

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF EDUCATION
BEMIDJI AREA SCHOOLS
JANUARY 24, 2022**

The regular meeting of the Board of Education, Bemidji Area Schools, Bemidji, Beltrami/Hubbard Counties, Minnesota, was held on Monday, January 24, 2022, at 6:30 p.m., in the District Office Board Room.

MEMBERS PRESENT: Jeff Lind, Ann Long Voelkner, Carol L. Johnson, Sarah Young, Gabriel Warren, and Superintendent Tim Lutz

Maya Lindquist, Student Representative

MEMBERS ABSENT: Savannah Haugen, Student Representative

CALL TO ORDER: (6:32 p.m.)

Chair Ann Long Voelkner read a statement indicating masks must be worn by all who attend School Board Meetings.

ORGANIZATION OF THE BOARD

A. Elections

1. Board Chairperson - Ann Long Voelkner Presiding

Carol L. Johnson was nominated by Ann Long Voelkner, seconded by Sarah Young, and upon vote being taken, Carol L. Johnson was duly elected to that office.

2. Vice Chairperson – Chairperson Carol L. Johnson Presiding

Sarah Young was nominated by Jeff Lind, seconded by Gabriel Warren, and upon vote being taken, Sarah Young was duly elected to that office.

3. Clerk

Jeff Lind was nominated by Gabriel Warren, seconded by Ann Long Voelkner, and upon vote being taken, Jeff Lind was duly elected to that office.

4. Treasurer

Gabriel Warren was nominated by Sarah Young, seconded by Ann Long Voelkner, and upon vote being taken, Gabriel Warren, was duly elected to that office.

The motion was offered by Sarah Young, seconded by Ann Long Voelkner, and carried by all in attendance to authorize Krisi Fenner, Director of Business Services, to perform the duties of Treasurer of the School Board.

B. Other Organizational Considerations

1. School Board Member Compensation

The motion was offered by Gabriel Warren, seconded by Sarah Young, and carried by all in attendance to set the compensation received by School Board Members for the 2022 calendar year at \$525.00 per month.

2. School Board Chairperson Compensation

The motion was offered by Ann Long Voelkner, seconded by Jeff Lind, and carried by all in attendance to set the compensation received by the School Board Chairperson for the 2022 calendar year at \$675.00 per year.

3. Table Negotiator Compensation

The motion was offered by Gabriel Warren, seconded by Jeff Lind, and carried by all in attendance to set the compensation received by the School Board Table Negotiators for the 2022 calendar year at \$525.00 per year.

4. Regular Monthly Meetings – Date and Time

The motion was offered by Jeff Lind, seconded by Sarah Young, and carried by all in attendance that the regular meetings of the Board of Education be held on the third Monday of the month, at 6:30 p.m., in the District Office Board Room. Special Meetings shall be held as needed.

5. Enabling Act

The motion was offered by Ann Long Voelkner, seconded by Sarah Young, and carried by all in attendance establishing the Enabling Act for the guidance of the Superintendent as follows:

- a. to maintain a Petty Cash Fund of \$100 for various small expenditures, which are required from time-to-time and which by the nature, would make it inconvenient to go through regular channels of the Board. The Director of Business Services is appointed as custodian of this fund;
- b. to certify payment of membership in state and national organizations whose functions support the educational program;
- c. to certify reimbursement for expenses of School Board Members, the Superintendent, and other school personnel to such state and national meetings as it may seem advisable to attend;
- d. call the officers of the Board as a special committee on ways and means between regular Board Meetings on the Superintendent's own initiative or at the request of a Member of the Board;
- e. to employ/discharge nonlicensed personnel, to certify wages and salaries from payment in accordance with schedules adopted by the Board, and to administer the provisions of the negotiated agreements;
- f. to accept employee resignations when deemed to be in the best interest of District No. 31;
- g. to certify to the officers for their facsimile signatures such items as:
 - (1) payment of items covered by contract with the Board of Education,
 - (2) payment of emergency bills in which it appears that financial loss or hardship will follow if there is a delay in payment,
 - (3) payment of bills carrying penalties or discount,
 - (4) payment of regular or reoccurring bills;
- h. to lease, purchase and contract for goods and services within the budget as approved by the Board, provided that any transaction in an amount of which bids are required must first be specifically authorized by the Board and fulfill all other applicable requirements of Minnesota Statute. Under the provisions of M.S. 123B.52, Subd. 1, the Director of Business Services is also authorized to perform these actions;

