

Prairie Creek Community School  
 School Board Monthly Meeting Minutes  
 April 27, 2023 @ 7:00pm  
 Prairie Creek Community School, Northfield MN 55057

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

2022-2023	Aug 25	Sep 22	Oct 27	Nov 17	Dec 22	Jan 26	Mar 2 (Feb 23)	Mar 23	Apl 27	May 25	Jun 22
Shelly Dickinson	✓	✓	X	✓	C	✓	✓	X	✓		
Zaki Haidar	✓	✓	X	✓	A	✓	X	X	X		
Kelsey Fitschen-Hemmah	✓	✓	✓	✓	N	✓	✓	✓	✓		
Tim Goodwin	✓	X	✓	✓	C	✓	✓	✓	✓		
Beth Molitor	✓	X	✓	✓	E	✓	X	✓	✓		
Nancy Dennis	✓	✓	✓	✓	L	✓	✓	✓	X		
Lyndsey Reece	✓	✓	✓	X	L	X	✓	✓	✓		
Christine Williams	✓	✓	✓	✓	E	✓	✓	✓	✓		
Margit Zsolnay	✓	✓	✓	✓	D	✓	✓	✓	✓		
Simon Tyler-ex officio	✓	✓	✓	✓		✓	✓	✓	✓		
Keith Johnson- ex officio	X	✓	✓	✓		✓	✓	X	X		
Colleen Braucher	✓	✓	✓	X		✓	✓	✓	✓		

- 3 Recognition/Announcements: ½ team for Honoring week/night for all their work. All the people getting ready for May Day. To the development team for all their work on the Squirrell Jam!
- 4 Public Comments: Emily has a 1st grader for next year and came to see what the school is all about.
- 5 Approve Agenda  
 Amend agenda to add Item for Action “b” Certify New Board Members  
 Moved: Lyndsay Reece  
 Second: Margit Zsolnay

Passed: unanimous

6 Approve Minutes from the March 23, 2023 meeting

Moved: Margit Zsolnay

Second: Kelsey Fitschen Hemmah

Passed: unanimous

7 Items for discussion and/or reports

a Director Report

**Program Updates**

Key program happenings / updates:

- The 4-5 team led a wonderful “honoring week” culminating 4th and 5th grade research project presentations
- The All School Field Trip to Minneapolis on April 18 included a performance by the Minnesota Orchestra and a visit to the Sculpture Garden
- The 2023 Minnesota Comprehensive Assessments are in process for children in 3-5 grades

**Staffing updates**

- Susie Leidner resigned from her position as special education paraprofessional
- Amber Reher announced that she is going to take a break from teaching after the birth of her child this summer. The 4-5 grade vacancy has been posted.

**Building / Grounds**

- The Environmental Club is collaborating with St. Olaf staff and students to learn about natural lands management. The 4-5 students will visit St. Olaf natural lands on May 4

**Community Connections / Outreach**

- The K-1 team and office staff led a very well attended Kindergarten Orientation. We look forward to welcoming these children and their parents into our community next year!
- Band director Stefanie Bothun from the Northfield Middle School shared opportunities for fourth graders to participate in fifth grade band next year
- Arcadia Charter School students presented ideas on hoop house use and management to the fourth and fifth graders
- Prairie Creek will host its traditional May Day celebration and picnic on Monday, May 1  
The Spring Music Concert will be performed at the Northfield Middle School Auditorium on May 9
- Conference take place on May 18 & 19 for all families
- A community music event and fundraiser is being planned at Keepsake Cidery on May 21

i Spring Strategic Plan Review

Strategic Focus Areas	May 2023 Status
Reestablishing community connections and traditions	First all school field trip since 2019 to Orchestra Hall / Sculpture garden, Spring Music Concert reinstated. Saturday morning Makers reinstated.
Reviewing and enhancing communication and outreach to parents	Enrollment information collected electronically / Spring parent survey (administered and reviewed in May)
Parent education and events	Research Projects K-5 /Honoring Week / Kindergarten Orientation / Strategic planning to reduce burden on office staff for events.

