

GREENBUSH MIDDLE RIVER SCHOOL
INDEPENDENT SCHOOL DISTRICT 2683
REGULAR MEETING
October 21, 2019
7:30 PM (Greenbush School Library)

1. Call to Order at 7:31 p.m.
2. Roll Call
 2. 1. Board Members Present:
Carrie Jo Howard, Shane Kilen, Brandon Kuznia, Joseph Melby, Alison Harder, Kurt Stenberg, Laurie Stromsodt
 2. 2. Administration:
Supt. Larry Guggisberg, Principal Sharon Schultz
 2. 3. Also Present: Cooky Kujava, Andrew McCormick, Arlette Pearson, Cathy Schenkey, Debra Stanelle, David Stanelle, Tina Taus, Dan Taus
3. Listening Session
4. Recommendation to add items to the agenda from Board members or school Administrators
5. Approval of Agenda
 5. 1. A motion was made by Laurie Stromsodt, seconded by Allison Harder to approve the agenda of the October 21, 2019 Regular Board Meeting as presented.
6. Approval of Minutes
 6. 1. A motion was made by Carrie Jo Howard, seconded by Kurt Stenberg to approve the minutes of the preceding regular meeting of September 16, 2019.
7. Business Services
 7. 1. Approval of Bills based on review by the Audit Committee (K. Stenberg & CJ. Howard)
A motion was made by Kurt Stenberg, seconded by Carrie Jo Howard to approve the payment of bills check #36538 through check #36662 for a total of \$317,618.12 and Purchasing Card electronic payments of \$197.46 dated September 5, 2019 and Electronic Funds Transfers as submitted.
 7. 2. Business Services Report
 7. 3. Greenbush Middle River School District Budget to Actual Expenditure Report (as previously requested by board member to provide on monthly basis).
8. Significant School Events and Communication:

8. 1. Board acceptance of donations to the School.

The school receives tremendous support from the community. Direct support comes in the form of those items within this Agenda item which are recognized and accepted by the Board.

There are MANY, MANY indirect support efforts which include but are limited to: Volunteer efforts, pumpkins donated for Elementary School Pumpkin Painting activity, Dig Pink (Breast Cancer Awareness) door prizes, Football Tailgating sponsorship and the annual Halloween Party. I am just starting to learn all these indirect support efforts which are too many to mention and I am sure I unintentionally omitted other support efforts. THANK YOU.

A motion was made by Allison Harder, seconded by Kurt Stenberg, to accept the following donation(s).

Greenbush American Legion Post 88 to GMR School for Softball Scoreboard donation \$2,500.00

Arlys Graff Trust Fund to GMR School for GMR Drama Department** \$13,782.97

Arlys Graff Trust Fund to GMR School for *First* Robotics* \$2,120.00

**= ..."Along with these funds, may I add my very best wishes for a successful school year

in which students not only excel but are inspired to continue their learning and achievement." *Patricia Hanauer, Trustee*

*= ..."wish the music and theater departments the very best as they provide opportunities and experiences from which students will benefit."

Patricia Hanauer, Trustee

9. Old Business

9. 1. School Board Policy up-dates.

excerpt from August 19, 2019 School Board meeting.

School Board consideration towards up-dating School Board Policies as recommended by Minnesota School Boards Association (MSBA)

A policy manual is recognized as the primary and most efficient way for the School Board to provide administrators, employees, students, parents,

taxpayers and members of the entire school district community notice of the School Board's beliefs and goals and methods of achieving those beliefs and goals.

The impetus for school board policy development or change may come from a variety of sources. It may be triggered because of a change in the law, a change in school district practice, or a change in school board philosophy.

School Board policies can be specific to each school district and a number of school board policies are mandatory and are necessary to meet the requirements of state or federal law.

After recent review of the current Board Policy manual available, it appears the District's Policy manual is in need of up-dating. The MN School Boards Association provides a policy service to school districts and recommends adoption of policies that are changed due to eg: Legislative changes, new rules or regulations, case law or best practice. Policies may be: (1) new; (2) Legislative and recommended changes; or (3) non-substantive changes or minor corrections.

MSBA Policy Services is a joint effort of the Minnesota School Boards Association (MSBA) and the Minnesota Association of School Administrators (MASA). The Policy Service is a comprehensive legal guide to be used in the efficient management of all aspects of the school system. The law firm of Knutson, Flynn & Deans did the legal work for this service. All model policies have been carefully examined by the law firm to insure compliance with federal and Minnesota laws.

MSBA Policy Services began in 1995 and currently has more than 370 members. Each year subscribers will receive policy newsletter(s) and additional new or revised policies. All policies, administrative regulations, exhibits, and forms are numbered and organized by general categories. Every year the model policies will be reviewed and updated to reflect any changes by legislation or court decisions. Whenever a policy is updated, those changes will be part of the District's Policy Manual.

Most school districts do not have the time and personnel to develop a comprehensive policy manual. In addition, school districts would require substantial legal assistance to develop policies on their own. MSBA believes school district's enrolling in their Policy Services program is much more cost effective for school districts than policies developed and revised by their own legal counsel.

