

**Minnesota New Country School**  
**Board of Directors Meeting**  
**Monday, July 15, 2019 at 5:30 P.M.**  
**MNCS, Henderson, MN**

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**Approved Minutes**

**A. Called meeting to order by: Chair Petersen at 5:56pm**

**P Paul Jaeger (2020)      P Jennifer Brunick (2021)      A Melissa Huntington (2022)      P Allison Kim (2022)**  
**P DeAnna Petersen (2020)      P Nichole Kotasek (2021)      P Dee Thomas (2022)      P Jane Hibscher (2022)**

**Others Present:** Jim Wartman

**B. Attendance:**

**C. Educational Data (typically requires closed meeting procedures):**

None

**D. Approval of Agenda:**

Motion to approve agenda for the Regular Meeting on July 15, 2019.

M Jaeger      S\ Brunick      A\ None      Motion      Carries

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**E. Correction and approval of previous meetings:**

Motion to approve minutes from Organizational Meeting on July 15, 2019.

M Brunick      S\ Hibscher      A\ None      Motion      Carries

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**F. Team Lead Presentation -**

- July 2019 – Outreach Team – Presented by Jennifer Brunick

The MNCS Outreach Team is set up to reach out to the community and share about MNCS.

- Goals for 2018-2019
  - MNCS Gear initiative for volunteer hours for parents
  - Set up a high school advisory ambassador program for tours and other opportunities
  - Foster the Elementary MNCS Mini-Minutes
  - Chili Cook-off
  - Winter Extravaganza – had great attendance this year
- Goals for 2019-2020
  - Update the website professionally
  - Fundraising
  - Roll ins
  - Parades
  - Food Share
  - 25<sup>th</sup> Anniversary Party – August 10, 2019

**G. Consideration of Claims and Accounts:**

**1. Treasurer's Report**

**Revenues:** Good revenue month

**Expenses:** No CCI payment – all paid for the year. Large payroll for June, as expected, due to retirement, PTO and Q-Comp payouts.

**Check Sequence Variations:** None

Motion to approve revenues of \$248,525.00

M\ Kotasek      S\ Thomas      A\ None      Motio      Carries

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Motion to approve expenses of \$269,658.27

[MNCS Mission: A learning community committed to quality, personalized, project based learning, with demonstrated achievement.]

M\ Jaeger S\ Brunick A\ None Motio Carries  
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Motion to approve bank ledger balance of \$132,822.00

M\ Kotasek S\ Jaeger A\ None Motio Carries  
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2. Update on the line of credit: The bank recommended that they do not do a line of credit, but simply charge MNCS \$50.00 to cover any checks that came in until the 1<sup>st</sup> June payment was received. This was a better option for MNCS as well.

3. 2019-2020 Enrollment

Secondary – 133 {126 budgeted 2018-2019}

Elementary – 86 {87 budgeted 2018-2019}

**H. Open Forum:** (5 minutes per presenter following a review of Open Forum Guidelines for board members and presenters)

None

**I. Unfinished Business:**

- 517 Enrollment Policy– 4<sup>th</sup> read and approval.

Motion to approve the 517 Enrollment Policy with the increase in the elementary advisory caps from 18 to 19 students in the middle, intermediate and upper elementary advisories, but with no change to the overall elementary school cap of 87 students, and with any empty seats filled beginning with K and going up each advisory that has an opening until the cap of 87 is reached.

M Kim S\ Brunick Kim A\ None Motion Carries  
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**J. New Business:**

- None

**K. Communication:**

- None

**L. Reports:**

**General Updates/Upcoming Events:**

- MNCS will turn 25 in August. There will be a celebration on August 10<sup>th</sup> in Bender Park.

**Site Based Management Teams:**

**Personnel Team: Lead – Jim Wartman**

- Hire: Hannah Miner as a secondary Social Worker

**Q-Comp: Lead – Paul Jaeger**

- Submitted Q-Comp report to MDE

**Building Team: Lead – Anthony Sonnek**

- Nothing new at this time.

**Transportation Team: Lead – Anthony Sonnek**

- Nothing new at this time.

**Data Team: Lead – Nick Ryan**

- Nothing new at this time.

**Career and Tech Ed Team: Lead – Nick Ryan**

- Nothing major to report at this time.

**Outreach Team: Lead – Christopher Johnson**

- Nothing new at this time.

**Nutrition and Composting: Lead – Kelly Brancamp**

- Nothing new at this time.

**1. Professional Development Teams:**

**Health and Wellness:**

- Nothing new at this time.

**Art and Literature Team: Lead – David Rice (HS) and Doug Anderson (Elem)**

- **Both:** Nothing new at this time.

**Math & Financial Literacy Team: Lead – Nick Ryan**

- Continuing professional development with YouCubed from Stanford

**Supporting Students Together (SST): Lead – Kylie Kuhlman**

- Nothing new at this time.

**Project Based Learning (PBL) Team: Lead – Sirena Woyt/Layne Sherwood**

- Nothing new at this time.

**Experiential Learning, Middle School, and Orientation Team: Lead – Joan Skelly**

- Nothing new at this time.

Motion to receive staff reports as written and/or presented.

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| M | Jaeger | S\ | Brunick | A\ | None | Motion | Carries |
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**M. Board Goals and Development/Training:**

**Goals**

1. Maintain and optimize visibility of school board members to the MNCS community.
2. Foster involvement with all populations and ensure that MNCS’ successes are told.
3. Ensure healthy growth and successful transitions while maintaining school mission and values.
  - a. Positive direction
  - b. Successful transitions
  - c. Support and evaluate transitions

**Board Training for all members**

o **Board Retreat/Training:**

- Plan for training in 2018-2019 for whole board
  - August 2019 – New board members are attending trainings through IQS in July and MACS in September
  - September 2019 – *Meet on September 30, 2019, from 5:30-8pm to review bylaws and set goals for year*
- Board Survey Results – Review the survey and see where we want to focus our professional development
  - Ideas:
    - o Roberts Rules of Order
    - o Policy review
    - o Open Meeting Law

**N. Next Meetings:** Monday, August 19, 2019 at 5:30pm

**O. Adjourn Meeting:**

Motion to adjourn meeting at: 6:50pm

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| M\ | Thomas | S\ | Hibscher | A\ | None | Motion | Carries |
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**Clerk:** S//N. Kotasek      **Date:** 8/19/2019