

CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
REGULAR/TOWN HALL MEETING
November 19, 2018 - 7:00 P.M.

The meeting was called to order by Chairman Westrum at 7:05 p.m. Declaration of Quorum – Members present: Tom Stenzel, Kris Snyder, Richard Hetland, Tracy Imle, Corey Petterson, Jeff Westrum and Jim Galloway. Absent: None. Also present: Superintendent Jeff Burgess, Principal Dugstad, 4 staff members, and 1 community member.

1. **Town Hall Meeting** (Odd Number Months)
- 4 **Community Comments** – None
- 5 **Spotlight on Education** – Mrs. Goudge highlighted events that have taken place since the last board meeting.
- 6 **Approval of Agenda** – MMS Imle/Galloway to approve agenda as amended – with the addition of item 11.6 – Jr Class Advisors, and 11.7 – Junior High GBB discussion. MCU
- 7 **Approval of Minutes from Previous Meeting** – MMS Snyder/Petterson to approve minutes as presented. MCU.
 - 7.1. MMS to approve minutes as presented from the October 15, 2018 regular meeting
 - 7.2 MMS to approve minutes as presented from the November 13, 2018 special meeting
- 8 **Informational Items**
 - 8.1 **Principal Report** –Principal Dugstad discussed the following items: 1) **D.A.R.E.** – Mr. Dugstad explained the D.A.R.E. training and asked the board if they would like to send Mr. Anderson. He also advised that the training takes 2 weeks, and Mr. Anderson would be out of the building for that time. The training will take place during the last of January and the first week of February. 2) **Teacher Observations** – Mr. Dugstad advised that the observations have started & will be ongoing. 3) **ALICE Training** – Mr. Dugstad reviewed the ALICE training that took place for teachers on 11/7/18 and 11/14/18. 4) **Veteran’s Day Program** – Mr. Dugstad stated that the program went very well. He thanked the staff for making it a great day, as well as those who were able to attend. 5) **ISS Procedures** – Mr. Dugstad discussed the new procedures for handling ISS students. 6) **Red Lake Bus Pickup/Drop off** – Mr. Dugstad advised that the pick-up and drop-off point for the Red Lake Bus will be changing. The new point will be St. Mary’s Mission School. This change will begin on Monday, December 3, 2018. The bus will arrive between 7:10 – 7:20. The District will communicate the change to families via instant alert, a mailer, and the District Web Page. 7) **Testing Security** – Mr. Dugstad advised that he, along with Jo Voxland and Megan Godtland, have updated our District Test Security Procedures. Copies of the new procedures can be provided upon request.
 - 8.2 **Superintendent Report** – Mr. Burgess discussed the following items: 1) **Educational** – We are doing some safety PLC sessions. We are working on barricading doors for lockdowns. There have been good discussions about our procedures. We have some good options on what we should do to move forward. Enrollment numbers are still above what they were at this time last year. 2) **Building** – The trash compactor is installed and operational. We have held a PLC session on what the school should do to help with the recycling effort. Documents for the referendum are being submitted. ICS will have a proposed contract for the building stages. We are starting to work on the plan for the next stages of the project. 3) **Financial** – Supt Burgess walked the board through the Comparison Report for Expenditures. Comparison Reports are on track. Non-licensed instructions had some placements on the budget that were out of category but they have been fixed. Our yearly spending is slightly under last year at this point. We are at the same percentage of spending as we were at this point last year.
 - 8.3 **Committee Report** –
 - 8.3.1 **Negotiations** – Chair Westrum advised that a contract agreement was reached with the support staff. MSEA voted on the proposed contract today and approved it.
- 9 **Consent Calendar** – MMS Stenzel/Galloway to approve Consent Calendar as presented. MCU
 - 9.1 Approval of Bills Presented

Payroll Expense Checks and Checks Written between Board Meetings:	66553 – 66623/Wires
Payroll Checks	0030204 – 0030209 – Correction from October
	0030210 – 0030223
November Bills	Voucher Numbers: 53423 – 53535
	Check Numbers: 66624 – 66685
	Total Payroll/Expense Checks Approved: \$641,396.95
 - 9.2 Approval of Electronic Transfers and Other Banking Transactions
 - 9.3 Approval of Treasurer’s Report
- 10 **Old Business**
- 11 **New Business**
 - 11.1 **Hiring of JH Basketball Coach Roxanne Dahlke** – MMS Petterson/Imle to approve hiring. MCU.
 - 11.2 **Approval of World’s Best Workforce Report** – Supt Burgess reviewed the report with the board. He advised that we will need to look at the report even more closely moving forward. MMS Imle/Stenzel to approve report for 2018-20119 as presented. MCU.
 - 11.3 **Approval of MSEA Contract for 2018-2020** – Supt Burgess reviewed the changes in the contract. MMS Galloway/Imle to approve contract. MCU.
 - 11.4 **Approval of Auditor’s Report** – John Hagen, of Eide Bailly, presented the audit report. He reviewed the Executive Summary, and answered questions. MMS Galloway/Imle to approve report. MCU.

- 11.5 **Set Board Dates for January and February** – MMS Imle/Galloway to set Board dates as follows: January 28, 2019 and February 25, 2019
- 11.6 **Hiring Jr. Class Advisors Marianne Trecka and Stacy Klinkhammer** – MMS Galloway/Imle to approve hiring. MCU.
- 11.7 **Junior High Basketball Discussion** – Discussion was held regarding Junior High GBB numbers, and the possible need for a second coach. The board recommended waiting until numbers increase to start the process of hiring a second coach. As the current coach is unable to arrive until 4:00 p.m., the board requested that administration try to find an assistant or volunteer to cover the time that the coach is unavailable.
- 12. **Action Items for December Meeting** –
 - 12.1 Truth In Taxation Meeting in December
 - 12.2 Review the process for the building project.
 - 12.3
- 13 **Adjournment** – MMS Galloway/Imle to adjourn at 8:36 p.m. MCU

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