

**CLEARBROOK-GONVICK SCHOOL**  
**INDEPENDENT SCHOOL DISTRICT #2311**  
**BOARD OF EDUCATION**  
**REGULAR MEETING**  
**October 18, 2021 - 7:00 P.M.**

The meeting was called to order by Clerk Imle at 7:00 p.m. Declaration of Quorum – Members present: Vern Wittenberg, Tracy Imle, Vanessa Gustafson, Dudley Wishard, Gus Vettleson, and Corey Petterson. Absent: Jeff Westrum. Also present: Superintendent Ryan Grow; Dean of Students (DOS) Josh Tharaldson; 7 staff members; and 17 community members.

- 3 **ESSER III Update** – Supt Grow gave an update on the application process. The application has been submitted.
- 4 **Community Comments** – Comments regarding ESSER included intervention & mental health programs, life skills and first aid training, a dyslexia program, and more focus on teaching students to reason rather than memorize. Several community members spoke regarding the current quarantine protocol.
- 5 **Spotlight on Education** – Mr. Bettin gave showed a power point presentation of events that have taken place since the last board meeting.
- 6 **Approval of Agenda** – MMS Wittenberg/Gustafson to approve agenda, as amended, adding item 11.18 – bike path. MCU.
- 7 **Approval of Minutes from Previous Meeting** –
- 6.1 9/20/21– Regular Meeting – MMS to approve as presented Gustafson/Petterson. MCU.
- 6.2 9/27/21 – Special Meeting – MMS to approve as presented Wittenberg/Petterson. MCU.
- 8 **Informational Items**
- 8.1 **Dean of Students Report** –Dean of Students (DOS) Tharaldson discussed the following items: **A) Homecoming Week** – DOS Tharaldson advised that Homecoming was a great week of events for students and staff. He noted that he heard many positive comments and feedback regarding the events throughout the week. Mr. T gave special thanks to Mr. Bettin and the Student Council for planning all of the fun events throughout the week. **B) Adventures at the School Forest** - DOS Tharaldson advised that teachers have been taking advantage of the nice weather, getting their students outside and spending time with them at the school forest. Both elementary and high school students have been able to spend time using the school forest for their lessons. **C) STAR Leadership Program** – DOS Tharaldson advised that we have 15 students in 6<sup>th</sup> – 8<sup>th</sup> grade involved in this program. He spoke about the purpose of the program, and discussed the number of meetings per year. **D) – Music Solo Contest & Choir Festival** – DOS Tharaldson advised the board that on November 3, 2021, our school will host the Subsection Vocal & Instrumental Solo Contest. He also advised that the High School Choir will be participating in the Fall Choral Festival, which will be held on October 25, 2021, at East Grand Forks High School. **E) Indian Education Program** – DOS Tharaldson advised that after school tutoring started on October 4, 2021, and will be held on Monday, Tuesday & Thursday afternoons until 5:30. There is a late bus that will bring students to Red Lake, and leaves the school at 5:30. **F) Upcoming Events** – DOS Tharaldson gave a listing of upcoming events: EM Break, End of Quarter 1, Veteran’s Day Program, GBB & BBB Practice starting, and Parent/Teacher Conferences.
- 8.2 **Superintendent Report** – Supt. Grow discussed the following items: **1) Personnel** - **A) Fully Staffed** – Supt Grow advised that we are currently fully staffed in all departments across the district, if all recommended below are hired tonight. **B) Thank You** – Supt Grow thanked Mr. Bettin, student council members, Tiffany Kroulik, and all others who were involved to make Homecoming week a fun and exciting experience for all of our students. **C) Elementary Sub** – Mr. Grow advised that he and Mr. Tharaldson explored every option to fill the long-term sub position that is going to be needed soon. Julie Johnson graciously stepped up to fill this long term position, so there is consistency with the instructor. Her student teacher in Kindergarten has been teaching full time now, and different subs in that grade will be observing, and shouldn’t take away from the students. Supt Grow thanked Julie for her willingness to take on this task. **2) Educational** – **A) COVID** – Supt Grow advised that we are seeing a decline in COVID cases amongst our student body. As a result, we are seeing a drastic decline in the number of students who are having to quarantine due to being in close contact. This has resulted in students missing less school. **B) Quarter 1** – Supt Grow advised that the first quarter will end on November 5<sup>th</sup>. **C) Parent-Teacher Conference** – Supt Grow advised that Parent-Teacher conferences will take place on November 18<sup>th</sup> & 19<sup>th</sup>. **D) E-Learning Day** – Supt Grow advised that our first E-Learning Day is scheduled for November 19<sup>th</sup>. **3) Legislative** – Currently, there is nothing to report on this subject **4) Financial** – **A) Pandemic Enrollment Loss Support Aid** – Supt Grow discussed how this would be paid, and what programs it could cover. Our district will receive approximately \$11,000. **B) Audit**– Supt Grow advised the auditors have provided some preliminary numbers from the audit. He noted they will be presenting the audit in November. **5) Building/Grounds** – **A) Equipment** – Supt Grow advised that the mower/utility tractor that was ordered last spring is here now. We are currently waiting for the mower attachment. **B) Windows** – Supt Grow advised that some exterior windows and seals were replaced in a classroom, and at the front entrance. **C) Signage** – Signage has been installed at the end of the trail where it meets the road. Supt Grow noted that it looks very nice, and helps with the safety of the pedestrians.
- Board member Imle thanked community members Dylan Goudge, Sarah Goudge, Miles Goudge & John Gerlofs for mowing the lawn
- 8.3 **Committee Report** –
- 8.3.1 – **COVID Safety Committee** – Member Wittenberg spoke regarding his thoughts on the quarantine. A summary of the meeting was given by Clerk Imle. The committee asked that the board discuss a different quarantine protocol. The committee asked for a coordinator to better communicate with parents, particularly on the high school side, as well as how to handle parents who refuse to follow our protocol. It was also noted that the committee thought parents should be notified if their child was in a class with a classmate whose family member/sibling was positive.
- 8.4 **Enrollment Report** – Supt Grow presented the updated enrollment report, which is based on current information available. We are currently up 25 students in the district from last year at this time.
- 9 **Consent Calendar** – MMS Gustafson/Wittenberg to approve Consent Calendar as presented. MCU.
- 9.1 Approval of Bills Presented – All Funds
- Payroll Expense Checks and Checks Written between Board Meetings: 69679-69723/Wires

