

Board of Directors Meeting

Marine Village School

Thursday, September 7, 2023, at 6:00 PM - Via Zoom and In Person

In attendance:

- Dr. Kim Kokx (MVS Principal) – Via Zoom
- Win Miller (President) – In Person
- Peter Gardner (Vice President) – In Person
- Kate McDearmon (Board Member) – In Person
- Linda Tibbetts (Board Member) – In Person
- Jennifer Cress (Board Member) – In Person
- Daryl Timmer (Board Member) – In Person
- Dave Dochniak (Board Member) – In Person

Absent:

I. Record Meeting

II. Call meeting to order

Meeting called to order at 6:04 PM by Win.

III. Approve the Agenda

Pete moved, seconded by Daryl, to approve the agenda as presented. Motion passed.

IV. Approval of Minutes

Pete moved, seconded by Jenn, to approve the August 3, 2023, and August 17, 2023 Board Meeting Minutes, as presented. Motion passed.

V. Executive Director Report

Dr. Kokx reported the first few days have school have gone well. With one bus driver and several adjustments, the southern route is covered with the northern route being covered by parental drop off and the Christ Lutheran Church bus. Dr. Kokx is very pleased with the staffing. She hired Kelly Fronk as the Third-Grade teacher. Daryl moved, seconded by Kate, to hire Kelly Fronk as the Third-Grade teacher. Motion passed. There are 92 students enrolled.

VI. Finance

- a. Approve Used Bus Purchase – Win provided the board with information about the two used buses purchased at the end of August. The school faced a dilemma with being unable to find school buses after much searching and solicitation. Win was able to find two used buses for \$26,050 (with \$400 in incidentals). Jen moved, seconded by Pete, to approve the purchase of two buses at \$26,050. Motion passed. Security State Bank of Marine approved a loan for the school. Daryl moved, seconded by Pete, to approve the purchase of two buses to be financed by Security State Bank of Marine. Motion passed.

- b. Consent Calendar – Win explained the checks and bills being paid this month. Linda moved, seconded by Jenn, to approve the consent calendar as presented. Motion passed.

VII. Operations

- a. Food Scraps Program – Kate investigated this program through Washington County. Jenn will reach out to Brookside who is currently using this program, for insight and guidance. Jenn will report back to the October board meeting with her findings.

VIII. Committees

- a. Governance – This committee met two weeks ago. They are reviewing all the procedures and policies, and making sure that they are in place. Lisa White, who handles the school’s website, would like all documents and policies so they can be uploaded to the website.
- b. Academic – No report.
- c. Finance – No report.
- d. Community Outreach – The committee is working on creating a community fundraiser in Marine like a fall festival with a band. Win is researching St. Croix Valley Community Foundation for setting up an endowment fund. Thursday, November 28th is Give to the Max Day.
- e. Facilities –
 - i. Kitchen – Kate reported all pieces of the puzzle are in place for the kitchen to start serving September 18, 2023. We are thankful for the support and guidance of Stillwater Schools. Paraprofessionals will work as the cafeteria cashier and monitor.
 - ii. Cleaning – Asking parents to sign up for cleaning projects has proven futile – we are asking a lot of our parents. Continue having Wendy clean once a week. Due to cost of hiring a contract cleaning service, we will hold off on cleaning contract discussion until October.
 - iii. Transportation – Staff and board worked over Labor Day weekend to hammer out bus routes considering we only have one drier. The buses have had mechanical failures. Nick, a parent, has offered to help fix the buses.

IX. Promotions

No report.

X. Discussion Items

No report.

XI. Authorizer Comments

Brad Blue was in attendance. He told the board the growth model we have for the next six months is going to be difficult financially, however, by next October, the catchup will just feel like a “freshwater bath.” He told the board to hang in there. He told the board what he would be looking for in his annual report. He would like the

board to start a line item for monthly discussion of “Academic Progress.” He will encourage Ellie Holty to send us training information. He encourages the board to take care of each other during these tough spots. He is proud of our accomplishments.

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

- a. Thursday, October 19, 2023 – In-Person/Zoom
- b. Thursday, November 16, 2023 – In-Person/Zoom
- c. Thursday, December 21, 2023 – In-Person/Zoom

XIII. Adjournment

Daryl moved, seconded by Win, to adjourn the meeting. Motion passed.

The meeting ended at 7:10 p.m.