

**Prairie Creek Community School
School Board Monthly Meeting Agenda-Revised**

**May 31, 2012
7:00 PM**

Prairie Creek Community School, Northfield

1. Call meeting to order: 7:04pm
2. Verified Quorum

2011-2012	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apl	May	June
Randy Clay	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Roz Eaton-Neeb	✓	✓		✓	✓	✓	✓	✓	✓	✓	
Trish Ferrett	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Bonnie Jean Flom	✓	✓	✓	✓	✓	✓		✓		✓	
Paul Hager	✓	✓	✓	✓	✓		✓				
Dan Kelley	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Laura Medwetz	✓	✓	✓	✓	✓	✓	✓	✓		✓	
Cathy Oehmke	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Heidi Welsch	✓	✓	✓	✓	✓	✓		✓		✓	
Simon Tyler-ex officio	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Keith Johnson- ex officio		✓	✓		✓	✓	✓	✓	✓	✓	
Colleen Braucher		✓		✓	✓	✓	✓	✓	✓	✓	

3. Recognition: Thank you Rachel for your hard work on the music program, it was a lovely program. The 2/3 teachers for their work on the camp out, it was a great success. Chris Ellison is leaving our school and retiring, she has done a great job for the sped program. Much thanks and appreciation for all of Chris's work here. The butterfly garden looks great and the display at the green door is wonderful. Thank you to Josie Rawson for all your work on the composting grant. Fox Landscaping did a nice job on the spring clean up. Bonnie Jean Flom has taken a position as the interim director of Nerstrand School.
4. Approve Minutes from April 26, 2012
 Moved: Bonnie Jean Flom
 Second: Cathy Oehmke
 Passed: unanimous
5. Approve Agenda Revised
 Moved: Cathy Oehmke
 Second: Trish Ferrett
 Passed: unanimous
6. Consent Agenda
 - (a) Staff working agreements
 - (b) Lunch Contract with Done Right Food Services
 - (c) MACS Contract
 - (d) Milk Contract with Hastings Creamery
 Moved: Cathy Oehmke
 Seconded Randy Clay
 Passed: Unanimous
7. Reports / Updates
 - (a) School Director Report: A few families are moving so we have offered a few places for next year. We have offered a 2nd grade place, 3rd grade place, and a 5th grade place. Literacy plan, new legislation has been passed called "reading well by third grade". Every school is required to have a literacy plan on their school's website by June 1 and report to the state by July. Laura and staff in the building worked on this plan. A copy of the Literacy Plan was given to the board members. The team that put together this plan felt proud of the work we do here at the school around literacy and

- putting the plan together only affirmed this. Simon talked about the technology plan. One of the non-academic goals was around technology training and writing a technology plan. We accomplished our goals. The 5th grade graduation is on Saturday at 2:00pm, Sonja Huehn will speak at graduation. We had a group of Farmington teachers visit our school and to take a look at our multi-age classes.
- (b) Finance Committee: Keith presented the finance committee report. Budget out look, looks good. Giving and fundraisers have met their goals. We purchased an AED for the school. Technology equipment has been purchased. 4-Ipads (one for each team and one for the director) and a smart board. In June Simon, Ona, and Keith will meet and look at the final budget for the year. We are starting our new finance system over the summer. We will be moving to Smart Finance system. Title 1 has not been determined for next year yet. Maybe in a week or two we will know. We are looking to take up benefits process in the fall. Looking at new companies and see what we can find and look at comparisons.
 - (c) Buildings/Grounds Committee: We met in May, and PCCS Inc. is now moving forward with the outdoor classroom. Steve Wilmot from SMSQ and Dean Paxton from PCCS, Inc have some great ideas. Carolyn Joyce is working on a plan regarding storage. Michelle Johnson is working on a weeding group for the school.
 - (d) Development Committee: We have met our goal for the year. The Anniversaries committee is not formed yet, but hopefully by June this committee will be formed.
 - (e) Communications Committee: The website is up and running. Taking a look at the brochure and seeing if it needs up dating.
 - (f) Policy Committee
 - (g) ERC: We have not met and have concluded our work. We are still in need of a charter.
8. Board elections results: The slate of Kelsey Fitchen-Hemmah, Daniel Hollerung and Bonnie Jean Flom passed unanimously.
- (a) Officer position discussion: At the next board meeting we will have nominations for officers. Paul will be leaving as treasurer and we will need to fill that position. Dan read the by-laws to the board.
9. Parent Satisfaction Survey: Simon presented the parent satisfaction survey results.
10. Policies First Read
- (a) Bullying
 - (b) Weapons
 - (c) At-Will Employment
 - (d) Chemical and Drug Use and Abuse
 - (e) Drug Free Workplace
 - (f) Employee Right to Inspect Personnel Files
 - (g) Criminal Background Check
11. Policies-Second Read and Vote
- (a) Facility Use
Moved: Trish Ferrett
Second: Randy Clay
Passed: unanimous
 - (b) Acceptance and Administration of Gifts
Moved: Randy Clay
Second: Cathy Oehmke
Passed: unanimous
 - (c) Special Education File Retention
Moved: Bonnie Jean Flom
Second: Heidi Welsch
Passed: unanimous
 - (d) Student Education Data
Moved: Trish Ferrett
Second: Bonnie Jean Flom
Passed: unanimous
 - (e) Family Educational Rights and Privacy Act (FERPA)
Moved: Randy Clay

Second: Cathy Oehmke

Passed: Tabled for further discussion

(f) Data Access Policies for Members of the Public

Moved: Heidi Welsch

Seconded: Randy Clay

Passed: unanimous

(g) Gifts to Employees and Board Members

Moved: Trish Ferrett

Second: Randy Clay

Passed: unanimous

(h) Behavior Tabled due to the reference of policies not passed yet.

Board members brought information that they are hearing for the community. Parents are saying that there are too much going on right now. The music performance was to long. We need to think about the traditions here at PCCS. Things can get overwhelmed with all the many activities during and after school. Can things be spread out though out the year?

12. Adjourn: 9:pm

Moved: Trish Ferrett

Second: Bonnie Jean Flom

Passed: unanimous

Next Board Meeting June 28, 2012 **Board meeting moved to June 21, 2012.**