

Prairie Creek Community School  
 School Board Monthly Meeting Minutes  
 September 23, 2021 @ 7:00pm  
 Prairie Creek Community School, Northfield MN 55057

- 1 Call to order 7:04pm
- 2 Attendance

2021-2022	Aug 26	Sep 23	Oct 28	Nov 18	Dec 16	Jan 27	Feb 24	Mar 24	Apl 28	May 26	Jun 23
Shelly Dickinson	X	✓									
Don Findlay	✓	X									
Kelsey Fitschen-Hemmah	✓	✓									
Tim Goodwin	✓	✓									
Molly McGovern Wills	X	✓									
Beth Molitor	✓	✓									
Lyndsey Reece	✓	✓									
Christine Williams	✓	✓									
Margit Zsolnay	✓	✓									
Simon Tyler-ex officio	✓	✓									
Keith Johnson- ex officio	✓	✓									
Colleen Braucher	✓	X									

3 Recognition/Announcements

Thank you to Connie, our school nurse. We are fortunate that we have an excellent school nurse for supporting us doing all the challenging work. The classroom teachers for hosting curriculum night. Everyone did a fantastic job, it was engaging and useful. Thank you to Simon for his yearly welcome to the students each year and reciting the school poem.

4 Public Comments

Ben Johnson is joining us to support the Vaccine mandate. Thankful that PCCS is getting out in front of it. Two emails sent to the school with questions and concerns about board resolution on the Covid-19 mandate or regular testing.

5 Approve Agenda

Moved: Kelsey Fitschen-Hemmah

Second: Lyndsey Reece

Approved: unanimous

6 Approve Minutes from the August 26, 2021 meeting

Moved: Margit Zsolnay

Second: Kelsey Fitschen-Hemmah

Approved: unanimous

7 Ongoing Board Training: State Data Practices

Minnesota Government Data Practices Act

8 Items for discussion and/or reports

a Director Report

The ICT is meeting regularly to discuss the current health situation. The Covid-19 dashboard is the website for the community to access. We have not had any COVID cases within our school to date. We are using a new assessment called Fastbridge. This assessment will assess reading and math. It is not to replace our formative assessments but to serve as an additional data point. Circuculicum night went very well. About 75% of our parents participated in the virtual circuculicum night. It was nice to see such a great turnout as this was an increase from previous years that were in-person. Goal setting conferences will be in-person. If family's prefer to meet virtually that will be an option. Simon and Molly will attend a training to learn about coaching for equity.

b Board Committee Assignments

Education Committee - Molly McGovern Wills, Kelsey Fitschen-Hemmah

Nomination - Beth Molitor, Lyndsey Reece

Finance - Kelsey Fitschen-Hemmah, Shelly Dickinson

Policy - Margit Zsolnay, Kelsey Fitschen-Hemmah

c Education Program Committee

We are deep into the first 6 weeks of school. The most important thing for children right now is to help them develop routines and structures in the classroom. It has been great to have guided recess. The older children are mentoring the younger children in their play. All school gatherings are happening outside. It has been fun meeting and singing all together as a whole school.

Wednesday is professional development day for teachers. Nancy is our professional development coordinator. Teachers are currently spending time developing PE curriculum. The whole school will be starting with a soccer unit.

d Finance Committee

The updated budget outlook column has been added for the upcoming year. Adjustments will be highlighted in yellow to make them easily noticeable. There is quite a change in our net income due to the PPE funds that came into the school. The budget assumes \$60,000 in development revenue will come into the school. Next month there will be an overview of the budgeting process prior to our November board meeting. The audit discussion should happen in October or November.

e Development Committee

Kelsey and Simon will look at the timeline for Give to the Max day and begin the strategic process. The development committee will meet in regards whether an auction or some other event will take place this year. It would be best if a decision could be made regarding the auction prior to Give to the Max day. The committee would like to get some PCCS items and make them available to the community to purchase.

f Nominations Committee

Thank you to everyone that is joining the school board committees. No update.

g Policy Committee

The committee is developing in the process of developing a three year planning cycle to review and update policies.

h Sub Committee Reports

Community Connections had an event on Saturday. Thank you to the staff who attended and to Michelle Martin for organizing the ice cream truck. Over 100 people RSVP to the event. There were many families interacting and meeting new families. On Friday, Sept 24th there will be another event at Whitetail Park. In October, there will be a hike that will take place. Those pop-up events seem to be successful. Appreciate all the work of the committee members.

