

Birch Grove Community School  
School Board Meeting  
February 21, 2017

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, lifelong learners.*

- 1.0 Call the Meeting to Order and Roll Call of Members: 6:00 pm.  
Members Present: Kathy Lawrence, Sara Lizakowski, Sarena Nelson and Ex-Officio Member Diane Blanchette  
Members Absent: Skip Lamb and Judy Motschenbacher
- 2.0 Reading of the Mission Statement: Diane Blanchette
- 3.0 Review and Approve the Agenda: **Motion to approve the agenda by Sarena Nelson, seconded by Kathy Lawrence. Motion passed unanimously**
- 4.0 Review and Approve Meeting Minutes from January 17, 2017: **Motion to approve with correction by Kathy Lawrence, seconded by Sarena Nelson. Motion passed 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. NA
- 7.0 Financial Reports and Purchase Orders
  - 7.1 Purchase Order Review: In Process
  - 7.2 Cash Flow Projection: Reviewed
  - 7.3 Monthly Payment Register: Reviewed
  - 7.4 Revenue Report: Reviewed
  - 7.5 Expenditure Report: Reviewed
- 8.0 Old Business
  - 8.1 Review By-Laws (tabled from annual meeting)
  - 8.2 Sale of school bus: tabled
- 9.0 New Business
  - 9.1 Winter MAP scores: Test scores were reviewed and returned to Director.
  - 9.2 Hiring: Adam Maxwell – Campsite Kids, Para for 2017-2018: **Motion to hire Adam Maxwell by Kathy Lawrence, seconded by Sarena Nelson. Motion passed unanimously.**
  - 9.3 Policy: Conflict of Interest for Employees, District Test Security Procedure: **Motion to approve Conflict of Interest for Employees by Kathy Lawrence, seconded by Sarena Nelson. Motion passed unanimously. Motion to approve District Test Security Procedure by Kathy Lawrence, second by Sarena Nelson. Motion passed unanimously.**
  - 9.4 Erate Contract/True North Phone Contract: **Motion to approve 3 year contract (or more if possible) with True North, seconded by Sarena Nelson. Motion carried unanimously.**

**Motion to approve the Erate contract by Kathy Lawrence, second by Sarena Nelson. Motion passed unanimously.**

- 9.5 Community Center Focus Group: Update on latest meeting
- 9.6 Township Submissions: Joint meeting to be requested with a supervisor of each Township prior to Annual Township meetings in March.
- 10.0 Reports and Information
  - 10.1 Administrative Report:
  - 10.2 Teachers Report: 2<sup>nd</sup> teacher observation is complete, Report cards went out, OLPA practicing testing was complete. Dental Day at BGCS. Early Childhood Screening coming up on Friday 17<sup>th</sup>. Valentine's Day was a huge hit throughout the school. Ice rink was utilized by K-1 grades before rain hit.
  - 10.3 Board Member Report:
- 11.0 Committee Up-dates
  - 11.1 Finance Committee
  - 11.2 District Advisory & Academic Excellence Committee
  - 11.3 Fund Raising Committee
  - 11.4 Student Recruitment Committee
- 12.0 Approve Purchase Orders: **Motion to approve by Kathy Lawrence, second by Sarena Nelson. Motion passed unanimously.**
- 13.0 Set Date for the Next School Board Meeting: Tuesday, March 21 2017 at 6:00pm
- 14.0 Adjourn: **Motion to adjourn at 8:05pm by Sarena Nelson, second by Kathy Lawrence. Motion passed unanimously**