

Board of Directors Meeting
Marine Village School
Thursday, January 16, 2025
6:00 p.m.

Board Members Present:

Sarah Stivland (Chair) in person
Mike Lammi (Treasurer) in person
Kelly Jeanetta (Secretary) in person
Kate McDearmon (Board Member) in person
Jenn Cress (Board Member) via Zoom
Kien Trung Nguyen (Vice Chair) in person
Dr. Kim Kokx (Executive Director and ex-officio member) via Zoom
Michelle Johnson (Board Member) via Zoom

Community Members Present:

Cari McGlynn (Interim Principal) in person
Anna Maakestad (Academic Committee)
Jaime Souza (Science and Physical Education Teacher)
Dan Willenbring (Multi-Generational Committee)
Mike Adrian (PTO)

Board Members not in Attendance:

Daryl Timmer (Board Member)

Authorizer Present:

David Peterson (MOChA)

I. Meeting Recorded

II. Meeting called to order

III. Meeting Agenda

Kate moved to approve the agenda. Kien seconded the motion. The agenda was approved unanimously.

IV. Board Leadership Elections

For purposes of clarifying Board leadership through June 2025, the following officers were unanimously elected:

- Chair: Sarah Stivland
- Vice Chair (nominated by Sarah): Kien Trung Nguyen
- Secretary: Kelly A. Jeanetta
- Treasurer: Mike Lammi

V. Cari McGlynn Resignation from the Board of Directors

Sarah moved to accept Cari McGlynn’s resignation from the Board of Directors. Kelly seconded the motion. The Board voted unanimously to accept Cari’s resignation.

VI. Michelle Johnson as New Member of the Board of Directors

Sarah moved to accept Michelle Johnson as a member of the Board. Kate seconded the motion. The Board voted unanimously to accept Michelle Johnson as a member of the Board.

VII. December 19, 2024 Board Meeting Minutes

Mike moved to approve the minutes of the December 19, 2024 Board meeting. Kien seconded the motion. The Board voted unanimously to approve the December 19, 2024 Board meeting minutes.

VIII. 2025 Board Meeting Calendar

Kate made a motion to approve the 2025 Board Meeting Calendar. Kien seconded the motion. The Board Meeting Calendar was unanimously approved.

The 2025 meeting dates are as follows:

- January 16, February 20, March 20, April 17, May 15, June 19, July 17, August 21, September 18, October 16, November 20, December 18.

IX. 2025 Committee Chairs

Kelly moved to approve 2025 committee chairs. Mike seconded the motion. The motion was unanimously approved. The committee chairs are as follows:

- Governance: Kien Trung Nguyen
- Facilities: Kate McDearmon
- Academic: Anna Maakestad
- Community Outreach: Jenn Cress
- Multi-Generational: Dan Willenbring

Kate noted we need a Wellness Committee. She will reach out to some individuals who may be interested.

X. Board Authorization to Expend Funds

The Board discussed the necessity for giving the Executive Director signing authority for certain expenditures on behalf of the Marine Village School. After some discussion, Jenn moved to give the Executive Director signing authority for

checks up to \$30,000.00 per transaction. Kate seconded the motion. The motion was passed unanimously by the Board.

XI. Executive Director 2025 Employment Agreement

Mike moved to approve Kim's 2025 Employment Agreement. Kien seconded the motion. Kim's Employment Agreement was unanimously approved.

XII. Executive Director Report

Sixth Grade Expansion Plan: Kim reported that Marine Village School can add a 6th grade without having to utilize a portable. (Portables cost \$52,000.00 to \$85,000.00. If, ultimately, the Marine Village School adds 7th and 8th grade, we would have to utilize portables.) The per-pupil remuneration paid by the State of Minnesota would more than cover the cost of additional salaries. Mike noted that adding 6th grade would take some financial pressure off the school.

Kate moved that Marine Village School add 6th grade for next year. Jenn seconded the motion. The motion passed unanimously.

Staffing Changes: Cari McGlynn has settled into her new role as interim principal and is doing well. Chris Glover, formerly a substitute teacher, has moved into her new role as 3rd grade teacher. Kelly Fronk is now the 4th grade teacher.

