

**Prairie Creek Community School  
School Board Monthly Meeting Minutes**

**August 27, 2015  
7:00pm**

**Prairie Creek Community School, Northfield MN 55057**

- 1 Call to order 7:06pm
- 2 Attendance

2015-2016	Aug 27	Sept 24	Oct 22	Nov 19	Dec 17	Jan 28	Feb 25	Mar 17	Apl 28	May 26	June 23
Julie Cohrs	✓										
Nancy Dennis	✓										
Roz Eaton-Neeb	✓										
Kelsey Fitschen-Hemmah	✓										
Bonnie Jean Flom	✓										
Amy Gernon	✓										
Ben Miller	✓										
Lisa Percy	✓										
Dan Rustad	✓										
Simon Tyler-ex officio	✓										
Keith Johnson- ex officio	✓										
Colleen Braucher	✓										

- 3 Recognition/Announcements: Simon would like to recognize the work of Keith and Ona for their work on the financial audit. We should have a report at the October board meeting.
- 4 Public Comments: None
- 5 Approve Agenda  
 Moved: Kelsey Fitschen-Hemmah  
 Second: Bonnie Jean Flom  
 Passed: unanimous
- 6 Approve Minutes from June 25, 2015  
 Moved: Ben Miller  
 Second: Dan Rustad  
 Passed: unanimous
- 7 Items for discussion and/or reports
  - a Director Report: We have had 2 second graders mover out of town and one 5<sup>th</sup> grader leave to go to another school with their sibling. Back to school picnic is Friday, September 4.
  - b Education Program Committee: Nothing to report at this time.
  - c Finance Committee: The budget was approved in April and there are 2 notable things different. We have combined all of our revenue into one line called development revenue. We have included the arts residency in the budget. The financial audit went really well again this year. We have asked them to present the audit at the October meeting. We will start to look at the 5-year budget at the October meeting.
  - d Community Engagement & Development Committee: Met with the level leaders for community connections about community engagement. New families will meet on the plaza before the picnic. Community connections will be on the playground at the picnic. Sign up genius is all going to be located in one place this year. The group has been working

on a new volunteer handbook about what is available for volunteer options at the school. Julie has been working on a letter to send home about volunteering and the financial needs for the school. Dan and the group would like to see 100% board participation in a financial commitment to the school. Work with Colleen on a Google form for the directory this year. School Carnival is October 2. Sticksgiving, give to the max day, year end gift in December, Auction will be Friday of Spring Break, monthly giving opportunity, Castle Gardens as a year end event, store front of Division Street during winter walk and have some activities and then have an Usborne book fair. Ben reminded us to invite our legislators to visit the school this fall sometime.

e Nominations Committee: Nothing to report at this time.

f Policy Committee: Nothing to report at this time.

## 8 Items for individual action

### a Consent Agenda

#### Staff Resignations:

Susan Kesselring – K/1 teacher in the Doves

Hanna Fetzer – Teaching Assistant

#### Staff Working Agreements:

K/1 Teacher – Amy Narveson 1.0 FTE

Amy worked for two years in a public progressive teacher in Edina. For the past three years she has been employed at Prairie Creek as a special education paraprofessional, reading/math intervention teacher, library manager and substitute teacher.

Amy has a K -6 Minnesota Teaching License. She has a Bachelor of Arts degree from St. Olaf College and a Masters of Art and Teaching degree from the University of St. Thomas.

#### Revised Working Agreements:

Anna Racer – Teaching Assistant-Agreement revised from part-time to full-time role (approximately 30 hours per week)

Jennifer Sanders – Spanish Teacher / Teaching Assistant-Agreement revised to include approximately 15 hours of teaching assistant role in the mornings

Designate Board Treasurer as check signer with Castle Rock bank.

Moved: Kelsey Fitschen-Hemmah

Second: Bonnie Jean Flom

Passed: unanimous

### b Pledge of Allegiance

Motion to waiver the requirement to recite the pledge

Moved: Julie Cohrs

Second: Kelsey Fitschen-Hemmah

Passed: unanimous

### c Add to the agenda the hiring of a part-time hourly position of Title 1/Reading/Math intervention specialist.

Moved: Kelsey Fitschen-Hemmah

Second: Dan Rustad

Passed: unanimous

## 9 Adjournment 8:05pm

Moved: Ben Miller

Second: Kelsey Fitschen-Hemmah

Passed: unanimous