

Minutes accepted and approved on: \_\_\_\_\_

Nerstrand Elementary School  
Board of Directors Meeting Minutes  
June 13th, 2019

**Members present**

**Others/ Members absent**

**Others Present**

Andrew Lubinski

Paula Shroyer

Keith Johnson

Morgan Welborn

Alicia Wasilowski

Maggie Kiley

Matthew Keseley

Eric Molho

Sarah Stensrud

Rich Bailey

1.0 Call to Order. Meeting called to order at 10:00 am.

1.1 Roll Call

2.0 Approve Agenda. Added 7.18: Approve Clifton Larson Allen as the school's auditor. Added 7.19: Approve FY20 school nutrition agreement with ISD 656. Approved additions First: Rich; Second: Sarah. Yea: 5. Nay:0. Abstentions: 0.

3.0 Opportunity to Report any Board Conflicts of Interest. None noted.

4.0 Approve May 13, 2019 Board Meeting Minutes. Approved. First: Morgan; Second: Sarah. Yea: 5. Nay:0. Abstentions: 0.

5.0 Community Comment. None noted.

6.0 Reports

6.1 Director Report

- a) Student performance item. Discussed and reviewed PRESS Intervention data and progress results.
- b) Director evaluation item. Director commented on school climate.

6.2 Enrollment Update. We are currently at 151 students enrolled for the fall.

6.3 Finance Report.

- a) Monthly Finance Report. Our fund balance at this time is 30.76%.
- b) Proposed Revised 2018-19 budget

## 7.0 New Business

7.1 Reviewed NEO 5-13-19 Board Meeting Observation Form.

7.2 Approve paying 100% single, 55% family of BCBS \$1,250 Access Network Plan, prorated to FTE equivalent. Approved. First: Sarah; Second: Morgan. Yea: 5. Nay:0. Abstentions: 0.

7.3 Review Policy #903 Visitors. Reviewed and discussed specific procedures about checking in.

7.4 Approve proposed revised 2018-19 budget as presented. Approved. First: Rich; Second: Andrew. Yea: 5. Nay:0. Abstentions: 0.

7.5 Approve the following annual Banking Resolutions for 2019-2020. Approved. First: Andrew; Second: Morgan. Yea: 5. Nay:0. Abstentions: 0.

- a) Designate Minnesota School District Liquid Asset Fund and Lake Country Community Bank as the Official School Depositories
- b) Authorize Maggie Kiley or Keith Johnson to sign for investments on behalf of Nerstrand Elementary School (e.g. CD's)
- c) Authorize Maggie Kiley or Keith Johnson to make electronic funds transfers between school accounts (e.g. payroll)

7.6 Approve use of REAP grant funds - Board authorizes continued use of REAP funds in 2019- 2020 to reduce class size as a long-term strategy to retain/recruit effective teachers and to create a more effective learning environment and

maximize one-on-one time with students (this is coupled with our Title IIA program of teacher professional development). Approved. First: Morgan; Second: Rich. Yea: 5. Nay:0. Abstentions: 0.

7.7 Approve contract with ISD#656 for FY20 Custodial Services (.7 FTE). Approved. First: Sarah; Second: Morgan. Yea: 5. Nay:0. Abstentions: 0.

7.8 Approve contract with ISD#656 for FY20 Technician Services. Approved. First: Andrew; Second: Rich. Yea: 5. Nay:0. Abstentions: 0.

7.9 Approve contract with Best Practices, LLC (Kristin Fischer) for Speech Services \$90/hr. Approved. First: Rich; Second: Morgan. Yea: 5. Nay:0. Abstentions: 0.

7.10 Approve contract with Student-Centered Learning, LLC for ECSE Teacher \$95/hr. Approved. First: Sarah; Second: Rich. Yea: 5. Nay:0. Abstentions: 0.

7.11 Approve the following 2019-2020 designations for Maggie Kiley: Identified Official with Authority (IOwA), LEA Rep, Homeless Liaison, Special Education Administrator, Human Rights Officer, Title Coordinator, Site Verification Coordinator, District Assessment Coordinator. Approved. First: Andrew; Second: Sarah. Yea: 5. Nay:0. Abstentions: 0.

7.12 Approve Michelle Flannery as 504 Coordinator. Approved. First: Morgan; Second: Sarah. Yea: 5. Nay:0. Abstentions: 0.

7.13 Certify BOD election results – Skip Voge, Tara Vondrasek, and Gretta Kunze. Approved. First: Rich; Second: Sarah. Yea: 5. Nay:0. Abstentions: 0.

7.14 Accept resignation of board member Morgan Welborn from the Board. Approved. First: Sarah; Second: Rich. Yea: 5. Nay:0. Abstentions: 0.

7.15 Appoint replacement for Morgan Welborn's vacancy (until next election). Appointed Jan Boudreau. Approved. First: Andrew; Second: Rich. Yea: 5. Nay:0. Abstentions: 0.

7.16 Election of Officers for next year (Chair, Treasurer, Secretary/Clerk).  
Elected Matthew Keseley as Chair. Yea: 4. Elected Tara Vondrasek as Clerk.  
Yea: 5. Elected Gretta Kunze as Treasurer. Yea: 5.

7.17 Approve 2019-2020 Board Meeting Schedule. Approved. First: Rich;  
Second: Sarah. Yea: 5. Nay:0. Abstentions: 0.

7.18 Approve Clifton Larson Allen as the school's auditor. Approved. First:  
Morgan; Second: Sarah. Yea: 5. Nay:0. Abstentions: 0.

7.19 Approve FY20 school nutrition agreement with ISD 656. Approved. First:  
Andrew; Second: Morgan. Yea: 5. Nay:0. Abstentions: 0.

## 8.0 Old Business

8.1 Review BOD working calendar. Director Evaluation set for June 19th.  
Details to be emailed by Matthew.

### a) Director evaluation – discussion

- Set Board work session date for director evaluation.
- Bring evaluation report summary to August Board meeting.
- Board has selected Cooperation and Collaboration as the domain focus for the 2019-2020 school year.

## 9.0 Other

9.1 Next Board of Directors meeting August 20, 2019, 3:00pm at Carlton College  
Sayles-Hill Campus Center.

10.0 Adjournment. Approved. First: Andrew; Second: Morgan. Yea: 5. Nay:0.  
Abstentions: 0.

Signed \_\_\_\_\_

Chairperson of the Board

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Clerk of the Board