

River Grove Elementary  
Board of Directors Meeting  
Thursday, December 12, 2024 5:30 PM - 7:00 PM  
Bayport Library and remote via Zoom

MINUTES

- Call to Order: Board Chair Eric Olsen called the meeting to order at 5:34pm.
  - Roll Call: Board members in attendance: Eric Olsen attending from Bayport Library, Sarah Godsave attending from Marine, Angie Hong attending from Stillwater, Breena Slivik attending from Stillwater, Madison Boesel attending from Schafer. Lisa Dochniak joined the meeting at 5:50pm, attending from Marine. Director Hansen attending from Scandia. Alice Williams was absent. Director Goodson was absent.
  
- Approve Agenda: Olsen suggested a couple of minor changes to the agenda. Hong motioned to approve the agenda with edits suggested. Second by Slivik. All in favor. Agenda approved.
  
- Approve Minutes November 2024: Godsave motioned to approve the minutes from November. Second by Slivik. All in favor. Minutes approved.
  
- Community Comment
  - PTO Report: April Martell shared updates. Two new positions planned for the PTO will include a volunteer coordinator and an enrichment coordinator. The library is set up now and looks great. Classrooms will start using it in January and PTO volunteers will help to staff the library. The PTO will be approving its budget at the next meeting.
  - River Grove Community Updates
  - Citizen Comments
    - April Martell asked when the River Grove school calendar for 2025-26 will be approved and shared with families. Will we be starting two weeks early like Stillwater schools?
      - The board previously discussed the start and end times (time of day) for the coming school year and unanimously agreed that we would maintain the same times and not move to an early start time like Stillwater.
      - Typically the board sets its school calendar in February.
      - The board briefly discussed concerns that might come with an earlier start date (lease restrictions, building maintenance happening during the summer, etc.)
      - Slivik made a suggestion to survey families on their preference. She also suggested that the board vote to set the calendar in January vs February in order to give families more time to plan ahead.
      - Likely River Grove will continue to align with Stillwater for spring break and winter break.
  
- Authorizer Comments - not in attendance
  
- Reports and Discussion
  - Financial Reports
    - Review and Approve October Financial Report
      - ADM for the 2024-25 school year is lower than planned, which has impacted our revenue this year. The school's budgeted deficit for the year is (\$87,980) which would result in a projected cumulative fund balance of (\$226,464) or -9% of expenditures at fiscal year-end. The board will need to adjust its budget at the January workshop.
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- We successfully paid off our Propel loan and made a \$40k payment on our Bremer line of credit.
  - Motion by Slivik to approve the October financial report. Second by Dochniak. All in favor. Motion carried.
- Board Budget Workshop January 16, 2025
- Director's Report
  - Olsen noted that the musical concert put on by our students and staff and the MFEAC building last night was very good.
  - Director Hansen created the kids zone ornament making area along with the River Grove Booth and staff/parents have been volunteering for the Still Hope event that runs daily in the downtown building through Dec. 22.
  - Goodson and Hansen are both sick this week so there isn't an official report from Goodson for the board this month.
  - Hansen expressed gratitude to the staff for working hard and getting the kids outside, even when it's been cold. She also shared that there have been many recent tours for prospective students and even some kids transferring to River Grove mid year this year.
  - The Open House is scheduled for this weekend, Sat., Dec. 14, 10am-noon. Tours and information for prospective families will be provided by Hansen/Goodson board and teaching staff.
  - New student enrollment for the 2025-26 school year has begun. Those who apply during the December 9–January 24, 2025 Open Enrollment period will be placed in a Lottery, which will be held on Friday, February 7, 2025, at 9:30am. Applications received on or after January 25, 2025 are added to the list for an enrollment invitation or the waiting list in the order they are received.
  - River Grove 2nd and 5th graders will be going to Valley Outreach to deliver donations from our school-wide food drive.
  - Godsave asked if Hamline University will be working with River Grove teachers again this year. More information forthcoming
- Board Member Reports / Updates
  - Development Committee: Godsave set up an account for us to fundraise on Give to the Max Day and we received several new donations. The committee will be sending out thank you notes soon.
- Old Business - the board will discuss these policies in January when Goodson is able to attend.
  - Wellness Policy Review
  - June 2024 Financial Report
  - Weapons Policy (tabled)
- New Business
  - None.
- Next Board of Directors Meeting
  - The board meets on the second Thursday of the month at 5:30pm. Next scheduled meeting is Jan 9, 2025.
    - Hong will not be able to attend on Jan 9. Dochniak volunteered to take minutes in January.
- Adjournment: Olsen adjourned the meeting at 6:23pm.