

**CLEARBROOK-GONVICK SCHOOL**  
**INDEPENDENT SCHOOL DISTRICT #2311**  
**BOARD OF EDUCATION**  
**REGULAR MEETING**  
**December 16, 2019 - 7:00 P.M.**

The meeting was called to order by Member Petterson at 7:01 p.m. Chair Westrum took over he arrived. Declaration of Quorum – Members present: Corey Petterson, Richard Hetland, Tracy Imle, Tom Stenzel (arrived at 7:11 p.m.), and Jeff Westrum (arrived at 7:11 p.m.) Absent: James Galloway (deceased, November 2019), and Kris Snyder. Also present: Superintendent Jeff Burgess, Principal Dugstad, Glenn Chido & Luke Selken, representing ICS, 4 staff members, and 1 community members

1. **Town Hall Meeting** (Odd Number Months)
- 4 **Community Comments -**
- 5 **Spotlight on Education** – Ms. Goudge presented events that have taken place since the last board meeting.
- 6 **Approval of Agenda** – MMS Imle/Petterson to approve agenda as amended, Item 11.9; hire JH BB coach. MCU
- 7 **Approval of Minutes from Previous Meeting** – MMS Stenzel/Hetland to approve minutes as presented. MCU
- 7.1 11/18/2019 - Regular Meeting
- 8 **Informational Items**
- 8.1 **Principal Report** –Principal Dugstad discussed the following items: **1) Music Program** – The Elementary Concert (K-3) was held on Tuesday, December 10<sup>th</sup> and went very well. The Junior High and Senior High concert will be held Tuesday, December 17<sup>th</sup>, and all are welcome. **2) Athletic Update** – Principal Dugstad asked that everyone take the opportunity to support our basketball teams. **3) FFA Update** –Competitions are in January. Member numbers are up. **4) Science Standards** – Science standards are changing. Also, thank you to the Clearbrook Community Club for donating the cost of the taxidermy for the Trumpeter Swan. **5) Success for the Future Money** – We received approximately \$41,000 for this program for 19-20. **6) Impact Aid** – The District has completed the IPP, and should receive approximately \$41,000. It has been approximately 3-4 years since we received this money. Principal Dugstad thanked Jenetta for her hard work on this project.
- 8.2 **Superintendent Report** – Mr. Burgess discussed the following items: **1) Educational** – A) Welder – We have received fund for a TIG welder through Pine to Prairie Consortium. We have also been included in a regional grant for a CNC machine for soft metals, woods, and plastics. Both machines will be completely paid for through the consortium. **2) Building** –A) Floors – We are investigating how floors can be maintained through the end of the season. The Refurbisher will not work with the type of coating we have on our floor. We are looking into possibly having a company come in to do the floor. It can't be done over Christmas break, but we are hoping to find a weekend that would be possible. The cost for an outside company to do the work is similar to our cost to do the work using our custodial staff. B) We have sent out a Request for Proposal for updating our technology components. We will have the bids back by January 15<sup>th</sup>. This will give us time to review them before our board meeting on the 22<sup>nd</sup>. C) The Geothermal system has leveled out. It was tested and everything appears to be normal at this time, with no need for repair. D) The volleyball nets and standards are in need of repair. We are getting quotes for these items, and the Athletic Director is looking at additional options. We will need to look at this item as we move into budgeting this spring. **3) Personnel** – A) We have had a couple applications for the technology support position. December 25, 2019 will be posted for one month. We will start interviews after that time. B) We are currently advertising for a Community Education Assistant for 2-3 hours per week. **4) Financial** – A) Comparison Reports – They are on track, with no unexpected expenses at this time. Supt Burgess discussed the expenditures in more depth. B) A list of Donations received is in your packet.
- 8.3 **Committee Report** – NA
- 9 **Consent Calendar** – MMS Imle/Stenzel to approve Consent Calendar as presented. MCU
- 9.1 Approval of Bills Presented
- Payroll Expense Checks and Checks Written between Board Meetings: 67813-67868/Wires
- Payroll Checks 0030432 – 0030441
- December Bills Voucher Numbers: 56636 – 56717
- Check Numbers: 67869 – 67906
- Total Payroll/Expense Checks Approved: \$625,455.79
- 9.2 Approval of Electronic Transfers and Other Banking Transactions
- 9.3 Approval of Treasurer's Report
- 10 **Old Business** –
- 10.1 School Car Discussion – Discussion was held regarding adding a vehicle to the school fleet. MMS Stenzel/Imle to approve the purchase of a 10 passenger purchase. MCU
- 11 **New Business**
- 11.1 **Prom Presentation** – Junior Class advisor Stacy Mendick provided information on the venues the juniors are interested in. Site 1 – the Fireside in Bagley; Site 2 – The School, Option 1 – Grand March would be held at the same time, and a meal would be provided by our Food Service or Option 2 – The Grand March would be held, going straight to the dance and the meal would be on their own. The board had no issues with any option. They will be kept apprised.
- 11.2 **Truth In Taxation** – Supt Burgess gave a presentation regarding the levy. Questions were asked and answered.
- 11.3 **Approve Final Levy & Certification** – MMS Stenzel/Hetland to approve the levy as presented, removing Q-Comp, totaling \$1,772,686.26. MCU.

- 11.4 **Resolution to Set Polling Place** – MMS Stenzel/Hetland to approve resolution setting Clearbrook-Gonvick School as a combined polling place for special elections. MCU
- 11.5 **Approve Building Plans** – ICS representative, Luke Selken, discussed the changes made to the original plans in an effort to lower costs. MMS Stenzel/Hetland to approve plans as presented. MCU.
- 11.6 **FMLA Leave Darby Riley** – MMS Imle/Stenzel to approve leave. MCU.
- 11.7 **Approval of Indian Policy and Procedures** – Supt Burgess presented the IPP. MMS Imle/Stenzel to approve IPP as presented, with the addition of Jenetta Weems as an authorized signer. MCU
- 11.8 **Board Vacancy** – Discussion was held. MMS Imle/Stenzel to find an appointee to fill the vacant board position until November 2020. MCU.
- 11.9 **Approve Hire of Alison Johnson, JH GBB** – MMS Stenzel/Petterson to approve hire. MCU.
- 12. **Action Items for December Meeting** –
  - 12.1
  - 12.2
  - 12.3
- 13. **Adjournment** – MMS Stenzel/Hetland to adjourn at 8:09 p.m. MCU

Next Regular Meeting – Wednesday, January 22, 2020, at 7:00 p.m.