

**Nerstrand Elementary School  
Board of Directors Meeting Minutes**

**June 10, 2015**

**Members Present:**

Mike Ross  
Jan Boudreau  
Carmen Bonde  
Sarah Johnson  
Heather Stanga  
Tara Berndt  
Gayle Reuvers

**Members Absent:**

**Others Present:**

Keith Johnson  
Lori Arndt  
Barb Grote  
Jason DeMars

1.0 Roll call was taken

1.1 Meeting was called to order by Mike Ross

2.0 Changes to agenda & Motion to approve changes: Carmen; 2<sup>nd</sup> Jan. Approved.

3.0 Approve Consent Agenda Items: Motion: Jan; 2<sup>nd</sup> Carmen. Approved.

3.1 Approve May 12, 2015 Meeting Minutes

3.2 Approve FY16 Shelly Clemons, DAPE Services provider contract \$65/hour

3.3 Approve ESY SpEd services, Kelsey Fitschen-Hemmah provider contract \$70/hour

3.4 Approve FY16 legal retainer contract with Booth Law \$225/hour

3.5 Approve ISD#656 FY16 Contracts: data technician service, food service, custodial service.

3.6 Approve FY16 Riverbend nature Center contract \$2600

3.7 Approve FY15 Audit Engagement letter with Clifton Larson Allen \$9,975 + out-of-pocket expenses, plus \$1625 IRS Form 990 fee

3.8 Approve the following annual Banking Resolutions for 2015-16: Designate MN School District Liquid Asset Fund and Lake Country Community Bank as the Official School Depositories; Authorize Lori Arndt or Keith Johnson to make electronic funds transfers between school accounts (e.g. payroll)

3.9 Approve use of REAP grant funds-Board authorizes continued use of REAP funds in 2015-16 to reduce class size, continuing the reduced class sizes by approx one child per grade level. The Board believes smaller class sizes will assist in helping all children meet AYP by being better able to meet the individual needs of students.

3.10 Approve the following designations for Lori Arndt for 2015-16: LEA representative, Homeless Liaison, Special Education Administrator, Human Rights Officer, Title Coordinator, Site Verification Coordinator, District Assessment Coordinator, Designated School Authority.

3.11 Approve the following designation for Michelle Flannery FY16: 504 Coordinator

3.12 Approve FY16 EdVisions Cooperative Services contract

4.0 Community Comment: none

5.0 Reports

5.1 Principal/Directors Report

5.1.1 Discussion of exit survey and preliminary plans to implement

5.2 Business Manager's Finance Report

5.3 Enrollment Update

5.4 Board training update

6.0 New Business

6.1 Approve FY15 revised budget: Motion: Tara; 2<sup>nd</sup>: Gayle. Approved.

6.2 Approve FY16 budget: Motion: Carmen; 2<sup>nd</sup>: Tara. Approved.

6.3 Certify board election results: 88 ballots returned. Discussion of bylaws. Motion: Jan; Second: Gayle. Approved. Tara obtained from vote due to conflict of interest.

6.4 West Ed renewal. Motion: Carmen; 2<sup>nd</sup>: Heather. Approved.

6.5 5 year budget: Motion: Gayle; 2<sup>nd</sup>: Heather. Approved.

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- 6.6 Accept Letter of Resignation: Motion: Carmen; 2<sup>nd</sup>: Jan. Approved.
- 7.0 Old Business
  - 7.1 2<sup>nd</sup> reading Policy 504: Student Attendance. Motion: Tara; 2<sup>nd</sup>: Carmen. Approved.
  - 7.2 Exit Survey Discussion.
  - 7.3 Director/Principal review procedure or process: Discussion.
- 8.0 Other
  - 8.1 Thank you Tara Berndt for service to the board.
  - 8.2 Discussion of school survey results and accessibility
  - 8.3 Discuss staff resignation letter at August meeting
- 9.0 Adjournment- Motion: Heather; 2<sup>nd</sup>: Sarah. Approved.

***Next Meeting: August 25, 2015 at 3:00 pm Sayles Hall, Carleton College, Northfield, MN.***