

Nerstrand Elementary School
Board of Directors Meeting Minutes
June 11th, 2018

Members present

Andrew Lubinski
Carmen Bonde
Matthew Keseley
Sarah Stensrud
Paula Shroyer
Jason DeMars

Others/ Members absent

Rich Bailey

Others Present

Keith Johnson
Barb Grote
Maggie Kiley

1.0 Call to Order at 3:00 pm

1.1 Roll Call

2.0 Approve Agenda. Added 7.13 and 7.14 to New Business. First: Matthew; Second: Jason Approved Yea: 6. Nay:0. Abstentions: 0.

3.0 Opportunity to Report any Board Conflicts of Interest - none noted.

4.0 Approved May 14th, 2018 Board Meeting Minutes. First: Paula; Second: Sarah Approved Yea: 6. Nay: 0. Abstentions: 0.

5.0 Community Comment. – none noted

6.0 Reports

6.1 Director Report

- a) Student performance item
- b) Director evaluation item

6.2 Enrollment Update. Current enrollment: 151 with openings in second and third grade.

6.3 Finance Report

- a) Proposed revised 2017-2018 budget

7.0 New Business

7.1 Approved proposed revised 2017-2018 budget as presented. First: Matthew; Second: Andrew Approved Yea: 6. Nay: 0. Abstentions: 0.

7.2 Approved FY19 hourly rate schedules. First: Jason; Second: Sarah Approved Yea: 6. Nay: 0. Abstentions: 0.

7.3 Approved the following annual Banking Resolutions for 2018-2019. First: Jason; Second: Paula Approved Yea: 6. 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)

7.4 Approved use of REAP grant funds - Board authorizes continued use of REAP funds in 2018-2019 to reduce class size, continuing the reduced class sizes by approx. one child per grade level. The Board believes smaller class sizes create more effective learning environments by allowing teachers to tailor instruction and maximize one-on-one time with students, being able to better need it, thereby helping all students reach more challenging standards. First: Matthew; Second: Paula Approved Yea: 6. Nay:0. Abstentions: 0.

7.5 Approved the following 2018-2019 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. First: Andrew; Second: Sarah Approved Yea: 6. Nay:0. Abstentions: 0.

7.6 Approved FY19 School Psychologist contract: Michelle Crow Flannery LLC \$85.00/hour. First: Jason; Second: Paula Approved Yea: 6. Nay:0. Abstentions: 0.

7.7 Approved FY19 Michelle Flannery as 504 Coordinator. First: Jason; Second: Paula Approved Yea: 6. Nay:0. Abstentions: 0.

7.8 Approved FY19 contract with RiverBend nature Center. First: Andrew; Second: Matthew Approved Yea: 6. Nay:0. Abstentions: 0.

7.9 Reviewed Board Meeting Observation Form from 5/14/18

7.10 Certified BOD election results. Morgan Welborn as teacher rep., and Alicia Wasilowski as parent rep. First: Andrew; Second: Matthew Approved Yea: 6. Nay:0. Abstentions: 0.

7.11 Election of Officers for 2018-2019 school year. Board Chair: Matthew Keseley, Board Treasurer: Paula Shroyer, Board Clerk: Andrew Lubinski. First: Andrew; Second: Sarah Approved Yea: 6. Nay:0. Abstentions: 0.

7.12 Approved next year's board meeting schedule. First: Jason; Second: Paula Approved Yea: 6. Nay:0. Abstentions: 0.

7.13 Approved Clifton Allen Larson as auditor for FY18 audit. First: Paula; Second: Matthew Approved Yea: 6. Nay:0. Abstentions: 0.

7.14 Approved FY19 hiring list. First: Matthew; Second: Jason Approved Yea: 6. Nay:0. Abstentions: 0.

8.0 Old Business

8.1 Discussed "On-Boarding" process for new Board members.

8.2 Discussed creation of Board Training policy. Topic tabled. Carmen will devise a welcome, on-board, document for new members. The document will be discussed at the next BOD meeting on August 27th.

8.3 Reviewed BOD working calendar.

- a) **Discussed and planned director evaluation session. Planned for Monday, August 6th at 3:30 at Nerstrand Elementary School.**

9.0 Other

9.1 Next Board of Directors meeting August 27th, 2018, 3:00pm at Carleton College, Sayles-Hill Campus Center.

10.0 Adjourned at 4:25 pm.

Signed _____

Chairperson of the Board

Clerk of the Board

Minutes accepted and approved on: _____