Vermilion Country School

September 22, 2022

4 p.m.

Present: Jodi Summit, Karin Schmidt, Marit Kringstad, Sue Beaton, Sarah Ramponi, Michelle Lubinski

Absent: none

Also Present: Karla Lundstrom, office manager; Laurie Kess, interim director; Nalani McCutcheon, Osprey Wilds; Ashley Miller, VCS teacher; Pam Zahn, business manager; Erin Anderson, Osprey Wilds

Motion to approve agenda by Marit, second by Susan- all yes

Announcements:

Karin- High tech kids website, a group of students want to do coding competition, cost may be around $500, online program. Motion to approve applying for program, and also to seek grant funding, by Karin, second by Sarah- all yes

Jodi- grant opportunity for tech/science programs. Karin can seek a grant for the coding program, and Karla can seek a grant for graphing calculators

Motion to approve the consent agenda by Marit, second by Michelle- all yes

3.1 Approve minutes from August 25 regular meeting and September 8 special meeting

3.2 Set special meeting(s) to interview director candidates

3.3 Have Laurie Kess review step increase pay for paraprofessionals to make sure they have been implemented as designated in the approved pay scales.

3.4 Appoint Ashley Miller to open teacher spot on school board

August financials

Deposits- $100,899.04

Withdrawals- $57,696.89

Expenses posted to SmartFinance- $55,418.92

Enrollment is growing, budget based on 37 (current count is 47, with 2-4 new students to be added). We will need to order five more chromebooks and six more lockers. Both of these can be partially covered by grant/e-rate dollars.

The board discussed the Donors Choice program which allows teachers to post wish lists online and ask for funding for items. The board said teachers can put up lists if they wish.

Motion to set a board finance meeting for Monday, Oct. 24 at 4 p.m. by Karin, second by Sue- all yes

Meeting will discuss adjustments needed for the 22/23 budget.

Motion to accept August financials by Michelle, second by Karin- all yes

Staffing/Transportation needs

The board discussed making the director position full-time. Reasons included the need to have an administrator in the building daily, if possible, plus the additional support/mentoring that can be given to staff. The board discussed the need for changes in the job description to clarify the leadership structure and the relationship between the school leader and teaching team. Board members noted that our business manager has been in support of this change, and now that enrollment is higher, the full-time role can fit into our budget.

Motion to move Director position to full-time by Michelle, second by Sue- all yes

Jodi, Marit, Karla, Laurie will meet Friday, Sept. 23 at 8:30 a.m. to update the job description and work on interview questions. The document will be shared on google docs for board/staff members.

Transportation- The school needed to add an additional van route due to increased enrollment. Interviews are being held with some potential candidates. The board also discussed the need to update the transportation fleet.

The board will have John Mrozak, transportation director, to put together some ideas/options on upgrading the fleet, taking into account the location of our students, and options of 9-person, 15-person, and small busses. The school currently has two 6-person vans, two 9-person vans, and one small school bus.

Crisis Plan second reading- Motion by Michelle, second by Marit- 6 in favor, one abstains (Sue, she missed the last meeting, hasn’t read it all yet)

Jodi, Karin, and Lauri will meet Thursday, Oct. 13 after school to work on the annual report.

Academic Performance updates

First set of testing is done

All kids are tested in reading, a few left to test in math

We will show good growth this year

Working on updating our EE goals

ADSIS- doing math and reading interventions

Karla- need to be working more out of concept books, focus more on general concepts, teaching calculator use and strategies

Individual Learning Plans-

Karin- we launched the process, printed out each student’s transcripts, showed students exactly where they were at, what classes needed etc, how credits work

ILP also highlights students’ strengths (from Thrively website)

Phase 2- have to finish the Thrively assignments to get phase 2 completed

Digital portfolio is part of Thrively

Update school policies

The board needs to set a regular schedule for reviewing policies, as well as approving annual policies. The board will get drafts of a background check policy, pledge of allegiance policy (if needed), and EFT policy at the October meeting.

Parent satisfaction survey

The board discussed options for surveying parents about school satisfaction. The board discussed doing the survey during the twice-a-year parent-teacher conferences, and possibly doing a meal at the same time.

Laurie gave an update on her first month on the job. She is settling in, and was glad to have time this week to get in time observing the teachers and students.

Board training

Karin will send out a link for data privacy training for us to review before next meeting, board members need to record the date they have completed the training, and then we will review example at the October meeting.

Motion to adjourn at 6:18pm