**CLEARBROOK-GONVICK SCHOOL**

**INDEPENDENT SCHOOL DISTRICT #2311**

**BOARD OF EDUCATION**

**REGULAR MEETING**

**November 15, 2021 - 7:00 P.M.**

**The meeting was called to order by Clerk Imle at 7:00 p.m. Declaration of Quorum – Members present: Tracy Imle, Vanessa Gustafson, Corey Petterson, Dudley Wishard, Gus Vettleson, Vern Wittenberg, and Jeff Westrum. Absent: None. Also present: Superintendent Ryan Grow; Dean of Students Josh Tharaldson; John Hagen, representing Eide Bailly (via Microsoft Teams), 5 staff members; and 1 community members**

3 **ESSER III Update –** No questions were asked, nor were any comments made

4 **Community Comments** - None

5 **Spotlight on Education –** Mr. Bettin gave a power point presentation of activities that happened since the last board meeting.

6 **Approval of Agenda –** MMS Imle/Wittenberg to approve agenda, as amended, adding items 8.3.2 – Supt Evaluation Committee, and 11.7 - JH GBB. MCU.

7 **Approval of Minutes from Previous Meeting –** Move to next meeting after items are added/corrected. MCU.

7.1 10/18/21– Regular Meeting

**8 Informational Items**

8.1 **Dean of Students (DOS) Report** –DOS Tharaldson discussed the following items: **A) Veteran’s Day Program –** DOS Tharaldson gave a special thanks to all who were involved in putting together the Veterans Day Program that was hosted by the school on November 11th. The program went very well. **B)** **Elementary Student Council Cereal Drive** - Tiffany Kroulik and the Elementary Student Council hosted a cereal drive, encouraging students to bring in boxes of cereal that would be donated to the area food shelf. Their goal of 500 boxes was met & exceeded, with a total of 607 boxes coming in and being distributed. Special thanks to all of those who donated to this special project. **C) Indian Education Parent Advisory Meeting** –The group met on October 26th to approve the proposed JOM budget that was sent to Red Lake for final approval. Funds provided through JOM help with student scholarships for activities, cultural activities, and other support for American Indian students throughout the school year. **D) – Stellher Mental Health Services –N**ewly hired counselor, Jessa Peterson, started in this role during the first week of November. **E) 5th Grade Creativity Festival** –Mrs. Hamnes will be taking a group of 5th grade students to the Annual Creativity Festival at BSU on November 24th. Students will participate in selected breakout sessions to learn more about topics of their interest.

8.2 **Superintendent Report** – Supt. Grow discussed the following items: **1)** **Personnel** - A) **JH GBB Coach** –We currently have no applications for the position. B) **Mental Health Counselor –** Stellher Human Services hired Jessa Peterson for this position. C) **Board Elections** – Both the Northwest Service Cooperative & Region I are having board elections. **2) Educational** – A) **Veterans Day Program** – Supt Grow gave a special thanks to the organizers, students, teachers, and Veterans for all the work that was put into this program. It was a great community event. B) **Parent-Teacher Conferences** –Conferences will be held on Thursday, November 18th & Friday, November 19th. C) **Students** – Students will be in school on the morning of November 19th. **3) Legislative –** A) **Covid-19 Vaccination Emergency Temporary Standard (ETS) –** Supt Grow reviewed some of the items that are part of this mandate, and noted that there is language for their review from MSBA. **4) Financial –** A) **Audit–** The auditors will be presenting our audit report tonight. We have maintained our goal of staying at or above 25% SOD calculation, and currently have a comfortable fund balance. B) **Grant** – Supt Grow wrote a grant to the Prairie Care Fund Organization for, in the amount of $4,500, in an effort to receive additional funds to develop professional development opportunities for our staff. We are currently waiting to find out if the grant was approved. **5) Building/Grounds** – A) **Equipment** –The mower ordered last spring has come in to the dealer. We are expecting delivery in the next week or so, along with the box blade. B) **Exterior Lighting** – We are currently working to repair approximately 20 exterior lights. Virgil received a quote from Bessler-Wiebolt, and the cost was $98/fixture, which includes labor. There are a couple areas this can be paid from, including: LTFM, general maintenance, and remaining building project funds. C) **HVAC** –The system has been repaired by Trane.

