Birch Grove Community School

School Board Meeting Minutes
Tuesday, September 15, 2026
4:00pm at Birch Grove

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: 4:01pm
Members Present: Morgan Krengel, Alisha Buckman, Judy Motschenbacher, Sarena Crowley, Sara Knottski and ex-officio Diane Blanchette.
Members absent: Skip Lamb

2.0 Reading of the Mission Statement: Alisha Buckman

3.0 Review and Approve the Agenda: **Motion to approve made by Sarena Crowley, seconded by Alisha Buckman. Motion carried unanimously.**

4.0 Review and Approve Meeting Minutes from August 18, 2026. **Motion to approve made by Sarena Crowley, seconded by Sara Knottski. Motion carried unanimously.**

5.0 Declaration of Conflict of Interest: None declared

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*. **Motion to allow Stephanie from VOA to speak when needed made by Sara Knottski, seconded by Sarena Crowley. Motion carried unanimously.**

7.0 Financial Reports

- 7.1 Cash Flow Projection **Motion to approve made by Sarena Crowley, seconded by Alisha Buckman. Motion carried unanimously.**
- 7.2 Monthly Register **Motion to approve made by Sarena Crowley, seconded by Alisha Buckman. Motion carried unanimously.**
- 7.3 Revenue Report **Motion to approve made by Alisha Buckman, seconded by Sara Knottski. Motion carried unanimously.**
- 7.4 Expenditure Report **Motion to approve made by Sarena Crowley, seconded by Morgan Krengel. Motion carried unanimously.**
- 7.5 Balance Sheet Report **Motion to approve made by Sarena Crowley, seconded by Alisha Buckman. Motion carried unanimously.**
- 7.6 Bank Statement

8.0 Enrollment Updates: 26-27 ADM 40 - Budgeted at 40

9.0 Policy Approval/Review: 104 Mission Statement

- 9.1 Accept Donations **Motion to approve made by Sarena Crowley, seconded by Morgan Krengel. Motion carried unanimously.**
- 9.2 Board and Director Training: *Role of the Board in Academic Oversight*, Charter Source Webinar Training (36 minutes) - Completed

10.0 Academics Review: Review Weekly Newsletters (includes updates from teachers on the classrooms)

11.0 Reports and Information

- 11.1 Administrative Report: Written report in board packet
- 11.2 Teachers Report:
- 11.3 Board Member Report:

12.0 Committee Up-dates

- 12.1 Finance Committee: Met 30 minutes prior to this meeting
- 12.2 District Advisory & Academic Excellence Committee:
- 12.3 Fund Raising Committee:

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

14.0 Set Date for the Next School Board Meeting: Tuesday, October 20, 2026 after the Annual Meeting that starts at 4:00 at BGCS.

15.0 Adjourn **Motion to adjourn at 5:05pm made by Sarena Crowley, seconded by Alisha Buckman. Motion carried unanimously.**