

**CLEARBROOK-GONVICK SCHOOL  
INDEPENDENT SCHOOL DISTRICT #2311  
BOARD OF EDUCATION  
REGULAR MEETING  
FEBRUARY 25, 2019 - 7:00 P.M.**

The meeting was called to order by Chairman Westrum at 7:05 p.m. Declaration of Quorum – Members present: Kris Snyder, Tom Stenzel, Richard Hetland, James Galloway, Jeff Westrum, Tracy Imle. Absent: Corey Petterson. Also present: Superintendent Jeff Burgess, Principal Dugstad, Chester Powell, representing Soil and Water Conservation, 5 staff members, and 1 community members

1. **Town Hall Meeting** (Odd Number Months)
- 4 **Community Comments** – None
- 5 **Spotlight on Education** – Ms. Goudge presented highlights of events since the last board meeting.
- 6 **Approval of Agenda** – MMS Stenzel/Galloway to approve agenda as amended, Moving Item 11.6 to Item 11.8 and adding 2 Items 11.6 (New Hire) & 11.7 (Approve AIPAC Plan). MCU
- 7 **Approval of Minutes from Previous Meeting -**
  - 7.1 MMS Galloway/Stenzel to approve minutes as presented from the January 23, 2019 Regular Meeting MCU
- 8 **Informational Items**
  - 8.1 **Principal Report** –Principal Dugstad discussed the following items: 1) **New Hire** – Mr. Dugstad advised that Danielle Zittel applied for the Long-Term 6<sup>th</sup> Grade Sub position. Approval for hire will be asked in item 11.6 below. 2) **Thank You From Nevis** – Mr. Dugstad stated that the Split the Pot proceeds from the 11/19/19 game were given to Nevis. Both audience members who won split the pot returned their portion so that it could also be given to Nevis. He read the thank you from them. 3) **Scheduling Committee** – The committee has met 3 times and is working on the 19-20 schedule, which he hopes will be done as March begins. Mr. Dugstad expressed appreciation for the committee’s work. 4) **NAEP Testing** – The District was selected for this prior to Mr. Dugstad’s being hired. Testing of the 8<sup>th</sup> grade students in Reading and Math will take place on February 28, 2019. A committee comes in to assist in the testing. 5) **AIPAC Vote of Concurrence** – Mr. Dugstad discussed what a vote of concurrence means. Approval will be voted on in item 11.7 below.
  - 8.2 **Superintendent Report** – Mr. Burgess discussed the following items: 1) **Educational** – A) We are currently looking at how we can apply for more Math Corps help. Junior students took the ACT last week. We are having a Student Achievement Review during PLCs. 2) **Building** – The mixing motor is still out. Lowell is working on repairing it. If he is unable to find parts, our current repair estimate is \$6,000. Lowell is still working to find a less expensive way to repair the motor. 3) **Legislative** – A) The Governor’s budget came out. He proposed a 3% and 2% increase in the funding formula. The proposal also includes bumps in special education funding. The House bill has proposed that current operating referendums be able to be passed with board approval. Current numbers being suggested for the education formula are 2% and 2%. 4) **Financial** – A) Mr. Burgess reviewed the current financial reports. 5) **BRIC** – Mr. Burgess presented BRIC’s strategic plan. The focus will be on social emotional health and staff development. 6) **Building Project Update** – Early Childhood teachers visited Mahnomen School, which recently did an addition for Early Childhood. Bond Funds have been invested. 7) **MDE Student/Attendance Audit** – Results of the audit showed that we over-calculated ECSE student hours last year. We are currently waiting to find out the impact on our state aid. 8) **Clearbrook Gym Rental** – Mr. Burgess advised that he attended the Clearbrook City Council Meeting. They discussed the gym rental, and advised that there could potentially be increased to \$10,000-\$15,000 per year from \$1500. Mr. Burgess has asked for a written proposal for future discussion.
  - 8.3 **Committee Report** –
    - 8.3.1 **Finance** – Board Member Stenzel advised that the committee set priorities for building expenditures – i.e. painting, lighting, flooring and furniture.
    - 8.3.2 **Meet and Confer** – Clerk Imle gave information on the meeting held today. Dates have been set up for future meetings and set up 3 items to concentrate on – 1-Internal Communications, Building & Custodial Responsibilities & Classroom painting.
- 9 **Consent Calendar** – MMS Galloway/Imle to approve Consent Calendar as presented. MCU
  - 9.1 **Approval of Bills Presented**

Payroll Expense Checks and Checks Written between Board Meetings:	66904 – 66968/Wires
Payroll Checks	0030267 – 0030272
February Bills	Voucher Numbers: 54252-54345
	Check Numbers: 66969-67024
	Total Payroll/Expense Checks Approved: \$500,657.13
  - 9.2 **Approval of Electronic Transfers and Other Banking Transactions**
  - 9.3 **Approval of Treasurer’s Report**
- 10 **Old Business**
  - 10.1 **Rainwater Pond** – Mr. Chester Powell, Representing Soil & Water Conservation presented on the proposed rainwater pond. Mr. Burgess suggested that we have the Ag program come up with some designs. Mr. Powell advised that he would need a verbal agreement that the District is interested to take back to his board. The board would like to see some designs before making a decision on how much the District would be willing to spend on the pond. Mr. Burgess suggested we get designs & look at them before completely agreeing to the project.

- 11 **New Business**
- 11.1 **Achievement & Integration Approval** – Mr. Burgess advised that the District would receive roughly \$40,000 for the plan. He passed out his proposed plan, and discussed our plan, as well as which other districts have approved funding to participate. MMS Imle/Galloway to approve plan as presented. MCU.
- 11.2 **Calendar Approval** – Calendar options A & B were presented. Questions were answered. Discussion was held. MMS Snyder/Imle to approve calendar option B. MCU.
- 11.3 **Snow Make Up Day** – Mr. Burgess discussed the number of snow days. The governor has stated he would propose that 2 days be forgiven, but there is no knowledge when the decision by the state will be made. Discussion was held. MMS Galloway/Stenzel to approve May 10, 2019 as a student snow make-up day. MCU.
- 11.4 **Approve Resolution asking State to fully fund Special Education** – MMS Imle/Stenzel to approve resolution. MCU.
- 11.5 **Approve Resolution asking State to fully fund Special Education** – MMS Galloway/Imle to approve resolution. MCU
- 11.6 **Approve New Hire, Danielle Zittel, Long Term 6<sup>th</sup> Grade Sub** – MMS Stenzel/Hetland to approve hire. MCU
- 11.7 **Approve AIPAC Plan** – Mr. Dugstad presented the AIPAC plan, and noted that the Parent Committee accepted the plan. MMS Stenzel/Imle to approve plan as presented. MCU
- 11.8 **Personnel Discussion** – MMS Stenzel/Galloway to close meeting for personnel discussion at 8:22 p.m. MCU.  
11.6.1 – MMS Imle/Stenzel to re-open meeting at 8:42 p.m. MCU.  
11.6.2 – MMS to approve termination of employment of Ms. Jean Naastad. Roll Call Vote – Imle – Yes, Galloway – Abstain, Snyder - Yes, Hetland - Yes, Stenzel - Yes, Westrum - Yes. Motion carries.
12. **Action Items for March Meeting** –
- 12.1
- 12.2
- 12.3
- 13 **Adjournment** – MMS to adjourn at p.m. MCU

Next Regular Meeting – Monday, March 18, 2019 at 7:00 p.m.