

Clarkfield Area Charter School Board Meeting Minutes

November 16, 2021

CACS School Building (Library)

Mission Statement

At Clarkfield Area Charter School, we believe that all K-4 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

Vice Chair Lacey Gillott 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.

1.1 Roll Call

The following board members were present:

- ✓ Lacey Gillott
- ✓ Kathy Jessen
- ✓ Nicole Wold

2.0 Approval of Agenda

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

3.0 Review and Approval of the Minutes

Lacey made a motion to approve the October Board minutes. Kathy seconded the motion. Motion carried unanimously.

4.0 Public Form

4.1 Audit Presentation FY21 – Hoffman & Brobst. Presentation by Carl Johnson and packet provided with details.

5.0 Approval of Bills

5.1 Financial Report: Kathy made a motion to approve the bills, Nicole seconded the motion to approve check #6772 - #6798 for a total of \$28,846.96. Petty cash on hand is \$91.80. Motion carried unanimously.

6.0 Informational Items

6.1 *Board of Directors Report:* Conferences went good and were well attended.

6.2 *Upcoming Dates and Director's Report:*

Received a Child Care Aware grant in the amount of \$1,916.56. This is a reimbursable program for the preschool for supplies and furniture.

Received a grant from the Clarkfield Area Community Foundation in the amount of \$1,471.72. This will go towards the after school program.

Will also be looking into a grant available due to enrollment loss due to Covid-19.

Held the Scholastic Book Fair and had over \$2,000 in book sales. The school will receive \$1,000 to spend on books. Thank you to Natasha for managing and working the book fair.

Currently doing a Holiday Fundraiser, this goes until November 29th and items will arrive before Christmas.

Upcoming Dates

November 17th – Countryside here for Vision & Screening

November 19th – Formal evaluations for teachers

November 19th – no food service, students to eat breakfast at home and bring their own lunch

November 24th – school out at 1pm

December 16th – picture re-take day

December 16th – Christmas concert

December 22nd – school out at 1pm

7.0 Discussion Items

7.1 Board Training Opportunities – Wednesday, January 12th in Minneapolis. Kathy Koetter will look into and see who all needs what training. Lacey and Kristen are able to go.

8.0 Action Items

8.1 Approve FY21 Audit as presented. Kathy made a motion to approve the audit FY21, Nicole seconded. Motion carried unanimously.

8.2 Approve transfer of funds 01 to 02 and 04. Kathy made a motion to transfer \$2,650.93 from 01 General Fund to 02 Food Service Fund and to transfer \$2,044.45 from 01 General Fund to the 04 Community Fund. Lacey seconded, motion carried unanimously.

9.0 Adjourn

9.1 Nicole made a motion to adjourn meeting at 6:30 pm, Lacey seconded.

The Board Minutes are recorded and respectfully submitted by Nicole Wold and are not approved until the following month's board meeting.

