

CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
REGULAR MEETING
APRIL 16, 2018 - 7:00 P.M.

The meeting was called to order by Chairman Westrum at 7:02 p.m. Declaration of Quorum – Members present: Tracy Imle, Richard Hetland, Kris Snyder, Jeff Westrum, Corey Petterson, and Tom Stenzel, James Galloway Absent: Also present: Superintendent Wayne Olson, Principal Burgess, 8 staff members, and 1 community member

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

4 **Community Comments** – A request was made to use our instant alert system to inform parents when there are bus issues.

5 **Spotlight on Education** – Andy Anderson gave a presentation regarding our Trap Club. This year we have 23 students involved. Last year we had 6 students. There has been an incredible amount of community support for the program. The list of supporters includes: Gully Sportsman's Clubs, Tom Pletschett Memorial, Gonvick Lions Club, Clearbrook Community Club, Expendable Motorcycle Club, Y-92 Convenience, Duane and Marilyn Eyje, Ruffy Brook Farms (Greg and Beth Erickson), Robin Proffit, Kim Eckman, and Amy Berg.

Ms. Goudge showed a power point presentation highlighting events that have occurred since the last board meeting.

6 **Approval of Agenda** – MMS Galloway/Stenzel to approve agenda as amended, adding item 11.4 under new business. MCU

7 **Approval of Minutes from Previous Meeting** - MMS Petterson/Imle to approve minutes as presented from the March 18, 2018 regular meeting

8 **Informational Items**

8.1 **Principal Report – Principal Report** – Principal Burgess discussed the following items: 1) **Events** – The High School Concert is May 14th, Awards and Baccalaureate is May 23rd, the last day of school is May 25th, Graduation is May 26th. The picnic lunch is May 22nd, and the board is invited to join us that day. 2) **Testing** – MCA testing started last Monday, and will go through the 2nd week in May. High School testing is being done in classrooms with laptop computers, which seems to be working well. We are seeing unofficial scores. Our goal is a 4% rise in reading. We are currently at 52.5%, and the state proficiency is 60.2%. 3) **Personnel** – Interviews were held for a math teacher last week. This will be discussed later in the agenda. 4) **Scheduling** – The schedule is completed. Mrs. Godtland is working with students and completing the scheduling process. 5) **Elementary Class Size** – I have met with the teachers regarding suggestions. We are looking at how we can shift teachers to cover different scenarios.

8.2 **Superintendent Report** – Mr. Olson discussed the following items:

8.2.1 **Update on Principal Search** – Supt Olson advised that we have 16 applications for principal. The posting closes on Friday of this week. We have a variety of candidates. After all applications are in, Mr. Burgess will put together a team and select candidates to be interviewed. The hope is to have negotiations set up by next week.

8.2.2 **Certified Staff Negotiations** – Supt Olson has received a request to start negotiations. Once a date is received, negotiations will be set up

8.2.3 **ICS** - Supt Olson has met with ICS regarding facilities meeting. April 30th and May 1st are dates set for public meetings regarding our current facility. The April 30th meeting will be held in Gonvick, and the May 1st meeting will be held in the school commons. A survey has been finalized. Mr. Olson will send it to the board to make certain the online portion is working successfully. Once we know the online survey is working properly, the survey will be wiped clean and sent out for parents and community members to take. ICS will be back on May 21st with results of the survey and meetings.

8.3 **Committee Reports** – None

9 **Consent Calendar** – MMS Stenzel/Galloway to approve Consent Calendar as presented. MCU

9.1 **Approval of Bills Presented**

Payroll Expense Checks and Checks Written between Board Meetings:	65854 – 65882/Wires
Payroll Checks	0030102 – 0030124
April Bills	Voucher Numbers: 51802 – 51872
	Check Numbers: 65883 – 65933

Total Payroll/Expense Checks Approved: \$545,227.81

9.2 **Approval of Electronic Transfers and Other Banking Transactions**

9.3 **Approval of Treasurer's Report**

10 **Old Business**

10.1 **Discussion of Classroom Size** – Supt Olson advised that Principal Burgess had presented the facts in his principal's report. Does the board have any additional questions or information they would like to have researched. Discussion was held, and the board asked questions of Mr. Burgess and Supt Olson.

10.2 **Early Childhood Presentation/Discussion** – Stacie Petterson and Andrea Churness gave a presentation on the Early Childhood program. The upcoming Pre-School class size will be relatively small, which might allow us to have spots for some 3 year olds. Discussion was held and questions were asked of Stacie, Andrea, and Supt Olson. The board approved moving ahead with exploring the possibility of adding some 3 year olds to our program, and to make a policy regarding 3 year old placement in the program as clear as possible for parents to understand

New Business**11.1 Personnel**

11.1.1 **Approve the hiring of Stacey Klinkhammer, Math Teacher** – MMS Imle/Galloway to approve Stacey Klinkhammer as a math teacher for the 18-19 school year. MCU.

11.1.2 **Approval of Superintendent's Contract with Mr. Burgess** – MMS Galloway/Imle to approve a Superintendent Contract with Mr. Burgess. MCU.

11.1.3 **Approve Resignation of Frankie Scalzo (May 31, 2018)** – MMS Imle/Petterson to approve resignation of Frankie Scalzo effective May 31, 2018. MCU.

11.2 **Approve FMLA Leave for Mrs. Nordlund** – Supt Olson presented Mrs. Nordlund's request for FMLA. The request was from August 27, 2018 through the start of Christmas break. Supt Olson recommended that the board not accept the request. Past practice has been 12 weeks of FMLA, which is 12 weeks by law. This would take it to approximately Thanksgiving. The board requested that Supt Olson research the FMLA leaves that have been granted since he has been here. This item will be moved to next month.

11.3 **School Security Support Discussion** – Supt Olson discussed a meeting held by the County, County Schools, and several veterans regarding being security monitors for the district. Discussion was held. The board expressed their gratitude for the veterans willing to volunteer, but thought this might not be the proper time for such a program.

Supt Olson also presented the possibility of Andy Anderson working as a school resource officer for 1 hour per day through the County. Discussion was held. The board asked Supt Olson to obtain more information regarding the option of having Andy work in this capacity.

11.4 **Harvesting of Dead Trees from School Forest** – Supt Olson has been asked by some community members for permission to cut down some dead trees on our school land. The trees are located on the parcel of land donated by Bob Davids, which is located in Gonvick. Supt Olson suggested that these individuals, as well as individuals in the future, write a letter to the superintendent, requesting to cut down trees. Discussion was held regarding clarifying which trees, what purpose, liability, etc. The board directed the superintendent come up with guidelines for harvesting trees, and find the answer regarding liability issues before we agree to let people to harvest trees.

12. Action Items for May Meeting –

12.1 FMLA figures for the time since Supt Olson and Principal Burgess have been here.

12.2 Guidelines, procedures, and insurance questions regarding harvesting of trees.

12.3 Student Class Size Information

13 Adjournment – MMS Imle/Galloway to adjourn at 8:30 p.m. MCU

Next Regular Meeting – Monday, May 21, 2018