

**1-22CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
REORGANIZATION/REGULAR MEETING
JANUARY 22, 2024 - 7:00 P.M.**

The meeting was called to order by Supt Grow at 7:00 p.m. Chair Wittenberg ran the meeting after being elected Chair. Declaration of Quorum – Members present: Corey Petterson, Vern Wittenberg, Scott Abel, Randy Bodensteiner, Jill Nelson, and Kayla Walberg. Members absent: Dudley Wishard. Also present: Superintendent Ryan Grow, Principal Josh Tharaldson, staff members, and community members.

1. **Call to Order and Pledge to the Flag**

3 **Board Reorganization Meeting**

3.1 **Election of Officers**

3.1.1 Chair – Nominations – MMS Nelson/Petterson to nominate Vern Wittenberg for 2024. No other nominations. MCU.

3.1.2 Clerk – Nominations – MMS Bodensteiner/Walberg to nominate Dudley Wishard for 2024. No other nominations. MCU

3.1.3 Treasurer – Nominations – MMS Abel/Petterson to nominate Jill Nelson for 2024. No other nominations. MCU

3.2 **Assignment of Committees** - MMS Petterson/Nelson to approve unanimous ballot for 2024 committee memberships as listed below. MCU

MSBA Legislative – Corey Petterson & Dudley Wishard

MSHSL – Kayla Walberg

BRIC – Corey Petterson

Food Service Hearing Officer – Corey Petterson

Safety/Building & Grounds – Kayla Walberg, Vern Wittenberg (Randy Bodensteiner, alt)

Finance – Corey Peterson, Dudley Wishard & Vern Wittenberg

Technology – Vern Wittenberg (Kayla Walberg, alt)

Policy – Dudley Wishard & Vern Wittenberg

Hiring – Corey Peterson & Dudley Wishard (Scott Abel & Randy Bodensteiner, alts)

Negotiating (certified) – Corey Petterson & Vern Wittenberg (Jill Nelson, alt)

Negotiating (non-certified) – Kayla Walberg & Dudley Wishard (Vern Wittenberg, alt)

Meet and Confer – Kayla Walberg (Vern Wittenberg, alt)

Transportation – Jill Nelson, Corey Petterson & Vern Wittenberg (Scott Abel, alt)

Superintendent Evaluation – Randy Bodensteiner, Dudley Wishard & Vern Wittenberg

3.3 **Board Salaries** – MMS Bodensteiner/Abel to pay board officers \$80 and board members \$75 for board meetings: \$55 for negotiations, and \$50 for committee meetings in 2023. MCU

3.4 **Official Meeting Dates** – MMS Petterson/Nelson to hold board meetings on the 3rd Monday of every month during 2024, except in months with Monday holidays or other conflicts. MCU.

3.5 **Official Depositories** – MMS Bodensteiner/Walberg to use Border State Bank and Northern State Bank as official depositories for 2024. MCU

3.6 **Official Publication** – MMS Nelson/Peterson to use The Leader Record and the Farmers Independent as the official publications for 2024. MCU

3.7 **Official Signatures** – MMS Wittenberg/Bodensteiner to assign Superintendent (Ryan Grow), Business Manager (Paula Boomgaarden), Human Resources Director (Melissa Weems), Board Chair (Vern Wittenberg) and Treasurer (Jill Nelson) as official signatures for all accounts for 2024.

3.8 **School Attorney** – MMS Bodensteiner/Walberg to approve Knutson/Flynn & Deans as the School Attorney for 2024. MCU

3.9 **Official Mileage Rate** – MMS Nelson/Wittenberg to use the current IRS rate as the official mileage rate for 2024. If a personal vehicle is used by personal choice when the school car is available, the rate used for mileage will be one half the IRS rate. MCU

3.10 **Authorized LEA Representative** – MMS Petterson/Nelson to name Superintendent as the Authorized LEA for 2024. MCU

3.11 **MSHSL Board Representative** – MMS Bodensteiner/Wittenberg to name Kayla Walberg as the Board Designated MSHSL Representative. MCU.

4 **Community Comments** – Community members made comments.

5 **Spotlight on Education** – Mr. Bettin showed a power point of events that have taken place since the last meeting.

6 **Approval of Agenda** – MMS Bodensteiner/Walberg to approve agenda and addendum (Items 11.7 - 11.11), as presented. Item 11.3 will be removed from the agenda. MCU

7 **Approval of Minutes from Previous Meeting** – MMS Nelson/Walberg to approve minutes as presented from previous meetings. MCU

7.1 December 18, 2023

8 **Informational Items**

8.1 **Principal's Report** – Principal Tharaldson discussed the following items: **1) Indian Education Update** – A) IPP Annual Approval is required and is on your agenda for tonight. B) Dan Ninham came and spent the day with Mr. Sewall's Elementary Phy-Ed classes, to teach Indigenous Games in late December. C) Heather Brandt started in her role as Indian Ed Home School Liaison last week, and Lexie Lofgren started as the HS para on 1/3/24. We will continue to offer after-school tutoring to students on an as needed basis. **2) FastBridge** – Elementary students completed their winter screenings last week, and results are being reviewed by teachers. **3) Teacher Inservice on 1/15/24** - Teachers participated in virtual sessions here at the school revolving around the topic of Mental Health. **4) Spelling Bee** – The 5th – 8th grade spelling bee was held on Thursday, January 18th. Abbi Fairbanks, the winner of our local spelling bee, will compete in Thief River Falls on February 7th. **5) 2nd Semester** – Started today, and students can take some new classes that were built into our schedule last year.