- i. to make short-term investments of surplus current funds in legally approved securities. The Director of Business Services is also authorized to perform these actions;
- j. to transfer monies on a continuing basis from a fund receiving a service or supply to another fund granting the services or supply. This authorization shall include only those transfers that are for supplies or services;
- k. to conduct day-to-day operations of the district, not specifically covered above, in accordance with the terms of the Superintendent's contract, Board Policy, and appropriate state and federal statutes;
- l. pursuant to M.S. 123B.02, Subd. 18, the School Board authorizes the Director of Business Services to make payment of claims prior to Board approval and requires that payments made prior to the Board approval be acted upon at the next Board meeting;
- m. delegate the Director of Business Services the authority to make electronic transfers and approve electronic transfers made by other initiators;
- n. to sign grants on behalf of the school district when deemed to be in the best interest of District No. 31;
- o. to delegate the Director of Business Services the authority to refinance existing bonds when deemed to be in the best interest of District No. 31;
- p. to authorize the Director of Business Services to enter into emergency management agreements with organizations in the county, including the American Red Cross, in emergency situations;
- q. to authorize the Superintendent to accept donations with a value of up to \$500 on behalf of the Board.

6. Depository Resolution

Ann Long Voelkner offered the following resolution and moved its adoption:

DEPOSITORY RESOLUTION

BE IT RESOLVED, that we, the Board of Directors of Independent School District No. 31, Bemidji, Beltrami and Hubbard Counties, Minnesota, at a meeting held on January 24, 2022, do hereby designate as depositories of district funds those national, insured state banks or thrift institutions as defined in 51A.54, Subdivision 23, and the MSDLAF family of accounts for a period beginning the 31st of January 2022, and ending on the 30th of January 2023.

BE IT FURTHER RESOLVED, that in accordance with M.S. 123B.14. Subdivision 3, the Treasurer is authorized to exercise the powers of this governing body in designating the depositories of such funds. This authorization is subject to the right to said Board of Directors to modify, vacate, or revoke at any time.

The motion for the adoption of the foregoing resolution was duly seconded by Gabriel Warren, and upon vote thereon a tabulation of votes is as follows:

AYES: Gabriel Warren, Ann Long Voelkner, Jeff Lind, Sarah Young, and Carol L. Johnson
 NOES: None
 ABSENT: None

WHEREUPON, said resolution was declared passed and adopted.

PREVIEW OF AGENDA – SUPERINTENDENT TIM LUTZ

APPROVAL OF AGENDA

The motion was offered by Gabriel Warren, seconded by Sarah Young, and carried by all in attendance to approve the agenda.

CONSENT AGENDA

The motion was offered by Ann Long Voelkner, seconded by Jeff Lind, and carried by all in attendance to approve the following Consent items:

- A. Minutes from the December 15, 2021 and December 20, 2021 School Board Meetings
- B. Current Bills & Special Checks Totaling \$3,254,478.91
- C. Release from Contract Request
- D. Noncertified Staff Resignations
- E. Request for Extended Leave: Jon Ness
- F. Request to Submit Grant Application (Neilson Foundation)
- G. Request to Accept Grant (Neilson Foundation)

SPECIAL TOPICS

STUDENT REPRESENTATIVE REPORT

Maya Lindquist reported on Bemidji High School activities including: end of the semester activities and learning model discussions.

COVID UPDATES

COVID & Respiratory Illness Updates – Dr. David Wilcox

Dr. David Wilcox, from Sanford Medical Center, provided a current COVID and respiratory illness update and answered Board Member questions. He indicated the mitigation strategies the school is implementing are working to keep children in school.

