

Board of Directors Meeting

Marine Village School

Thursday, August 3, 2023, at 6:00 PM - Via Zoom

In attendance:

- Dr. Kim Kokx (MVS Principal)
- Win Miller (President)
- Peter Gardner (Vice President)
- Kate McDearmon (Board Member)
- Linda Tibbetts (Board Member)
- Jennifer Cress (Board Member)
- Katherine Hardie (Board Member)

Absent:

- Daryl Timmer (Board Member)
 - Dave Dochniak (Board Member)
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I. Record Meeting

II. Call meeting to order

Meeting called to order at 6:01 PM by Win.

III. Approve the Agenda

Pete moved, seconded by Kate, to approve the agenda as presented. By roll-call vote: Pete: yes; Kate: yes; Linda: yes; Win: yes; Jenn: yes; Katherine: yes. Motion passed.

IV. Approval of Minutes

Jenn moved, seconded by Pete, to approve the July 6, 2023 and July 20, 2023 Board Meeting Minutes, as presented. By roll-call vote: Pete: yes; Kate: yes; Linda: yes; Win: yes; Jenn: yes; Katherine: yes. Motion passed.

V. Executive Director Report

Dr. Kokx reported Back to School night is scheduled for August 30, 2023. Kindergarten Roundup will be that day as well. The week of August 24, 2023, Dr. Kokx is planning a fun gathering for parents and students with a water feature, hot dog roast, potluck, etc. Designs for Learning sent Dr. Kokx their latest contract which she will forward onto the board for review. She is in the process of hiring three paraprofessionals. NARCAN training is scheduled for the end of August. Regarding medications in school, Kate would like procedures. Kate will send Kim the MN Board of Nursing procedures for schools.

VI. Finance

Katherine has done a lot of work on financials. She said it is a known charter school issue of finding an auditing firm. We are owed back payments from MDE. We are in a good place with Budget and Expenditures. Katherine is drafting an updated 2023-2024 budget. She is attempting to calculate the IDEAS payment for the next several

months. We need to concentrate on more donations to help get the finances through the next year. Katherine would like the board and staff to take a hard look at the budget and find areas to cut.

VII. Operations

- a. Docuware Proposal – Due to budgetary concerns, this will be removed from consideration.

VIII. Committees

- a. Governance – No report.
- b. Academic – Academic Handbook in draft form.
- c. Finance – No report.
- d. Community Outreach – No report.
- e. Facilities - Kate has organized cleaning and painting. Another cleaning day is scheduled for August 11, 2023 and August 12, 2023. Items continue to be delivered to the kitchen. We need to know financial stance so final items can be purchased and contractors hired.

IX. Promotions

Jenn discussed promoting back to school events, as well as having Teacher Headshots and Bios.

X. Board Topic

- a. In-Person Meetings – The meetings in-person will start September 7, 2023 at the school. There was discussion about potentially moving monthly meetings to the third Thursday of the month. It would be easier to review and approval financials from the previous month later in the following month.
- b. Special Meeting – Due to upcoming decisions and items, the board will meet Thursday, August 17, 2023 at 6:00 p.m. via Zoom.

XI. Authorizer Comments

Dave Peterson posed several questions for board members to think about: Are all board members active and participating? Is the board prepared and aware of the various workings of the school? Is the board following through on the three main items of a charter school: 1. Academic health of school; 2. financial health; 3. governance structure.

XII. Regular monthly meeting is held on the first Thursday of the month at 6:00 p.m. at Marine Village School located at 550 Pine Street, Marine on St. Croix, MN 55047.

- a. Thursday, September 7, 2023 – In-Person
- b. Thursday, October 5, 2023 – In-Person
- c. Thursday, November 2, 2023 – In-Person

XIII. Adjournment

Pete moved, seconded by Jenn, to adjourn the meeting. By roll-call vote: Pete: yes; Kate: yes; Linda: yes; Win: yes; Jenn: yes; Katherine: yes. Motion passed.

Meeting ended at 7:01 p.m.