

# Clarkfield Area Charter School Board Meeting Minutes

January 21, 2020

CACS School Building (Library)

## Mission Statement

*At Clarkfield Area Charter School, we believe that all K-6 students have purpose and learn in a unique way. Our mission is to develop a love of learning by finding and teaching to the students' individual learning styles and expanding their knowledge through community based learning. This will allow students to master academic building blocks necessary for a successful transition to junior and senior high school. Learning will take place in a nurturing and stimulating environment with a 15 to 1 student teacher ration where staff, families, and community members support students to become life-long learners leading healthy, active, and productive lives.*

## 1.0 Call to Order

*Chairman Jahn called the meeting to order at 5:30 p.m.*

## Conflict of Interest

*The following items in the agenda contain a conflict of interest: There were no agenda items that presented a conflict of interest for any members on the board at this time.*

## 1.0 Roll Call

*The following board members were present*

- *Eric Jahn*
- *Kathy Jessen*
- *Brenda Risa*
- *Nicole Wold*

## 2.0 Approval of Agenda

Eric made a motion to approve the agenda. Kathy seconded the motion. Motion carried unanimously.

## 3.0 Review and Approval of the Minutes

Eric made a motion to approve the December 2019 minutes. Kathy seconded the motion. Motion carried unanimously.

## 4.0 Public Forum

4.1 None at this time

## 5.0 Approval of Bills

5.1 Financial Report: Petty cash on hand \$93.33 Check numbers #6161 to #6190 total of \$25,659.40. Brenda made a motion to approve, Kathy seconded. Motion passed.

## 6.0 Informational Items

6.1 Board of Directors Report: Update on old school building and recent meetings regarding the use of the gym space. Security door was discussed and landlords will be contacted.

6.2 Director's Report: Enrollment has decreased – total preschool through sixth grade is now at 78. Open gym continues on Sundays from 1:00 to 4:00, supervisor needed for Sunday.

Paraprofessional week is this week with staff honoring our 4 paraprofessionals during the week. Director will meet with staff from another charter school to discuss telepresence counseling-a pilot program to help address the mental health needs that are increasing. February is I love to read month and activities are planned for the Fridays in February including the Family Read on the last Friday of the month. Winter NWEA testing complete and progress has been made. Upcoming dates: January 29<sup>th</sup> is a Science Recycling class after school and March/April there will be STEM classes scheduled by the 4-H staff, February 10<sup>th</sup> all students will be going to the performance "Magic School Bus Lost in the Solar System" in Dawson and March 29<sup>th</sup> the Prairie Cardinals will be hosting a Spring Fling Dance from 2 to 4 with the proceeds going to our playground initiative. They will cover all costs and it will be open for all community members.

#### **7.0 Discussion Items**

7.1 Director reviewed the document included in the board packet: The unique characteristics of MN charter schools that impact board governance – found on the MACS website. We discussed the board responsibilities with each characteristic and referenced the statutes.

#### **8.0 Action Items – No action items this month**

**9.0 Adjourn** – Before adjourning next board meeting date is Tuesday, February 18<sup>th</sup> at 5:30PM. Brenda made a motion to adjourn at 7:00PM; Kathy seconded the motion

The board minutes are recorded and respectfully submitted by Sara Smith and are not approved until the following month's board meeting.

Minutes were submitted by Kathy Koetter – filling in for Sara Smith.

A handwritten signature in black ink that reads "Kathy Koetter". The signature is written in a cursive style with a large initial 'K' and a long, sweeping underline.