

River Grove
Regular Board of Directors Meeting
Thursday, January 18th, 2024 5:00 PM
MINUTES

1. Call to Order Board Chair Katie Bruns convened the meeting at 5:01pm. Bruns read the school mission and asked all board members to verbally affirm that they have no conflicts of interest with topics on the agenda.
 - 1.1. Roll Call: Angie Hong, Sarah Godsave, Lisa Dochniak, Breena Slivik, Katie Bruns, Eric Olsen, Madison Boesel. Also in attendance were Jessica Hansen and Drew Goodson.

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. Approve Agenda
 - Bruns requested that Item 5.2 be moved to 5.1 so that the board could hear a zoom presentation from Esterbrooks about the audit before the financial report. Hong asked if the board needs to vote to approve the audit. Yes - and it needs to be in the minutes.
 - Olsen motioned to approve the agenda with the recommended change. Slivik seconded the motion. all in favor. Agenda approved as amended.
3. Approve December meeting minutes:
 - Jessica Hansen noted that the December meeting minutes were saved under the file name "agenda." The minutes are correctly titled "minutes" in the document.
 - Breena Slivik's name was misspelled in the roll call list.
 - Slivik motioned to approve the minutes with suggested edits. Godsave seconded. All in favor. Minutes approved.
4. River Grove Community Updates
 - 4.1. Authorizer Comments - not in attendance
 - 4.2. Accept any written community comments - no comments received
5. Finance Reports & Actions
 - 5.1. Audit Update - Esterbrooks gave the board a presentation summarizing the current finances and results of the audit.
 - There was a finding included in the audit due to seven bills being paid late in 2023.
 - Enrollment has dropped substantially since 2022-23, which has significantly impacted the school's budget and revenue.
 - Hong requested that Goodson send a copy of the audit to the board for review.
 - Goodson noted that the audit was sent to the state in December. The board will review and approve the audit at its next meeting in February.
 - 5.2. November Financials
 - Goodson noted that the board had a workshop on Jan. 7 to discuss goals, budget, and long term vision.
 - River Grove submitted updated enrollment numbers to the state in December and the state is updating their payments accordingly.
 - Olsen motion to approve the financials. Slivik second. All in favor. Financials approved.

6. Property Updates
 - Goodson noted that he would share property updates in the directors update.

7. PTO Report
 - There was a fundraiser at Noodles last night. The PTO is also planning several additional events in the coming spring, including a gear swap, night out in downtown Stillwater - Feb. 22, "Get Outside" challenge, and Winter Wonderfest - March 16.

8. Director Update
 - Enrollment:
 - We currently have 118 students. Two students left over Christmas break.
 - Next Friday (Jan. 26) is the deadline for pre-enrollment for the 2024-25 school year. We have received 56 enrollment applications so far - 31 in kindergarten. Last year, we received 71 applications. Jessica Hansen has been out meeting with preschools in the area to share info about River Grove. There has been minimal marketing on social media so far. An email went out today to the full River Grove supporter list today.
 - Events:
 - The ski trip has been rescheduled for March 1 due to predicted cold weather tomorrow.
 - There was a large cat spotted on campus last week, originally thought to possibly be a mountain lion. The DNR came out to analyze tracks and shared their opinion that it was likely a bobcat. While on campus, the DNR also identified tracks from numerous other animals - fisher, coyote, fox, and more.
 - Property updates:
 - New entry gates are being installed at the forest property, as well as a new furnace.
 - School programming plan to move to the Manitou Fund Education and Arts Center (MFEAC) in Downtown Stillwater on Feb. 5 for the remainder of the year to allow time for additional maintenance and upgrades at the forest property. Thursday, February 1 and Friday, February 2, 2024 could be Non-School Teacher Transition Days. Administration will provide an update at the end of next week if there are any delays to this plan.
 - We need to officially vote to make any changes to the school calendar and that the new building needs to be fully complete, certified and compliant before we move in. Additionally, we would like to provide parents with as much advance notice as possible if there will be any changes to the previously communicated plan.
 - Bruns will schedule a school board special meeting via zoom as soon as the moving details are finalized in order to approve the revised school calendar.
 - Curriculum and Programming:
 - Academic progress reports will be sent out to parents following next week's grading day.
 - Teachers and staff participated in first aid and CPR training last week.
 - Staff will have a curriculum planning day on Feb. 16

9. Old Business
 - 9.1. Overview of January Workshop
 - The board had a workshop on Jan. 7 to discuss goals, budget, and long-term vision. There was extended conversation about fundraising and development and how to regrow enrollment. The board also discussed curriculum and evaluation. Committees were created to further these conversations.

10. New Business
 - 10.1. Calendar change for transition to Stillwater - see notes above
 - 10.2. Development Committee Update - Godsave, Hong, Hansen and Goodson met earlier in the week to talk about development, fundraising, and marketing. Godsave has created a draft framework for a comprehensive, long-term fundraising program. Hong created an

enrollment marketing flier for next year. Hansen has already visited several preschools to share the flier.

- 10.3. Curriculum Committee Update - Dochniak, Slivik, Boesel, and Hansen met to discuss curriculum and evaluation and review existing resources. There are a lot of existing resources and a need to review and determine which are still useful and if any new resources are needed. They will be developing a curriculum team that also includes teachers to carry this conversation forward. Goal is to have curriculum maps through the grade levels that show what kids will be doing in every grade and how these activities support learning objectives.

11. Next Board of Directors Meeting (s):

- 11.1. Regular Board Meeting: Feb. 15th at 5pm. Chair Bruns will be absent and Dochniak will convene the meeting.

12. Adjournment

- Meeting adjourned at 6:13pm.