Payroll Checks  
October Bills

No Check #s - All Payroll was done via Direct Deposit  
Voucher Numbers: 61565 – 61717  
Check Numbers 69724 – 69795

Total Payroll/Expense Checks Approved: \$657,360.53

9.2 Approval of Electronic Transfers and Other Banking Transactions

9.3 Approval of Treasurer's Report

9.4 Accept/Approve Donations

10 **Old Business - None**

11 **New Business**

11.1 **Consider Hiring of Timothy Swanson-Custodian** – MMS Wittenberg/Petterson to approve. MCU.

11.2 **Consider Hiring of Patrick Zittel-Custodian** – MMS Vettleson/Petterson to approve. MCU

11.3 **Consider Hiring of Lynn Omang-ECSE Paraprofessional** – MMS Vettleson/Wittenberg to approve. MCU.

11.4 **Consider Hiring of Autumn Smith-DCD- 1 to 1 Paraprofessional** – MMS Vettleson/Petterson to approve. MCU

11.5 **2<sup>nd</sup> (Final) Reading of MSBA Model Policy Revisions** – Policies were read. MMS Petterson/Wittenberg to accept policies. MCU.

11.6 **Consider Approving Two Transfers from Reserved ECFE to General Community Ed and School Readiness** – Supt Grow explained the procedure & the reasoning behind it – MMS Wittenberg/Petterson to approve. MCU. Roll Call Vote – Gustafson - Yes, Imle – Yes, Petterson - Yes, Vettleson - Yes, Wittenberg - Yes, Wishard - Yes

11.7 **Consider a Memorandum of Understanding from CG Education Association** – Supt Grow presented the MOU, and advised that 26 of 27 districts surveyed are not offering any leave at this time. Discussion was held. It was determined to table until next month, and revisit if needed. No motion needed.

