

## **W-E-M BOARD OF EDUCATION MINUTES REGULAR MEETING**

Monday, August 28, 2023, 6:30 p.m.

The WEM Board of Education met in regular session on Monday, August 28, 2023 at the Waterville Building. The meeting was called to order by Board Chairman Gary Michael at 6:31 p.m.

Board Members Michael, Brenda Heuss, June Rezac, Troy Tolzman, Jeff Stangler, and Jay Schneider attended the meeting. Also present at the meeting were Superintendent John Regan and Business Manager Margaret Jewison.

Motion by Schneider and seconded by Stangler to approve the agenda. Six members voted in favor - motion declared passed.

Motion by Stangler and seconded by Tolzman to approve the Regular Meeting Minutes from July 24, 2023 and August 10 Special Meeting. Six members voted in favor - motion declared passed.

Motion by Schneider and seconded by Heuss to approve the August Financial Report. The bills and payroll from the report were \$1,388,209.48, deposits were \$811,685.36, and transfers were \$1,150,000,000. Comments on the report included a payment of \$105,884.99 to EMC Insurance Companies for casualty insurance, a payment of \$14,770.30 to Minnesota State University - Mankato for PSEO Tuition, and a payment of \$46,152 to Waseca Glass Inc. for doors and windows in the Morristown Building.

Six members voted in favor - motion declared passed.

Motion by Schneider and seconded by Rezac to approve a related party transaction of \$4,136 to TNT Flooring.

Five members voted in favor - Tolzman abstained - motion declared passed.

### **PRESENTATION**

Ella Bettner presented the school district with a check in the amount of \$1,852 which will pay off all negative lunch balances at WEM. She runs a non-profit organization which is called No Tummys Left Behind. She also donated more than \$1,000 last year.

### **VISITOR COMMENTS**

There were no visitor comments.

### **CONSENT AGENDA**

Motion by Rezac and seconded by Tolzman to approve the consent agenda which included the following items:

A. Approve the Following Resignations:

Stephanie James, Paraprofessional, effective August 18, 2023.

Mandi Schute, Paraprofessional, effective August 17, 2023.

Anamika Kanne, Paraprofessional, effective August 14, 2023.

B. Approve the following retirement:

Keith Zicafoose, 5th Grade Teacher, effective August 28, 2023.

C. Approve the following hires:

Lindsey Janssen, ECSE Teacher - BS.Step 3, \$35,418.

Molly Conway, Communications Coordinator - \$25/hour (60 hours per month for 10months).

Kari Cole, Special Education Bus Driver - \$29.35/hour.

D. Approve requests for lane change:

Pamela Heinz, BS40 to BS50/MS effective September 2, 2023.

Michele Sutcliffe, BS to BS10 effective September 1, 2023.

E. Approve the following 2023-2024 coaches:

Joe Bartz - Junior High Football Coach, \$2,336

David Wollin - Varsity Football Volunteer.

Mark Thompson - Varsity Football Volunteer.

Six members voted in favor - motion declared passed.

### **RECOGNITION**

Motion by Rezac and seconded by Tolzman to approve the following monetary donations:

A donation of \$1,275 from the Waterville Lions Club to the Eagle Bluff Trip.

A donation of \$750 from Rice County Deputies Association to the WEM facilities.  
Six members voted in favor - motion declared passed.

## REPORTS

**WEM Principal Bobbie Jo Bastian and WEM Principal Dr. Jennifer Wilson submitted the following report:**

### All District

The administration team attended a two-day conference hosted by Sourcewell in early August. The conference break-out sessions had an array of focus areas, but most sessions attended included culture, educational leadership in literacy, student engagement, and more. The time together was positive for planning, building capacity within the administration team and setting ground for the 2023-2024 school year.

Administration, support staff, and our mentor leads (Ashley Landru and Anna Skidmore) welcomed WEM's newest teachers on Thursday, August 24. The day included introductions of key staff members that will aid in employee transition, information to help staff navigate electronic systems, and receive mentorship from our leads. Our new staff enjoyed lunch provided by the Waterville Chamber of Commerce. Many thanks for their ongoing support of our new staff each year.

All district staff were back in the building to officially kick off the 2023-2024 school year beginning Monday, August 28. The week of activities include a mixture of meetings, presentations, and work time for staff.

