

**Birch Grove Community School
School Board Meeting
December 13, 2016**

Minutes

Mission: Birch Grove Community School will promote academic excellence utilizing our unique natural setting allowing students to reach their potential, preparing them to become socially and environmentally responsible, self-directed, life-long learners.

- 1.0 Call the Meeting to Order and Roll Call of Members: 5:30pm.
Members present: Judy, Motschenbacher, Skip Lamb, Sara Lizakowski, Kathy Lawrence, and Ex-Officio Member Diane Blanchette **Absent:** Sarena Nelson
Others Present: Presenter Jim Aylesworth: Miller McDonald, Inc. via Skype
- 2.0 Reading of the Mission Statement: Kathy Lawrence
- 3.0 Review and Approve the Agenda: **Motion by Skip Lamb, seconded by Sara Lizakowski, to approve the agenda with the addition of 9.3 Recommendation to Hire. Motion carried unanimously.**
- 4.0 Review and Approve Meeting Minutes from November 15, 2016: **Motion made by Kathy Lawrence, seconded by Sara Lizakowski, to approve the meeting minutes. Motion carried unanimously.**
- 5.0 Declaration of Conflict of Interest: None
- 6.0 Community Comment: This is an opportunity for the public to address the school board on school-related items in accordance with the guidelines printed on the reverse of this agenda: None
- 7.0 Purchase Order Review: In Process
 - 7.1 Cash Flow Projection: Reviewed
 - 7.2 Monthly Payment Register: Reviewed
 - 7.3 Income Report: Reviewed
 - 7.4 Expenditure Report: Reviewed
- 8.0 Old Business
 - 8.1 TT, WE Connect, BGCS Joint Meeting – Task Force Assignments: A Community Conversation event is being planned and a task force is to be appointed from this meeting.
 - 8.2 An overview of the Papa Charlie’s event was discussed.
- 9.0 New Business
 - 9.1 The annual audit presentation was given by Jim Aylesworth from Miller McDonald, Inc.
 - 9.2 **Motion by Kathy Lawrence, seconded by Skip Lamb to accept and approve the 2016 school audit. Motion passed unanimously.**
 - 9.3 **Motion by Skip Lamb, seconded by Kathy Lawrence, to approve hiring Erica Borson as a paraprofessional, contingent upon a successful background check. Motion passed unanimously.**
- 10.0 Reports and Information
 - 10.1 Administrative Report: Update on the book fair, winter program, teachers meeting standards/curriculum, Tickets to Treasure incentive program.
 - 10.2 Teachers Report: Update on the Olpa/tech issue, 10 Marks on-line math program
 - 10.3 Board Member Report:
- 11.0 Committee Up-dates
 - 11.1 Finance Committee:
 - 11.2 Academic Excellence Committee:
 - 11.3 Fund Raising Committee:
 - 11.4 Student Recruitment Committee:
- 12.0 Approve Purchase Orders: **Motion by Kathy Lawrence, seconded by Sara Lizakowski, to approve the purchase orders. Motion carried unanimously.**
- 13.0 Birch Grove Community School – Next school board meeting Tuesday, January 17, 2017.
- 14.0 **Motion by Kathy Lawrence, seconded by Skip Lamb, to adjourn at 7:53. Motion passed unanimously.**