11.8 **Consider a COVID Stipend Determination for Non-Certified Staff** – Discussion was held. MMS Vettleson/Wittenberg to approve the following payments - \$1,000 for all current staff, as well as BRIC employees, who have worked with the district since the beginning of this school year, 9/7/21. MCU

11.9 **Vault Testing Legal Review** – Supt Grow presented the information he received from the school lawyers regarding Vault testing. There is no issue with the district offering the test for any student who wanted one, nor is there an issue for the district to be a drop off site. He did suggest using the health office as the point of contact. Discussion was held & the board thought offering the option to parents would be a good idea. It was decided to proceed with getting the tests, and communicating with parents that the tests are available.

11.10 **Strategic Planning Meeting** – Supt Grow discussed the strategic planning meeting, and thanked Board Member Imle for facilitating the meeting. Communication will be sent out to schedule the next meeting prior to the November board meeting.

11.11 **Safety Committee Meeting** – Supt Grow presented the items discussed at the last safety meeting. Discussion was held regarding changing the quarantine protocol, as well as other items. It was noted that the plan is always fluid & is subject to change as needed. The following decisions were made regarding:

**Quarantine** – The school will discontinue close contact quarantine, but the district will contact parents of all students who are close contacts of positive cases. Parents of students with a positive case will be contacted, and encouraged to watch for symptoms in other family members. Any student waiting for a test result should not return to school until they receive a negative result. The new protocol will be retroactive. The District will send out communication to all parents regarding the new protocol.

**Returning Students** – Should report to the health office before proceeding to class

**Vault Testing** – The school will have a supply of tests available for students to take home & complete if a parent requests the test. The school will also be a drop off site for tests. All tests can be obtained and dropped off at the health office

**Masks** – Discussion was held, and masks were recommended, but not mandated.

Additional discussion was held regarding the use of a COVID Communications Coordinator – See item below

11.12 **COVID Communications Coordinator** – Discussion was held regarding the handling of parental communication, and using a solid protocol for communication. It was determined that Mr. Grow & Mr. Tharaldson formulate a plan, and report back to the board.

11.13 **School Forest Coordinator** – A list of potential duties was presented. Discussion was held. MMS Vettleson/Wittenberg to approve adding this to Schedule C, Category E - Roll Call Vote – Gustafson - Yes, Imle - Yes, Petterson - Yes, Vettleson - Yes, Wittenberg - Yes, Wishard - Yes, Petterson - Yes. This is a proposal for Education Minnesota.

11.14 **Consider Approving an FMLA Request for a Staff Member** – MMS Petterson/Wishard to approve request. MCU.

11.15 **Sub Pay Rate** – Supt Grow presented our current rate for non-certified staff, which is \$11/hr. MMS Petterson/Wittenberg to increase sub pay rate to Step 1 of the contract, which is currently \$13.54/hr. MCU.

11.16 **Indian Education Policies & Procedures** – MMS Vettleson/Petterson to approve policies & procedures. MCU.

11.17 **Assurance of Compliance** – MMS Petterson/Gustafson to approve. MCU.

11.18 **Bike Trail/Walking Path** – Discussion was held regarding signage, handicap parking, and concern over inadvertently deteriorating the path.

12 **Action Items for November Meeting**

12.1 Schedule Strategic Planning Meeting Round 2

12.2 Substitute Teacher Rates Survey/Comparison

12.3 First Draft of Minutes to Board Members shortly after meeting

12.4 MOU for School Forest Coordinator

13 **Future Meetings**

13.1 Regular School Board Meeting on Monday, November 15, 2021, at 7:00 p.m.

12. **Adjournment** – MMS Vettleson/Wittenberg to adjourn at 10:03 p.m. MCU