

CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
REGULAR MEETING
August 17, 2020 - 7:00 P.M.

The meeting was called to order by Chairman Westrum at 7:00 p.m. Declaration of Quorum – Members present: Jeff Westrum, Tracy Imle, Richard Hetland, Tom Stenzel, Corey Petterson, and Dudley Wishard (in person); none (via zoom). Absent: Kris Snyder. Also present: Superintendent Jeff Burgess (in person), Luke Selken, representing ICS (representing ICS), multiple staff members (in person/zoom), and community members (zoom)

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

4 **Community Comments** - None

5 **Approval of Agenda** – MMS Imle/Hetland to approve agenda as presented. MCU.

6 **Approval of Minutes from Previous Meeting** - MMS Stenzel/Hetland to approve minutes as presented. MCU.

6.1 08/03/20 - Special Meeting

7 **Informational Items**

7.1 **Principal Report** –Principal Dugstad’s report was presented by Supt Burgess. He discussed the following items: **1) High School Schedule**– The high school schedule was presented. It included CRT if we come back full/in-person **2) Distance Learning** – We currently have 24 names on the list requesting Distance Learning. We are currently making plans for the best way to deliver quality instructions for students, while still teaching face to face. MDE has directed us to offer Distance Learning. **3) Information to Families** – A great deal of information has gone out to families & will continue to go out to families. **4) Handbooks** – The handbooks for both elementary and high school are ready. No major changes were done.

7.2 **Superintendent Report** – Mr. Burgess discussed the following items: **1) Educational** - A) **Special Education** – We are currently working on our plans for the 20-21 school year. Areas we will address for the upcoming school year include, but are not limited to: Communication, plans, services offered, service time, and safety. We hope to have all issues addressed and a plan in place before the beginning of the school year. B) **Communication of Plans** – We have sent out numerous letters, social media posts, and informational packets to parents regarding our re-opening. Mr. Dugstad & I have done two (2) zoom sessions for parents. We plan to do more moving forward. A reminder was sent out regarding the survey for hybrid options. Once we get a more complete list, we will start assigning days for the hybrid model, based on class levels and bus capacity. C) **Symptoms/Positive Cases** – We are still awaiting plans from the state on updates of the symptomatic procedure. Once we have those, we will work through the safety committee to get those plans out to parents. We have been advised that we should receive those sometime this week. D) **Safety Team** – The safety team met again to review numbers, and our recommendation has not changed. E) **Early Childhood** – Plans have been finalized based upon building completion, and plans to re-open full. Getting to this point is a big step forward for the district. **2) Building** –A) **Complete** – The building is substantially complete. There are a few things scheduled to be completed this week. At this point, we expect to be a little under budget, however, until all bills are in and inspections are completed, we will not have final numbers. B) **Geothermal System** – They have located a leak in our geothermal system. It is believed that the leaks are caused from the type of materials used around the piping. It is scheduled to be repaired in October. **3) Legislative**– A) **Relief Bill** - We are currently waiting to see if another relief bill passes the federal government. If one passes, there would be some funding for districts, based on the drafts we have seen so far. We have gotten all our CARES funding applications in for the last funding cycle. We are currently waiting for more information on the Minnesota Legislature to see if they will provide some CRF (Corona Relief Funding) for schools and the specifics of those funds. **4) Technology** – A) **Upgrade** – The project is substantially completed. There are a few more access points that need to be hooked up. **5) Financial** – A) **Audit** – The audit was completed last week. We usually get results in October for this. Last year is looking positive for the financial situation. We do have some extra expenses at the beginning of this year. We are trying to use the extra funding we are receiving to cover the majority of those costs. All applications are in for CARES. The comparison report does look odd for this month, but that is usually the case for this month, as there is a lot of activity with journal entries because of the audit. The comparison reports should look a little better next month. **6) Personnel** – A) **Question Sheet** – I’ve included an initial question sheet for employees and the coronavirus emergency relief leave through the federal government. We are in the final stages of getting this out to employees.

7.3 **Committee Report** –

7.3.1 Building/Construction – Board Member Petterson discussed the meeting they had regarding cost overruns. ICS has offered to settle for less than billed (split the difference). Luke Selken offered to answer any questions.

8 **Consent Calendar** – MMS Petterson/Imle to approve Consent Calendar as presented. MCU.

8.1 **Approval of Bills Presented** – All Funds

Payroll Expense Checks and Checks Written between Board Meetings:	68481-68494/Wires
Payroll Checks	0030480 – 0030486
August Bills	Voucher Numbers: 58178 – 58281
	Check Numbers: 68495 – 68553

Total Payroll/Expense Checks Approved: \$772,979.35

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

8.3 **Approval of Treasurer’s Report**

8.4 **Accept/Approve Donations**

9 **Old Business** – None

- 10 **New Business**
- 10.1 **Mask Policy** – Superintendent Burgess presented the mask policy based on the governor’s mandate & MDE Guidance. MMS Petterson/Hetland to approve the guidelines as presented. MCU.
 - 10.2 **Building Project ICS Proposal** – Supt Burgess presented a proposal from ICS regarding reimbursement for cost overruns. The building committee felt we should counter that the costs should be split. No motion needed at this time.
 - 10.3 **High School Handbook** – Superintendent presented the handbook, noting that no specific changes were made. MMS Imle/Petterson to accept handbook as presented. MCU.
 - 10.4 **Elementary Handbook** – Superintendent presented the handbook, noting that no specific changes were made. MMS Imle/Stenzel to accept handbook as presented. MCU.
 - 10.5 **High School Schedule** – Supt Burgess presented the high school schedule for 20-21. He noted that it was not presented last spring due to COVID. Supt Burgess also noted that an item of note for 20-21 is that there are no scheduled study halls. This is due to the Common Resource Time trial for the 20-21 school year. This option is only feasible if we are back in school full-time, in person. If we move to hybrid or distance learning this will not be an option. MMS Imle/Petterson approve schedule as presented. MCU.
 - 10.6 **MSEA 2020-2022 Contract** – Supt Burgess presented the tentative agreement. MSEA voted on the contract on 8/14/20. MMS Imle/Wishard to accept contract as presented. MCU.
 - 10.7 **Electronic Device Regulations** - Supt Burgess presented the Electronic Device Handbook for the high school. This includes a fee for Chromebook use - \$30 per student, or \$15 if student receives free/reduced lunch. A family cap is \$60. MMS Hetland/Imle to accept handbook as presented. MCU.
 - 10.8 **Foster Transportation Agreement** – Supt Burgess presented agreement, explaining that it is a requirement for Title I funding. The district did this last year. MMS Imle/Hetland to accept agreement as presented. MCU.
 - 10.9 **Bus Routes** – Supt Burgess presented the bus routes. MMS Imle/Stenzel to approve routes as presented. MCU.
 - 10.10 **Seniority Lists** – Supt Burgess presented the current seniority lists. MMS Petterson/Wishard to approve lists as presented. MCU.
11. **Action Items for Next Meeting** –
- 11.1
 - 11.2
 - 11.3
12. **Adjournment** – MMS Hetland/Petterson to adjourn at 7:49 p.m. MCU

Next Special Meeting – Monday, August 31, 2020, at 7:00 p.m.

Next Regular Meeting – Monday, September 21, 2020, at 7:00 p.m.