

December 19, 2019 VCS Board

Present: Dick Larmouth, Paula Herbranson, Jodi Summit, Karin Schmidt

Absent: Marit Kringstad (excused), Kristin Krings

Also present: Pam Zahn, Frank Zobitz

Meeting called to order at 4:06 p.m.

Motion to approve agenda by Paula, second by Dick- all yes

Motion to approve consent agenda by Karin, second by Paula- all yes

4.1 Update on EE programming

Students doing journaling daily regards to their outdoor plot

Wednesdays are EE days every other day

Field trips to Northern Tier, MN Discovery Center

Looking at ways to expand EE programming next year

Week long school-wide Audubon trip planned in March

Karin- students moving up in their comprehension of EE issues, students are participating actively, working towards goals set in contract, year-end community service project will be done, student work will be on display at the May Expo

4.2 Update on academic goals

Hard to tell at this point in the school year, we are collecting the data we will need, next testing is in January

4.3 Board elections

Terms up- Jodi's

Plus want to fill open parent seats

Also one open teacher seat

Will put a notice in the December parent newsletter

5.1 Board training

Google analytics on school website

Comparing last month to previous year

Page views are up from 582 unique page views to 774

Shows our top 10 pages- home page, menu, staff

Lunch menu is integrated with google calendar, so as soon as google calendar is updated, it is updated on the website

6.1 Financials

Approve deposits/posted to SmartFinance of \$114,034.41

Withdrawals of \$78,290.98

Expenses posted to SmartFinance of \$70,533

Pam Zahn went over financial report with the board and explained what we should be paying attention to, month to month, described the "Differences Explained" section, need to track actual enrollment number and adjust budget as needed, pay attention to budget comparison percentages, including a copy of the credit card statement so board can review it, expenditures to date compared to budget. Still working on putting together a cash flow report. All of this is a printout from SmartFinance, except the bank reconciliation, which Pam has to do each month.

Motion to approve November financials by Karin, second by Dick- all yes.

7.1 Director's report

December newsletter will be out soon, will include student articles, kids loved the day at Northern Tier, and also at MN Discovery Center, students were engaged, asking good questions, fit well with our EE curriculum, Christmas week activities, will be caroling on Friday on Main Street, update on Blandin projects- computer lab will be up and running in January, during lunchtime hour and possible other times for public use, working on developing some programming. Piano lab: would like to pick a day where we ask volunteers to come in for an hour and run a test lesson- so anyone interesting in music or just helping us set it up, don't need formal music background, would like to run this test with adults first. Still have some grant money to spend. Had teacher training on the smartboards this week. All the teachers are using them already. Karin said she wouldn't want to go back to teaching without it- this is good stuff.

8.1 Finance committee report

Finance committee met Dec. 5, made recommendations for budget adjustments.

Pam Z- last year loss of \$44,000. Adopted budget was projecting \$54,000, with revised numbers back to \$44,000. Tweaked line items as needed, biggest change was to add in Blandin grant monies added, and new Title monies added. Maintenance of effort issue with our special education funding, spent less last year, not sure why. Special education director is working on this, may be due to students coming in and out, may be due to how the money was allocated in the budget. Impact aid revenue went down. Some title revenue went up. Adjusted food service budget in line with actual spending from last year. Directors salary was updated. Also fixed some other line items.

Motion to approve the revised budget by Dick, second by Karin- all yes

Next board meeting is Jan. 23 at 4pm

Motion to adjourn at 5:37 p.m. All yes