Regular Meeting
Monday, October 26, 2026
5:00 PM Central

Crosslake Community School
35808 Co Rd 66
Crosslake, MN 56442

1. CALL MEETING TO ORDER
Meeting called to order at 5:17p.m.

2. PLEDGE OF ALLEGIANCE
Please stand for the Pledge of Allegiance

3. ROLL CALL and ESTABLISH a QUORUM
We have established a full quorum.

4. ADDITIONAL ITEMS
Are there any additional items?
No additional items.

Colin Willimas made a motion to approve the October, 26, 2026 agenda. It was seconded by Joe Garcia. Motion carries 8/8.

5. PUBLIC COMMENT
If you have an item for the Regular Board of Education public comment period, please email Board of Education Chair Jared Griffin (jaredgriffin@crosslakekids.org) with your name and topic on the Friday before the Board Meeting. You may appear in person before the Board or virtually via the Google Meet.

JUST a reminder, public comments will only take place during this agenda item. No public comments or chat comments will be accepted following this agenda item.
No public comments.

6. AGENDA

6.A. CONSENT AGENDA
All items listed below are considered to be routine by the Crosslake Community Schools Board of Education and will be acted upon by one motion; however, any Board Director may request that items on the Consent Agenda be removed from it for independent consideration. Any items so identified will be moved to the Action Item portion of the Agenda.
Joe Garcia made a motion to approve the consent agenda. It was seconded by Steena Johnson. Motion carries 8/8.

6.A.1. **Board of Education Minutes - September 28, 2026**

6.A.2. **Finance Meeting Minutes - October 21, 2026**

6.A.3. **Personnel Matters**

6.A.4. **Food Service Reports**

6.A.5. **Gifts and Donations**

6.B. **PRESENTATIONS:**

6.B.1. **Academic, Environmental Education, and Performance Improvement Plan Updates**

Abi Swenson reported successful new screening methods and strong foundational student performance, while noting that state-wide reading MCA scores dropped due to new standards. Looking ahead, she emphasized that key priorities include finishing Read Act training and building similar momentum and support for math instruction.

6.B.2. **Marketing and Communications Update**

Matthew Wadman presented the district's marketing and communications update, highlighting progress over the past 100 days across three main objectives: enrollment growth, student/family experience, and ADA/statutory compliance. Key initiatives included launching a new, accessible website with embedded tour scheduling and CRM integration, mapping historical enrollment clusters, rolling out online school "passes" and engagement pages, adopting the multilingual ParentSquare platform, and updating board materials to meet ADA and compliance standards.

Joe Garcia made a motion to carry over the $15,000.00 in funds that was allotted for marketing that hasn't been spent. It was seconded by Colin WIllimas. Motion carries 8/8.

6.B.3. **FY26 Audit Presentation**

Justin Nelson from Abdo presented the FY26 financial statement audit, reporting a clean, unmodified opinion under GAAP with no internal control findings or Minnesota state statute non-compliance. The audit noted that general fund expenditures increased and the general fund balance decreased to approximately $800,000, dipping slightly below the school's 23% minimum fund balance policy. Board members discussed that these financial results reflect intentional investments in staff compensation and enrollment growth.

6.C. **ACTION ITEMS**

6.C.1. **Review and Approve September 2026 Financial Information - Monthly and Quarterly**

The finance committee reviewed the September 2026 financial information, noting that the Average Daily Membership (ADM) has risen to 620 as it works toward the budgeted 636. Discussions centered heavily on upcoming employee benefit and insurance priorities, with potential budget reforecasting anticipated for November or December based on ongoing enrollment application processing. Additionally, the district noted that open staff positions continue to be actively filled.

Colin WIlliams made a motion to approve the September 2026 monthly and quarterly financials. It was seconded by Joe Garcia. Motion carries 8/8.

6.C.2. **FY26 Financial Audit**
Board members noted that the decrease in the fund balance reflects deliberate, overdue investments in staff compensation to drive school quality and growth. They emphasized that these financial choices, combined with positive enrollment trends, improved test scores, and strong marketing efforts, position the district on a healthy upward trajectory.

Lance Swanson made a motion to accept the FY26 financial audit and supplemental information as presented. It was seconded by Colin WIlliams. Motion carries 8/8.

