy was made by Mandy, seconded by J.R.; motion passed unanimously.
  - b. Discussion was held on alcohol use by groups other than the Jaycees and the Fire Department; keep the current lease as is and community groups can use/lease space.
23. Student Fundraising Policy
  - a. A motion to approve the Student Fundraising Policy with a suggested edit was made by Megan, seconded by Mandy; motion passed unanimously.
24. Unpaid Meal Charges Policy
  - a. A motion to approve the Unpaid Meal Charges Policy was made by J.R., seconded by Jo; motion passed unanimously. Discussion was held on current unpaid lunch accounts.
25. Fund Balance Policy
  - a. A motion to approve the Fund Balance Policy was made by Mary, seconded by J.R.; motion passed unanimously. Discussion was held on the minimum unassigned fund balance.
26. Summer care update
  - a. Peggy will reach out to the interested families and let them know the program will not move forward. Park Rec is still an option for families. Elizabeth will send Peggy additional information to share with families.
27. Preschool update
  - a. The person who expressed interest is no longer interested.
28. Building/Ground Committee - Tony
  - a. Building updates
    - i. No updates
29. Teacher Updates
  - a. Garage Sale - April 13, 14, 15 outside of school hours; accepting donations through March 31, 2023.

- b. Each teacher applied for a gardener grant; not all were approved.
- c. Snow Days/ No School Days - RCS will follow the same calendar as WAPS.
  - i. A motion to extend the school year and include June 8 and 9 as make-up days was made by J.R., seconded by Barb; motion passed unanimously.
- d. PE collaboration with WSU - Winona State University is interested in creating a partnership with RCS next year; scheduling may be a challenge. Tony will meet with the professor again on May 4. Barb is willing to help coordinate.
- e. Megan is still working on Friday Favorites. Any board member can submit a photo and what they like best about RCS. Megan will also reach out to current parents as well as parents of incoming kindergarteners.

30. Fundraising

- a. No new donations have been received.

31. Adjourn

- a. A motion to adjourn the meeting at 7:56pm was made by J.R., seconded by Megan; meeting adjourned.

32. Next meeting: April 10, 2023 | 6:30pm

Respectfully submitted,

Peggy Walters  
School Office Coordinator