

River Grove  
Regular Board of Directors Meeting  
Thursday, December 21st, 2023 5:00 PM  
MINUTES

1.0 Call to Order: Chair Katie Bruns called the meeting to order at 5:04pm.

1.1 Roll Call: Board members present - Katie Bruns, Lisa Dochniak, Breen Slivik, Sarah Godsave, Eric Olsen, Angie Hong, Madison Boesel. Also in attendance were Drew Goodson and Jessica Hansen.

Our mission is to 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.

Please state now if ***any members disclose any actual, potential, or perceived conflicts.***

2.0 Approve Agenda: Motion to approve agenda by Slivik. Second by Godsave. All in favor. Agenda approved.

3.0 Approve November meeting minutes. Board members noted that Megan Ondracek and Eric Olson's names were misspelled on page one of the November minutes. Motion to approve minutes with edits by Dochniak. Second by Slivik. All in favor. Minutes approved.

4.0 River Grove Community Updates

4.1 Authorizer Comments: No one was in attendance from the MN Guild and they did not send any notes ahead of the meeting.

4.2 Accept any written community comments - none

5.0 Finance Reports & Actions

- Olsen presented financial updates. The finance committee met with the new financial advisors this month. The biggest challenge for this year is reconciling the difference between estimated enrollment and actual ADM. We currently have 117 ADM. Finance team is currently finalizing the numbers, which will be presented in January. We are still solvent and have cash flow but finances are very tight for the remainder of the year. Worst case scenario is that we end up needing to use some of our cash reserves.
- We weren't able to receive food service reimbursement during the fall, due to site considerations, but hope to begin receiving those funds as of Dec. 1.

5.1 Audit Discussion - Annual audit started on Oct. 11 and is being conducted by Esterbooks CPAs. Haven't received it yet but hope to by the end of the year.

Motion to approve financial statements by Boesel. Second by Olsen. All in favor. Financial report approved.

6.0 Property Updates

- River Grove has been back in the forest for four weeks now and it feels really good to be home again. There is still a large amount of deferred maintenance needed for the buildings here, however.

## 6.1 Stillwater Transition Timeline

- Goodson and Hansen walked through the Stillwater property earlier in this week and got an updated schedule for when the construction there will be done. The current plan, which will be communicated with parents tomorrow, is to move into the Stillwater property on Feb. 5 and remain there for the rest of the school year. Thursday and Friday, Feb. 1 and 2 will be no-instruction moving days with free childcare for families that need it. Hope to have an open house on Saturday, Feb. 3 for families to tour the new facility. Hansen predicts it will be a relatively smooth transition into the new building without teachers needing to spend any time cleaning or setting up furniture.
- The maintenance and repair plan for the forest property is being developed and it's hoped that work can begin shortly after the students move out.
- 7.0 PTO Report - Steph Leonard: A list of upcoming events was sent to parents via email yesterday. April Martell has been planning give-back nights with area businesses. Feb. 22 will be a "night on the town" in downtown Stillwater. Will include Valley Bookseller and other downtown businesses. March will be a winter family fun fair. A "get outside a thon" will replace "read a thon" this February.

## 8.0 Director Update

- Hansen shared a 2023 Year in Review video with the board with lots of fun photos from the year.
- Enrollment: We gained two new students since last month but lost one, who moved out of town. We currently have 120 students.
- Programming and academics:
  - The music showcase this week was great. Looking forward to renewing theater and after school programming this coming spring.
  - 4th grade had an open house with a project showcase.
  - River Grove completed NWEA testing in November. The teaching team will use results from that and Dibels testing to develop interventions for kids that need it. On average, students are testing in the 70th percentile for reading and math.

8.1 Enrollment Timeline for 24-25 - enrollment info for next year is now live on the [website](#). Re-enrollment info will be sent to current families tomorrow. Open enrollment will continue until Jan. 26. Lottery will be on Feb. 9. May add-on open house for prospective families at Stillwater site on Feb. 3.

## 9.0 Old Business

9.1 Workshop January 7, 2-6pm - will discuss budget, enrollment, and long-term vision

## 10.0 New Business

### 11.0 Next Board of Directors Meeting (s):

11.1 Regular Board Meeting: Jan. 18th at 5pm

12.0 Adjournment: Chair Bruns adjourned the meeting at 6:05pm.