

Board of Directors Meeting

Marine Village School

Thursday, Aug 15, 2024, at 6:00 PM – In Person/Via Zoom

In attendance:

- Dr. Kim Kokx (MVS Principal) – Via Zoom
- Sarah Stivland (Chair) - In Person
- Peter Gardner (Vice Chair) – In Person
- Mike Lammi (Treasurer) – In Person
- Jennifer Cress (Board Member) – Via Zoom
- Kate McDearmon (Board Member) – In Person
- Kelly Jeanetta (Board Member) - In Person
- Cari McGlynn (Board Member) - In Person
- Lisa White (Outreach Committee, community member) - In Person
- Anna Maakastad (Academic Committee, community member) - In Person
- Brad Blue (Authorizer) - Via Zoom
- Nicole Schmidt (CLA representative) - Via Zoom
- Win Miller (Ex- Officio) - Via Zoom

Absent:

- Linda Tibbetts (Secretary)
- Daryl Timmer (Board Member)

I. Record Meeting

II. Call meeting to order

Meeting called to order at 6:02 PM by Sarah.

III. Approve the Agenda

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

IV. Approve the Minutes

Mike moved, seconded by Pete, to approve the July 18, 2024, Minutes as presented. Motion passed.

V. Financials

- a. Financial Report – Mike and Nicole Schmidt from CLA presented the August Financials.
- b. Buses – Both old buses are running and are on auction at KBid auctions until (8/27) and removed from school property by 8/29.
- c. Auditor nearly complete with FY23 Audit, Nicole from CLA is uploading FY24 items – Ongoing.

- d. Fundraising/Three-Peat Initiative – 2 Large stock donations were given to the School anonymously. Donors wanted to thank Dr. Kim Kokx & Win Miller especially for their hard work and dedication to MVS.

VI. Executive Director Report

- a. School Calendar presented with a few deviations from the previous calendar to facilitate teacher workshop days needed for the 2 year extensive LETRS literacy instruction training. Pete moved, seconded by Mike, to approve the school Calendar for 24/25 school year. Motion passed.
- b. MVS was present at all summer community events in hopes of increasing recruitment/enrollment. Teachers will be back in the bldg for Professional development days starting 8/26. Cari to lead as Kim will be absent. Back to school night 8/28th- board members encouraged to attend. Bus drivers will be present to aid in transportation questions from families.

Committee Reports

- a. Governance – The committee is finishing up the final draft of the Weapon Policy and it should be ready for board approval in September. Pete recommended a few updates to the handbook to meet insurance requirements. Pete recommended a community member be added to the board next month, resume to come. Board members were reminded to complete the required annual training for all board members. Meeting requirements were reviewed and we are in compliance. Brad Blue added that he would review Chapter 13 Law to ensure we are meeting the requirements for committee work and give recommendations. Staff and student handbooks discussed, both will be kept as living documents on our website. Board will move on any items that require board approval, otherwise the handbooks will be updated as needed. Brad Blue advised that the Secretary must keep track of board member training and mtg. attendance for our annual report to the authorizer.
- b. Academic – The Parent-Student Handbook was discussed. Motion to approve by Mike, seconded by Pete; motion passed.
- c. Community Outreach –
 - i. Parent Teacher Organization- will offer financial support for school signage. School swag is ordered & will be available for sale soon (all staff get free shirts). Family picnic & rootbeer float night will be hosted 8/20 at school for families. Teacher lounge mural will be a gift to the school staff.
 - ii. Enrollment – Summer Tuesdays in Stillwater, Lumberjack Days, Washington County Fair, and Summer Camps were all attended by MVS. 9/21 MMFS fall festival will be attended. They are looking for more members to join the committee. Mike recommended the board work on adding an annual budget for this committee. Website updates- in process.

- d. Facilities –
 - i. All floors to be buffed next week. Doorways to be painted early next week. Buses are clean and DOT inspected & we are in full compliance with all laws and requirements needed by DOT & Federal Motor Carrier Safety Administration. Minor damage from recent storm to be repaired ASAP. Bus routes are being finalized.

VII. Board Topics

- a. Marine Multi-Generational Education District Advisory Committee – Win asking to be replaced on the committee. It's recommended MVS keeps a voice on this committee.
- b. Secretary role needed- Kelly Jeanetta offered to take this role. *Kate moved, seconded by Mike, appointment of Kelly Jeanetta as Board Secretary. Motion passed.*

VIII. Authorizer Comments

- a. On 8/26 MDE will embargo statewide assessments. 8/29 those reports will be released as public data. Academic committee should meet soon after those results are made public to review the data and make any recommendations.
- b. Board will be switching from founding board to elected board later this school year. Oak Hill Montessori will be an ally to help us navigate the change.
- c. MOCHA shared concerns with issues at CLA in not communicating the payment plan for our TRA and pera contributions.

IX. 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, September 19, 2024
- b. Thursday, October 17, 2024
- c. Thursday, November 21, 2024

X. Adjournment by Chair

The meeting ended at 7:49 p.m.