

Nerstrand Elementary School
Board of Directors Meeting
August 22, 2023; 3:30pm
Nerstrand Media Center

Mission: Nerstrand Elementary School will empower students to be self-directed lifelong learners by providing a nurturing multi-age environment which fosters cooperation and character development.

- 1.0 Call to Order
 - 1.1 Roll Call
- 2.0 Approve Agenda
- 3.0 Opportunity to Report any Board Conflicts of Interest
- 4.0 Approve Meeting Minutes
 - 4.1 Approve June 12th Meeting Minutes
- 5.0 Community Comment
- 6.0 Reports
 - 6.1 Director's Report including NEO Authorizer Feedback
 - 6.2 Enrollment for 23-24;

K	15
1	20
2	18
3	15
4	16

5	13
---	----

K = 15

1 = 20

2-3 = 17 & 16

4-5 = 29

97 Total

6.5 Finance Report

- a) Monthly Financial Update; Traci
- b) Vote on donations over \$500 per policy from June 3-August 21; None

7.0 Policy

- a) 516.5 Overdose Medication - First Look
- b) Naloxone Emergency Response Procedure - First Look
- c) 709 Student Safety Transportation Policy - First Look
- d) 621 Literacy & Read Act - First Look
- e) 514 Bully Prohibition Policy - First Look
- f) 506 Student Discipline - First Look
- g) 417 Chemical Use & Abuse - First Look
- h) Fall Covid 23 Protocol

8.0 New Business

8.1 Review staffing

- a. Resignation of Andrew Lubinski, 4-5 Teacher, effective July 20, 2023
- b. Resignation of Trace Miner-Jacobson, Administrative Assistant, effective July 31, 2023
- c. Hired Andrea Peterson, 4-5 Teacher, effective July 28, 2023 at \$72,802/year
- d. Hired Dana Jans, Administrative Assistant, effective August 10, 2023, at \$40,900/year

8.2 Election of Officers for next year: Chair, Treasurer, Secretary/Clerk

8.3 Decide on Music Programming

8.4 Schedule time for Treasurer, Business Manager, Admin

Assistant and Executive Director to go to bank and be added to account

- 8.5 Approve Dana Jans to be added to banking at Community Lake Bank
 - 8.6 Approve removal of Trace Miner-Jacobson from banking at Community Lake Bank
 - 8.7 Approve removal of Jake Kaukola from banking at Community Lake Bank
 - 8.8 Approve addition of new treasurer to be added to banking at Community Lake Bank
 - 8.9 Review BOD Onboarding Documents
 - 8.9 Review Board Development/Training & Work Calendar
 - 8.10 Review Staff Handbook from EdVisions Cooperation
 - 8.11 Discuss Testing at Nerstrand Elementary to include FAST & Fountas & Pinnell
- 9.0 Old Business
- 9.1 Chair verifies status of Board trainings (completed by 11/31) for Board Member McGregor; 2 remain
 - 9.2 Chair reminds new board members that they have 1 year to complete 3 required trainings (finance, governance and employment), but one training must be completed within the first 6 months. This effects Board Members Bossmann and McBride (Feb. 22, 2024 & Aug. 22, 2024)
- 10.0 Other
- 10.1 Opportunity for BOD member comments on meeting:
 - Did we stay on track?
 - Strategic vs. micro-manage?
 - Everyone able to participate?
 - 10.2 Next Board of Directors meeting is September 11, 2023 at 3:30pm in the Nerstrand Media Center
- 11.0 Adjournment