Open house events for 5-12th grade students will be held on Wednesday, August 30 with Back to School Conferences for students in K-4 on September 5.

Administration is excited to have kids back in the building for our first week of school.

Motion by Stangler and seconded by Michael to approve the Elementary, Junior High, and High School Student Handbooks.

Six members voted in favor - motion declared passed.

**Jeff Boran, Community Education & Activities Director submitted the following report:**

### ACTIVITIES

- Boys and Girls Cross Country: Started practice Aug. 14. First event was August 25 in Fairmont. The first meet we host will be Thursday, Sept. 28 at the Prairie Ridge Golf Course in Janesville. 2023 WEM participants include four girls and five boys. JWP participants include seven girls and two boys.

- Cheerleading: Started practice Aug. 14. Six girls and one boy are participating in cheer for the fall 2023 season.

- Volleyball: Started practice Aug. 14. The first event for high school was August 29. Junior high's first event will be Sept. 5 at Cannon Falls. VB participants include 29 in 9th through 12th grade and 26 in 7th and 8th grade.

- Football: Started practice Aug. 14. The first varsity game was Aug. 31 vs. GFW. JV football plays at home Sept. 5. Junior high's first game will be Sept. 7. FB participants include 52 in 9th through 12th grade and 30 to date in 7th and 8th grade.

- Co-Op Sponsorships for 2023-2024: Boys and girls soccer, hockey, and girls gymnastics with Waseca and wrestling and boys and girls cross country with JWP.

### COMMUNITY EDUCATION SUMMER ACTIVITIES

- Little Bucs Preschool has 40 students currently registered. Two classes of 20 each both meet four days of the week. (a 4/5s class and a 3/4s class).

- School Age Childcare Fall 2023 registrations: Currently 28 registered.

- Flag football: 42 registered to date - begins Saturday, Sept. 9.

- ECFE information regarding classes will be coming out soon for Fall of 2023.

Motion by Schneider and seconded by Michael to approve the Athletic Workers Proposed Pay Schedule with one minor change (\$100 for wrestling triangular).

Six members voted in favor - motion declared passed.

### **WEM Board Member Reports**

There were no Board Member reports.

### **WEM Board Committee Reports**

There were no Board Committee reports.

### **WEM Superintendent John Regan presented the following:**

- Superintendent Regan presented three different items - see attachments.
- 1. Enrollment numbers for grades K through 4 with section sizes also listed.
- 2. Preliminary estimates on potential bond issues and estimated annual taxes payable.
- 3. WEM Public School; Staff Survey Results with complete results and summaries of those results.

### **INFORMATION/DISCUSSION**

The board had the first readings of the following policies:

102 Equal Educational Opportunity

418 Drug-free Workplace/Drug-free School

419 Tobacco-free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction

516.5 Overdose Medication

806 Crisis Management Policy

### **ACTION**

Motion by Schneider and seconded by Stangler to approve the bid for dairy products - Prairie Farms was the low bidder and they were approved. The only other bidder was Kemps.

Six members voted in favor - motion declared passed.

Motion by Rezac and seconded by Stangler to adopt the following policies (2nd reading of these policies)

208 Development, Adoption, and Implementation of Policies

506 Student Discipline

426 Substitute Teacher Compensation

722 Public Data and Data Subject Requests

Six members voted in favor - motion declared passed.

Motion by Schneider and seconded by Stangler to approve partnership agreement between Brown-Nicollet Community Health Board in Conjunction with the State of Minnesota (MDH) and WEM Public Schools - See attachment.

Six members voted in favor - motion declared passed.

Motion by Rezac and seconded by Tolzman to approve 2023-2024 South Central Service Cooperative and WEM Public Schools Shared Service Agreement for a Regional Workforce Development Coordinator - See attachment.

Six members voted in favor - motion declared passed.

Motion by Michael and seconded by Stangler to approve the 2023-2024 Superintendent Goals - see attachment.

Six members voted in favor - motion declared passed.

Motion by Schneider and seconded by Stangler to adjourn the meeting at 7:50 p.m.

Six members voted in favor - motion declared passed.

Gary Michael, Attest

Jay Schneider, Attest