

CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
TOWN HALL/REORGANIZATION/REGULAR MEETING
JANUARY 25, 2018 - 7:00 P.M.

The meeting was called to order by Chairman Westrum at 7:00 p.m. Declaration of Quorum – Members present: Corey Petterson, Kris Snyder, Jeff Westrum, Tom Stenzel, Richard Hetland, Tracy Imle, and James Galloway Members absent: None. Also present: Superintendent Wayne Olson, Principal Burgess, 2 representatives of ICS, 4 staff members, and 4 community members/students

1. **Town Hall Meeting** (Odd Number Months)

4 **Board Reorganization Meeting**

4.1 Election of Officers

4.1.1 Chair – Nominations - MMS Imle/Stenzel to nominate Jeff Westrum for 2018. No other nominations. MCU.

4.1.2 Clerk – Nominations – MMS Stenzel/Hetland to nominate Tracy Imle for 2018. No other nominations. MCU

4.1.3 Treasurer – Nominations – MMS Peterson/Stenzel to nominate James Galloway. No other nominations MCU

4.2 **Assignment of Committees** - MMS Petterson/Hetland to approve committee memberships as listed below. MCU

MSBA Legislative – Tom Stenzel, Jeff Westrum

Communications – Tom Stenzel, Richard Hetland, Tracy Imle

MSHSL – Tom Stenzel

BRIC – Kris Snyder

Food Service Hearing Officer – Corey Petterson

Safety/Building & Grounds – Tracy Imle, Tom Stenzel, Richard Hetland

Finance – Tom Stenzel, Corey Petterson, James Galloway

Technology – Jeff Westrum, Kris Snyder

Policy – Richard Hetland, James Galloway, Tom Stenzel

Hiring – Tracy Imle, Kris Snyder (Jeff Westrum, alt)

Negotiating (certified) – Corey Petterson, Tracy Imle, (Jeff Westrum, alt)

Negotiating (non-certified) – Jeff Westrum, Tom Stenzel (James Galloway, alt)

Meet and Confer – Tracy Imle (Tom Stenzel, alt)

Transportation – Corey Petterson, Richard Hetland

Superintendent Evaluation – Tracy Imle, Jeff Westrum, James Galloway

4.3 **Board Salaries** – MMS Imle/Galloway to pay board officers \$65 and board members \$60 for board meetings; \$45 for negotiations, and \$40 for committee meetings in 2018. MCU

4.4 **Official Meeting Dates** – MMS Imle/Hetland to hold board meetings on the 3rd Monday of every month during 2018, except in January and February. MCU.

4.5 **Official Depositories** – MMS Imle/Petterson to use First State Bank and Northern State Bank as official depositories for 2018. MCU

4.6 **Official Publication** – MMS Galloway/Imle to use The Leader Record and the Farmers Independent as the official publications for 2018. MCU

4.7 **Official Signatures** – MMS Petterson/Stenzel to assign Superintendent (Wayne Olson), Business Manager (Paula Boomgaarden), Human Resources Director (Jenetta Mathson), Board Chair (Jeff Westrum) and Treasurer (James Galloway) as official signatures for all accounts for 2018.

4.8 **School Attorney** – MMS Imle/Galloway to approve Knutson/Flynn & Deans as the School Attorney for 2018. MCU

4.9 **Official Mileage Rate** – MMS Galloway/Imle to use the current IRS rate as the official mileage rate for 2018. If a personal vehicle is used by personal choice when the school car is available, the rate used for mileage will be one half the IRS rate. MCU

4.10 **Authorized LEA Representative** – MMS Imle/Stenzel to name Superintendent as the Authorized LEA for 2018. MCU

4.11 **MSHSL Board Representative** – MMS Petterson/Imle to name Tom Stenzel as the Board Designated MSHSL Representative. MCU.

