

CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
REGULAR MEETING
May 20, 2019 - 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, Kris Snyder, Tom Stenzel, Richard Hetland, James Galloway, Jeff Westrum, Corey Petterson Absent: None. Also present: Superintendent Jeff Burgess, Principal Dugstad, Ken Henderson, representing ICS, 5 staff members, and 1 community members

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

4 **Community Comments** – Mr. Bettin gave yearbooks to board members. Yearbooks were delivered to students last Friday.

5 **Spotlight on Education** – Ms. Goudge presented a power point highlighting events since the last board meeting.

6 **Approval of Agenda** – MMS Imle/Galloway to approve agenda as amended, adding 2 items: 11.9 – DCD Position Discussion, and 11.10 – Resignation of Andrew Kaucher; MCU

7 **Approval of Minutes from Previous Meeting** – MMS Petterson/Stenzel to approve minutes as presented. MCU

7.1 4/15/19 Regular Meeting

8 **Informational Items**

8.1 **Principal Report** –Principal Dugstad discussed the following items: **1) Wrapping Up the Year** – Mr. Dugstad advised that the following 3 events will take place on Wednesday, May 22nd: Kindergarten Graduation will be held 10:00 a.m. FFA will be holding a petting zoo during the school day. The Awards Banquet & Baccalaureate will be held, beginning at 5:00 p.m. On Friday, May 24th the senior Walk-Out/Send-Off will take place at 10:45 a.m. **2) Dental Services** – Dental services will be available at the school this summer. This service will be provided through Children’s Dental Services. **3) D.A.R.E.** – Mr. Anderson is signed up for training in South Dakota this summer. **4) CPR** – The majority of the staff has been trained our CPR through our PLCs this winter and spring. Mr. Dugstad thanked Andy Anderson & Neil Dolan (Bagley SRO) for getting this training accomplished. **5) Make-Up Days** – Tuesday, May 28th and Wednesday, May 29th will be used to complete benchmarking for our math standards/tests. We will be identifying the needs concerning coverage of standards, and will collaboratively plan for improvement. **6) Events** – The Senior Meal on Friday, as well as the Cook-Out today, were awesome. Track & Field was great & the weather was nice.

8.2 **Superintendent Report** – Mr. Burgess discussed the following items: **1) Educational – A) ADSIS** – We have reapplied for ADSIS. We are just waiting to hear back on whether it was accepted with the addition of a K-3 math interventionist. **B) Achievement & Integration** – This has been approved. These funds (approximately \$44,000) will pay for a credit recovery online program, transportation/care early childhood program, and integration activities with surrounding schools. C) Lunches – A legal opinion has been issued disallowing schools to keep students from participating in graduation ceremonies due to outstanding lunch balances. **2) Building –A) Mixer** – Lowell is getting the mixer replaced. The estimated cost is \$5,000-\$6,000. **B) Exterior Lighting** – This will be replaced over the summer. **3) Legislative - A) Budget** – The legislature has agreed to a 2%, 2% increase in the funding formula. Voting is yet to be held. **4) Financial –A) Budget** – Comparison reports are on track. I have a preliminary budget for 19-20 put together. The Finance Committee will need to meet before the next board meeting to review the budget. The budget will be brought to the June board meeting for a vote. **5) Building Project – A) Final Drawings** – These will be presented and discussed tonight. **6) Personnel – A) Cook** – We have advertised for a full time cook after the resignation, and hope to have some applications soon. **B) Speech** - BRIC will possibly have a full time staff member for our speech program next year. We would have a speech therapist in-house, rather than using the tele-practice system we currently use.

8.3 **Committee Report** –

8.3.1 Negotiations – The committee met a couple times since the last meeting. Things are progressing well. There are more meetings scheduled for June.

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

9.1 Approval of Bills Presented

Payroll Expense Checks and Checks Written between Board Meetings:

67166– 67190/Wires

Payroll Checks

0030291 – 0030295

May Bills

Voucher Numbers: 54977 – 55067

Check Numbers: 67191 – 67249

Total Payroll/Expense Checks Approved: \$563,892.26

9.2 Approval of Electronic Transfers and Other Banking Transactions

9.3 Approval of Treasurer’s Report

10 **Old Business**

10.1 **Clearbrook Gym Discussion** – Supt Burgess presented the board with the original proposal, as well as a new proposal from the city for gym rental. The latest discussion brought the proposal to \$3,000, with a 2% per year increase. In addition, discussion was held regarding a school employee assisting in set up and takes down of the gym for games. MMS Petterson/Galloway to accept the proposal once it is in writing. MCU.

11 **New Business**

11.1 **Resolution to Participate I Minnesota State High School League for 2019-2020 School Year** – MMS Imle/Stenzel to approve resolution to participate. MCU

11.2 **Approve the Superintendent of Schools, Jeff Burgess, To Be Official Authority to Approve Access to MDE Web Sites** – MMS Imle/Galloway to approve. MCU

- 11.3 **Approve Final Plans for Bidding** – Ken Henderson, representing ICS, gave a presentation detailing the final plans. Discussion was held & questions were answered. MMS Imle/Galloway to approve final plans for bidding. MCU.
- 11.4 **Graduation Attire** – Supt Burgess advised that a request has been brought to Mr. Dugstad, allowing a student to wear one feather on the graduation cap in celebration of his/her heritage. Discussion was held. The board decided to allow administration to make the decision for the 2018-2019 school year ceremony. The board will look at Graduation Attire guidelines in future meetings.
- 11.5 **NWMF Grant Application** – Supt Burgess discussed a grant application through NWMF that would be used for Social Emotional curriculum for pre-school and early elementary students. We have been approved for this one year grant, and the grant amount is approximately \$15,000. This would involve high school students working with younger elementary students on the program. Discussion was held, and questions were answered. MMS Petterson/Imle to approve NWMF grant application. MCU.
- 11.6 **Room Painting** – Superintendent Burgess discussed the cost of painting one wall in 3 chosen rooms over the summer. Discussion was held, and questions were answered. The board decided to have a painter come in and give estimates for A) An accent wall only and B) Re-paint an entire room with accent wall. MMS Galloway/Stenzel to approve the suggested colors presented tonight for any teacher that might want to paint their own room. MCU.
- 11.7 **Hiring Part Time Custodian, Blake Hanson** – MMS Galloway/Imle to approve hiring. MCU.
- 11.8 **Open Milk Bids** – Supt Burgess opened the milk bids. One was received from Land O' Lakes. The bid was read. MMS Imle/Petterson to accept the milk bid as presented. MCU
- 11.9 **DCD Position Discussion** – Supt Burgess advised that Cathy Gee has resigned from BRIC to accept another position. He advised that we can advertise for the position ourselves and make it a District position again. If we are unable to fill the position ourselves, we can request that BRIC fill the position again. Time is of the essence. Discussion was held. The board decided to advertise the DCD for 2 weeks position as a Clearbrook-Gonvick position. If no one applies, we can request that BRIC Fill the position. MCU.
- 11.10 **Resignation of Andrew Kaucher – English Teacher** – MMS Galloway/Imle to accept resignation. MCU. Mr. Burgess stated he appreciated Mr. Kaucher and believed he was an asset to our staff. Chair Westrum stated Mr. Kaucher will be missed
12. **Action Items for June Meeting** –
 - 12.1
 - 12.2
 - 12.3
- 13 **Adjournment** – MMS Imle/Hetland to adjourn at p.m. MCU

Next Regular Meeting – June 17, 2019 at 7:00 p.m.