

**CLEARBROOK-GONVICK SCHOOL**  
**INDEPENDENT SCHOOL DISTRICT #2311**  
**BOARD OF EDUCATION**  
**REGULAR MEETING**  
**AUGUST 21, 2017 - 7:00 P.M.**

The meeting was called to order by Chairman Westrum at 7:00 p.m. Declaration of Quorum – Members present: Richard Hetland, Jeff Westrum, Corey Petterson, Tom Stenzel, Absent: James Galloway, Tracy Imle, and Kris Snyder. Also present: Superintendent Wayne Olson, Principal Burgess, 2 staff members, and 1 community member.

1. **Town Hall Meeting** (Odd Number Months)
- 4 **Community Comments** – None
- 5 **Spotlight on Education** – None
- 6 **Approval of Agenda** – MMS Stenzel/Petterson to approve agenda as amended. Item 11.3 – Nursing Contract will be postponed until next month, and Item 11.1.7 the para up for approval is Jennifer Mathison.
- 7 **Approval of Minutes from Previous Meeting** - MMS Stenzel/Hetland to approve minutes as presented from the July 17, 2017 meeting. MCU
- 8 **Informational Items**
  - 8.1 **Principal Report – Principal Report** – Principal Burgess discussed the following items: **1) Positions for Upcoming Year** – With tonight’s approval, positions are filled for the upcoming school year. **2) Handbook Updates** – Information has been sent to families via a letter. Students will receive updates on the first day of school. **3) Official State Test Scores** – Reading – up 3.5%, Science – Up 11.9%, and Math – Up 4% **4) Goals** – The District long-term goal was to reach the state level of Reading. The District Goal was to increase reading proficiency by 4% over the last 3 years. Currently – the State is at 60.2% in Reading. CG is at 52.5%. The State is at 58.5% in Math, and CG is at 46.3. The State is at 54.2% in Science and CG is at 51.9%. Clearbrook-Gonvick has surpassed Bagley in all District Categories. **5) Curriculum** – We are implementing a new Science Curriculum. Expect a drop in test scores next year. Benchmark reports will help us see patterns of scores. Benchmark reports will be linked to data and used throughout curriculum. **6) Class Sizes** – Third grade is currently at 27, with a possibility of more enrollees. A group of elementary teachers met earlier this year and suggested splitting. Third grade will be together as a whole class approximately two hours of the 6.75 hours per day. **7) Events** – Registration, New Teacher Orientation, Meet the Bears, In-Service, Open House, and the First Day of School will all take place within the next 2 weeks.
  - 8.2 **Superintendent Report** – Mr. Olson discussed the following items: **1) Building & Grounds** – Building is in shape. Major project this summer was the plumbing system. Water lines were replaced. **2) Title Application** – Is Completed **3) Student Numbers** – We will have approximately 220 in Elementary and 213 in the High School. We will have a more accurate number after the first 2 weeks of school. **4) Reporting Calendar** – Mr. Olson handed out the mandatory reporting calendar for the year. It involves office staff and administrators to meet reports deadlines. **5) MDE Conference** – Mr. Olson gave a short report on the MDE conference he recently attended. He spoke specifically on the ESS (Every Student Succeeds) Act. This will bring changes to the State Report Card. **6) Audit** – The Audit team was here last week. We have not received preliminary numbers yet, however the audit went more smoothly. One item to decide upon is if we would like to receive the audit report in person or via teleconference/skype. The board is open to teleconference unless there is a particular issue they would like to discuss. **7) Staff Breakfast** – Mr. Olson reminded the board members that some of them agreed to serve breakfast during the staff workshop day.
  - 8.3 **Committee Reports** – None
- 9 **Consent Calendar** – MMS Stenzel/Petterson to approve Consent Calendar as presented. MCU
- 9.1 **Approval of Bills Presented**

Payroll Expense Checks and Checks Written between Board Meetings:	64953 – 64980/Wires
Payroll Checks	0029929 – 0029938
August Bills	Voucher Numbers: 49749 – 49952
	Check Numbers: 64981 – 65089

Total Payroll/Expense Checks Approved: \$423,116.27
- 9.2 **Approval of Electronic Transfers and Other Banking Transactions**
- 9.3 **Approval of Treasurer’s Report**
- 10 **Old Business**
  - 10.1 **No Old Business**
- 11 **New Business**
  - 11.1 **Personnel**
    - 11.1.1 **Approval of Resignation of Charmaine Barranco, Sp Ed Para** – MMS Stenzel/Hetland to approve resignation. MCU.
    - 11.1.2 **Approval of Resignation of Gus Vettleson, Math Teacher** – MMS Stenzel/Petterson to approve resignation. MCU.  
Chairman Westrum thanked Mr. Vettleson for his years of service. He will be missed.
    - 11.1.3 **Approval of Andrew Kaucher, English Teacher** – MMS Stenzel/Hetland to approve. MCU.
    - 11.1.4 **Approval of Mary Mohr, Sp Ed Para** – MMS Heltand/Stenzel to approve. MCU
    - 11.1.5 **Approval of Sheree Hoie, Sp Ed Para** – MMS Petterson/Stenzel to approve. MCU
    - 11.1.6 **Approval of Shelby Dukek, Math Teacher** – MMS Hetland/Petterson to approve. MCU
    - 11.1.7 **Approval of, Jennifer Mathison, Sp Ed Para** – MMS Petterson/Stenzel to approve. MCU
    - 11.1.8 **Approval of Carly Bergman, Assistant Volleyball Coach** – MMS Stenzel/Petterson to approve. MCU
    - 11.1.9 **Approval of Jalina Gerlofs, PT ECFE Para** – MMS Stenzel/Hetland to approve. MCU

- 11.2 **Discussion on Technology Para Employment** – Mr. Olson discussed the position that works with technology, media, lunch numbers. The current person is on a 9 month contract. The previous Superintendent promised that the position would be a 12 month position. This would not really be much of a change because she currently works through the summer. As per the union, we cannot unilaterally decide that the position is 12 months without posting the position. There would be additional benefits as per the contract. Discussion was held. MMS Petterson/Hetland to proceed with changing position from a 9 to a 12 month position, and post a 12 month para position in the newspaper. MCU.
- 11.3 **Approval of Nursing Contract for 2017-2018** – Postponed until next meeting.
- 11.4 **Approval of Bus Routes for 2017-2018** – MMS Stenzel/Hetland to approve bus routes as presented. MCU.
- 12 **Action Items for September Meeting –**
  - 12.1
  - 12.2
  - 12.3
- 13 **Adjournment** – MMS Hetland/Petterson to adjourn at 7:40 p.m. MCU

Next Regular Meeting – Monday, September 18, 2017 at 7:00 p.m.