

# **Birch Grove Community School**

## School Board Meeting Minutes

Tuesday, February 17, 2026

*Birch Grove Community School will promote academic excellence utilizing our unique natural setting to prepare students to become socially and environmentally responsible, self-directed, life-long learners.*

- 1.0 Call the Meeting to Order, Roll Call of Members, Quorum Declaration: 4:06pm  
Members Present: Judy Motschenbacher, Sarena Crowley, Mary VanDoren, Skip Lamb and ex-officio Diane Blanchette  
Members absent: Sara Knottski
- 2.0 Reading of the Mission Statement: Mary VanDoren
- 3.0 Review and Approve the Agenda: **Motion to approve agenda made by Mary VanDoren, seconded by Sarena Crowley. Motion carried unanimously.**
- 4.0 Review and Approve Meeting Minutes from January 20, 2026: **Motion to approve agenda made by Skip Lamb, seconded by Mary VanDoren. Motion carried unanimously.**
- 5.0 Declaration of Conflict of Interest: N/A
- 6.0 Community Comment: N/A
- 7.0 Financial Reports
  - 7.1 Cash Flow Projection: **Motion to approve cash flow projection made by Mary VanDoren, seconded by Skip Lamb. Motion carried unanimously.**
  - 7.2 Monthly Register: **Motion to approve the monthly register made by Skip Lamb, seconded by Sarena Crowley. Motion carried unanimously.**
  - 7.3 Revenue Report: **Motion to approve revenue report made by Mary VanDoren, seconded by Sarena Crowley. Motion carried unanimously.**
  - 7.4 Expenditure Report: **Motion to approve expenditure report made by Skip Lamb, seconded by Mary VanDoren. Motion carried unanimously.**
  - 7.5 Balance Sheet Report: **Motion to approve balance sheet made by Sarena Crowley, seconded by Skip Lamb. Motion carried unanimously.**
  - 7.6 Bank Statement: **Motion to approve by Sarena Crowley, seconded by Mary VanDoren. Motion carried unanimously.**
- 8.0 Enrollment Updates: 2025-2026: Budgeted at 43, Currently Enrolled 41
- 9.0 Policy Review/Approval: Medical and Family Leave reviewed.
- 10.0 Old Business
- 11.0 New Business
  - 11.1 Accept Donations **Motion to approve donations made by Skip Lamb, seconded by Mary VanDoren. Motion carried unanimously.**
  - 11.2 Approve 2026-2027 School Calendar: **Motion to approve made by Sarena Crowley, seconded by Skip Lamb. Motion carried unanimously.**
  - 11.3 Mileage Rate: **Motion to leave the current reimbursement rate of .67 per mile made by Skip Lamb, seconded by Mary VanDoren. Motion carried unanimously.**
  - 11.4 Board and Director Training: *Conduct Board Elections*: MN Charter Board Training & Development: Completed
  - 11.5 Snow Day: **Motion to approve February 18, 2026 as a snow day, with Friday, March 13 as a make up day made by Mary VanDoren, seconded by Skip Lamb. Motion carried unanimously.**
- 12.0 Academics Review: Winter FastBridge Assessment Scores Reviewed as well as Weekly Newsletters (includes what is happening in each classroom)
- 13.0 Reports and Information
  - 13.1 Administrative Report: Reviewed
  - 13.2 Teachers Report: Q-Comp Observations were conducted today.

13.3 Board Member Report: DOT meeting at Schroeder Townhall on 2/26 at 5:30pm-7:30pm. The school board resolves that:

1. Birch Grove Community School requests updating the ash cell road to correct issues related to flooding. Ash cell road needs to be DOT compliant
2. Birch Grove Community School requests a turn lane on the north side of the road and a bypass on the south side due to public safety and high traffic area year-round.

14.0 Committee Up-dates

14.1 Finance Committee: Met 30 minutes prior to this meeting

14.2 District Advisory & Academic Excellence Committee:

14.3 Fund Raising Committee: Gala for the Grove is June 6<sup>th</sup> this year.

15.0 School Board Reflection: *Present, On Time, Progress Made, Open & Honest, End on Time*

16.0 Set Date for the Next School Board Meeting: Tuesday, March 17, 2026 at 4:00 at BGCS.

17.0 Adjourn **Motion to adjourn at 5:45pm made by Skip Lamb, seconded by Mary VanDoren. Motion carried unanimously.**