- 8.2 **Superintendent Report** – Supt Grow discussed the following items. **1) Personnel** - A) **Open Positions** – FT Custodial (2). **Paraprofessionals** – Several paraprofessionals put in additional hours in the custodial department to help fill some of the voids with 2 vacant positions. This is still a short-term solution but has made a positive difference. C) **ED MN Contract** – The contract has been settled for 2023-24 and 2024-25 school years. **2) Educational** – A) **Open Enrollment** – A questionnaire was sent to teachers regarding current class size, ideal class size & other information to share. **3) Legislative** – A) **2024 Session** – Begins on 2/12/24. B) **New District MSBA Board of Directors Member** – Will be Tyler Brekken of Win-E-Mac **4) Financial** – A) **Bond Payment** – The bond payment for the new addition, in the amount of \$774,875, was made this month. **5) Building/Grounds** – A) **Post Referendum Survey** – Survey is on the website and Facebook. Physical copies have been mailed to every household with a registered voter. B) **Referendum** – When is the right time to go to voters? C) **Toolcat Sander** – Arrived a couple of weeks ago and has really come in handy!
- 8.3 **School Resource Officer Report** – Officer Anderson presented his report.
- 8.4 **Committee Reports** –
- 8.4.1 **Ed MN Negotiations** – A contract was approved by the Ed MN members and will be presented later in the meeting.
- 8.4 **Enrollment Report** – The enrollment on 1/16/24 was 524 students, in E-12. As of 12/15/23, the number of enrolled students in E-12 was 527.
- 9 **Consent Calendar** – MMS Nelson/Able to approve Consent Calendar as presented. MCU.
- 9.1 **Approval of Bills Presented** – All Funds
- | | |
|---|---|
| Payroll Expense Checks and Checks Written between Board Meetings: | 72225-72224/Wires |
| Payroll Checks | None-All payroll was paid thru direct deposit |
| January Bills | Voucher Numbers: 69362-69453 |
| | Check Numbers: 72174-72224 |
- Total Payroll/Expense Checks Approved: \$1,347,387.07
- 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 **Open Enrollment** – Supt Grow presented totals for current open enrolled students.
- 10.2 **Referendum** – Discussion was held regarding the bond referendum and the new survey.
- 11 **New Business**
- 11.1 **Consider Hiring Amanda Nelson as a Special Education Paraprofessional** – MMS Wittenberg/Bodensteiner to approve hire. MCU
- 11.2 **Consider Approving the Brianna Bishop as a Cook** – MMS Petterson/Bodensteiner to approve hire. MCU.
- ~~11.3 **Consider Unpaid Leave Request for Melissa Larson** – MMS to approve Unpaid leave request. Item Removed.~~
- 11.4 **Consider Making March 27, 2024, a No Student Day on the School Calendar** – Supt Grow discussed the reason for the change. MMS Nelson/Walberg to approve. MCU.
- 11.5 **Resolution for Administration to Make Recommendations for Reduction of Programs/Staff** – MMS Petterson/Wittenberg to approve. MCU.
- 11.6 **Consider Adopting the Revision of MSBA Model Policies 410, 411, 416, 506, and 606.50** – Policies were reviewed. MMS Wittenberg/Petterson to approve revision. MCU.
- 11.7 **Consider Approving the Master Agreement between ISD # 2311 & Ed MN for 7/1/23 - 6/30/25** – Contract was reviewed. Supt Grow thanked the Ed MN negotiations committee members for their work. MMS Walberg/Nelson to approve. MCU.
- 11.8 **Consider Accepting the Resignation of Tammie Ehlers, as Head Volleyball Coach** – MMS Wittenberg/Able to accept. MCU
Superintendent Grow and the board thanked Tammie for her years of coaching.
- 11.9 **Recommended Motion to Terminate the Student Transportation Services Agreement with Steins Bus Service, LLC** – Supt Grow reviewed the motion, which acknowledges that Stein’s Bus Service, LLC (Kelly Wendorf, owner) has formally agreed that their transportation services agreement with Clearbrook-Gonvick Schools will terminate on May 24, 2024. MMS Wittenberg/Nelson to accept agreement. MCU.
- 11.10 **Recommended Motion to Authorize the Administration to Seek a Service Provider for Student Transportation Services Effective June 1, 2024** – Supt Grow reviewed the motion, which directs the District Administration to seek and identify interested and qualified Service Provider(s) for Student Transportation Services effective June 1, 2024, consistent with Minnesota Statutes 2023, Section 123B.52, Subs. 1 and 3. MMS Wittenberg/Nelson to accept recommendation. MCU
- 11.11 **Consider Approving the Indian Education Policies & Procedures for Clearbrook-Gonvick School District** – MMS Petterson/Nelson to approve. MCU
- 12 **Community Questions to the Board Regarding Agenda Items** – Questions were asked & answered.
- 13 **Future Meetings**
- 13.1 **Regular Meeting – Monday, February 26, 2024, at 7:00 p.m.**
- 14 **Adjournment** – MMS Nelson/Walberg to adjourn at 8:34 p.m. MCU