

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

**September 22, 2016
7:00pm
27695 Denmark Avenue, Northfield, MN 55057**

- 1 Call to order
- 2 Attendance

2016-2017	Aug 27	Sept 22	Oct 27	Nov 17	Dec 15	Jan 26	Feb 23	Mar 16	Apl 27	May 25	June 22
Nancy Dennis	✓	✓									
Jodi Doeden	✓	✓									
Roz Eaton-Neeb	✓	✓									
Kelsey Fitschen-Hemmah	✓	✓									
Bonnie Jean Flom	✓	X									
Ben Miller	✓	X									
Lisa Percy	✓	✓									
Dan Rustad	✓	X									
Spike Willis	✓	X									
Simon Tyler-ex officio	✓	✓									
Keith Johnson- ex officio	X	✓									
Colleen Braucher	X	✓									

- 3 Recognition/Announcements: Simon would like to recognize the staff and board for their work for Curriculum Night. Thank you to the board for providing breakfast to the staff on our work day. Simon and Molly for all their work on Q-comp.
- 4 Public Comments: None at this time
- 5 Approve Agenda
Move to add Board Training to the agenda
Moved: Kelsey Fitschen-Hemmah
Second: Lisa Percy
Passed: unanimous
- 6 Approve Minutes from August 27, 2016
Moved: Jodi Doeden
Second: Nancy Dennis
Passed: unanimous
- 7 Items for discussion and/or reports
 - a Director Report: Q-comp application has been approved. Simon and Molly are working at hiring peer leads. Curriculum Night was attended by about 60% of families.
 - b Education Program Committee: Imagine Conference planning is underway. We have taken time to work on our workshops. Today we took time to make phone calls to school to get more people signed up for the conference. We looked at theme and how it looks in our classrooms. Are we being true to our mission around theme?
 - c Finance Committee: Summer is a quiet time for schools. Our audit occurred over the summer. Q-comp will be added to the budget starting next month. LarsenAllen would like to present to the board in October.
 - d Community Engagement & Development Committee: Info packets were distributed to families. Info will go home to families about how to donate to “igive” and

things like that. Community Connections is organizing classroom gatherings and the Stickgiving Carnival.

e Nominations Committee: A notification will go to the community about our upcoming needs on the board.

f Policy Committee: Committee met last week. Several policies are up for review. UGG is also on the agenda to review.

g Outreach: Most of our work is has been on planning for the November 7 conference. The strategic plan document was shared by Simon earlier today. Each group will sit down before the next board meeting and fill in the documents.

8 Items for individual action

a Consent Agenda

Designation of Identified Official with Authority for the MDE External User Access Recertification System

The Minnesota Department of Education (MDE) requires that school districts, charter schools or other organizations annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA) or organization. The Superintendent/Director recommends the Board or equivalent governing board authorize **Simon Tyler** to act as the Identified Official with Authority for the **Prairie Creek Community School**.

Full time Sped Paraprofessional-Perry Tetreault

Maternity Leave

Kelsey Fitschen-Hemmah maternity leave from approximately January 9, 2017 for 12 weeks, concluding on March 31, 2017.

Substitute teacher (short call)

\$140 per day

Moved: Lisa Percy

Second: Nancy Dennis

Passed: unanimous

b Second Read and Vote:

i Conflict of Interest Policy- Employees

Moved: Lisa Percy

Second: Jodi Doeden

Passed: unanimous

9 Board training: State Data Practices Simon and Kelsey presented a packet put together by Cindy Lavorato and took questions from the board.

10 Adjournment 8:05pm

Moved: Kelsey Fitschen-Hemmah

Second: Lisa Percy

Passed: unanimous

Next Board Meeting October 27, 2016