

Board of Directors Meeting
Marine Village School
Thursday, October 17, 2024
6:00 p.m.

In Attendance:

Sarah Stivland (Chair) in person
Pete Gardner (Vice Chair) via Zoom
Mike Lammi (Treasurer) in person
Daryl Timmer (Board Member) in person
Kate McDearmon (Board Member) in person
Jenn Cress (Board Member) in person
Kelly Jeanetta (Secretary) in person
Kien Trung Nguyen (Community Member) in person
Dr. Kim Kokx (MVS Principal and ex-officio member) via Zoom

In addition to Board members,

- Anna Maakestad (community member and chair of the Academic Committee) attended and presented via Zoom.
- David Peterson (MOChA) attended and presented via Zoom

Absent:

Cari McGlynn (Board Member) via Zoom

I. Meeting Recorded

II. Meeting called to order.

III. Meeting Agenda

- Daryl moved to approve the agenda.
- Jenn seconded the motion.
- Roll was called to approve the agenda.
- The agenda was approved unanimously.

IV. Minutes from September 19, 2024 Board Meeting

- Kien moved to approve the minutes.
- Kate seconded the motion.
- Roll was called to approve the minutes.
- The minutes were approved unanimously.

V. Financials

- a. Financial Report - Mike presented the September and October 2024 financials.
Some highlights:

- i. The lease aid application has been approved.
- ii. The Finance Committee met and will be having another working session the week of November 11, 2024. David Peterson from MOChA is planning to attend. Mike is seeking a couple more Board members to join the planning group.
- iii. The 2nd holdback payment has been received and distributed. The 3rd payment is coming and we will use to pay off the existing Bridge loan balance of \$9,000.00.
- iv. Audit is in progress.
- v. We have switched food service to Premier Kitchen, which should save Marine Village School about \$40,000.00. We have hired an individual to run the food program.

VI. Executive Director Report

- a. Bus Drivers. A new bus driver has been hired.
- b. The Employee Handbook.
 - i. The Employee Handbook has been revised to provide that staff contact information will only be shared with permission.
 - ii. The Board discussed some largely typographical revisions that need to be made.
 - iii. Sarah made a motion to approve the Employee Handbook with the understanding that clarifying revisions need to be made. Kate seconded the motion. The motion was passed unanimously.
- c. PTO-related Matters. Discussion was held regarding best practices for PTO-related matters. The Governance Committee will continue to meet to address.
- d. School Forest. Marine Village school is pursuing designation by the Department of Natural Resources of a school forest.
- e. Nursing Contract. A contract has been reached with an organization that provides nursing services on pay-as-you-go basis.
- f. Facilitator Contract. A facilitator of organizational effectiveness will be working with Kim to develop and clarify job descriptions for the administrative team.
- g. CSP Grant Closeout. Kim is working on a summary that describes the way in which the grant was utilized.

VII. Committee Reports

- a. Governance (Pete)
 - i. Policies. The Committee is working on job descriptions and insuring that all necessary policies are in place.
 - ii. Board of Directors. Board elections will be held by the end of this school year.
 - iii. Weapons policy.
 - 1. Mike Lammi moved to approve the weapons policy. Kelly seconded the motion. The motion was unanimously passed.

2. The weapons policy will be housed in both handbooks on the website.
- b. Academic (Anna Maakestad)
 - i. The Committee is working to insure that the teachers have the tools, assistance and support that they (the teachers) feel they need in order to meet state academic standards and core knowledge.
- c. Community Outreach (Jenn)
 - i. The Committee is limited by its lack of budget. The Board acknowledged it needs to figure out a way to financially support the Committee so that it can engage in more robust outreach efforts.
 - ii. The Committee is working on the Marine School Website and will be updating its Facebook page.
 - iii. The Committee is planning to reach out to the PTO for the purpose of exploring how the two groups can collaborate on building enrollment.
 - iv. Kate reported that the Family Fun Night at Rustic Roots was a success. Money was raised. Connections were built.
 - v. Kate also reported that the winter greens sale ends October 23, 2024. October 28, 2024 is the Book Fair. There will be a Give Back night at Aculpulco.
- d. Facilities (Kate)
 - i. The new bus driver is completing requirements that will allow him to start driving.
 - ii. The Wellness Policy needs to be ready by next year.

VIII. Board Topics

- a. Marine Multi-Generational Education District Advisory Committee
 - i. Community member Dan Willenbring has offered to chair this committee. He will reach out to Wyn Miller to get background and better understand his role.

IX. Authorizer Comments

Dave Peterson with MOChA will come to Marine in November to attend the next Finance Committee meeting. He talked about MOChA's role in charter schools and lauded our committee system. He noted that we are gaining capacity each time we meet and govern.

X. Regular monthly meeting is held on the third Thursday of the month, at 6:00 p.m., at the Marine Village School, 550 Pine Street, Marine-on-St. Croix, Minnesota 55047 and via Zoom.

- Thursday, November 21, 2024
- Thursday, December 19, 2024
- Thursday, January 16, 2025

XI. Adjournment. The meeting was ended by the Chair at 7:45 p.m.