

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

December 17, 2015

7:00pm

Prairie Creek Community School, Northfield MN 55057

1 Call to order 7:00pm

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	✓	✓	✓	X	✓						
Nancy Dennis	✓	✓	✓	✓	✓						
Roz Eaton-Neeb	✓	✓	✓	X	✓						
Kelsey Fitschen-Hemmah	✓	✓	✓	✓	✓						
Bonnie Jean Flom	✓	✓	✓	X	✓						
Amy Gernon	✓	X	✓	✓	✓						
Ben Miller	✓	✓	X	✓	✓						
Lisa Percy	✓	✓	✓	✓	✓						
Dan Rustad	✓	✓	X	X	X						
Simon Tyler-ex officio	✓	✓	✓	✓	✓						
Keith Johnson- ex officio	✓	✓	✓	X	X						
Colleen Braucher	✓	✓	✓	X	✓						

3 Recognition/Announcements: Special Persons Day was a great success. We appreciate all the work the specialist teachers and all of the parent volunteers. All of the gifts available for purchase were wonderful. Julie for all of her work on the t-shirts. Bonnie Jean would like to thank all the people who worked on the fabulous book.

4 Public Comments: Laura Medwetz spoke about Special Education history in Minnesota and here at PCCS.

5 Approve Agenda

Moved: Bonnie Jean Flom

Second: Nancy Dennis

Passed: unanimous

6 Approve Minutes from November 19, 2015

Moved: Julie Cohrs

Second: Amy Gernon

Passed: unanimous

7 Items for discussion and/or reports

a Director Report: Office staffing update, Colleen Braucher, Keith Johnson and Carolyn Joyce will receive new, update, contracts. This will help make the office more sustainable during Ona's medical leave. MAC annual meeting was last week and Simon and Colleen attended. Simon spoke about the proposed Integration Rule. Amy Gernon will attend the Administrative Law Judge Hearing on January 6 regarding this matter. Will the board agree to a sub committee to discuss Diversity at PCCS and what that looks like?

b Education Program Committee: Things are going along well. They are continuing to work on Teacher Evaluation. They are working on creating student surveys. Gabe put together a database of all of the responses. Peer mentoring is also a piece. Some teaches have been able to get into classes to observe. Conversation/Classroom Discourse is

the second piece. Each teacher is deciding on their own action item and they will discuss on January 20. There will be a book club in January the book is Waking up White.

c Finance Committee: Budget has remained the same no significant changes.

Keith is currently working on the 990 tax form.

d Community Engagement & Development Committee: The giving tree was not a big success. Suggestions have been made to reach out more to our alumni families. Ben attended the Community Connection's last meeting. The auction will be on Friday, March 18.

e Nominations Committee: In January the committee will invite people to submit their names for nominations.

f Policy Committee: We have recently been tasked to look at the employee manual and updating leave of absence and sick leave.

g Outreach: The book has been published. There will be a book release on January 23.

h Worlds Best Work Force Plan: Simon presented the plan to the board. It can be found on our website.

8 Items for individual action

a Consent Agenda

Consent Agenda 12.17.15

Revised Staff Working Agreements

Approve revised working agreements for Colleen Braucher, Carolyn Joyce and Keith Johnson (budget neutral).

Approve revised working agreements for Christa Udelhofen and Jennifer Sanders (Christa taking over Jennifer's morning Teaching Assistant hours)

Leave of Absence Agreement

Accept Ona Sheets request for Leave for Absence until August 30, 2016. School will continue to pay the school's portion of health insurance premium during this period of leave.

Art Residency Contract

Contract between PCCS and Colleen Riley. Colleen Riley, ceramic artist will teach an art residency beginning in January 2016. Contract is for \$3000 with accommodation for no more that \$1000 for supply expenses (already budgeted for in arts residency line)

Technology Consulting Contract

Contract between PCCS and Bob Thompson, Canopy Solutions, for technology consulting services through the remainder of FY16.

Consultant will work with the school technology sub-committee to provide support in the following areas:

- Computer management
- Inventory
- Software updates
- Professional Development
- Standardized testing
- Internet capacity
- Technology security
- Strategic planning

Cost for the 2015/2016 contract \$8,000 (already budgeted in current technology line)

Moved: Bonnie Jean Flom

Second: Kelsey Fitschen Hemmah

Passed: unanimous

b Policy- Removal of FMLA (non-qualifying small school)

Moved: Julie Cohrs

Second: Bonnie Jean Flom

Passed: unanimous

c Wolf Ridge ELC teacher stipend proposal

Moved: Nancy Dennis

Second: Amy Gernon

Passed: unanimous

9 Adjournment 9:16pm

Moved: Kelsey Fitschen-Hemmah

Second: Ben Miller

Passed: unanimous

Next Board Meeting January 28, 2016