6.C.3. **2027 Employee Benefits Decision**
Due to rising insurance claims and state-wide cost increases averaging 17%, the school board reviewed medical benefit options for the upcoming enrollment period. While financial limitations prevent additional board contributions beyond the set employer amount, the ad hoc compensation committee successfully developed four distinct plans through Blue Cross Blue Shield to accommodate both in-state and out-of-state staff.

Colin Williams made a motion to approve the 2027 employee benefits plan and district contribution rates as presented in the attached spreadsheet. It was seconded by Melanie Donley. Motion carries 8/8.

6.C.4. **District Superintendent Leave of Absence and Acting Superintendent Designation**
Joe Garcia made a motion to approve the District Superintendent's leave of absence from November 23, 2026 through an expected January 15, 2027, and to designate Dan Fischer, In-Person Principal as Acting Superintendent until the District Superintendent returns, with acting compensation of $165 per duty day (estimated $5,775). It was seconded by Steena Johnson. Motion carries 8/8.

6.C.5. **EDIAM Board Resolution**
Joe Garcia made a motion to adopt the EDIAM Board Resolution naming Dr. Jenna Leadbetter, District Superintendent, as the Identified Official with Authority for Crosslake Community Schools, and to authorize the Board Chair to sign. It was seconded by Steena Johnson. Motion carries 8/8.

6.C.6. **Approve Policies**

6.C.6.a. **Policy 110 and Policy 110.5 - Admissions (Osprey Wilds, Exhibit I)**
Melanie Donley made a motion to approve Policy 110, Enrollment and Student Admissions, and Policy 110.5, Kindergarten and First Grade Age Eligibility and Early Admittance, and to rescind Policy 101, Student Admissions. It was seconded by Steena Johnson. Motion passes 8/8.

6.C.6.b. **Policy 714 - Fund Balance (Osprey Wilds, due October 29, 2026)**
Joe Garcia made a motion to approve Policy 714, Fund Balance, as revised. It was seconded by Colin Willimas. Motion carries 8/8.

6.C.6.c. **All Other Policies**
Colin Williams made a motion to approve Policies 102, 450, 504, 630, and 801. It was seconded by Steena Johnson. Motion carries 8/8.

6.C.7. **Charter Contract Amendment - Osprey Wilds**

6.C.7.a. **Articles of Amendment - Name Change to Crosslake Community Schools (Exhibit B)**
Steena Johnson made a motion to adopt the resolution amending the Articles of Incorporation to change the corporate name to Crosslake Community Schools and to change the registered office to 35808 County Rd 66, Crosslake, MN 56442 and the registered agent to Jenna Leadbetter, District Superintendent, and to authorize the Board Chair to sign and file the amendment with the Minnesota Secretary of State. It was seconded by Rhiannon Paulson. Motion carries 8/8.

6.C.7.b. **Exhibit G - Academic Goals**
Colin WIllimas made a motion to approve the revised Exhibit G, Academic Goals. It was seconded by Steena Johnson. Motion carries 8/8.

6.C.7.c. **Charter Contract Amendment**
Steena Johnson made a motion to approve the charter contract amendment with Osprey Wilds and to authorize the Board Chair to sign. It was seconded by Melanie Donley. Motion carries 8/8.

6.C.8. **Osprey Wilds Compliance Submissions (due October 29, 2026)**

6.C.8.a. **Comprehensive Achievement and Civic Readiness (CACR) Strategic Plan**
Colin WIllimas made a motion to approve the CACR Strategic Plan 6.C.8.a, 6.C.8.b, 6.C.8.c, 6.C.8.d, 6.C.8.e, 6.C.8.f, and 6.C.8.g. It was seconded by Joe Garcia. Motion carries 8/8.

6.C.8.b. **Language Access Plan (LAP)**

6.C.8.c. **Language Instruction Educational Program (LIEP) Plan**

6.C.8.d. **Telehealth Plan**

6.C.8.e. **Total Special Education System (TSES) Manual**

6.C.8.f. **Lead in Water Compliance**

6.C.8.g. **Curriculum Materials Inventory**

6.C.9. **Annual Charter School Assurances (due to Osprey Wilds October 30)**
Steena Johnson made a motion to approve the Annual Charter School Assurances and to authorize the Board Chair and District Superintendent to sign. It was seconded by Melanie Donley. Motion carries 8/8.