PUBLIC PARTICIPATION

1. Anna Manecke – Masks/Misc

LISTENING SESSION REVIEW

Jeff Lind and Ann Long Voelkner reported on the following Listening Session topics:

Bemidji Middle School Staff – The district's plan for ESSER funds.
Bemidji High School Staff – Potential switch from four to five period day at BHS.

DONATIONS

Donations

The motion was offered by Gabriel Warren, seconded by Sarah Young, and carried by all in attendance to accept the following donations: \$500 from PotlatchDeltic to the Bemidji High School Robotics Team and \$500 from Randy and Jeanne Jaeger for the McKinney-Vento Program.

EQUITABLE STUDENT ACHIEVEMENT

Student Activity Fund Raising Report

Krisi Fenner, Director of Business Services, presented the Student Activity Fund Raising Account for the 2020-2021 school year. Fundraising efforts by students netted \$14,485.75 through six fund

raisers in 2020-2021 compared to \$61,031.47 through 21 fundraisers in 2019-2020. The decrease can be attributed to the COVID-19 pandemic and cancellation of various activities.

RELATIONSHIPS/COLLABORATION

Professional Development Opportunities

Colleen Cardenuto, Director of Curriculum & Administrative Services, indicated Peacemaker Resources is partnering with Bemidji Area Schools to offer two optional workshop series for district staff this spring: Strengthening Resilience & Cultural Responsiveness. Both of these offerings are an opportunity to build our adult social-emotional learning and resiliency skills. No action was taken.

HIGH QUALITY DISTRICT

Award Legal Advertising Quotation

The motion was offered by Ann Long Voelkner, seconded by Sarah Young, and carried by all in attendance awarding the quotation for legal advertising for 2022 to The Bemidji Pioneer in the amount of \$9.00 S.A.U. for the first insertion and \$8.15 S.A.U. for subsequent insertions.

Designating a Local Education Agency Representative for Various Federal Programs

Ann Long Voelkner introduced the following resolution and moved its adoption:

RESOLUTION REGARDING VARIOUS FEDERAL PROGRAMS
AND DESIGNATING AN AUTHORIZED LOCAL EDUCATION
AGENCY REPRESENTATIVE AS RELATED HERETO

WHEREAS, it is the desire of the School Board of Bemidji Area Schools, Independent School District No. 31, Bemidji, Minnesota, to participate in various programs available through the federal government; and

WHEREAS, each of these programs require the designation of an authorized Local Education Agency Representative;

NOW, THEREFORE, BE IT RESOLVED that Alexis Wilde, Director of Special Education, be designated as the authorized Local Education Agency Representative relating to the following federal programs; and that she is hereby authorized to prepare and submit applications for funding relating hereto.

Federal Funds for Special Education, IDEIA 2004, Public Law 105-17
Federal Flow-Through Funds
Federal Preschool Initiative Funds
Flow-Through Personnel Development 3-21
Preschool Incentive Personnel Development 3-5
Federal Low Incidence Discretionary
Federal Part C Infants and Toddlers
Federal IEIC Committees
Federal Early Intervention Family Services
Development of Coordinated Services
Federal Splinter Funds
Federal Discretionary CSPD Regional
Section 504 of the Rehabilitation Act
Limited English Proficient
Early Intervening Funds

The motion for the adoption of the foregoing resolution was duly seconded by Gabriel Warren, and a tabulation of votes is as follows:

AYES: Jeff Lind, Ann Long Voelkner, Gabriel Warren, Sarah Young and
Carol L. Johnson

NOES: None
ABSENT: None

WHEREUPON, said resolution was declared passed and adopted.

