



## Board Meeting Minutes – Approved

### Mission

Marine Area Community School will utilize the natural resources, history, arts, and civic stewardship of the community as a foundation for the study of language arts, mathematics, science, social studies, physical education, art, and other curriculum subjects. The place-based learning environment will be student-centered, designed by teachers, and reinforced and supported by the local community.

#### 1.0 Call to Order 8:33 am

- 1.1 **Roll Call:** Lisa White, Kristina Smitten, Glen Mills, Jon Dettmann, Lisa Dochniak, Jackie Henschen

#### 2.0 Approve Agenda Member White, Second Member Henschen

#### 3.0 Approve Minutes of 11/18/2017, 12/16/2017, 1/20/2018, 2/13/2018 Board Meetings

- 3.1 Move to approve Board Meeting minutes November 18, 2017, December 16, 2017, January 20, 2018, February 13, 2018 and Special Board meeting after transportation meeting February 26, 2018 - Lisa White, Second Jon Dettmann- Approved

#### 4.0 Community Comment

- 4.1 None

#### 5.0 Administrator Report

- 5.1 Current enrollment 161, ADM 162.9; 143 of the 150 (93%) possible students indicate they are returning. Not all fifth grade moving to sixth grade have finalized their decision. Sixth grade interest night Monday, March 12 @ 6:30pm to talk about program highlights and unique features of our program - hosted by Adam Johnson (6th grade teacher).
- 5.2 Transportation Meeting: 80% of parents surveyed either had a strong preference or no preference for us to provide our own transportation for 2018-2019 school year. Since the meeting, there has been a “decline to bid” from First Student as well as Minnesota Coaches indicating that their numbers wouldn’t be close to what we are looking for. Minnesota Central will have a slight increase of approximately 6% over this year’s costs. The committee recognizes the need to get going on making a final decision. Board liaison Jon Dettmann and Glen Mills will make sure that goal of setting budget for transportation are established and a leader is chosen, possibly Jim Maher and Brian Mader. Date will be coordinated.
- 5.3 Lunch Service: Much of the input from a recent survey indicates a need for improvement. Jill Wilson has been looking at options including getting fresh vegetables from neighboring MFA, which may be cost prohibitive. They do have a “seconds” program which may be a logical step toward partnership.
- 5.4 Facilities: Sledding hill closed for the season yesterday due to increased icy conditions. Nurse has suggested helmets for next year.
- 5.5 Staffing: Posting for potential positions, including additional Kindergarten teacher position and additional Special Ed staff, will be on MACS and EdPost sites with applications due April 1. We’re still looking for a General Education Para. We do have a recess crew of four people helping with recess and lunch supervision thru the end of the year.
- 5.6 Partnerships: Regularly scheduled visits to the neighboring MFA farm will become part of learning about farming at all grade levels. MN Zephyr Theater starts coming to provide music theater lessons after Spring Break. This will help us meet music standards, help with 6th grade play, and allow each grade to have a theater experience. The Sixth grade play will be announced before Spring Break. Winter Concert was this past week. Students were invited to do solos if they wanted to, which made for a wonderful performance.

## 6.0 Reports and Discussion

### 6.1 Board Member Reports

6.1.1 None from Members White, Mills or Dochniak

#### Financial Report

6.1.2 Revenue has dropped our ADM inexplicably, but we made up for it on our Special Ed side, where there was an increase. We should see a recoup of the cost of the loss of at least two students when we get the holdback payment next fall. Expenses are in check with the exception of a few items, which will be remedied once we receive the CPS funds. We did get the extension on the CPS which will allow us time to make thoughtful purchases. Reviewing and making a recommendation on the budget for the coming year. Anticipated meeting with budget committee on April 9 to vet the budget and make suggestions. Review at Board meeting April 21 and finalize at May meeting if two meetings are needed. Budget next year has \$12K in community donations, but we should do fundraisers to ensure that we are able to secure support for funds, including creative ways to get money for transportation.

### 6.2 PTO report

6.2.1 Meeting in April Note from Kris Capra to ask about Board planned fund raising events. Most of our work would be around sustained giving rather than school engaged fundraising. Brainstorming ideas will be helpful

6.3 **Personnel Committee:** Members White, Mills, and Dochniak reviewed Peer evaluations, self evaluations, student and parent surveys and will follow-up with staff. Finalize meetings and hand out contracts by March 16 with returned contracts due April 1, extending agreements within the staffing budget allocations. The decision of the personnel committee to extend contracts to teaching staff will be up to the committee, rather than having the Board rehash the decision of the committee under the current timeline. Salary minimum should be named in the contract pending finalization of budget. Review of paras and administrator will be separate and forthcoming.

6.4 **Teaching Team:** Member Henschen Safety Plan: Teaching team is meeting with a representative from Washington County on Monday to iron out the safety plan for the school.

6.5 **Board Chair:** Donor Event art piece made by Ahn (Art Fair talent). She produced hand quilled logos for each of those who contributed at the *founding* level at a cost of \$5 each, not including framing

## 7.0 Old Business

7.1 **Board Elections:** Current members will need to revolve off the Board over the next three years. Bylaws allow for five to 11 Board members and must include at least one licensed teacher, one resident of Marine on St Croix community who is not a parent or guardian, and one parent or guardian of a currently enrolled student. A third of the terms expire every year. We are to elect our Board of Directors at our annual meeting in May. Process: Official call to nominations to the school community with a response by April 9; opportunity for response of nominees following April 21 Board meeting; election at annual meeting in May (currently set for third Saturday); new Board members begin service July 1. Board needs to establish a Governance committee to map out the timeline and the parameters for responding if people are interested in being nominated for a Board position. Kristina and Jackie will become the committee. The number of board members can adjust from year to year. The feeling of the current Board is there is enough work for a group of seven or eight, but anything larger may not be necessary. Necessity of a quorum negates the need for an odd number of members.

## 8.0 New Business

8.1 Out of State field trip request: Is this Board policy to make such requests? Specifically referring to classes going to Camp St Croix in Hudson, WI and potentially to Camp Wapogasset in Amery, WI. Liability forms are part of such trips. So moved to authorize the administrator to conduct such field trips subject to any insurance concerns. Member Dettman, Seconded by Member White. Approved

## 9.0 Authorizer Comments

9.1 Marcia Houtz from The Guild: Compliments on our thorough reports and our programming and culture, recognized trust and sense of community. Congratulations to everyone.



**10.0 Next Board of Directors Meeting:** April 21, 2018 at 8:30 am

**11.0 Adjournment:** Motion to adjourn 9:20 am: Member Mills, Seconded Member White