9 Items for Action

a Strategic Plan 2021-2022

The school is creating an interim year strategic plan that is focused on mission. This plan is part of the World's Best Workforce. Additional resources will be used to have Michelle Flannery, our school psychologist, will meet with staff to educate on mental health issues. She

will also be serving as a resource for parents and children if needed. Michelle will provide professional development in the coming weeks. The teachers and staff will be focusing on social emotional learning during this upcoming school year. We have a new contract with our authorizer. We are required to set goals and be accountable to them. We have a district advisory committee meeting that will be happening this fall.

Moved: Lyndsey Reece

Second: Tim Goodwin

Approved: unanimous

b Board Resolution: Requirement that staff be vaccinated against COVID-19 or be regularly tested for the COVID-19 infection

The draft has been included and was prepared by PCCS lawyer similar to what St. Paul has implemented. It is estimated that at least 90% of staff at PCCS is vaccinated. The purpose is so the school can confidentiality state to families that the staff and teachers are either vaccinated or are testing weekly. There was discussion that this resolution helps to provide a level of care to staff and students, particularly with our unvaccinated student population. There was discussion that there will need to be a procedural document that HR maintains on how this resolution will be logistically maintained. The state has made funds available to the school for testing. There are options for the staff regarding testing.

Propose to adjust the date to October 25, 2021. Also, remove “those who are regularly in the building”.

Moved: Tim Goodwin

Second: Shelly Dickinson

Approved: 7-1

In favor: Tim Goodwin, Margit Zolsnay, Kelsey Fitschen-Hemmah, Molly McGovern Wills, Christine Williams, Shelly Dickinson, Lyndsey Reece

Opposed: Beth Molitor

c Consent Agenda

### **Staff Working Agreements:**

Samantha Bolton - Part-Time Teaching Assistant

Megan O’Meara - Part-Time Office Assistant

### **Employee Benefit**

Employees will be provided 5 days of additional paid time off, during the 2021-2022 school year, if they have a positive covid-19 test and they are not able to complete their job duties.

### Substitute Teacher Pay Rates

Increase proposed to align PCCS pay rates to be competitive with other local charter schools. Proposed increases highlighted.

### Hourly Staff Pay Rates FY22

<b>Position</b>	<b>Pay Rate Per Hour</b>
Special Education Paraprofessionals General Education Teaching Assistants Food Program Assistants Administrative Assistants After School Care Assistants Media Paraprofessional	Year 1: \$16.00 Year 2: Increase \$1.00* Year 3: Increase \$1.00* Year 5: Increase \$1.00* Year 10: Increase \$1.00*
Special Education Teaching Assistant	Year 1: \$18.00 Year 2: Increase \$1.00* Year 3: Increase \$1.00* Year 5: Increase \$1.00* Year 10: Increase \$1.00*
Special Education Administrative Assistant	Year 1: \$20.00 Year 2: Increase \$1.00* Year 3: Increase \$1.00* Year 5: Increase \$1.00* Year 10: Increase \$1.00*
School Nurse	Year 1: \$33.00 Year 2: Increase \$1.00* Year 3: Increase \$1.00* Year 5: Increase \$1.00* Year 10: Increase \$1.00*
Health PCA	Year 1: \$20.00 Year 2: Increase \$1.00* Year 3: Increase \$1.00* Year 5: Increase \$1.00* Year 10: Increase \$1.00*
After School Care Supervisor	Year 1: \$20 Year 2: Increase \$1.00* Year 3: Increase \$1.00* Year 5: Increase \$1.00* Year 10: Increase \$1.00*

\*Plus Board approved COL

**Special Assignment / Substitute Teacher Pay Rate**

<b>Position</b>	<b>Rate</b>
Non - Licensed Hourly Rate	\$16.00
Teacher Substitute (daily rate)	\$200 (\$30 for hourly rate)
Long- Term Substitute (10 days + daily rate)	\$210
After School Care Supervisor sub rate (hourly)	\$20.00
Licensed Intervention Teacher (hourly rate)	\$28.00
Licensed Teacher Special Assignments (hourly)	\$28.00

Moved: Kelsey Fitshen-Hemmah

Second: Shelly Dickinson

Approved: unanimous

9. Adjournment 9:15pm

Moved: Lyndsey Reece

Second: Shelly Dickinson

Approved: unanimous

Next board meeting Thursday, October 28, 2021 @ 7:00pm