

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

Nerstrand Elementary School  
Board of Directors Meeting Minutes  
June 18, 2020

**Members present**

Jan Boudreau  
Gretta Kunze  
Betty "Skip" Voge  
Tara Vondrasek  
Alicia Wasilowski

**Others/ Members absent**

Rich Bailey  
Nicole Schaefer

**Others Present**

Maggie Kiley  
Barb Grote  
Keith Johnson  
Anita Dualeh

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

1.1 Roll Call

2.0 Approve Agenda.

First: Alicia; Second: Betty. Yea: 5. Nay: 0. Abstentions: 0

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

4.0 Approve May 11, 2020 Board Meeting Minutes.

Approved. First: Alicia; Second: Gretta. Yea: 5. Nay: 0. Abstentions: 0.

5.0 Approve May 22, 2020 Board Work Session Minutes.

Approved. First: Betty; Second: Tara. Yea: 5. Nay: 0. Abstentions: 0.

6.0 Community Comment. None noted.

7.0 Reports

7.1 Director Report

a) Student performance item. Total of 41 distance learning days. 3 progress reports were sent to parents. Reviewed 2019-2020 PRESS Intervention Summary and FAST Bridge Fluency screening results.

b) Director evaluation item. Philip McBride hired as new special education teacher. Mark Krug hired as new special education director. Amy Harris hired as

new media specialist. Maggie met with Betty Voge and Alicia Wasilowski on directors evaluation results. c) NEO contract update. Changes were made to the contract due to changes from the state.

7.2 NEO Authorizer comments. Anita commented on good job at finishing the year well and to keep up the good work.

7.3 Enrollment Update. There are currently 146 students enrolled for the fall. Up to 7 students may be added depending on the decisions from MDE.

#### 7.4 Finance Report

a) Monthly Financial report. Our proposed FY20 fund balance outlook is 37.1%

b) Proposed 2019-2020 Revised Budget. Some adjustments were made, primarily due to payroll, benefits, utilities, health fees, and textbooks.

#### 8.0 New Business

8.1 Approve revised contract with NEO.

Approved. First: Betty; Second: Alicia. Yea: 5. Nay: 0. Abstentions: 0.

8.2 Approve Proposed 2019-2020 Revised Budget as presented.

Approved. First: Alicia; Second: Tara. Yea: 5. Nay: 0. Abstentions: 0.

8.3 Certify BOD election results: Sarah Johnson (teacher), Nicky Schaefer (teacher), and Amber Skluzacek (parent)

Approved. First: Tara; Second: Gretta. Yea: 5. Nay: 0. Abstentions: 0.

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

Alicia Wasilowski nominated to be Board Chair.

Approved. First: Betty; Second: Tara. Yea: 5. Nay: 0. Abstentions: 0.

Gretta Kunze nominated to be Board Treasurer.

Approved. First: Alicia; Second: Betty. Yea: 5. Nay: 0. Abstentions: 0.

Tara Vondrasek nominated to be Board Clerk.

Approved. First: Betty; Second: Alicia. Yea: 5. Nay: 0. Abstentions: 0.

8.5 Policy Review: First read of #509 Admissions

8.6 Policy Review: First read of #606 Telemedicine

8.7 Approve the following annual Banking Resolutions for 2020-2021:

- 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)

Approved. First: Gretta; Second: Alicia. Yea: 5. Nay: 0. Abstentions: 0.

8.8 Approve use of REAP grant funds - Board authorizes continued use of REAP funds in 2020- 2021 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: Tara; Second: Betty. Yea: 5. Nay: 0. Abstentions: 0.

8.9 Approve contract with ISD#656 for FY21 Custodial Services (.7 FTE)

Approved. First: Alicia; Second: Betty. Yea: 5. Nay: 0. Abstentions: 0.

8.10 Approve contract with ISD#656 for FY21 Data Technician Services.

Approved. First: Tara; Second: Betty. Yea: 5. Nay: 0. Abstentions: 0.

8.11 Approve FY21 School Nutrition Program Joint Agreement Contract with ISD#656

Approved. First: Alicia; Second: Tara. Yea: 5. Nay: 0. Abstentions: 0.

8.12 Approve FY21 Lease Renewal Addendum.

Approved. First: Betty; Second: Alicia. Yea: 5. Nay: 0. Abstentions: 0.

8.13 Approve FY21 contract with Designs for Learning for Special Education Director (Mark Krug)

Approved. First: Tara; Second: Alicia. Yea: 5. Nay: 0. Abstentions: 0.

8.14 Approve ESY speech contract with Best Practice, LLC (Kristin Fischer) \$90/hour

Approved. First: Alicia; Second: Tara. Yea: 5. Nay: 0. Abstentions: 0.

8.15 Approve CliftonLarsonAllen as FY20 auditor

Approved. First: Betty; Second: Alicia. Yea: 5. Nay: 0. Abstentions: 0.

8.16 Approve the following 2020-2021 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: Alicia; Second: Betty. Yea: 5. Nay: 0. Abstentions: 0.

8.17 Approve Michelle Flannery as 504 Coordinator

Approved. First: Gretta; Second: Tara. Yea: 5. Nay: 0. Abstentions: 0.

8.18 Approve 2020-2021 Board Meeting Schedule

Approved. First: Tara; Second: Gretta. Yea: 5. Nay: 0. Abstentions: 0.

## 9.0 Old Business

### 9.1 Review BOD Work Calendar

a) Director Evaluation. Shared summary from 5/22/20 work session. The format of using staff surveys and work calendar worked really well.

b) Director domain for next year will be #3: A Guaranteed and Viable Curriculum.

## 10.0 Other

10.1 Opportunity for BOD member comments on meeting. Meeting started on time and stayed on track.

10.2 Next Board of Directors meeting: August 24, 2020 at 3:00pm – Zoom and/or Carleton College Sayles-Hill Campus Center

11.0 Adjournment at 11:33am.

Approved. First: Alicia; Second: Tara. Yea: 5. Nay: 0. Abstentions: 0.

Signed \_\_\_\_\_

Chairperson of the Board

\_\_\_\_\_

Clerk of the Board