These changes were unanimously approved by the Board, but it was noted by Anna Maakestad and Kelly Jeanetta that best practices going forward would be to publicize vacancies, which could potentially result in a larger qualified pool of candidates and a more robust hiring process.

XIII. Principal's Report (Cari)

Incoming Student Lottery Date Change: Cari proposed moving the lottery date from March 2025 to just after Kindergarten Round-up (which is in February). Sarah made a motion to do so. Kelly seconded the motion. The lottery date change was unanimously approved.

Snow-day Make-up: Cari reported that the make-up day will be February 14, 2025.

2025/26 Academic Calendar: A draft calendar was presented. We will review and vote on the proposed dates at our next meeting.

School Forest DNR Designation Update: Jaime Souza provided a slide-show and explained the benefits of 1) the Minnesota DNR No-Child Left Inside Grant and 2) the School Forest Designation – what it is and what it is not. She said that we

need a School Board resolution; and, before the end of the school year, the application needs to be submitted.

XIV. Finance Committee Report (Mike)

Finance Report: The MDE holdback should be paid by the end of January. The auditors are working through the fiscal year 2023 finances and will start on fiscal year 2024 once they get paid. The SPED reimbursements will arrive in February and we are still waiting for meals reimbursement from November. The Bridge loan will be paid off once we receive MDE payment. We believe by school year 2026 we will no longer be in the red.

Health Insurance Update: Communications are going out to employees to alert them that withholding for healthcare premiums will begin. We are not going to seek reimbursement for the premiums that were paid by the Marine Village School and which should have been withheld from employee payroll between October 1 and the end of December. We have also switched payroll companies.

XV. Academic Committee Report (Anna)

Anna had to leave before she could give her report.

A Comprehensive Achievement and Civic Readiness report is required every year. The report will be shared with the Board for approval at the February meeting.

XVI. Governance Committee Report (Sarah)

School Meals Policy: After reviewing the school meals policy, Kate made a motion to approve the policy. Kelly seconded the motion. The motion was unanimously passed by the Board.

XVII. Community Outreach Report (Jenn)

Jenn reported that the donation solicitation letter went out and, to date, we have received \$4,100.00 in donations.

XVIII. Facilities Report (Kate)

The school sign is up and looking great. It was paid for by the PTO. There was an issue with a bus, but bus driver Bob fixed the problem. Kate also reported that January 31 is the Marine Village School open house. There will be ice-skating, bonfires, luminaries, crafts, nature, and dinner. Also, the PTO had a bake sale and raised \$1,200.00. There will be a read-a-thon in February, and Gerten's plant sale will be held in March!

XIX. Multi-Generational Committee Report (Dan Willenbring)

Dan has been talking with Jaime Souza and some of the members of the City Council. He believes there is strong support from the City for the school forest designation but there has been some concern expressed by the City about whether a joint powers agreement or a land management agreement will be necessary. Dan said he is in favor of a land management agreement and will discuss that with the City. There has not been a meeting of the Committee for several months. Dan has been trying to push a meeting and will continue to do so. Dan offered to also be a liaison between the Marine Village School and the City on facility issues, such as the lease with the City and costs to keep the building running. He will notify the Council of the approval passed to add 6th grade and the possibility that there may be a request to add 7th and 8th grade in the not-to-distant future.

XX. Board Topics

Board member elections must be scheduled before the end of the school year. Compliance with state law notice requirements and our By-Laws will impact the decision regarding election date. The Governance Committee work on a plan for Board member elections.

XXI. Authorizer Comments (Dr. David Peterson)

Dr. Peterson noted that this is the 5th year MOCha has been in existence as an authorizer and that the organization has been working with the Marine Village School for four years. MOCha passed the state's review process so it will be in business for another five years. During the 2026-27 school year, Marine Village School will be evaluated by MOCha. David Peterson commented about how well our committee structure seems to work. He asked that we send him a copy of the CACR. He was happy to hear about the training some Board members received through the MSBA, and he was glad to hear there has been more progress on the audits. He also appreciates that we are in communication with the City Council. According to Dr. Peterson, "the pieces are in play" for the Board's success in governing the Marine Village School.

XXII. Next Meetings

February 20, 2025, at 6:00 p.m.

March 20, 2025, at 6:00 p.m.

XXIII. Adjournment

The meeting was adjourned at approximately 8:10 p.m.