

CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
REGULAR MEETING
December 17, 2018 - 7:00 P.M.

The meeting was called to order by Treasurer Galloway at 7:02 p.m. Chairman Westrum took over the meeting upon his arrival. Declaration of Quorum – Members present: Kris Snyder, Tom Stenzel, James Galloway, Richard Hetland, Corey Petterson, Jeff Westrum (arrived at 7:05 p.m.). Absent: Tracy Imle. Also present: Superintendent Jeff Burgess, Principal Dugstad, Jodie Zesbaugh of Ehlers, 5 staff members, 1 student and 1 community member.

1. **Town Hall Meeting** (Odd Number Months)
- 4 **Community Comments** – None
- 5 **Spotlight on Education** – Ms. Stewart gave a presentation of events that have occurred since the last board meeting.
- 6 **Approval of Agenda** – MMS Petterson/Stenzel to approve agenda as presented. MCU
- 7 **Approval of Minutes from Previous Meeting** -
 - 7.1 MMS Stenzel/Galloway to approve minutes as presented from the November 19, 2018 regular meeting. MCU.
- 8 **Informational Items**
 - 8.1 **Principal Report** –Principal Dugstad discussed the following items: 1) **Elementary Concert** – Mr. Dugstad thanked Mrs. Ragan, Mrs. Stewart and the crew for setting up and running a successful event. 2) **New Para** – Mr. Dugstad discussed a new para hire, Darby Riley. She is up for hiring approval later in the agenda. 3) **Math Masters** – Mr. Dugstad gave a summary of the program & the rationale for using it. 4) **SIP Meeting/Plan** – Mr. Dugstad discussed the School Improvement Plan (SIP) for math. He discussed the root causes of the issue, strategies and action steps to improve our program/scores; and the end goal of increasing our math scores so that the District is no longer identified by the State for improvement. Juniors will now be required to take a math class.
 - 8.2 **Superintendent Report** – Mr. Burgess discussed the following items: 1) **Educational** – **A)** Different D.A.R.E. training was found that is available in the summer in South Dakota for the school officer to attend. **B)** Excel and Triple A (AAA) awards are something the district has gotten out to students to apply for this year. Descriptions of each are in your board packet. 2) **Building** – The School Forester visited last week. He will be coming to the school forest to do some lumber estimates of the school forest in certain areas. A forestry guide/plan was included in your packet. They recommend harvest in specific areas. We will start looking at the bidding process after the lumber estimates are completed. 3) **Financial** – **A)** Comparison Reports are on track. Licensed instruction is above last year. **B)** A list of donations received through 11/30/18 is in your packet. **C)** Bond Payment – Will be paid from Debt Service Fund.
 - 8.3 **Committee Report** – None
- 9 **Consent Calendar** – MMS Galloway/Stenzel to approve Consent Calendar as presented. MCU
 - 9.1 Approval of Bills Presented

Payroll Expense Checks and Checks Written between Board Meetings:	66686 – 66722/Wires
Payroll Checks	0030224 – 0030258
December Bills	Voucher Numbers: 53686-53707/53723 – 53795
	Check Numbers: 66723 – 66773
	Total Payroll/Expense Checks Approved: \$542,612.07
 - 9.2 Approval of Electronic Transfers and Other Banking Transactions
 - 9.3 Approval of Treasurer’s Report
- 10 **Old Business**
 - 10.1 Junior High Basketball – Supt Burgess discussed the Junior High coaching issue. A para currently arrives at the old school to supervise athletes until the Junior High GBB coach arrives. It seems to be working well. Questions were asked regarding JH BBB. No approval is currently needed.
- 11 **New Business**
 - 11.1 **Music Trip Presentation** – Mrs. Ragan and Mrs. Stewart presented the board with a plan for a Music Class trip for grades 7-12 this spring. Handouts were given to the board detailing the trip. No motion is required. This will be under Mr. Dugstad’s proposal.
 - 11.2 **Junior Class Prom Presentation** – Junior Class representatives requested permission from the board to hold a destination prom this year at the Bemidji Country Club, which will include the meal. School transportation will be used. The date is April 13, 2019. Mr. Dugstad has approved the trip.
 - 11.3 **Truth in Taxation** – Supt. Burgess did a presentation regarding the proposed levy.
 - 11.4 **Approve Final Levy & Certification** – MMS Galloway/Hetland to approve as presented, removing Q-Comp from the levy. MCU.
 - 11.5 **Resolution for Sale of General Obligation Building Bonds** – Jodie Zesbaugh, of Ehlers, presented the options for the bond sale/issuance, and explained the process. MMS Petterson/Galloway to approve resolution for sale of General Obligation Bonds not to exceed \$1,845,000. Roll Call Vote Petterson – Yes, Stenzel – Yes, Hetland – Yes, Galloway - Yes, Snyder - Yes, Westrum - Yes. MCU.
 - 11.5.1 **Bond Term Length** – MMS Galloway/Hetland to set bond term length at six (6) years. MCU.
 - 11.6 **ICS Contract** – Supt Burgess discussed the different possibilities for Construction Management. The decision was tabled until the January Reorganization meeting when ICS could give a presentation.
 - 11.7 **Approval of Resolution Establishing Combined Polling Place** – MMS Stenzel/Petterson to set combined polling place as the school district. Roll Call Vote - Petterson – Yes, Stenzel – Yes, Hetland – Yes, Galloway - Yes, Snyder - Yes, Westrum - Yes. MCU.

- 11.8 **Equipment Purchase** – MMS Hetland/Stenzel to approve purchase for Maintenance Dept of a sander and a scrubber. MCU.
- 11.9 **Indian Policies & Procedures** – MMS Galloway/Hetland to set policies & procedures as presented. MCU.
- 11.10 **FMLA Leave for Alisha Rude** – MMS Petterson/Stenzel to approve FMLA for Alisha Rude. MCU.
- 11.11 **Hiring of Darby Riley-Paraprofessional** – MMS Stenzel/Galloway to approve hiring. MCU.
- 11.12 **Approve Leave for Jenetta Mathson** – MMS Galloway/Hetland to approve leave. MCU.
- 11.13 **School Board Re-Organization Meeting** – MMS Stenzel/Hetland to set meeting date as Monday, January 7, 2019 at 7:00 p.m. MCU.
- 11.14 **Reset Date for January Regular Meeting** – MMS Galloway/Petterson to set date for regular January meeting as Wednesday, January 23, 2019 at 7:00 p.m. MCU.

12. **Action Items for February Meeting** –

- 12.1
- 12.2
- 12.3

13 **Adjournment** – MMS Hetland/Stenzel to adjourn at 8:32 p.m. MCU

Reorganization Meeting – Monday, January 7, 2019 at 7:00 p.m.

Next Regular Meeting – Wednesday, January 23, 2019 at 7:00 p.m.