

Maple Grove Charter School
A Collaborative Exploratory Learning Charter
Governance Board Meeting Minutes
DATE: Monday, November 10, 2025 TIME: 5:30 pm

Maple Grove Charter School

Mission: Maple Grove Charter School seeks to develop the whole child through the provision of exploratory experiences where students engage in a hands-on approach in project development through cultural connections to our traditions, opportunities, and our greater community.

Vision: Maple Grove Charter School will honor and sustain our proud history and traditions through educational excellence for community students, families, and residents.

1. Call to Order **5:30 pm**
2. Pledge of Allegiance
3. Roll Call -Micheal Fasse - **present**, Karen Paul - **present**, Kelly Hirn - **present**, Ashley Lange - **present**, Rebecca Primm - **present**, Jeff Artus - **present** and Karen Gauerke - **present**
4. Written notice of this meeting has been posted.
5. Approval of minutes from the [October 2025 Board Meeting](#) **Motion by Mike, second by Rebecca, passes unanimously**
and [October 2025 Record Review](#) write up **Jeff asked if we could add a small piece to the current writeup as well as moving forward that mentions the Foundation and how people can donate. Ashley will edit the October draft to include this and then include it moving forward. Motion by Mike to approve with amendments, second by Karen G, passes unanimously.**
6. Acknowledge Public Participation – Community members can address the Governance Board if they wish to. Public comments will be noted and addressed by the Board as the agenda states. Any public comments not relating to agenda items will be discussed at an upcoming meeting. **None.**
7. Recognition - Governance Board, Principal and/or Superintendent may recognize community members, teachers, parents, etc. who have supported Maple Grove Charter School in the past month. **Robin recognized the hard work of teachers and staff for putting on chili supper and what a great event it is. This is the 5th year that staff has put it on, and this year we served 220 people. The book sale that happens during the supper was also successful and allows for the school to purchase free books for Dr. Seuss week (free book given out to each kid). Robin invited the board to attend the upcoming Veteran’s Day Assembly where there will be a presentation on uniforms/wardrobe, music, and a presentation by each class.**
8. New Business:
 - 8.1 [Contract](#) and [Bylaws](#) current working [Draft Version](#)
 - 8.1.1 Review of Section 18, 19, 20 (15 minutes) **Jeff reported on Section 18: In Section B we say that if there is a contract violation we have 30 days to rectify the issue but after checking other district examples he said it seems that the standard is 60 days to rectify and 30 days to terminate contract after that. Kelly will update wording to use what Jeff pulled from the Janesville example and then make a note that we will ask the attorney to confirm that it is ok. Andrea wanted to confirm that we include “fail to cure” in wording which is missing. In Section C Jeff asked for clarification on what is considered “viable” to operate, and whether we should leave this as vague as possible because otherwise we have to stick to it. He didn't see any similar language in other contracts. Andrea talked about how the board functions well enough that there are no financial surprises. The board is comfortable keeping the wording as-is. In Section D Jeff**

pointed out that 2021 is still listed as the date. Andrea mentioned that date is when school was taken over from Merrill, so maybe it was added in there for a reason and was applicable at the time, but not anymore. We will ask the attorney and expect to strike this entire section pending review and attorney recommendation. In the last paragraph we clarified that when district funds are used for purchasing equipment and materials, and those go back to the district, this includes anything purchased with grant funding, donations, etc as dictated by statute and policy. There was a motion to approve B and D with revisions as discussed by Mike, second by Rebecca, passed unanimously.

Karen G. reported on Section 19: she confirmed all addresses listed are correct. Recommend no change. Motion to approve by Jeff, second by Mike, passed unanimously.

Karen P. reported on Section 20: she found nothing incorrect, most falls under statute.

Recommend no change. Motion to approve by Mike, second by Ashley, passed unanimously.

This concludes the sections of the contract. Last piece is for Kelly to put together a checklist to identify where to locate items within the document. Bylaws will be next to review, but we will take a month off.

8.1.2 [Sample contracts from WRCCS](#)

8.2 Committees Packets:

8.2.1 [Financial Sustainability Committee \(5 minutes\)](#) Karen P. reported on the minutes from their meeting (see link for details). The main question the committee has is do they need board approval to start fundraising, and whether the board could provide guidance on what we need to raise funds for. Kelly recommended that they should start by looking at the list from September that Robin presented indicating what staff wants to see continued funding for. Then come up with a budget/goal and finally begin fundraising. Suggestion to align with Beth about what funding comes from the district and what needs to be fundraised. Karen indicates that they will meet again in December after the regular board meeting and we will have them tentatively report to us in January with concrete items and recommendations for the board to approve. Jeff mentions that we need to continue open communication between the finance committee and Foundation/ PTO to avoid doing the same work.

8.2.2 [Board Operations Committee \(5 minutes\)](#) Kelly reported on the minutes from their meeting (see link for details). Ashley indicated that she should go back and add more details to these minutes because she left out a lot of the discussion points. She will do that before the next meeting. Main point presented by Kelly is that the committee will focus on Character Measurables (CRISP) this year, which includes understanding the data we currently have in this area and developing a baseline for future comparisons. In addition to what was captured in minutes, the committee stressed that they want to be sensitive to the demands of staff in regards to adding more to their plate, as well as having students come in to present their high quality work.