8.3 **Committee Report –**

8.3.1 – COVID Safety Committee – Member Wittenberg gave an update on the last meeting. One member of the staff had asked about taking time off when members of her team have potential COVID. Discussion was held regarding staff with illness symptoms - they will be sent home until healthy. Also discussed moving to monthly meeting, and reaching out via email to determine need for meeting. Numbers at that time were 53 countywide, and we had 0 cases in the school. We currently have 3 cases/siblings quarantining. Vault testing was also discussed.

8.3.2 – Superintendent Evaluation Committee - Clerk Imle discussed meeting held before board meeting, and reviewed the process and upcoming deadlines. Ranking numbers will be 1 – 4. Evaluation will be sent out and needs to be returned at the beginning of January.

8.4 **Enrollment Report** – Supt Grow presented the updated enrollment report, which is based on current information available. He also gave figures for last year as a comparison for board members. This year we have 492 students Pre-K through 12. Last year at this time we had 491 students Pre-K through 12.

9 **Consent Calendar –** Supt Grow reviewed the reports**.** MMS Imle/Gustafson to approve Consent Calendar as presented. MCU.

9.1 Approval of Bills Presented – All Funds

Payroll Expense Checks and Checks Written between Board Meetings: 69796-69821/Wires

Payroll Checks 0030507

November Bills Voucher Numbers: 61935 – 62016

Check Numbers 69822 – 69860

Total Payroll/Expense Checks Approved: $478,420.96

9.2 Approval of Electronic Transfers and Other Banking Transactions

9.3 Approval of Treasurer’s Report

9.4 Accept/Approve Donations

9.5 Student Activity Report

10 **Old Business –**

10.1 **EdMN C-G Covid Leave MOU –** Discussion was held. Supt Grow answered questions. MMS Vettleson/Petterson to not renew the MOU. MCU.

10.2 **Covid Communications Update –** Supt Grow discussed the current method of communicating with parents, and Vault tests. Discussion was held. It was decided to share information with parents about the ability to order kits themselves. Supt Grow advised that there is now a script used by the health office when phone calls are made. The same script is sent to the family. The script has contact information for Mrs. Marsh.

11 **New Business**

11.1 **Approval of Auditor’s Report –** John Hagen, representing Eide Bailly presented the 20-21 audited figures. MMS Vettleson/Wittenberg to approve. MCU.

11.2 **Approval of MSHSL Form A –** Supt Grow presented the form. Discussion was held**.** MMS Vettleson/Petterson to approve. MCU

11.3 **Consider Restructuring the Substitute Rate for Certified Staff –** Supt Grow advised the board of rates in surrounding districts**.** Discussion was held. MMS Vettleson/Wittenberg to approve rate increase to $130/day. MCU.

11.4 **Strategic Planning Work Session –** Supt Grow noted that the next session will be held on Wednesday, November 17th, at 7:00 p.m. Supt Grow requested that all surveys be turned in to Clerk Imle by noon on Tuesday.

11.5 **Consider Setting Board Dates for January & February –** MMS Imle/Vettleson to change meeting dates as follows:

January – New Meeting Date - Monday, January 24, 2022

February – New Meeting Date - Monday, February 28, 2022

11.6 **Covid-19 ETS Discussion –** Supt Grow explained the mandate and the current situation. Supt Grow advised that this is currently on hold. The board recommended that HR be in charge of collection of proof of COVID vaccinations. No action needed.

11.7 **Junior High Girls BB Coach** – Supt Grow advised that we currently have a person interested in coming in a couple days a week to get the JH girls started. Discussion was held. MMS Vettleson/Imle that it is covered by volunteers for the remainder of the week, and the board will then exercise the right of Power of Assignment based on the contract, with the recommendation coming from administration if no coach is found. Assignment will be made on Friday. MCU.

12 **Action Items for December**

12.1 Food Service Report for fund balance usage

12.2 Furniture needs for all classrooms

12.3 Draft of minutes

13 **Future Meetings**

13.1 Strategic Planning Work Session – Wednesday, November 17, 2021 at 7:00 p.m.

13.2 Regular School Board Meeting on Monday, December 20, 2021, at 7:00 p.m.

12. **Adjournment –** MMS Vettleson/Wittenberg to adjourn at 8:53 p.m. MCU