5 **Community Comments** – None

6 **Spotlight on Education** – Ms. Goudge showed a power point of events that have taken place since the last meeting

7 **Approval of Agenda** – MMS Imle/Galloway to approve agenda as amended with the addition of item of 12.6. MCU

8 **Approval of Minutes from Previous Meeting** – MMS Petterson/Imle to approve minutes as presented from December 18th meeting. MCU

9 **Informational Items**

9.1 **Principal Report** – Principal Burgess discussed the following items: **1) 2nd/3rd Grade/Modified Middle School** – Class numbers have shifted in the Elementary. The Leadership team will analyze this situation for the next school year for possible options. Shifting any staff at this point of the year would be difficult. **2) Staff Development** – Amy Mulry has been working with paras and teachers. Little things make a big difference in the classroom. **3) Events** – Conferences will be February 15th and 16th. The Formal Dance will be held on Saturday, February 10th. NWEA testing is taking place this week. **4) Staffing** – Para interviews are coming up. American Indian Ed positions are still open. We are looking at shifting staff to cover what we can.

9.2 **Superintendent Report** – Mr. Olson discussed the following items. **1) New Teacher Licensure Program** – All teachers licenses have been extended a year from a 5 to a 6 year license. Tier 1 licenses will no longer require bachelor's degree. **2) Senator Utke Visit** – Last week Senator Utke presented awards to CG students for artwork that will be displayed at the Capitol. **3) Capital Expenditures** – Two representatives of ICS will be discussing our possible building needs and options **4) Calendar Committee** – The first meeting was

held last week. 5) Senior Trip – The seniors will have a one day trip, which would not require board approval, as it is more like a regular class trip.

9.3 **Committee Reports –**

Meet & Confer met yesterday. Items from November were discussed again – furniture, painting, calendar committee. New Items included snow removal, clarification on 2 hour late day, technology needs, playground nets and potential for benches in the future.

Finance Committee met last Thursday. The priority is to maintain infrastructure, staying out of SOD. Will we set hard numbers for the class size. Future bills are coming. Smaller purchases can eat up extra fund balance dollars. We need to consider upcoming maintenance needs, and put money aside for those items.

10. **Consent Calendar –** MMS Hetland/Imle to approve Consent Calendar. MCU.

10.1 Approval of Bills Presented

Payroll Expense Checks and Checks Written between Board Meetings:

Payroll Checks

January Bills

65525-65599/Wires

0030019-0030059

Voucher Numbers: 51086-51171

Check Numbers: 65600-65651

Total Payroll/Expense Checks Approved: \$1,373,789.376

10.2 Approval of Electronic Transfers and Other Banking Transactions

10.3 Approval of Treasurer's Report

11 **Old Business**

11.1 **Hiring Process Guidelines –** Superintendent Olson discussed the proposed guidelines for the hiring process. Discussion was held.

12 **New Business**

12.1 **Personnel**

12.1.1 **Approve Hiring of Marilyn Johnson as an Elementary Teacher 2017-18 –** MMS Imle/Snyder to approve. MCU.

12.2 **Presentation by ICS on Facilities –** Dave Bergeron and Jason Splett, representatives of ICS, gave a presentation regarding the current facility, and potential future maintenance needs and upgrades.

12.3 **Resolution For Administration to Make Recommendations for Reduction of Programs/Staff –** MMS Imle/Galloway to approve Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefore. Roll Call Vote: Imle - Yes, Galloway – Yes, Snyder- Yes, Petterson – Yes, Hetland - Yes, Stenzel – Yes. MCU.

12.4 **Approve Lane Changes For:**

12.4.1 **Laura Dahl – MA 10 –** MMS Imle/Petterson to approve lane change. MCU.

12.4.2 **Kendell Nordland – BA 10 –** MMS Imle/Galloway to approve lane change. MCU.

12.5 **Employee Health Concern (closed) –** MMS Imle/Stenzel to close meeting at 8:32 p.m. to discuss employee health concern. Meeting closed.

12.6 **Destination Prom –** Two student representatives of the Junior Class requested approval to have a destination prom to be held April 21, 2018 at the Bemidji Country Club. There would still be a Grand March. The board gave their approval to proceed with a destination prom. This item was discussed prior to informational reports.

13 **Adjournment –** MMS to reopen meeting at p.m. MCU. MMS to adjourn meeting at p.m. MCU.

Action Items for February Meeting

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Next Regular Meeting – Monday, February 26, 2017 at 7:00 p.m.