

**CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
TOWN HALL/REGULAR MEETING
AUGUST 20, 2018 - 7:00 P.M.**

The meeting was called to order by Chairman Wetrum at 7:01 p.m. Declaration of Quorum – Members present: Tom Stenzel, Tracy Imle, Richard Hetland, James Galloway, Jeff Westrum, Corey Petterson (arrived at 7:34 p.m.) Absent: Kris Snyder; Also present were: Superintendent Jeff Burgess, Principal Carl Dugstad, 8 staff members, Dr. John Eggers representing Project Graduate, and 1 community members

1. **Town Hall Meeting** (Odd Number Months)
- 4 **Community Comments** – Dr. John Eggers discussed a community initiative regarding Project Graduate. This initiative is a Community Driven Initiative to assist schools. Information was passed out, and questions were answered.
- 5 **Approval of Agenda** – MMS Imle/Stenzel to approve agenda as amended – adding items 10.7, 10.8 and 10.9. MCU
- 6 **Approval of Minutes from Previous Meeting** – MMS Galloway/Hetland to accept the minutes for all meetings as presented. MCU
 - 6.1 **July 16, 2018 Meeting**
 - 6.2 **July 30, 2018 Meeting**
 - 6.3 **August 8, 2018 Meeting**
- 7 **Informational Items**
 - 7.1 **Principal Report** - Principal Dugstad discussed the following items: 1) **Personnel** – Principal Dugstad recommended hiring Marilyn Johnson as the 2nd Grade Long Term Sub for Mrs. Nordlund until she returns. 2) **Title I** – Pricipal Dugstad advised that he had attended a webinar on the SERVS program, which gave tips and tricks for working on the new requirements for Title I for this year. The goals for this year are a 4% reading proficiency improvement across the board, as measured by our MCA tests in the spring, and a narrowing of the gap in proficiency between all students. 3) **Building** – Fall sports have begun. We look forward to successful seasons from our student athletes. 4) **Schedules/Meetings** – The In-Service Schedule is done and mailed to staff. The staff meetings are tentatively scheduled through January 2019. Open House and Welcoming letters have been sent to families & students. 5) **MASSP** – My application & fee have been submitted and my membership is live. Thanks to Paula for handling this for me. MASSP is a great resource for administrative & legal advice.
 - 7.2 **Superintendent Report** – Mr. Burgess discussed the following items: 1) **Educational** – We are currently awaiting official test scores. We should have them by the September meeting. Achievement and Integration Funds can be accepted by the school. This money comes mostly from State Aid for qualifying districts. 2) **Building** – The flag pole is back up. The trash compactor site is being set up. We will be running electricity and taring the spot for the project. Most of the expense will be covered by the grant. We are working with Waste Management to get the project set up ad complete. Goal posts are set up on the practice football field. They are dual purpose and can also be used for soccer for Phy Ed classes. School Safety Grant – this is due on August 29, 2018, and is first come, first served. We are in the process of getting quotes for the high priority items. 3) **Negotiations** – There has been a proposal and a counter proposal. We are currently awaiting a meeting date. 4) **Financial** – There are no unexpected expenses this month. 5) **School Board Breakfast** – This will take place on the first in-service day, Monday, August 27th.
 - 7.3 **Committee Reports** – None
- 8 **Consent Calendar** – MMS Stenzel/Galloway to approve Consent Calendar as presented. MCU
 - 8.1 **Approval of Bills Presented**

Payroll Expense Checks and Checks Written between Board Meetings:	66208 – 66229 /Wires
Payroll Checks	0030185 – 0030191
August Bills	Voucher Numbers: 52579 – 52778
	Check Numbers: 66230 – 66340

Total Payroll/Expense Checks Approved: \$410,731.92
 - 8.2 **Approval of Electronic Transfers and Other Banking Transactions**
 - 8.3 **Approval of Treasurer’s Report**
- 9 **Old Business** - None
- 10 **New Business**
 - 10.1 **Approval of Milk Bids** – Supt Burgess presented the bid received. MMS Imle/Hetland to approve bid received by Dean’s Foods/Land O’ Lakes. MCU
 - 10.2 **Approval of Nursing Services Contract** – Supt Burgess presented the proposed contract for the 2018-2019 school year. MMS Stenzel/Galloway to approve contract as presented. MCU.
 - 10.3 **Approve Hiring of Marilyn Johnson for Long-Term 2nd Grade Sub** –MMS Imle/Hettland to approve hiring. MCU
 - 10.4 **Approval of Bus Routes** – Supt. Burgess presented the bus routes for the 2018-2019 school year. MMS Galloway/Imle to approve routes as presented. MCU.
 - 10.5 **Resolution Approving Jeff Burgess as IOWA** – MMS Imle/Galloway to approve resolution. MCU.
 - 10.6 **Referendum Resolution Discussion**
 - 10.6.1 **Community Meetings** – Community Meeting Dates should be selected.
 - 10.6.2 **Groups/Materials** – Supt Burgess visited with Richards Publishing for posters showing the tax impact for our upcoming building bond referendum. A copy of the most recent plan can also be made available.
 - 10.6.3 **ICS Contract** – MMS Imle/Galloway to approve a contract for referendum consulting upon Superintendent’s approval. MCU.

- 10.7 **Approve Hiring of Melinda Zurhorst, Cook's Assistant** – MMS Imle/Petterson to approve hiring. MCU
- 10.8 **Concession Stand Discussion** – Supt Burgess advised that Ms. Goudge is no longer able to head up concessions. A person on staff is interested but is not on the teaching contract. If the board approves this move, a memorandum of understanding will need to be put in place for this position to be held by a non-teaching staff. Questions were asked and answered. MMS Imle/Petterson to separate concessions from the Junior Class and move forward with the new procedure.
- 10.9 **Insurance Item (Closed due to discussion of Private Information)** – MMS Imle/Galloway to close meeting at 7:48 p.m. MCU. MMS Stenzel/Galloway to re-open meeting at 8:07 p.m. MMS Stenzel/Galloway to offer settlement on insurance claim.
- 11 **Action Items for September Meeting** –
 - 11.1
 - 11.2
 - 11.3
- 12 **Adjournment** – MMS Imle/Hetland to adjourn at 8:11 p.m. MCU

Next Regular Meeting – Monday, September 17, 2018 at 7:00 p.m.