

Prairie Creek Community School
School Board Monthly Meeting Minutes
June 22, 2023 @ 7:00pm
Prairie Creek Community School, Northfield MN 55057

- 1 Call to order 7:01 pm
- 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	X	X
Kelsey Fitschen-Hemmah	✓	✓	✓	✓	N	✓	✓	✓	✓	✓	✓
Tim Goodwin	✓	X	✓	✓	C	✓	✓	✓	✓	✓	✓
Beth Molitor	✓	X	✓	✓	E	✓	X	✓	✓	X	✓
Nancy Dennis	✓	✓	✓	✓	L	✓	✓	✓	X	✓	✓
Lyndsey Reece	✓	✓	✓	X	L	X	✓	✓	✓	X	✓
Christine Williams	✓	✓	✓	✓	E	✓	✓	✓	✓	X	✓
Margit Zsolnay	✓	✓	✓	✓	D	✓	✓	✓	✓	✓	✓
Simon Tyler-ex officio	✓	✓	✓	✓		✓	✓	✓	✓	✓	X
Keith Johnson- ex officio	X	✓	✓	✓		✓	✓	X	X	✓	✓
Colleen Braucher	✓	✓	✓	X		✓	✓	✓	✓	X	X

- 3 Recognition/Announcements- $\frac{4}{5}$ teachers for all they did during the final weeks of school and for the 5th grade graduation ceremony and for the graduation speeches. Julian Ros for their speech at the 5th grade celebration. Ezra Plemons for pulling together the literary magazine. Diana Drager for adding the art work to the literary magazine. The $\frac{2}{3}$ teachers for hosting field day.
- 4 Public Comments - No comments. Two guests attended the meeting.
- 5 Approve Agenda
Moved: Nancy Dennis
Second: Tim Goodwin
Passed: unanimous
- 6 Approve Minutes from the May 25, 2023 meeting
Moved: Margit Zsolnay
Second: Nancy Dennis
Passed: unanimous
- 7 Items for discussion and/or reports

a Nominations Committee - Ryan Kiesel is running as a teacher candidate as Kelsey Fitschen-Hemmah is stepping down from the board due to her new position which is making her ineligible for serving on the board. The committee also discussed board training needs. CharterSource is a training tool that we have used this past year. Keeping finances in mind, the board decided to discontinue for the next fiscal year and return to using MACS for training unless classes are unavailable to new board members.

b Education Program Committee - Molly McGovern Wills presented the Q-comp report. This year coaches used the Art of Coaching to coach faculty. The tool was used for giving feedback to teachers through coaching. There is an accountability piece of this tool too which is helpful to all. The faculty met during Professional Development in order to create meaningful coaching opportunities. The new system was well received by faculty based on the survey results. Nancy reported that the end of the year was great. It was good to return to traditions and there was so much joy, wonder and fun.

c Director Report -

Staffing changes summary for the 2023-2024 school year:

Amber Reher has left her position as Robins' teacher. We are immensely grateful for Amber's work over the past three years. We wish Amber all the best as she prepares for a new addition to her family. Amy Haslett-Marroquin, long-time Meadowlarks' 2-3 teacher, will be the new Robins' teacher. Amy is excited for the opportunity to join the 4-5 team.

Stacey Sandler will join the 2-3 team as the new Meadowlarks' teacher. Stacey has taught third grade at the Cannon Valley STEM School for the past eleven years where she was a teacher leader in the field of environmental education.

Megan Fishman has completed a one year long-term substitute role as music/orchestra teacher. We are grateful for all her terrific work last year. Olivia Moraczewski returns as orchestra/music teacher next year. We are pleased that Megan is staying on our staff as a part-time teaching assistant.

Kelsey Fitschen-Hemmah will be the new PCCS Special Education Director and Coordinator.

Atia Cole will join our Special Education teaching team next year while she completes her Special Education licensure through the St. Thomas residency program.

Jakob Anderson will be a resident teacher at PCCS next year working towards his elementary licensure through the St. Thomas residency masters' program. Jakob will be mentored by Cranes' teacher Nancy Dennis while he completes his student teaching.

Russel Boyington will be the new After School Care Supervisor. Russel has extensive experience working in care programs in the Northfield School District. He is also a Northfield Middle School theater director.

Samantha Bolton is leaving her position as Teaching Assistant / Special Education paraprofessional. Samantha has been a wonderful educational support professional and substitute teacher. We are excited that Samantha is going to stay on our short call substitute list for next year.

Jessica Bastyr is joining our Special Education paraprofessional team next year. Jessica has been an important substitute this year and we are delighted that she is joining our team on a full-time capacity.

