

River Grove Elementary  
Board of Directors Meeting  
Thursday, March 21, 2024 5:00 pm  
River Grove Business Office  
MINUTES

1.0 Call to Order: Meeting called to order at 5:01pm by Chair Katie Bruns.

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

1.2 Mission Statement: Bruns read the school mission statement and asked board members to verbally affirm that they have no conflicts of interest with the topics on the agenda.

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

3.0 Approve Minutes

3.1 Feb 2024 Minutes Approval: Motion to approve minutes by Dochniak. Second by Olsen.

4.0 Community Discussion

4.1 River Grove Community Updates

4.1.1 Authorizer Comments: none

4.2 Community Comments: none

5.0 PTO Report: April Martell: PTO is working on a spring fundraising event, which will be held at May Township Park. They will also be partnering with Prairie Restorations with a spring plant sale. Planning a teacher and staff appreciation week.

6.0 Finance Report & Actions: Goodson

6.1 January 2024 Financial Packet

We will need to do a budget revision due to enrollment loss during this part year. Currently projected to have a \$118,000 deficit at the end of the year. The board discussed strategies to address this shortfall at its January 2024 workshop and the Development Committee has created a comprehensive plan for fundraising now and into the future.

Olsen noted that the projected deficit is actually less than what it was projected to be a few months ago, thanks to many proactive steps that administration has taken in recent months. Goodson noted that the board will need a special meeting in the near future to approve a revised budget. This year's budget needs to be revised and approved by June. Next year's budget needs to be approved by June 30.

Slivik motion to approve the financial report. Hong second. All in favor. January financial report approved.

## 7.0 Director's Report

### 7.1 Enrollment for 24-25

- New enrollments: K (26), 1 (2), 2 (3), 4 (1), 5 (2). So far current students are all planning to return.
- May 21 or 22 will be the date for the school musical. Location to be determined.
- Administration will be meeting with Manitou later today to talk about an estimated timeline for getting back onto the forest property.
- Hansen talked about the recent teacher in-service training. The staff are planning a Market Day at the end of the spring with "market booths" that each grade level will create. Classes will start by visiting downtown businesses and developing class projects, inspired by those business visits. The projects will incorporate grade-level standards (writing, economics, etc) and students will present their projects during the event and will also have a business proposal day. Goal is to tie-in with place-based, and project-based mission.
- Classes will also be designing and planting planters outside the Manitou Fund Center for Education and Arts.
- Goodson noted that the staff has been really great at recognizing the unique learning opportunities inherent in the past year. During the fall, the kids were immersed in the outdoors and able to explore a bog and high quality forest. Now, we're on the edge of one of the best small towns in the U.S. and the students are able to have special learning experiences in Stillwater too.
- NWEA testing scores were very good and significantly above the national average.

## 8.0 Old Business

8.1 Curriculum Committee Update: Hansen mentioned that they might be bringing forward some requests for new curriculum soon.

8.2 Development Committee Update: Hong noted that she and Godsave met with Goodson and April Martell to discuss coordinated fundraising between PTO and the board. Would be nice to have the rest of the board review and officially adopt the Development Plan at the April / May board meetings.

## 9.0 New Business

9.1 Capital Asset Policy: Goodson introduced a policy for consideration related to proper financial reporting for capital assets. According to the policy, the school would consider any capital expenditures with a grouped initial cost of more than \$5,000 to be a capitalized asset. (Example: A fleet of cross-country skis that will be used for more than one year.)

This would take effect for the 2024-25 school year. The policy was recommended by our financial advisor.

Motion by Olsen to adopt the policy as written. Second by Slivik. All in favor. Policy approved.

10.0 Next Board of Directors Meeting: April 18th

There will be a financial committee meeting at 4:30pm, with board meeting to follow.

11.0 Adjournment: Meeting was adjourned at 5:50pm.