6.D. <u>INFORMATION /DISCUSSION ITEMS</u>

6.D.1. **District Personnel**
Melanie Donley made a motion to move to action the Online Learning Coach, Online Learning Coach Lead and the HS 9-12 Engagement Lead job descriptions. It was seconded by Lance Swanson. Motion carries 8/8.

Colin Williams made a motion to approve the Online Learning Coach, Online Learning

Coach Lead and the 9-12 Engagement Lead job descriptions. It was seconded by Joe Garcia. Motion carries 8/8.

6.D.2. **Policy Review**
The board is going to review and vote at the next meeting.

6.D.3. **Board Ad Hoc Safety and Security Committee**
The safety and security committee has been discussing updates to the crisis manual, safety plans, and building grounds through ongoing communications and the closed crisis manual board meeting. Additionally, the district has arranged for the Minnesota School Safety Center to conduct a November walkthrough to help evaluate and enhance school security measures.

6.D.4. **Professional Development - Board of Education Trainings**
Additional training options are available for board members. Board members are encouraged to take additional training sessions as needed.

6.D.5. **Strategic Planning Matters**
The district is progressing through its Osprey Wilds charter renewal application and site visits ahead of a new contract term beginning July 1, 2027. Additionally, the board continues to track ongoing strategic initiatives, including regular superintendent evaluations, safety updates, and marketing communications.

6.D.6. **Superintendent Evaluations**

Set the mid-year review date for after the District Superintendent returns in January 2027.

6.D.7. **Bylaws**
No Changes this month.

6.E. REPORTS

6.E.1. **CCS Superintendent Report - Dr. Jenna Leadbetter**
The superintendent's report highlighted positive Osprey Wilds site visit debriefs, grant applications, and updates to facilities use policies following safety plan revisions. It also noted upcoming community events, recognitions, and preparations for a joint meeting with the Lakes Foundation.

6.E.2. **In-Person Principal's Report (PreK-8) - Dan Fischer**
Dan FIscher report highlighted recent field trips, monthly BUG awards, and updates on filling staff positions alongside ongoing PLC curriculum mapping and data-driven instruction. Additionally, staff participated in professional development for classroom management and cultural competency as the school prepares for an upcoming Osprey Wilds site visit and the annual Halloween parade.

6.E.3. **Online Principal's Report (K-8)- Monique VonEnde**
Monique Von Ende report highlighted staff professional development in curriculum development and upcoming community events, including a Halloween party and an overnight astronomy field trip in early November. It also noted plans for an on-site visit to Cross Lake for a chamber event.

6.E.4. **Online Principal's Report (9-12) - Rose Bierce**
Rose Bierce highlighted recent student engagement events, including an arboretum pod meeting and Unity Day, alongside a successful coaching hire and course preparations for next year's upper-grade curriculum transition. Additionally, staff participated in district-wide professional development focused on cultural competency.

6.E.5. **Finance Committee**
No additional comments

6.E.6. **Academic Performance/Comprehensive Achievement and Civic Readiness**
No additional comments

6.E.7. **District EE Committee Report**
The environmental committee shared updates on student clothing recycling and community composting initiatives, alongside classroom nature observations. Additionally, the authorizer from Osprey Wilds expressed anticipation for the upcoming in-person school site visit.

6.E.8. **Superintendent Evaluations**
Nothing additional at this time.

7. AUTHORIZER UPDATE

8. NOVEMBER AND DECEMBER MEETING PREPARATION

8.A. **Suggestion for Discussion Topics for Next Meeting**
Upcoming meeting preparations include scheduling sessions with the acting superintendent, reviewing FY27 budget revisions, financial reports, and new policies. Future agenda items will also cover open in-person positions and the first reading of the suicide prevention policy.

9. BOARD MEETING EVALUATION

The board reviewed the extensive agenda covered during the meeting—ranging from marketing and strategic planning to academic updates and insurance resolutions—and commended the hard work of staff and committees. They also discussed developing a more structured board evaluation practice for future meetings.

10. ADJOURN the REGULAR BOARD of EDUCATION MEETING

Joe Garcia a motion to adjourn the Regular Meeting of the Board of Education at 8:09pm. It was seconded by Colin Williams. Motion passes. 8/8.