

Rollingstone Community School Board
Meeting Minutes
June 12, 2023 | 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. Call to order
 - a. The meeting was called to order at 6:30pm. Board member J.R. Larkie was absent and excused; a quorum was declared.

2. Review / Approval of Previous Notes – May 8, 2023, May 11, 2023, and June 1, 2023
 - a. A motion to approve the May 8, 2023, May 11, 2023, and June 1, 2023, board meeting minutes was made by Mary, seconded by Barb; motion passed unanimously.

3. Agenda Updates
 - a. Building and Grounds - Lease update

4. 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.

5. Public Comments
 - a. No public comments were provided.

6. Treasurer's Report/Finance Committee update
 - a. The Finance Committee did not meet as J.R. was gone, Duane was unavailable and Lisa was out of the office. Tony provided an overview of the financial report.
 - b. The Special Education funding has not yet been received.
 - c. The Food Service and Community Service funds both show a deficit with outstanding balances. Mandy will send Elizabeth the Key Kids policy and she will draft a policy that addresses non-payment.
 - d. A motion to approve the May 2023 financial statement packet was made by Jo, seconded by Mary; motion passed unanimously.

7. PTP update - Mandy
 - a. Meetings have paused for the summer and will begin again at the end of July or beginning of August.

8. Donation recognition
 - a. No updates; will be removed from future agendas.

9. Banking
 - a. No updates.

10. Update on Open Enrollment for 23-24 School Year
 - a. Peggy provided an update on open enrollment.
 - i. Update count: 52 | 31 returners & 21 new
 1. K=14 (13 new)
 2. 1st=9 (1 new)
 3. 2nd=12 (3 new)
 4. 3rd=8 (1 new)
 5. 4th=6
 6. 5th=3 (3 new)

11. Staff Contracts for 23-24 school year
 - a. Tony reported that the staff met last Friday.
 - b. An HSA or FSA cannot be offered as we do not offer a health plan; Tony explained the ICHRA plan option.
 - c. Cash in lieu of benefits will be taxed.
 - d. Tony has employment contracts and would like to add other duties as assigned; discussion was held. A motion to approve adding other duties as assigned in employment contracts was made by Barb, seconded by Jo; motion passed with Megan abstaining.
 - e. Tony will create a list of other duties and present it to the board members for review and feedback.
 - f. A community clean-up day will be scheduled for August.

12. Emergency and Crisis Plan updated
 - a. An updated plan was presented to the board for review.
 - b. Elizabeth will verify that Holy Trinity Church is open during school hours.
 - c. A motion to approve the updated Emergency and Crisis plan was made by Mary, seconded by Mandy; motion passed unanimously.

13. Updated Shared Space Policy
 - a. A policy was presented to the board for review.
 - b. Elizabeth will have J.R. check into mylar balloons and whether or not they are allowed in the building due to fire code.
 - c. The policy was discussed and several edits were suggested.
 - d. A motion to approve the Shared Space Policy with the changes was made by Mandy, seconded by Megan; motion passed unanimously.

14. Overdose Medication Policy

- a. The policy was reviewed and Elizabeth suggested changing “Superintendent” to “Lead Teacher” throughout the document.
- b. A motion to approve the Overdose Medication Policy with the changes was made by Mary, seconded by Megan; motion passed unanimously.

15. National School Lunch Program Update

- a. No further updates; proper documentation has been uploaded. Tony will follow up with Jeremy Miller if there is no response in the next several days.

16. Building/Ground Committee - Tony

- a. Building updates
 - i. Elizabeth and Tony spoke with Mayor Paul and Fran Hengel regarding the lease and utilities. They will present the proposed change of increased lease aid and eliminating utility payments to the City Council.
 - ii. Tony will schedule a meeting for the Winona Community Foundation grant when Barb returns.
 - iii. Tony started planting the garden today.
- b. Kitchen update
 - i. The refrigerator and freezer can be used by the public over the summer.
 - ii. Mandy will get something in the Reporter that we are looking for a residential-grade refrigerator for the school, which will be available for community use during the school year.

17. Teacher Updates

- a. Student academic update
 - i. End of the year Early Literacy reports were presented, reviewed, and discussed.
 - ii. End of the year Star reports for Math were presented, reviewed, and discussed.
 - iii. End of the year Star reports for Reading were presented, reviewed, and discussed.
 - iv. Effective July 1, 2023, reading intervention needs to be provided by a licensed teacher.
- b. Health Insurance
 - i. Discussed above, cash in lieu of benefits will be offered to eligible employees.
- c. ASC
 - i. Joe Witters will not be returning as he is relocating to the Twin Cities. The position will be posted on our website and Facebook.
 - ii. A motion to approve posting the After-School Care position at \$15/hour was made by Mandy, seconded by Barb; motion passed unanimously.
 - iii. Barb will send the posting to her contacts and Mandy will include it in the Reporter.

- d. Special Education para
 - i. A full-time special ed para can be hired and reimbursed by the State.
 - ii. The position will be added to the budget for \$17/hour; hours will be 7:15am to 2:15pm.
 - iii. A motion to approve posting the Special Education Paraprofessional position was made by Mary, seconded by Jo; motion passed unanimously.

18. Promoting Enrollment

- a. Parades
 - i. Elizabeth sent an email for the Kiddie Parade to all board members today.
 - ii. Friday, June 16, 10:00am; arrive by 8:30/9:00 if possible to set-up and decorate.
 - iii. Mandy will get the trailer to the parade.
 - iv. Tony will drive the truck/trailer.
 - v. Everyone should bring a bag of candy.

19. Fundraising

- a. Port 507 Guest Bartending | Friday, August 11, 2023
 - i. Mark your calendars, time TBD.

20. Future meeting dates

- a. Tony noted we should review our current Bylaws and duties for board officers.
- b. Tony recommended not meeting in July and to resume meetings in August. The following dates were selected, with all meetings to begin at 6:30pm:
 - i. August 14
 - ii. September 11
 - iii. October 9
 - iv. November 13
 - v. December 11
 - vi. January 8
 - vii. February 12
 - viii. March 11
 - ix. April 8
 - x. May 13
 - xi. June 10
 - xii. Peggy will send calendar invitations.

21. Adjourn

- a. A motion to adjourn the meeting at 7:45pm was made by Mandy, seconded by Barb; meeting adjourned.

22. Next meeting: August 14, 2023 | 6:30pm

Respectfully submitted,

Peggy Walters
School Office Coordinator