Designating a Local Education Agency Representative for Title I & P.L. 81-874 Impact Aid

Gabriel Warren introduced the following resolution and moved its adoption:

RESOLUTION REGARDING THE TITLE I & IMPACT AID PROGRAMS
AND DESIGNATING AN AUTHORIZED LOCAL EDUCATION
AGENCY REPRESENTATIVE AS RELATED HERETO

WHEREAS, it is the desire of the School Board of Bemidji Area Schools, Independent School District No. 31, Bemidji, Minnesota, to participate in the Title I and Impact Aid programs;

WHEREAS, these programs require the designation of an authorized Local Education Agency Representative;

NOW, THEREFORE, BE IT RESOLVED that Colleen Cardenuto, Director of Curriculum and Administrative Services, be designated as the authorized Local Education Agency Representative relating to Title I and Impact Aid; and that she is hereby authorized to prepare and submit applications for funding relating hereto.

The motion for the adoption of the foregoing resolution was duly seconded by Sarah Young, and a tabulation of votes is as follows:

AYES: Ann Long Voelkner, Gabriel Warren, Sarah Young, Jeff Lind, and
Carol L. Johnson
NOES: None
ABSENT: None

WHEREUPON, said resolution was declared passed and adopted.

Minnesota OSHA Emergency Temporary Standard (ETS) Update

Jordan Hickman, Director of Human Resources, indicated in November the School Board passed a first reading of an Emergency Temporary Standard (ETS) policy that required employers must develop, implement, and enforce a mandatory COVID-19 vaccination policy requiring employees to either be vaccinated or undergo regular COVID-19 testing and wear a face covering at work. A stay was issued in the Court of Appeals and a second reading of that policy did not come before the Board. In early January, the ETS was moved forward and adopted by Minnesota OSHA. On January 13, the US Supreme Court suspended enforcement of the OSHA ETS pending future developments. It is now on hold to see what happens in the Federal Court of Appeals. We will continue to monitor the development in the courts for the ETS.

First Reading of Revised SBR 400-30-8: Instruction – School District Curriculum and Instruction Goals

The motion was offered by Jeff Lind, seconded by Ann Long Voelkner, and carried by all in attendance to approve the first reading of revised SBR 400-30-8: Instruction – School District Curriculum and Instruction Goals.

First Reading of Revised SBR 700-60-4: Medication Policy

The motion was offered by Ann Long Voelkner, seconded by Sarah Young, and carried by all in attendance to approve the first reading of revised SBR 700-60-4: Medication Policy.

First Reading of Revised SBR 700-90-6: Unpaid Meal Charges

The motion was offered by Gabriel Warren, seconded by Ann Long Voelkner, and carried by all in attendance to approve the first reading of revised SBR 700-90-6: Unpaid Meal Charges.

First Reading of Revised SBR 800-10-1: Food Service Responsibility

The motion was offered by Sarah Young, seconded by Ann Long Voelkner, and carried by all in attendance to approve the first reading of revised SBR 800-10-1: Food Service Responsibility.

First Reading of Revised SBR 900-10-5: Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction Policy

The motion was offered by Gabriel Warren, seconded by Jeff Lind, and carried by all in attendance to approve the first reading of revised SBR 900-10-5: Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction Policy.

Policy to Rescind: SBR 800-10-1R(1): Payment for School Meals

The motion was offered by Jeff Lind, seconded by Sarah Young, and carried by all in attendance to rescind SBR 800-10-1R(1): Payment for School Meals.

Resolution in Support of the Congressional IDEA Full Funding Act

Ann Long Voelkner offered the following resolution and moved its adoption:

RESOLUTION IN SUPPORT OF THE CONGRESSIONAL IDEA FULL FUNDING ACT

WHEREAS, the Bemidji School District recognizes the need for a strong investment in the Individuals with Disabilities Education Act (IDEA); and

WHEREAS, the Individuals with Disabilities Education Act was first enacted in 1975 to help ensure that all students with disabilities will have access to a free appropriate public education and IDEA's enactment more than 45 years ago, the current federal investment in IDEA is less than 14 percent; and

WHEREAS, with the enactment of IDEA, the United States Congress committed to fund up to 40 percent of the additional cost of special education, thereby promising to provide up to 40 percent of the national average per pupil expenditure, which is currently estimated at \$13,828 by the U.S. Department of Education; and

