

CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
REGULAR MEETING
June 20, 2022 - 7:00 P.M.

The meeting was called to order by at 7:00 p.m. Declaration of Quorum – Members present: Vern Wittenberg, Vanessa Gustafson, Jill Nelson, Scott Able, Corey Petterson, and Randy Bodensteiner. Absent: Dudley Wishard. Also present: Superintendent Ryan Grow; staff members; and community members

- 3 **Community Comments** – Community members thanked Mr. Tharaldson for the job he is doing.
- 4 **Approval of Agenda** – MMS Petterson/Gustafson to approve agenda, and addendums to the agenda – adding items 5.2 – Minutes for 6/17/22 meeting, and item 9.7 – transportation proposal. MCU.
- 5 **Approval of Minutes from Previous Meeting** – MMS Petterson/Abel to approve minutes as presented. MCU.
- 5.1 5/16/22 – Regular Meeting
- 5.2 6/17/22 – Emergency Meeting
- 6 **Informational Items**
- 6.1 **Principals Report** –Supt Grow presented the report, and discussed the following items: **A) End of 1st Year** – Thank you to the staff, students, community members and school board for a great first year. **B) Summer School Enrichment** – The 2nd week of summer school has been completed. There are 11 high school students taking advantage of the opportunity to make up credits in the high school. Tara Olson is teaching those students. Elementary summer enrichment has a total of 20 students attending on a regular basis. This is 8 students short of our initial goal, but we are satisfied with that number. Teachers are Darcy Hegg, Lori Beard, Marinda Balcer and Robyn Johnson. Students went on a field trip to the Historical Society in Shevlin on Friday, and will have one more field trip on Friday, July 1st to wrap things up. **C) Graduation/Seniors** – Kindergarten graduation had 38 students participate this year. Since we also had 38 seniors, they escorted the kindergarten students in for the service, while wearing their own caps/gowns. Many positive comments were received. All 38 seniors were able to participate in their graduation ceremony on Saturday. Thank you to Kindergarten teachers Julie Johnson & Willow Christen, and senior advisors James Betting & Michelle DeVries for all their work leading up to each graduation ceremony. **D) – Summer ESY** – Emily Zitzow, our DCD Special Education teacher, will be working with 5 students for extended school year. She worked with the students in June, and will work with them for one week in both July and August (3 days each week). This service is not the same as summer school, and is listed in the student’s IEP.
- 6.2 **Superintendent Report** – Supt. Grow discussed the following items: **1) Personnel** - A) **Current Teaching Openings** – Math Teacher & Industrial Teacher; B) **Current Extra-Curricular Openings** – Head GBB Coach, Assistant GBB Coach, Head Cross Country Coach, Assistant Track & Field Coach, and One Act Play Director; C) **Job Descriptions** – This summer will be spent working on job descriptions across the District; D) **Staff Handbook** – This summer will also be spent working with Mr. Tharaldson to develop a staff handbook. **2) Educational** – A) **Summer Meals** – Free meals will be provided to any student age 18 and younger through our federal Summer Food Service Program. B) – **Summer School** – This program has been going well. C) **MSBA Phase I Training** – This will take place on July 13th from 6-9 p.m. (virtual). D) **MSBA Phase II Training** – This will take place on July 20th and 27th from 6-9 p.m. This training is presented virtually in two parts. This training is required by statute for all board members. **3) Legislative** – A) **Session Ended** – The session ended with very little taking place. The LETRS program is one area that money was allocated to. Our district has 6 teachers enrolled in this program. **4) Financial** – A) **Budget for 22-23** – This is the main focus for financials this month. We will be reviewing the main funds – General, Food Service, Community Service & Debt Service. **5) Building/Grounds** – A) **Furniture** – The new chairs for the high school are in. The desktops for the retrofit came as well, but the supports were not drilled by the manufacturer. They will be sent back to be drilled before we move forward. B) **Custodial Work** – The custodial crew has been busy cleaning inside areas of the school, and are now able to do more outside work, since things have dried up a bit. C) **Gym Floor/Lights** – This project is scheduled to begin the first week of August. Gym Lights project will start 7/5/22. D) **Playground Mulch** – The mulch between the new addition will be raked up and placed in the playground area. The mulch is being tracked/misplaced around the grounds and building and creating additional clean up that can be prevented.
- 6.3 **Committee Report** –
- 6.3.1 –Transportation – The latest proposal will be discussed later in the agenda.
- 6.4 **Enrollment Report** – Supt Grow presented the updated enrollment report, which is based on current information available. As of 5/27/22 we had 495 students, versus 495 on 4/27/22.
- 7 **Consent Calendar** – MMS Petterson/Wittenberg to approve Consent Calendar as presented. MCU.
- 7.1 Approval of Bills Presented – All Funds
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|---|---------------------------------------|
| Payroll Expense Checks and Checks Written between Board Meetings: | 70433-70494/Wires |
| Payroll Checks | None – All Payroll was Direct Deposit |
| June Bills | Voucher Numbers: 64063-64138 |
| | Check Numbers 70495-70536 |
- Total Payroll/Expense Checks Approved: \$780,768.87.
- 7.2 Approval of Electronic Transfers and Other Banking Transactions
- 7.3 Approval of Treasurer’s Report
- 7.4 Accept/Approve Donations
- 7.5 Student Activity Report

- 8 **Old Business –**
- 8.1 Community Comments – Discussion was held. MMS Bodensteiner/Petterson to continue community comments at 15 minutes prior to meeting, and also allow inquiry time during meeting, prior to action items for next meeting, a 5 minute question/answer period related to agenda items. MCU.
- 9 **New Business**
- 9.1 **Consider Accepting the Resignation of Tamra Ragan-One Act Play Director** – MMS Abel/Gustafson to accept resignation. MCU. Superintendent Grow and the board thanked Tammy for his years of service as the director.
- 9.2 **Consider Accepting the Resignation of John Lavin-Math Teacher, Head Cross Country Coach, and Assistant Track Coach** –MMS Wittenberg/Bodensteiner to accept resignations. MCU. Superintendent Grow and the board thanked John for his years of service.
- 9.3 **Consider Approving the Memorandum of Agreement between Ed MN and Clearbrook-Gonvick ISD 2311** – Supt Grow presented the MOA. This payment is pursuant to any tax requirements. MMS Petterson/Gustafson to approve MOA. MCU.
- 9.4 **Adopt a Resolution Authorizing the Superintendent as the Identified Official with Authority for Education Identity and Access Management for ISD # 2311** – MMS Wittenberg/Nelson to approve. MCU.
- 9.5 **Consider Accepting the Insurance Proposal for ISD #2311 for the 2022-2023 School Year** – MMS Petterson/Wittenberg to accept proposal. MCU.
- 9.6 **Consider Approving the 2022-2023 School District Budget** – MMS Petterson/Nelson to approve. MCU.
- 9.7 **Consider Approving Stein’s Transportation Proposal** – MMS Gustafson/Wittenberg to approve rates as proposed. MCU.
- 10 **Action Items for July**
- 11.1 Add to agenda the 5 minute question & answer period.
- 11.2
- 11.3
- 11 **Future Meetings**
- 13.1 Regular School Board Meeting on Monday, July 18, 2022, at 7:00 p.m.
12. **Adjournment** – MMS Bodensteiner/Petterson to adjourn at 8:02 p.m. MCU