Strategic Focus Areas	May 2023 Status
Child-centered service learning	EC Committee Work, Robin's Native Planting Garden
Centrality of thematic learning / Culminating Events	Culminating events have included: Pumpkin Party; Geology Fair; Ojibwe Winter Night Sky; Timeline of the Americas; Bridge Fair; Ancient Easter Asia Folktale Fair; Soup; Liberation Movements of North America; Space Stations; Silk road, Native Perennial Garden; Rivers
Review of grade band organization	Tabled

Strategic Focus Areas	May 2023 Status
Integrating Habits of Mind across the program	Committee update / HOM narrative connections / HOM weaved into narratives
Re-establish and forge new connections with education partners	St. Olaf Environmental Club partnership / Carleton Village video / Dr. Hillmann authorizer site visit / Down Syndrome Awareness Day (collaboration with Northfield Schools) / Dakota County Library/ Arcadia Play and Hoophouse visit / Legislative Action Committee support (Michelle M)
Revisiting the pedagogical roots and practice	Multi-age - bird buddy connections / HOM

Strategic Focus Areas	May 2023 Status
Embed educating for equity in to all programmatic areas	April All School Book Club. The Most Beautiful Thing / Peer Coaching Cycle 2 / PD faculty field trip to Shakopee Mdewakanton Sioux Cultural Center (Hocokata Ti)
Alignment of progressive education values with outdoor learning program	K-1 rotations / Forest Classroom resource sharing and enhancement / Rainsuits in use!
The Arts	All School Field Trip - MN Orchestra & Sculpture Garden / Arts' committee equity lens for opera residency planning

Strategic Focus Areas	May 2023 Status
Teacher development	April coaching centered on reflecting on goals and looking forward to possible goals for next year. Simon meeting with individuals in April / May. Goal-setting for 23/24 continuing at June retreat.
Sustainable staff recruitment and retention	Two residents (gen ed / sped) accepted for 23-24 school year. Licensure through St. Thomas grant funded program.
Special Education / Intervention Services	Transition to in-house Coordinator / Director services with mentoring support from Indigo Special Education services

Financial sustainability	Fundraiser for May at Keepsake Cidery planned for May. Employee Retention Credit application in process. Development target raised to \$80k. Review and update of alumni contact list. Employee Retention Credit application.
Building / grounds maintenance	Board approval of transition to ABC. In progress. Preparation for a board Buildings / Grounds Committee.
Leadership sustainability	Updated staff on Leadership Team during April PD. Team format: Director Designee; Special Education Director; PD Coordinator; Q Comp Leader; Communication Connections Coordinator; Office Manager. Preparation for monthly meetings beginning summer. Piloting "deep work" off-site time for leaders

b Education Program Committee: The Sped team led a review and reflection. This was specific feedback for the Sped team from the Gen Ed teachers. The teachers took a field trip to the Mdewakanton: Dwellers of the Spirit Lake.

c Finance Committee: There are no significant changes since last month. Non-governmental entities can apply for the Employee Retention Credit. We are working with BERGANKDV, LTD and the contract is on the consent agenda. The finance committee will plan to bring a budget to the next meeting for approval.

d Development Committee: Fundraising Event at Keepsake Cidery on Sunday, May 21. An evite will be sent to the community soon. Lyndsey and Christine will be going to Keepsake tomorrow to check out the venue.

e Nominations Committee: The election was held and ballots were counted. Christine Williams, Beth Molitor and Kelsey Fitschen-Hemmah were re-elected to the board. Zaki Haidar has notified the board chair that he will be stepping down at the end of June. We did have a third candidate that would be willing to serve the remainder of the term. That would be Jessica Provancha.

f Policy Committee: Nothing at this time

g Sub Committee Reports

### **Technology**

The technology committee worked to prepare the building with what was needed for the upcoming MCA tests. This included updating devices as well as making sure headphones were working. Aside from that, we spend time discussing how to store headphones as well as how to "sunset" used or outdated devices.

- Submitted by Amber Reher

### **Arts**

The Arts Committee met on April 11th to begin thinking about possible art visits for the 2023-24 school year. Committee members are reaching out to various organizations to check on availability. The 2023-24 school year is the St. Olaf Opera residency, which frees up some of the art budget for special events. We are also reaching out to the Carleton Naturalist Residency folks to determine a date at the end of the year for the installation of the plant drawings.

- Submitted by Amy Haslett-Marroquin

8 Items for Action

a Consent Agenda

**Staff Working Agreements**

Page Nelson

Jessica Bastry

**BERGANKDV, LTD** (Employee Retention Credit Review)

**FY24 Contracts**

Strategic Staffing Solutions

DAPE

Physical Therapy

Special Education Teacher

Keys to Communication (Speech)

Moved: Shelly Dickinson

Second: Lyndsey Reece

Passed: unanimous

b Certity New Board Members

Christine Williams, Beth Molitor & Kelsey Fitschen-Hemmah - Three Year Terms

Moved: Margit Zsolnay

Second: Tim Goodwin

Passed: unanimous

c Appoint replacement board member

Jessica Provancha to fill the vacated position of Zaki Haidar for the remaining two years of the term

Moved: Lyndsay Reece

Second: Margit Zsolnay

Passed: unanimous

9. Adjournment 7:58pm

Next board meeting Thursday, May 25, 2023 @ 7:00pm