

CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
REGULAR MEETING
September 20, 2021 - 7:00 P.M.

The meeting was called to order by Clerk Imle at 7:00 p.m. Declaration of Quorum – Members present: Dudley Wishard, Vern Wittenberg, Tracy Imle, Corey Petterson, Vanessa Gustafson, and Gus Vettleson (in person); None (via zoom). Absent: Jeff Westrum. Also present: Superintendent Ryan Grow; Dean of Students Josh Tharaldson (via zoom); staff members (in person/zoom); and community members (in person/zoom)

- 3A **ESSER III (Moved from New Business)** – Supt Grow shared a power point presentation regarding the dollars received, and impact of COVID
- 3 **Community Comments** – A Community Member asked what the district had done for Constitution Day. A community member said thank you to the District for doing everything possible to keep students in school and safe.
- 4 **Spotlight on Education** – Mr. Bettin showed a power point of events that have happened since the beginning of school.
- 5 **Approval of Agenda** – MMS Vettleson/Wittenberg to approve agenda, and addendum to the agenda as amended. Moving comments 7.5 to in front of Community Comments as item 3A; adding items 10.11, activities report, and 10.12 bike path. MCU.
- 6 **Approval of Minutes from Previous Meeting** – MMS to approve minutes
- 6.1 8/16/21– Regular Meeting – MMS Gustafson/Petterson, as amended. MCU
- 6.2 9/2/21 – Special Meeting – MMS Wishard/Wittenberg as presented. MCU
- 7 **Informational Items**
- 7.1 **Dean of Students Report** – Dean of Students Tharaldson discussed the following items: **A) Back to School Events/First Week** – Dean of Students Tharaldson advised that conferences and the first week of school went well, and he received positive feedback from families & staff. He thanked all the staff for their patience & flexibility during the first week of school. We have had some students in quarantine & teachers have been working with individual students to meet their needs. **B) Edgeunity Credit Recovery Program** - Dean of Students Tharaldson advised that students in need of additional support & making up credits are in the high school credit recovery/intervention program. Students have provided great feedback on this addition and are eager to continue working to get the required credits. He gave a “Hat’s off” to our new high school interventionist, Heidi Marsh, for leading the charge with developing this new program. **C) Elementary FastBridge Screening** – Dean of Students Tharaldson advised that elementary teachers are currently screening their classes to get baseline data on their students in reading & math. Students will be screened again in the winter & spring. This information will provide teachers with another set of data on students’ levels in math and reading. He thanked Pam Bagaason, Robyn Johnson & Theresa Porter for leading the screening and helping teachers get this set up for individual classes. **D) – Title Applications** - Dean of Students Tharaldson advised that our Title II application has been approved, our Title I application has been revised and we will be notified shortly on the status, and we are waiting to hear the status of our Title IV application. **E) PLC’s** – Teacher PLC’s started the first week of school & will continue each week on Wednesdays. **F) Foreign Exchange Students** – We have foreign exchange students from 3 different countries: Thailand, Germany & Italy. Mr. Schafer worked to get them scheduled in the classes that they are required to take as well as the classes they are interested in.
- 7.2 **Superintendent Report** – Supt. Grow discussed the following items: **1) Personnel** - **A) Admin Assistant Position** – Supt Grow advised that we received 5 applications for the position. The interview committee interviewed 2 applicants, after the 3rd candidate dropped out. He advised that the committee made the decision to offer Lauren Lien the position. Lauren accepted the position, which was offered at a step 4, \$15.81/hour, based on her previous experience. Supt Grow stated he believe Lauren would be a nice addition to the front office. **B) Sub Licenses** – Supt Grow advised he and Mr. Tharaldson are working with short-term, and long-term substitutes to acquire either their Tier 1 or Tier II licensing through PELSB. Supt Grow advised we have been told the application process may take up to 30 days for approval. **2) Educational** – **A) COVID** – Supt Grow advised that we have some COVID cases within our student body, as well as some students who have to quarantine due to close contact. Fortunately, most students were not in school yet, so it has reduced the challenge of contact tracing. Communication has been made with staff regarding who is out, and they have done a great job at contacting the families to determine how they can meet the students’ educational needs while the students are at home. **B) First Weeks** – Supt Grow advised that the first weeks of school seem to be going well. It feels as though students and staff have become acquainted with the early release on Wednesdays, as well as the lunch schedule & everything in between. **3) Legislative** – **A) Declining Enrollment** – Supt Grow advised that in the last legislative session, the legislatures approved an increase in the percentage of declining enrollment aid from 28% to 48.5%. We currently receive approximately \$48,000 in declining enrollment. **B) Compensatory Revenue** - . This is a big topic across the state right now. MREA and MASA are planning to meet with legislators to find ways to fix the current system, or at least hold districts harmless based on free/reduced numbers. The senate is telling educational leaders that districts received a “historical” formula increase and see no need to put additional funds towards state aid. **4) Financial** – **A) Audit**– Supt Grow advised that we have not received preliminary audit numbers yet, but based on the UFARS Compliance report, the district is sitting well financially. Unaudited numbers show our fund balance at approximately 2.3 million. This is approximately a 4% increase from last year’s numbers. **5) Building/Grounds** – **A) Equipment** – Supt Grow advised we are currently still waiting for our mower/utility tractor that was ordered last spring. Virgil checks in weekly about the status of receiving the equipment. **B) Custodial Subs** – We have had a couple people indicate they would sub as a custodian. We are currently using them to fill the night position.
- 7.3 **Committee Report** –
- 7.3.1 – COVID Safety Committee – Board Member Imle gave an update from the last Safety Committee. Requested that safety committee meet either tomorrow or Wednesday morning.
- 7.4 **Enrollment Report** – Supt Grow presented the updated enrollment report, which is based on current information available.
- 7.5 **ESSER III** – Moved to Prior to Community Comments. Supt Grow discussed the application process.

