

River Grove Elementary  
Annual Board of Directors Meeting  
Sunday, June 11, 2023  
7:00 PM  
Commons

AGENDA

**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 Chair Hansen called the meeting to order at 7:09pm
  - 1.1 Roll Call Members present: Jessica Hansen, Annie Beck, Eric Olsen, Greg Beaumont, Angie Hong, Katie Bruns, Lisa Dochniak. Also in attendance: Breena Slivik. Drew Goodson arrived at 7:30pm.
  - 1.2 Mission Statement Hansen read the River Grove board statement.
  - 1.3 Conflict of Interest Hansen asked board members to verbally signify that they have no conflict of interest with the topics on the evening's agenda. All members signified no conflict of interest.
  
- 2.0 Approve Agenda: Motion to approve agenda by Dochniak. Second by Beaumont. All in favor. Agenda approved.
  
- 3.0 Approve Minutes
  - 3.1 May 2023 Meeting Minutes: Beck motion to approve both May 31 and June 4 meeting minutes. Olsen second. All in favor. Minutes approved.
  - 3.2 June Budget Workshop Minutes: See above.
  
- 4.0 Community Comment
  - 4.1 Citizen Comments: No members of the public were in attendance.
  - 4.2 Authorizer Comments: The authorizer was not in attendance.
  
- 5.0 PTO Report: There was no PTO representative in attendance.
  
- 6.0 Finance Report and Actions
  - 6.1 May 2022 Financial Packet Approval: Dochniak noted that the board received an email from a speech therapist requesting payment and no one recognized the name. Hansen made a note to talk to admin staff and make sure the email wasn't for a different school.
  - 6.2 2022-2023 Budget Approval: Board needs to approve the revised budget. We budgeted for \$0 and ended up at -\$55k; however, there is \$27k in a paypal account for field trips that has not yet been transferred. This revised budget also over-projects some costs. The total budget for the year was \$3.7 million.
  - 6.3 2023-2024 Budget Approval: Next year, we are projecting a \$133k surplus, but a lot of that will be coming from the incoming loan. As a result, we're looking at likely having an even \$0 budget for next year too.
    - Motion to approve the revised 22-23 budget and proposed 23-24 budget by Olsen. Second by Beck. All in favor. Budgets approved.
  - 6.4 Line of Credit Approval- Bremer Bank: We were approved for a \$200k line of credit from Bremer Bank at 7% interest, quarterly adjusted rate. Payback over two years. Will need to decide the best way to apply those funds once we have them in hand. We'll be repaying Bremer most of the loan this fall once we get our hold-back funds from the state. Goodson recommends that we decline the Propel loan to accept the Bremer loan instead. Thanks to Dan Miller for securing the loan. Motion to accept Bremer loan by Hong. Second

by Bruns. All in favor. Motion approved.

6.5 Bank Change- Bremer Bank:

## 7.0 Director Report

### 7.1 End of School Update:

- 168 students enrolled for next year, with 40 new student enrollments offered. Predicting 175-185 students for the 23-24 school year. Ele Anderson created some new marketing materials with images of the new school space and has been posting ads on social media.
- Will be hiring 3-4 new teachers for the coming school year. Interviews are underway and one offer has already been extended.
- Will need to reduce SpEd para staffing for the coming year due to the reduced student numbers for next year.
- End of year programming was excellent. Ninja Day. K, 5th and 6th commencement ceremonies. 5th grade Wolf Ridge trip.

7.2 Property Update: Goal to be out by June 15. Lease ends on June 30. Community move-out day on Saturday, June 17.

- The property sale of Zephyr is officially complete and Manitou now owns the building and is ready to begin demolition and interior remodeling.
- Hansen and Goodson have been working with the design team on planning for classroom features and furnishings.
- It is likely that River Grove will begin the school year in temporary structures at the Warner site, with support from Hamline and Manitou for outdoor learning. Would like to make the best of the good weather in the fall. Minnesota Guild is supportive of this plan. Students will move into the new Zephyr building once the weather gets cooler. Goal = think of our temporary school as a two-campus system. It is Zephyr in town + Warner in the woods. Unique learning opportunities in both locations.

## 8.0 Old Business

8.1 School Director Evaluation Procedures and Timeline: Hansen shared an evaluation tool for River Grove developed with guidance from the Minnesota Guild. The board needs to come up with a committee or specific members to lead this process and discussion.

- Goodson and the board discussed the fact that this was an extraordinary year, with numerous unexpected challenges. Coming off of 2.5 years of COVID, it was challenging for all staff and families at the school.
- Goodson would like the evaluation process to be goal driven and think of where we want our school to go in the short and long-term future. Set 3-5 goals and priorities for the coming year.
- Dochniak and Hong will work together to develop an evaluation tool to share with the rest of the board and a process for setting goals/priorities for the coming year.
- Olsen motion to have Dochniak and Hong lead that process. Bruns second. All in favor. Motion approved.

## 9.0 New Business

9.1 A Year in Review: Despite the challenges of the year, there were also so many highlights.

- The parent-board meeting after we first learned of the property sale could have gone so poorly but instead our group set the tone with a campfire circle and people speaking with positivity and forward thinking.
- The Lion King was so amazing. Ninja Day and end of year commencement ceremonies. The kids had such a great time.

- Goodson appreciated the board's open-mindedness and flexibility throughout the school year, even when things kept changing and we encountered constant disappointment. He noted that board members consistently set aside self interest and worked in the best interest of the school.
- Hong noted how important it was that the board operated as a team this year. It could have gone so differently if we'd had a divided board. Hong also noted that the parent community was incredibly supportive during most of the year.
- Hansen is thankful for the board being thoughtful and supportive throughout the year. She also thanked Goodson for fielding the tough questions and challenges throughout the years.
- Beaumont commended the teacher board members for managing both responsibilities throughout such a stressful year.

9.2 Board Resignation: Jessica Hansen will be taking on a new administrative role at River Grove that will provide support for curriculum development and implementation, teaching staff, and student services. Carly will continue to administer SpEd services and programming. Jessica and Carly will be hiring and mentoring staff for GenEd and SpEd. Goodson will remain as executive director, managing the school, non-teaching staff, and budget. The board discussed its desire to have direct contact with and oversee the three admin positions (Hansen, Carly, and Goodson) with this upcoming change. Due to a change in her position, Hansen will need to step down from the board.

9.3 Board Appointment: Breena Slivik is a para with the White Bear School District and previously served as PTO co-chair. She is interested in continuing her involvement at the school and joining the board. Nomination by Beck to appoint Slivik to the board to complete the remainder of Hansen's term (ends 2025). Second by Bruns. All in favor. Motion approved.

9.4 Board Officer Election for SY23-24: Katie Bruns is interested in serving as chair and Eric Olsen is interested in serving as treasurer. Dochniak asked for nominations for the board chair and treasurer. Beck nominated Bruns as chair. Dochniak motioned that Bruns serve as board chair. Hong second. All in favor. Motion approved. Bruns nominated Olsen as treasurer. Second by Beck. All in favor. Motion approved. These positions will serve until board elections in the fall, at which point in time, the board will elect new officers.

10.0 Adjournment: Bruns adjourned the meeting at 8:49pm.

The next meeting will be held on Monday, July 17 at 5pm. The board is tentatively planning an open house, in conjunction with the meeting, at either the Warner or Zephyr site.