

Birch Grove Community School

School Board Meeting Minutes

Tuesday, October 21, 2025

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: 5:11pm

Members Present: Judy Motschenbacher, Sarena Crowley, Mary VanDoren, Sara Knottski and ex-efficio Diane Blanchette

Members absent: Skip Lamb

2.0 Reading of the Mission Statement: Sarena Crowley

3.0 Review and Approve the Agenda: **Motion to approve agenda made by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**

4.0 Review and Approve Meeting Minutes from September 16, 2025: **Motion to approve agenda made by Mary VanDoren, seconded by Sarena Crowley. Motion carried unanimously.**

5.0 Declaration of Conflict of Interest

6.0 Community Comment: *This is an opportunity for the public to address the school board on items that are on this agenda in accordance with the guidelines printed at the end of this agenda.*

7.0 Financial Reports

7.1 Cash Flow Projection **Motion to approve cash flow projection made by Sara Knottski, seconded by Sarena Crowley. Motion carried unanimously.**

7.2 Monthly Register **Motion to approve the monthly register made by Mary VanDoren, seconded by Sarena Crowley. Motion carried unanimously.**

7.3 Revenue Report **Motion to approve revenue report made by Sara Knottski, seconded by Sarena Crowley. Motion carried unanimously.**

7.4 Expenditure Report **Motion to approve expenditure report made by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**

7.5 Balance Sheet Report **Motion to approve balance sheet made by Mary VanDoren, seconded by Sara Knottski. Motion carried unanimously.**

8.0 Enrollment Updates: 2025-2026: Budgeted at 43, Enrolled 41

9.0 Policy Revise Per VOA: Policy 509 Admission and Enrollment **Motion to approve Policy 509 made by Sarena Crowley, seconded by Mary VanDoren. Motion carried unanimously.**

10.0 Old Business

11.0 New Business

11.1 Accept Donations **Motion to approve donations made by Mary VanDoren, seconded by Sarena Crowley. Motion carried unanimously.**

11.2 Sign Lease Submission Paperwork: Completed

12.0 Academics Review: Review 24-25 MCA Scores and Comparison to Resident Districts, Review Fall Fastbridge Assessments and Weekly Newsletters (includes what is happening in each classroom) - Reviewed

13.0 Reports and Information

13.1 Administrative Report: Written report in board packet

13.2 Teachers Report: 2/3 class coming to k/1 classroom for reinforcement learning. Good things coming from this.

13.3 Board Member Report: brief ROSO Overlay District update from Mary VanDoren

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: Halloween Carnival coming.

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, November 18, 2025 at 4:00 at BGCS.

17.0 Adjourn Motion to adjourn at 5:59pm made by Sara Knottski, seconded by Mary VanDoren. Motion carried unanimously.