- 8 **Consent Calendar** – MMS Wittenberg/Vettleson to approve Consent Calendar as presented. MCU.
- 8.1 Approval of Bills Presented – All Funds
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| Payroll Expense Checks and Checks Written between Board Meetings: | 69586-69618/Wires | |
| Payroll Checks | 0030506 | |
| September Bills | Voucher Numbers: | 61256 – 61356 |
| | Check Numbers | 69619 – 69678 |
- Total Payroll/Expense Checks Approved: \$532,884.96
- 8.2 Approval of Electronic Transfers and Other Banking Transactions
- 8.3 Approval of Treasurer’s Report
- 8.4 Accept/Approve Donations
- 9 **Old Business - None**
- 10 **New Business**
- 10.1 **Reapprove the Seniority Lists-Certified/Non-Certified Staff** – Supt Grow presented the updated list. Board requested that list be posted prior to approval. MMS Vettleson/Wittenberg to have reviewed prior to approval. MCU.
- 10.2 **Consider Approving a Salary Lane Advancement to MA20 for Laura Dahl** – MMS Vettleson/Gustafson to approve. MCU
- 10.3 **Consider Accepting the Resignation of Lori Lundell** – MMS Vettleson/Wittenberg to accept the resignation. MCU. Supt Grow and the board thanked Lori for her years of service to the district. Zoom was halted due to disruptive comments from the zoom audience.
- 10.4 **Consider Approving a Salary Lane Advancement to BA 20 for Marinda Balcer** – MMS Vettleson/Wittenberg to approve. MCU
- 10.5 **1st Reading of MSBA Model Policy Revisions** – Supt Grow presented policy revisions. He advised that these were presented to Board members Wishard and Wittenberg. Board member Wittenberg gave a summary of changes. Two readings were recommended. MMS Wittenberg/Vettleson to have two readings.
- 10.6 **Vault Testing Discussion** – Supt Grow presented the document regarding Vault Testing. Board member Imle recommended that we allow students to take test home to perform with parents, and then UPS pickup would be provided by our school. Discussion was held. Questions were asked and answered. Board member Petterson requested we consult with the district lawyers before providing testing. No action was taken.
- 10.7 **Preliminary Levy Certification** – MMS Petterson/Wittenberg to approve preliminary levy. MCU.
- 10.8 **Approve the Hiring of Lauren Lien as Administrative Assistant** – MMS Wittenberg/Petterson to approve hire. MCU. The board welcomed Lauren Lien to our district.
- 10.9 **COVID Stipend Determination for Certified & Support Staff** – Discussion was held regarding stipend. . Recommendation was made to approve the following payments - \$1,000 for current teaching staff; \$1,000 for current 12 month at will staff; \$ 750 for current paraprofessional staff, and staff would need to be current employees and have worked for the district for 1 year. Request was made to bring a list to next meeting so it would be easier to see who would be affected.
- 10.10 **Consider Approving a Salary Lane Advancement to BA 20 for Chelsey Ehlers** – MMS Wittenberg/Vettleson to approve. MCU
- 10.11 **Student Activities Report** - Discussion was held regarding activities report. Questions were asked and answered. Reports will be sent to advisors and the board on a monthly basis.
- 10.12 **Bike Path** – Discussion was held regarding concern for vehicles driving on it. Supt Grow explained steps that have been taken to protect the path. Discussion was held regarding how to better protect the path.
11. **Future Meetings**
- 11.1 Regular School Board Meeting on Monday, October 18, 2021, at 7:00 p.m.
- 11.2 Strategic Planning Meeting on Wednesday, October 6, 2021 at 6:00 p.m.
12. **Action Items**
- 12.1 – COVID Stipend Analysis
- 12.2 – Vault Testing Legal Review
- 12.3 - Strategic Planning Meeting
- 12.4 - Safety Committee Meeting
- 12.5 - Communication Coordinator for COVID Items
13. **Adjournment** – MMS Vettleson/Wittenberg to adjourn at 8:41 p.m. MCU

Next Regular Meeting – Monday, October 18, 2021 at 7:00 p.m.