

Prairie Creek Community School  
School Board Monthly Meeting Minutes  
August 24, 2023 @ 4:00pm  
Prairie Creek Community School, Northfield MN 55057

- 1 Call to order 4:10pm
- 2 Attendance

2023-2024	Aug 24	Sep 28	Oct 26	Nov 16	Dec 21	Jan 25	Feb 22	Mar 21	Apl 25	May 23	Jun 27
Nancy Dennis	✓										
Shelly Dickinson	X										
Tim Goodwin	✓										
Ryan Kiesel	✓										
Beth Molitor	X										
Jess Provanca	✓										
Lyndsey Reece	✓										
Christine Williams	✓										
Margit Zsolnay	X										
Simon Tyler-ex officio	✓										
Keith Johnson- ex officio	✓										
Colleen Braucher	✓										

- 3 Recognition/Announcements: Keith and Colleen for leading the audit process in July. Thank you for all the work that goes into preparing for the audit.
- 4 Public Comments None
- 5 Approve Agenda  
Motion to remove Wellness Policy from Item action and approve amended agenda.  
Moved: Nancy Dennis  
Second: Lyndsey Reece  
Passed: unanimous
- 6 Approve Minutes from the June 22, 2023 meeting  
Moved: Tim Goodwin  
Second: Ryan Kiesel  
Passed: unanimous
- 7 Items for discussion and/or reports
  - a Nominations Committee: There was discussion and a decision to keep Charter Source for training of new board members.
  - b Education Program Committee: Nothing at this time

c Director Report

i E-Learning Plan: The e-learning plan was updated with new employee information, but no other major changes were made.

**Enrollment and Waiting List for 2023/24**

Grade	K	1	2	3	4	5	Total
<b>Enrollment (current)</b>	30	30	30	29	30	30	179
<b>Waiting List (for 23/24)</b>	6	16	7	0	8	8	45

**Program Updates**

Key program happenings / updates:

- The school financial audit was completed in July. The school is grateful to Keith Johnson and Colleen Braucher for all their hard work during the audit process.
- Teachers and hourly staff will participate in the before school work week beginning August 28

**E-Learning Plan**

- Director will provide an overview of the E-Learning Plan for the 23-24 school year. E-learning days are used on the second and subsequent school days when inclement weather prevents the safe transportation of students to school.

**Staffing updates**

- No updates

**Building / Grounds**

- All classroom floors and several common areas were cleaned/refinished this summer
- Where needed, a fresh coat of paint has been applied to common space walls

**Community Connections / Outreach**

- Kindergarten and second grade children will meet with classroom teachers to engage in before school base evaluation conferences on Tuesday, August 29.
- The Community Connections team coordinated and led three summer events for families and children at local parks and playgrounds
- The back to school social for families is on Thursday, August 31 at 4pm

**Professional Development**

- Kelsey Fitschen-Hemmah attended the Indigo Special Education “Back to School” Conference. Workshops covered compliance issues and legislative updates
- Simon Tyler attended a Charter Leader retreat at MDE in July. The day included legislative updates and meetings with MDE staff
- Kelsey Fitschen-Hemmah and Simon Tyler participated the U of M Literacy Learning for Leaders course

d Finance Committee: July is a slower month with not many transactions. There are no adjustments for the audit accruals this month. The auditors were on site one day and were given read access to our finance software. There are a few loose ends to tie up but things are going well. Next month there will be an updated cash flow for you to view.

e Development Committee: Nothing at this time

f Policy Committee There is one policy with a second read and vote (Overdose Medication Policy). Also an annual review of the Pledge of Allegiance Policy

g Sub Committee Reports: Nothing at this time

8 Items for Action

a Consent Agenda

By Word of Mouth - Speech Therapy

(Keys to Communication has given notice that they are terminating our contact due to lack of staffing)

Heger's Dairy - Milk Contract

Moved: Lyndsey Reece

Second: Nancy Dennis

Passed: unanimous

b Second Read and Vote-Overdose Medication Policy

Moved: Tim Goodwin

Second: Ryan Kiesel

Passed: unanimous

c Pledge of Allegiance Policy-Annual Review

Motion to waive the mandate to say the Ple

Moved: Lyndsey Reece

Second: Nancy Dennis

Passed: unanimous

d Certify Board Officers-

Christine Williams, Board Chair

Tim Goodwin, Board Vice Chair

Ryan Kiesel, Treasurer

Beth Molitor, Secretary

Moved: Ryan Kiesel

Second: Lyndsey Reece

Passed: unanimous

9. Adjournment 4:35pm

Next board meeting September 28, 2023 @ 7:00pm