

**CLEARBROOK-GONVICK SCHOOL**  
**INDEPENDENT SCHOOL DISTRICT #2311**  
**BOARD OF EDUCATION**  
**REGULAR MEETING**  
**October 15, 2018 - 7:00 P.M.**

The meeting was called to order by Chairman Westrum at 7:01 p.m. Declaration of Quorum – Members present: Kris Snyder, Tracy Imle, Tom Stenzel, Jeff Westrum, Richard Hetland, James Galloway Absent: Corey Petterson Also present: Superintendent Jeff Burgess, Principal Carl Dugstad, 5 staff members, and 1 community members

1. **Town Hall Meeting** (Odd Number Months)
- 4 **Community Comments** – none
- 5 **Spotlight on Education** –Kim Anderson presented events and activities that took place since the last board meeting.
- 6 **Approval of Agenda** – MMS Imle/Hetland to approve agenda as; MCU
- 7 **Approval of Minutes from Previous Meeting** -
  - 7.1. MMS Snyder/Stenzel to approve minutes as presented from the September 17, 218 regular meeting
- 8 **Informational Items**
  - 8.1 **Principal Report** –Principal Dugstad discussed the following items: 1) **Homecoming** – The week and all events went well. Thank you to all who helped make it a good week. 2) **Fire Safety Week** – Thank you to all who helped out. 3) **Teacher Update** – The teachers have been working through the Benchmark reports during PLCs. We will analyze the patterns and plan instruction, etc. accordingly. 4) **504 Seminar** – I attended a seminar on 504 plans in Moorhead, MN on October 12th. It was a very informative seminar.
  - 8.2 **Superintendent Report** – Mr. Burgess discussed the following items: 1) **Educational** – We are finishing NWEA testing for the K-3 elementary grades Achievement & Integration planning is starting to take place. We received 2/3 funding from the state and ½ levy. The grand total is approximately \$40,000. We will be working with surrounding districts for the program. Enrollment is currently still 25-30 students above last year. 2) **Building** – We are still waiting on the trash compactor. The hope is to have it installed by the end of October. All the prep work is done, and we are waiting for the compactor to be delivered. We were not selected for the school safety grant. 127 schools were selected by a lottery system. We were not one of the 127 of over 1200 selected. We needed to replace a few compressors in the school. This cost is covered by our LTFM dollars. 3) **Financial** – We replaced the ice machine in the kitchen. The cost was approximately \$2,000. The cost to repair the old machine would have been the same. We needed to replace compressors in two rooms. The cost was approximately \$4600, but is covered under our LTFM dollars.
  - 8.3 **Committee Report** –
    - 8.3.1 **Negotiations** - Supt Burgess advised that a meeting was held, and went well. Another meeting is planned, with a date to be Determined later.
- 9 **Consent Calendar** – MMS Imle/Galloway to approve Consent Calendar as presented. MCU
  - 9.1 Approval of Bills Presented

Payroll Expense Checks and Checks Written between Board Meetings:	66444 – 66482/Wires
Payroll Checks	0030196 – 0030203
October Bills	Voucher Numbers: 530103 – 53220
	Check Numbers: 66483 – 66552
	Total Payroll/Expense Checks Approved: \$467,782.32
  - 9.2 Approval of Electronic Transfers and Other Banking Transactions
  - 9.3 Approval of Treasurer’s Report
- 10 **Old Business**
  - 10.1 **Referendum Resolution Discussion**
    - 10.1.1 Review & Comment – Superintendent Burgess opened the discussion with the Review & Comments sent to MDE.
    - 10.1.2 Summarization – Superintendent Burgess walked through a summary of the project. Discussion was held.
    - 10.1.3 Commissioner’s Comments – Superintendent Burgess reviewed the Commissioner’s Comments. Discussion was held.
    - 10.1.4 Publishing – Superintendent Burgess reviewed the publishing of the Review & Comments, including the Commissioner’s Comments
    - 10.1.5 Discussion Questions – Open for Questions – At this time the floor was opened for questions from the public. Questions were asked and answered. Discussion was held.
    - 10.1.6 Communications & Timelines – Superintendent Burgess reviewed the progress with communicating the project to the public. Westrum thanked everyone for their continued efforts and help with communicating with the public. Supt Burgess invited board members to be present during townhall meetings dates??
- 11 **New Business**
  - 11.1 **Assurance of Compliance** – MMS Imle/Hetland to approve the Assurance of Compliance. MCU.
  - 11.2 **Certified Seniority List** – MMS Imle/Galloway to approve the list for the 2018-2019 year. MCU.
  - 11.3 **Support Staff Seniority List** – MMS Imle/Hetland to approve the list for the 2018-2019 year. MCU.
  - 11.4 **Set Date for Truth in Taxation** – MMS Imle/Galloway to set Truth in Taxation Meeting date for December 17, 2018 at 7:00 p.m., during the regular board meeting. MCU.

12. **Action Items for November Meeting –**
  - 12.1 Special Meeting for Elections Results date to be determined
  - 12.2
  - 12.3
- 13 **Adjournment** – MMS Galloway?/Hetland to adjourn at 7:39 p.m. MCU

Next Regular Meeting – Monday, November 19, 2018 at 7:00 p.m.