

Prairie Creek Community School  
School Board Monthly Meeting Minutes

May 28, 2020  
7:00pm

Prairie Creek Community School, Northfield MN 55057

- 1 Call to order 7:04pm
- 2 Attendance

2019-2020	Aug 22	Sept 26	Oct 24	Nov 21	Dec 19	Jan 23	Feb 27	Mar 19	Apl 23	May 28	Jun 25
Trish Beckman	✓	✓	✓	X	✓	✓	✓	✓	X	✓	
Jason Buckmeier	✓	✓	X	X	✓	✓	✓	✓	✓	✓	
Don Findlay	✓	X	✓	✓	✓	✓	✓	✓	✓	✓	
Kelsey Fitschen-Hemmah	✓	X	✓	X	✓	✓	✓	✓	✓	✓	
Bonnie Jean Flom	X	✓	X	✓	X	✓	✓	X	✓	✓	
Ryan Krominga	✓	✓	X	✓	✓	✓	✓	✓	✓	✓	
Molly McGovern Wills	X	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Ben Miller	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Lisa Percy	✓	X	✓	✓	✓	X	✓	✓	✓	✓	
Simon Tyler-ex officio	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Keith Johnson- ex officio	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	
Colleen Braucher	✓	✓	✓	✓	✓	✓	X	✓	✓	✓	

- 3 Recognition/Announcements : All the 5th graders who are graduating and the way they have handled all the changes. The % teachers who have given them tremendous support. The families of the 5th graders whose youngest child is graduating from our school, you will be missed. To all the staff at PCCS for all their work during this time. They are tired but are doing an amazing job. Cathy, Jennifer and Christa for their work at the school, thank you. To the parents who helped out with the Peep houses, led by Tom Powers and Tad Swedin. All the presentations that the k/1 and 2/3 have posted, they were fun. Thank the board for remaining resilient and bringing good thoughts to our conversations.
- 4 Public Comments: Amrita, I have a son in the 1st grade. Thanks to the staff, board and the teachers for creating a semblance of normality in an abnormal time. Christine Williams I am excited to join the team and look forward to serving.

5 Approve Agenda

Moved: Lisa Percy

Second: Jason Buckmeier

Passed: Unanimous

6 Approve Minutes from the April 23, 2020

Moved: Lisa Percy

Second: Kelsey Fitschen Hemmah

Passed: unanimous

7 Items for discussion and/or reports

a Director Report: We are in a healthy position on the waitlist. We have been filling a few places and are mostly done with that. Next week the teachers will participate in the placement process. Information will go out to families in mid June. The importance of outdoor learning has been a mission piece for our distance learning. The projects and Graduation for our 5th graders will look different but the % teachers have been working really hard to put something special together for the children. Simon read All The Places You Will Go, to the students on Tuesday. We are hearing that schools will not know much until mid July. Schools are thinking around a few different scenarios. Back in the building, not in the building at all or possibly a hybrid. Simon has been doing a lot of thinking on this. He plans to get reflections from the teachers at the end of the year and then start thinking about next year. We are trying to align to our authorizer and how they are handling things. Discussion was had about sending a survey to families and what might be some of the questions that would be asked. We had a celebration on May Day of Cathy, as all of the other places we had planned to celebrate her were cancelled. It was nice to be able to show her our appreciation.

b Education Program Committee: Our work has been on quickly getting ourselves up to speed on different tools for distance learning. We will have some group reflection and some cognitive coaches reflecting . Teachers are trying to make things as special as they can during this last week of school.

c Finance Committee: Keith discussed the year to date budget. Fund 4 will lose money due to the fact that we no longer had revenue during distance learning. The budget is on track to reach our development goal. Ryan presented the proposed budget. The development revenue has been lowered to \$50,000 for the upcoming budget. The budget represents an effort to keep class sizes at 20. We will not be replacing the media specialist, no Title 1, reduction in TA hours, new hire savings and no wage increases.

d Development Committee: Jason presented the development report. We exceeded our goal for fundraising this year. Will t-shirts be provided for everyone again next year?

e Nominations Committee: The ballots were counted and Christine Williams and Beth Molitor will serve 3 year terms and Shelly Dickinson will serve a 2 year term.

f Policy Committee: Nothing at this time.

g Sub Committee Reports: Nothing at this time.

## 8 Items for Action

a Consent Agenda

### **Contracts**

- Canopy IT Contract
- Canopy IT Contract SPED
- Done Right Food Services, Inc (pending MDE approval)
- Sanborn Education
- Michelle Flannery
- Katy Berglund
- Joan Stage
- Minnesota Association of Charter Schools
- Keys to Communication, LLC
- Strategic Staffing Solutions Contracts
  - DAPE
  - Physical Therapy
  - Special Education Teacher

### **Lunch/Breakfast Price**

Lunch Price \$3.60 (was \$3.55)

Breakfast Price \$1.85 (was \$1.80)

**After School Care Fees**

- \$10.50 (was \$10)
- \$12.50 (was \$12.00) after deadline sign-up
- \$5.00 (was \$4.00) Before School Care Wednesday Only

**Approve the following banking resolutions for FY21:**

- a) Designate Castle Rock Bank as the Official School Depository
- b) Authorize Simon Tyler or Keith Johnson to sign for investments on behalf of Prairie Creek Community School
- c) Authorize Simon Tyler or Keith Johnson to make electronic funds transfers between school accounts

**Approve engaging with CliftonLarsonAllen for FY20 audit****REAP Grant**

Board authorizes continued use of REAP funds in 2020-2021 to reduce class size as a long-term strategy to retain/recruit effective teachers by creating a more effective learning environment and maximizing one-on-one time with students

**2020-2021 Designations**

- Simon Tyler: LEA representative, Special Education Administrator, Title Coordinator, Human Rights Officer, Site Verification Coordinator, Identified Individual With Authority (IOWA), District Assessment Coordinator
- Michelle Flannery: 504 Coordinator
- Michelle Bigalke: Homeless Liaison

**Renew Commercial Insurance Package with Northfield Insurance for FY21****Approve January 17th, 2020 as a snow day that will not be made up.**

Moved: Bonnie Jean Flom

Second: Kelsey Fitschen Hemmah

Passed: unanimous

**b Certify New Board Members**

Beth Molitor, Parent 3-Year Term, Christine Williams, Parent 3-Year Term, Shelly Dickinson, Parent 2- Year Term , Kelsey Fitschen Hemmah, Teacher 3-Year Term

Moved: Trish Beckman

Second: Ryan Krominga

Passed: unanimous

c Approve FY21 Budget

Moved: Don Findlay

Second: Kelsey Fitschen Hemmah

Passed: unanimous

9 Adjournment 8:48pm

Moved: Don Findlay

Second: Trish Beckman

Passed: unanimous

Next Board Meeting: Thursday, June 25, 2020 @ 7:00pm