8.3 Whole Child Learning Plan

8.3.1 Capacity - 135 currently 146 proposed by District (10 minutes) Andrea spoke about the District Feasibility Study including the presentation of 3 potential vendors to the district school board. The board came up with additional questions at their regular meeting which means there will be a second session/presentation to address these. Andrea mentioned that this may be taking more time on the front end, but well worth it and gave big kudos to board. She mentioned that the most recent district newsletter included info about what a feasibility study is because community members have begun to ask about Athens Elementary moving into the middle/high school area. Stressed that this will not include Maple Grove. We will not relocate. Clarification that it is only AES due to age and condition of the facility. Andrea will share more in January 2026, but wants to keep this as an agenda item in December to ensure we keep communication open.

Mentioned by Kelly that we need to have our capacity decision and enrollment numbers solidified by December 1, and we have a meeting on that date. Andrea presented average estimated enrollment numbers for each grade with a projected 131 students for next year. Robin gave observational data on items like restroom and lunch room use with 130 kids, which seems to have no issues. The only thing brought up by the custodian is that there is more dirt being tracked in, and thus more cleaning. Classrooms are big enough. Teachers are adjusting and doing well with numbers and support staff. Last approved number was 135. We will either need a motion to move this vote to December if we need more information, or motion to adjust the capacity decision. Rebecca makes a motion to increase capacity to 146, second by Mike, discussion on number as it relates to capping grades and the number would be extremely solid based on grade caps. It will be difficult to actually get to that cap. We could reevaluate if needed. Motion passes unanimously.

8.3.2 Status of PRPs (10 minutes) Personalized Reading Plans are new to the district as of last year. They are for K-3 learners based on screeners at the beginning of the year. We look at scores in the 25th percentile or below, dig deeper with those students and do further diagnostics to find areas of needed intervention. The school reports to parents and develops PRP. Title teacher as well as classroom teachers and paras are being trained to give this intervention. Paras are getting training and growing in their role and ability to teach reading. Students are progress monitored for growth each week, reevaluated at 10 weeks, and screened again. Currently in K-3 we have 27 PRPs. We have started to dabble in PRPs for Math. This isn't required but as a school we are doing it in 4th and 5th grade. Identifying students for small groups to support learners during math instruction.

9. Ongoing Business:

9.1 [Principal's Report](#) (5 minutes) Robin stressed that this is a really busy time for teachers and staff with grading, surveys, SAVERS (social and emotional questionnaire for learners), Halloween and fox dens. Additionally, staff is involved in the Veteran's Day program, chili supper, Turkey Trot (extra thanks to Mrs. Cyrtmus) and that they deserve a big thank you this time of year for all the extra work.

9.1.1 [School budget](#) no big updates, normal purchasing. No question from board.

9.2 Superintendent's Report (5 minutes) expenditures and budget should be at 20% and we are at 20.7% most are staff and benefits.

9.2.1 [School budget](#)

9.3 [FOMG Budget](#) (5 minutes) no activity in October, account is balanced. Motion to approve budget by Mike, second by Rebecca, passes unanimously.

9.4 PTO Updates (5 minutes) The apparel sale didn't meet the minimum order number for embroidering or tumblers so the sale will be extended. The calendar fundraiser raised \$9200 which is comparable to last year. Trunk or Treat raised \$185 in donations, \$495 from raffles and the Fromm Brothers Historical Preservation Society matched donations for a total of \$1360 raised. 200 children came through and there were 16 trunks. Anti bullying campaign in October was a success. Learners painted kindness rocks during fox dens that included positive messages and pictures, were seal-coated and put into the classrooms so learners can choose a rock from a bin if they need a little positivity. Foundation offers to cover the cost gap of embroidered items and could always give them out as gifts. Cookie fundraiser price went up from fundraiser but we didn't raise cost.

9.5 Maple Grove Foundation Updates (5 minutes) The Foundation expressed concerns with Governance Board members doing fundraising on their own. If we double dip they are worried we will negate what the foundation is set up to do. If the Board is doing fundraising then they question whether the foundation is even needed. The question for the Foundation to consider is what are some of the goals project-wise for the foundation based on goals of the school. We will need the Foundation and the Finance Committee to come up with goals and measurables - make sure it is cohesive and clear. Big ticket items aren't what the board is looking to do. This leads to continued discussion on what the finance committee will actually do, what their role is and how they interact with the foundation. Power is in the hands of the committee of what they want it to look like. Ashley mentioned that we should add to a future agenda clarifying the logistics

of the committees. Her recommendation is that we consider them Standing Committees, which are permanent and serve a continuous function with ongoing tasks and a defined scope of work. If we go that route, this will need to be established in the bylaws and there will also be some defined verbiage on the full board agendas moving forward. Ashley and Kelly to discuss for future agenda.

10. Adjournment **Motion by Mike, second by Rebecca, passed unanimously and adjourned at 7:13 pm.**