

**CLEARBROOK-GONVICK SCHOOL
INDEPENDENT SCHOOL DISTRICT #2311
BOARD OF EDUCATION
REORGANIZATION/REGULAR MEETING
JANUARY 23, 2023 - 7:00 P.M.**

The meeting was called to order by Superintendent Grow at 7:00 p.m. Declaration of Quorum – Members present: Scott Abel, Randy Bodensteiner, Jill Nelson, Dudley Wishard, Corey Petterson, Kayla Walberg. Members absent: None. Also present: Superintendent Ryan Grow, Dean of Student 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 – Corey Petterson nominated Vern Wittenberg. No other nominations. MMS Walberg/Wishard to elect Vern Wittenberg for 2023. MCU. At this time, Chair Wittenberg took over running the meeting.

3.1.2 Clerk – Nominations – Vern Wittenberg nominated Dudley Wishard. No other nominations. MMS Wittenberg/Bodensteiner to elect Dudley Wishard for 2023. MCU

3.1.3 Treasurer – Nominations – Corey Petterson nominated Jill Nelson. No other nominations. MMS Walberg/Petterson to elect Jill Nelson for 2023. MCU

3.2 **Assignment of Committees - MMS to approve 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 Petterson, Dudley Wishard, and Vern Wittenberg

Technology – Vern Wittenberg (Kayla Walberg, alt)

Policy – Dudley Wishard & Vern Wittenberg

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

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

Negotiating (Support Staff) – 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 Petterson/Walberg 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 Wittenberg/Petterson to hold board meetings on the 3rd Monday of every month during 2023, except in January & February, and other holidays. MCU.

3.5 **Official Depositories** – MMS Nelson/Walberg to use Border State Bank and Northern State Bank as official depositories for 2023. MCU

3.6 **Official Publication** – MMS Nelson/Wittenberg to use The Leader Record and the Farmers Independent as the official publications for 2023. MCU

3.7 **Official Signatures** – MMS Bodensteiner/Wishard Petterson/Stenzel 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 2023.

3.8 **School Attorney** – MMS Walberg/Abel to approve Knutson/Flynn & Deans as the School Attorney for 2023. MCU

3.9 **Official Mileage Rate** – MMS Wittenberg/Walberg to use the current IRS rate as the official mileage rate for 2023. 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 2023. MCU

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

4 **Community Comments** – None

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 Wittenberg/Bodensteiner to approve agenda as amended, adding item #11.9 resignation. MCU

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

7.1 December 19, 2022

8 **Informational Items**

8.1 **Principal's Report** – Principal Tharaldson discussed the following items: **1) Indian Education Update** – Dan Ninham will work with Mr. Eck's Phy Ed classes to teach Northern Indigenous games on January 30th. The committee is also discussing other opportunities to bring in guests to work with our students this spring. We continue to offer after-school tutoring 3 nights a week. **2) Teacher In-Service on 1/16/23** – Teachers participated in virtual sessions, and had a wide variety of topics to choose from. These sessions were provided through the NWSC. **3) Winter FastBridge Screening** – K-6 teachers have completed the screening in their classrooms. This is screening number 2 of 3 this year, and includes scores in math, reading & behavior. **4) Spelling Bee** – The 5th – 8th grade spelling bee will be held on Tuesday, January 24th. The winner will compete in Thief River Falls in February.

