

**Regular Meeting
Monday, October 27, 2025
5:00 PM Central**

**Crosslake Community School
35808 Co Rd 66
Crosslake, MN 56442**

Melanie Donley: Present
Josef Garcia: Present
Mindy Glazier: Present
Jared Griffin: Present
Steena Johnson: Present
Emily Stull Richardson: Absent
Colin Williams: Present
Belinda Yurick: Present
Present: 7, Absent: 1.

1. CALL MEETING TO ORDER

Meeting called to order at ____ 5:00 __ p.m.

2. PLEDGE OF ALLEGIANCE

Please stand for the Pledge of Allegiance

3. ROLL CALL and ESTABLISH a QUORUM

4. ADDITIONAL ITEMS

6.D.4. Policy 610 Field Trip Implementation Procedures

Are there any additional items?

5. PUBLIC COMMENT

If you have an item for the Regular Board of Education public comment period, please email Board of Education Chair Josef Garcia (josefgarcia@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.

The motion was made by Colin Williams and seconded by Jared Griffin.

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. The motion was made by Jared Griffin and seconded by Mindy Glaizer.

6.A.1. Board of Education Minutes — September 22, 2025

6.A.2. Finance Meeting Minutes — October 22, 2025

6.A.3. CACR Committee - October 23, 2025

6.A.4. Personnel Matters

6.A.5. Food Service Reports - August and September 2025

6.B. ACADEMIC, ENVIRONMENTAL EDUCATION, and PERFORMANCE IMPROVEMENT PLAN UPDATES

In the online program, the Environmental Education Connection (formerly Messy Program) is advancing its four-year cycle with a focus on "field to fridge" learning and developing a virtual field trip library, while seat-based classrooms are actively integrating outdoor learning across all grade levels through field trips, nature observations, survival skills, and planning for school forest improvements. The new district Environmental Education committee is also meeting to coordinate these diverse environmental stewardship projects.

6.C. ACTION ITEMS

6.C.1. Review and Approve September Financial Information

The motion was made by Colin Williams and seconded by Mindy Glaizer.

6.C.2. Approve Policies

The motion was made by Melanie Donley and seconded by Belinda Yurik. A separate motion to approve policy 465 online staff assignment was made by Colin Williams and seconded by Steena Johnson.

6.D. INFORMATION /DISCUSSION ITEMS

6.D.1. District Personnel

A motion was made by Belinda Yurik to move to an action item the District Teaching and Learning Coordinator and School Bus Monitor job descriptions. It was seconded by Melanie Donley.

A motion to approve the District Teaching and Learning Coordinator and School Bus Monitor job descriptions was made by Belinda Yurik and seconded by Mindy Glaizer.

6.D.2. 2024-2025 Annual Report

This annual report, a more demanding "2.0" version, forced the team to deeply examine systems and practices district-wide, increasing awareness of necessary improvements. Highlights include record enrollment (capacity up to 700), successful READ Act professional development for educators, and Seat-Based achieving Level 2 Effective Teaching across all classrooms. Educational updates focus on adopting the Minnesota Multi-Tiered System of Support (MTSS) framework, curricular alignment, and new interventionists district-wide, though the report also noted a slight dip in online achievement data and a significant drop in science scores due to new MCA 4 standards.

6.D.3. Benefits

A motion was made to move this to an action item by Melanie Donley and was seconded by Colin Williams.

A motion to approve the action item was made by Colin Williams and seconded by Mindy Glaizer.

6.D.4. Policy 610 Field Trip Implementation Procedures

Draws attention to internal procedures and generalized awareness.

6.D.5. Board Ad Hoc Safety and Security Committee

The committee's immediate focus is on enhancing building security by implementing Clear Armor anti-entry film on interior glass, which delays forced entry by keeping shattered tempered glass intact; the quoted price covers installation. Beyond the film, priorities include adopting the I Love You Guys Foundation's Standard Response Protocol for crisis management and setting future meeting dates to lay out overall security priorities. The committee has also engaged the Minnesota State School Safety Center for an expert assessment, which, along with a separate Minnesota state assessment, will help prioritize security improvements when discussing future mitigation steps with the landlord, the Lake Foundation.

6.D.6. Board Ad Hoc Compensation Committee

Jared Griffin reported that the committee has been meeting very regularly and making thoughtful progress, though the process is deliberately slow to ensure due diligence before a final board vote, emphasizing that doing things right is more important than doing them quickly.

6.D.7. Infinite Campus presentation

The Student Information System (SIS) committee has researched alternatives to the current system, JMC, due to its significant limitations, primarily its lack of integration with other essential software like Canvas, SPED forms, and the newly purchased Educ Climber, leading to low staff efficiency and difficult data retrieval for processes like MTSS and finding critical student information (e.g., 504 plans, communication logs). After evaluating several options, the committee recommended moving to Infinite Campus because it offers superior integration, easier data management, and will streamline processes for enrollment and MTSS.

- **Timeline:** If approved, the switch would begin with kickoff meetings and training in January 2026, with a data upload and sandbox practice period throughout the spring, leading to a July 2026 go-live date.
- **Cost:** The initial startup cost is about \$45,000, and the recurring annual cost is about \$20,000 (a \$12,000 increase over JMC).
- **Funding:** The initial startup cost has been requested through a non-exclusionary discipline grant, with a decision expected in December. If the grant is not secured, the committee will return to the finance committee to explore budget reallocation.

6.D.8. Professional Development - Board of Education Trainings

6.D.9. Executive Director Evaluations

No updates

6.D.10. Bylaws

No updates

6.E. REPORTS

6.E.1. CCS Executive Director

Dr. Jenna Leadbetter discussed the pride in the teamwork demonstrated across the district, highlighting the complex Annual Report (2.0) effort and the successful environmental education work being shared externally. Key areas of progress include: record enrollment growth, successful movement toward the Infinite Campus SIS implementation, and significant work on technology, grant applications (including for MED and cardiac response), and safety and security planning (adopting the Standard Response Protocol and exploring physical security upgrades). Dr. Jenna Leadbetter expressed excitement over the district's cohesive work amidst substantial organizational change and looked forward to sustaining current strategic implementations once enrollment stabilizes at the 700-student cap.

6.E.2. Finance Committee

Nothing to add

6.E.3. Academic Performance/Achievement and World's Best Workforce

6.E.4. EE Seat-Based Committee

6.E.5. EE Online Committee

6.E.6. Executive Directors' Evaluations

7. AUTHORIZER UPDATE

8. NOVEMBER MEETING PREPARATION

8.A. Suggestion for Discussion Topics for Next Meeting

Camp Kunutsen meeting on November 10 from 10:00-2:00. Discussions will include where we are at, what we have done and where we are going.

9. BOARD MEETING EVALUATION

10. ADJOURN the REGULAR BOARD of EDUCATION MEETING

Melanie Donley, Josef Garcia, Mindy Glazier, Jared Griffin, Steena Johnson, Emily Stull Richardson, Colin Williams, Belinda Yurick

Motion was made to adjourn the meeting at 6:26pm by Belinda Yurik and seconded by Colin Willimas. Motion passed.