WHEREAS, our nation's school districts face an increased demand for greater resources to fulfill the needs of students under IDEA, including those for students affected by multiple disabilities whose individual education plans require more resources; and

WHEREAS, with each increase in the IDEA child count, the Bemidji School Board and others throughout the country continue to adjust their budgets to accommodate this increased need and ensure that each child educated through IDEA receives the appropriate supports, with some school districts dedicating forty percent or more of their general education budgets to special education services; and,

WHEREAS, Bemidji School District has a \$4,682,463.00 cross-subsidy for FY 20. Which is a one part of the statewide cross-subsidy that was more than \$673 million in FY 20, and is expected to grow to \$806 million in FY 25.

BE IT RESOLVED, that the Bemidji School Board supports the IDEA Full Funding Act that will help strengthen the federal investment in special education by authorizing a ten-year plan to fully fund the federal share of IDEA; and

BE IT RESOLVED, that the Bemidji School Board urges Congress' strong bipartisan support for and passage of the IDEA Full Funding Act; and,

NOW, THEREFORE BE IT RESOLVED that the Bemidji School Board remains committed to providing students with disabilities and their families the supports they need.

The motion for the foregoing resolution was seconded by Sarah Young, and a tabulation of votes is as follows:

AYES: Sarah Young, Jeff Lind, Ann Long Voelkner, Gabriel Warren, and
Carol L. Johnson

NOES: None

ABSENT: None

WHEREUPON, the foregoing resolution was duly passed and adopted.

Bemidji High School Schedule

Dr. Jason Stanoch, Bemidji High School Principal, provided an update on the proposed change to the Bemidji High School Schedule. Expansion from a four period day to a five period day eliminates the need for the use of overloads by creating an extra course for every teacher throughout the entire staff. Teachers are currently paid to teach three courses and paid additional compensation for a fourth. Under the new schedule, all teachers would teach four courses without extra compensation. This is equal to one overload course per teacher/term and will result in budget savings. It will allow for staff reduction in areas of low enrollment. A special meeting will be held in the near future to make the decision regarding the schedule change.

Federal Funding Related to the COVID-19 Pandemic

Krisi Fenner, Director of Business Services, provided a summary of the federal relief funding that has been allocated to our district as a result of the COVID-19 pandemic: the Coronavirus Aid, Relief, and Economic Securities Act (CARES); CFR; ESSER I; GEER I; Coronavirus Relief and Recovery Supplemental Appropriations Act (CRRSA); ESSER II; and ESSER III. A steering committee has been tasked with identifying the needs of our district and directing use of the funding to meet those needs. This funding will not replace state education funding or the support of our local community. We must continue to strive to balance our budget. No action was taken.

2021-2022 Budget Revision

The motion was offered by Jeff Lind, seconded by Ann Long Voelkner, and carried by all in attendance to approve the FY 2021-2022 budget revision as presented.

The Audit and Revised Budget will be posted to the district website this week.

WORKFORCE DEVELOPMENT

UPCOMING EVENTS

February Meeting – Monday, February 28, 2022, 6:30 p.m. *(Date change due to observance of Presidents' Day holiday)*

OTHER

Board Member Vacancy

Sarah Young reported the School Board personnel committee was charged with a developing the procedure for filling the vacancy on the School Board and to report back to the full Board. She indicated the application for the vacancy will be available on the district's website. The following items are to be submitted: completed application form, resume, and cover letter introducing yourself

and why you are interested in serving on the School Board. Application deadline is February 18, 2022, at 3:00 p.m. The School Board will review application after the deadline.

Once Around the Table

School Board Members shared their observations of events in the district.

Jordan Hickman, Director of Human Resources, urged community members to seek employment as substitute employees in the school district.

Superintendent Tim Lutz announced his retirement effective June 30, 2022.

ADJOURNMENT

The motion was offered by Sarah Young, seconded by Jeff Lind, and carried by all in attendance to adjourn. Time: 8:34 p.m.

Jeff Lind, Clerk

Date Approved

Carol L. Johnson, Chair

Date Approved