Page Nelson is joining our Special Education paraprofessional team in a full-time capacity. Page provided great service on a part-time basis last year and we are thrilled that she is taking a full-time paraprofessional position.

d Finance Committee - This is a quiet month as we wrap up the fiscal year. The end of the fiscal year is June 30th. We have approved the budgets so we are on track.

e Development Committee - We approved in the budget to increase the fundraising target to \$80,000. In August, we will discuss a strategy of how to reach that fundraising goal. Michelle Martin has taken on the role of the Community Connection Coordinator. She is looking forward to being part of the marketing of future fundraising events.

f Policy Committee

i First Read-Overdose Medication Policy - designated staff will be trained to deliver this medication

g Sub Committee Reports - no reports

8 Items for Action

a Consent Agenda

Approve FY24 Designs for Learning (EdFi)

Approve 2023-2024 MN Association of Charter Schools (MACS)

Renew Commercial Insurance Package with Northfield Insurance for FY24

Approve BVI Orientation & Mobility Contract - Connie Telschow

Approve Teacher of Physical/Other Health Disabilities Contract - Allison McKay

Approve OT Contract - Joan Stage

Teacher Salary Schedule

Years of Exp	2%	3%
	increase	increase
	2022-2023	2023-2024
0	37,721.05	38,852.68
1	40,585.85	41,803.42
2	43,450.64	44,754.16
3	46,315.44	47,704.91
4	49,180.24	50,655.65
5	50,932.14	52,460.10
6	52,684.03	54,264.56
7	54,435.93	56,069.01
8	55,644.30	57,313.63
9	56,852.66	58,558.24
10	58,061.03	59,802.86
11	59,269.40	61,047.48
12	60,362.76	62,173.64
13	61,456.12	63,299.81
14	62,549.49	64,425.97
15+	63,642.85	65,552.14
	<u>Avg Step incr</u>	<u>Avg Step incr</u>
	1,728.12	1,779.96

* add 1 year for MS

* additional 1 year for PHD (1 for MA + 1 for PHD)

* Transcripts to the office by June 30th determine contract amount for the next school year

Staff Working Agreements

Director Simon Tyler

K/1 Teacher Amy Brown 1.0 FTE

K/1 Teacher Amy Narveson 1.0 FTE

K/1 Teacher Amanda Solinger 1.0FTE

2 / 3 Teacher Nancy Dennis 1.0 FTE

2 / 3 Teacher Molly McGovern Wills 1.0 FTE

2 / 3 Teacher Stacey Sandler 1.0 FTE

4 / 5 Teacher Michelle Martin 1.0 FTE

4 / 5 Teacher Ryan Kiesel 1.0 FTE

4 / 5 Teacher Amy Haslett-Marroquin 1.0 FTE

Music/Orchestra 0.6 FTE Olivia Moraczewski

Spanish Teacher / Special Education Teacher 0.8 FTE Tricia Christopherson

Visual Arts Teacher Lizabeth Nelson .375 FTE

Reading Intervention Teacher 0.8FTE Anna Lisa Rustad

Special Education Director / Coordinator Kelsey Fitschen-Hemmah

Special Education Teacher Michelle Bigalke 1.1 FTE
Special Education Teacher Cale Steinhoff 1.1 FTE
Special Education Teacher Atia Cole 0.8 FTE
Special Education Paraprofessional Jessica Bastyr
Special Education Paraprofessional Page Nelson
Special Education Paraprofessional Jesse Wiener
After School Care Lead Russel Boyington
Special Education Paraprofessional / After School Care Assistant Hannah Bauer
Special Education Paraprofessional / After School Care Assistant Kelley Ekstrom
Office Manager Colleen Braucher
Office Assistant/Special Education Administrative Assistant Diana Drager
Office Assistant Megan O'Meara
Financial Officer Keith Johnson
School Nurse Connie Menssen
Teaching Assistant / Health PCA / After School Care Assistant Olivia Rezac
Teaching Assistant / Special Education Paraprofessional Audrey Lane-Getaz
Teaching Assistant Mary Poole

Moved: Lindsey Reece

Second: Tim Goodwin

Passed: unanimous

b Q-Comp Annual Report 2022-2023

Moved: Shelly Dickinson

Second: Margit Zsolnay

Passed: unanimous

c Appoint replacement board member to fill teacher position

Moved: Tim Goodwin

Second: Kelsey Fitschen-Hemmah

Passed: unanimous

d Elect Board Officers

Motion to elect board officers at follows:

Chair, Christine Williams

Vice Chair, Tim Goodwin

Treasurer, Ryan Kiesel

Secretary, Beth Molitor

Moved: Nancy Dennis

Second: Marit Zsolnay

Passed: unanimous

9. Adjournment 7:56pm

Next board meeting August 24, 2023 @ 4:00pm (followed by board retreat)