- 8.2 **Superintendent Report** – Supt Grow discussed the following items. **1) Personnel** - A) **Cook Position** – We are setting up interviews this week for the open position. B) **Para Professional Week** – This week is declared Para Professional Week in Minnesota. The various duties of paras were noted & thanked. C) **Open Positions** – Current open positions include FT custodian and Ex-Curricular bus drivers. **2) Educational** – A) **2nd Semester** – Started today. B) **Snow Week** – Takes place the week of 1/30 – 2/3. This event is sponsored by the HS Student Council. C) **Parent/Teacher Conferences** – Will be held on 2/16 & 2/17. There will be no school for students on 2/17. D) **President’s Day**– Is on 2/20/23. E) **Schedule for 23-24** – Mr. Tharaldson & a group of staff members are beginning to look at the HS schedule for next year. **3) Legislative** – A) **Governor’s Preliminary Budget** – Was released last week. His overall budget for Education is approximately \$12 billion, of which \$6.4 billion is allocated to E-12. Some key things to note are increases in the funding formula by 4% and 2%, along with adding an inflation index, reducing the SPED cross-subsidy by 50%, universal meals for all students, and increased funding for early learning. His final budget deadline is tomorrow. **4) Financial** – A) **Governor’s Budget** – The information on the Governor’s proposed budget will help us in our budgeting for next school year. B) **Telecommunications** – We are working on getting quotes to upgrade the system. Our current system is the original system. C) **Grants** – I am currently working on two grants – Voluntary Pre-K, which would help fund some of our early learning programs & School Bus Stop Arm Camera, which would provide cameras that watch the stop arm. **5) Building/Grounds** – A) **Sander** – We may need to get quotes for a new sander. Discussion is being held with Virgil. B) **Mock OSHA** – There was a mock inspection before our break. Overall we had a good report. There were some issues, but we have started making corrections to the items noted in the report. C) **Joint Powers Agreement** – I received an initial JPA from the city regarding the softball/baseball conversations we’ve had. I will be working with our legal counsel, insurance company & you as a board on this agreement.
- 8.3 **School Resource Officer Report** – Officer Anderson reviewed his report for the board.
- 8.4 **Committee Reports** – None
- 8.4 **Enrollment Report** – The enrollment on 1/18/23 was 529 students, in E-12. As of 12/19/22, the number of enrolled students in E-12 was 532.
- 9 **Consent Calendar** – MMS Petterson/Abel to approve Consent Calendar as presented. MCU.
- 9.1 Approval of Bills Presented – All Funds
- | | |
|---|---|
| Payroll Expense Checks and Checks Written between Board Meetings: | 71110-71154/Wires |
| Payroll Checks | None-All payroll was paid thru direct deposit |
| January Bills | Voucher Numbers: 66072 – 66153 |
| | Check Numbers: 71155 – 71201 |
- Total Payroll/Expense Checks Approved: \$1,444,834.56
- 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 **Consider Approving the Revisions of the District’s Emergency Action Plan** – The updated plan was reviewed. Discussion was held. Questions were asked & answered. MMS Wishard/Abel to approve the updated plan. MCU.
- 11 **New Business**
- 11.1 **Consider Approving an FMLA Medical Leave for Tasha Bakke** – MMS Wittenberg/Walberg to approve FMLA beginning on 1/23/23. The FMLA should last for approximately 6 weeks, ending on 3/6/23. Time off used will include 3 days of remaining sick leave, and 2 personal days. The remainder of the leave shall be unpaid. Roll Call Vote: Able – Yes, Bodensteiner – Yes, Nelson – Yes, Petterson – Yes, Walberg – Yes, Wishard – Yes, Wittenberg – Yes. MCU.
- 11.2 **Consider Approving the Hiring and Resignation of Joel Vogt as a Custodian** – MMS Bodensteiner/Petterson to approve hiring. Roll Call Vote: Able – Yes, Bodensteiner – Yes, Nelson – Yes, Petterson – Yes, Walberg – Yes, Wishard – Yes, Wittenberg – Yes. MCU. MMS Walberg/Wishard to accept resignation. Roll Call Vote: Able – Yes, Bodensteiner – Yes, Nelson – Yes, Petterson – Yes, Walberg – Yes, Wishard – Yes, Wittenberg – Yes. MCU.
- 11.3 **Consider Approving an FMLA Leave for Jesse Eck** – MMS Walberg/Wittenberg to approve FMLA, beginning on 2/13/23, and lasting 15 days. This FMLA will use 15 days of his available sick time. Roll Call Vote: Able – Yes, Bodensteiner – Yes, Nelson – Yes, Petterson – Yes, Walberg – Yes, Wishard – Yes, Wittenberg – Yes. MCU.
- 11.4 **Consider Approving a Salary Lane Request for Jessica Larson to BA 20 (\$47,200)** – MMS Nelson/Petterson to approve lane change. MCU.
- 11.5 **Consider Approving the Superintendent’s Contract** – MMS Walberg/Bodensteiner to approve contract. MCU.
- 11.6 **Consider Adopting Resolution Form B2 from the MSHSL Foundation** – MMS Wittenberg/Petterson to approve. MCU.
- 11.7 **Consider Adopting the Revision of MSBA Model Policy 534** – Policy was reviewed. MMS Wittenberg/Walberg to approve revision. MCU.
- 11.8 **Resolution For Administration to Make Recommendations for Reduction of Programs/Staff** – MMS Petterson/Walberg to approve Resolution directing the Administration to Make Recommendations for Reductions in Programs and staff. Roll Call Vote: Able – Yes, Bodensteiner – Yes, Nelson – Yes, Petterson – Yes, Walberg – Yes, Wishard – Yes, Wittenberg – Yes.
- 11.9 **Consider Accepting Resignation of Brittany Salzer, Para** – MMS Wittenberg/Walberg to accept resignation. MCU. Supt Grow thanked Brittany for her service.

12 **Items for February Meeting**

12.1

12.2

13 **Future Meetings**

13.1 **Regular Meeting** – Monday, February 27, 2023 at 7:00 p.m.

13.2 **Work Session** – Wednesday, February 1, 2023 at 6:00 p.m. Ehlers will be asked to attend.

14 **Questions from the Community** – Questions were asked about paraprofessional staffing

15 **Closed Meeting for Superintendent Evaluation Pursuant to MN Statute 13D.05, Sub. 3(a)** – MMS Abel/Petterson to close at 8:58 p.m. MCU.
MMS to reopen meeting at p.m. MCU

15 **Adjournment** – MMS to adjourn at . MCU