- Legal Counsel has yet to review Mandated Policies which require alteration based on the size of GMR (Administrative) staffing
- In the near future, Board approval (*en masse*, Board member review Annual Policies as per MSBA)

10. New Business:

10. 1. Greenbush Middle River School District Seniority and Teacher Certification List

The GMR School District Seniority and Teacher Certification List has been emailed to staff and posted in workrooms for review and comment by licensed staff.

Suggested Board Action: Motion by Carrie Jo Howard and seconded by Brandon Kuznia to approve approve the Teacher Seniority list as presented.

10. 2. Principal report on Student & Staff safety: ALICE TRAINING

Principal Schultz will provide a report on Student & Staff safety: ALICE TRAINING to the School Board.

<https://www.alicetraining.com/our-program/alice-training/>

10. 3. Board Approval: Replacement of phone system to improve student and staff communication & safety.

Background:

America's Safe Schools Week is October 21-27, 2019. Over time, GMR has made progress to ensure students and staff are in a safe learning environment. Two types of efforts include: (1) improving school culture via [anti] bullying efforts and creating a sense of belonging for EVERYONE in our school. ALICE Training, Crisis Plan; and (2) using technologies such as security cameras, Emergency Parent Alert Message System, Secured entrances and radios in buses to enhance safe schools.

Phone system improvements, camera up-dates, Bus radio improvements, updating Crisis Plan (a mandated requirement) are areas in need of continuous improvement in the GMR School.

With the current focus on keeping students and staff safe in schools, improving communication is important.

Proposal to School Board

The proposal is to replace the existing GMR phone system with a new(er) phone system, specifically with the phone system that was in the Middle River School building. That system was removed prior to the closing of the school. That system is approximately 5 years old and is in storage. The existing phone system in the GMR School is approx. 1990's technology. The current GMR phone system has limited capabilities and does not permit effective (public address) communication. The MR phone system would be a significant improvement over the existing communication system currently in place. The replacement system would use existing internal telephone analog cabling.

Funding for this replacement effort would be from the District's SAFE SCHOOLS levy. If approved, Wikstrom Telephone Company would install the replacement system during the up-coming Christmas break. Although some components would need to be purchased, the majority of the ~\$19,000 cost would be for labor performed by the telephone company.

Suggested Board Action: Motion by Carrie Jo Howard and seconded by Allison Harder to approve use of FY 20 Safe School Levy funding to replace the Greenbush Middle River telephone and emergency communication system.

10. 4. Board Approval: Snow Removal Bid

Suggested Board Action: Motion by Laurie Stromsodt and seconded by Brandon Kuznia to approve Dversten Snow Removal for snow removal for the 2019-2020 school year.

10. 5. Resignation of Food Service staff member

Suggested motion: A motion was made by Kurt Stenberg, seconded by Allison Harder, to accept the resignation of Ms. Veronica Gerdes as a Food Service Assistant Cook.

10. 6. Board Approval to transfer individual from a short-term Assistant Cook position to permanent Assistant Cook position.

Suggested motion: A motion was made by Carrie Jo Howard, seconded by Kurt Stenberg, to approve transfer and employment of Ms. Janet Pierce from a short-term Assistant Cook position to permanent Food Service Assistant Cook.

10. 7. Minnesota State High School League Foundation Application for Grant for Student Participation

The Primary goal of the Foundation is to award grants that assist, recognize, promote, and fund extra-curricular participation.

Grants are awarded based upon gender balance, school size and geographic location to the extent possible. Suggested Board Action: Resolution as provided by the MN State High School League. Board Member Howard made a motion to act on the following Resolution, with Board Member Stromsodt, seconding that motion:

**RESOLUTION OF SCHOOL BOARD SUPPORTING
FORM A APPLICATION TO MINNESOTA
STATE HIGH SCHOOL LEAGUE FOUNDATION**

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the Greenbush Middle River School Board recognizes the value of student

participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist school districts

in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Greenbush Middle River School Board supports the District's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

A roll call vote was taken with Board Members voting as follows: Harder – Yes, Stenberg – Yes, Melby – Yes, Kilen – Yes, Howard – Yes, Stromsodt – Yes, Kuznia - Yes

11. Reports and Communication

11. 1. Status of negotiations with GMR Education Association

To-date, two (2) meetings have been held between Teacher and Board Negotiations representatives. Most recently, language proposals, especially relating to Unrequested Leave of Absence (ULA) language have been exchanged *back and forth*. (Developing or negotiating ULA language is a requirement as a result of the 2017 MN Legislation). It is expected negotiation sessions will move forward with earnest in the weeks to come.

11. 2. Greenbush Middle River School District K-12 enrollment (as of October 1, 2019)

11. 3. Community Education programming

The District is attempting to improve its efforts in Community Education programming using Community Education funding obtained from State funding and local levies. Pre-school (Early Childhood Family Education) and Enrichment classes for youth and adults are being offered to District residents.

Opportunities for Community Education has been offered to the Middle River Community to take place at the Middle River Legacy Center. The Middle River City Council notified Supt. Guggisberg that they are not interested in partnering with GMR School to offer classes in Middle River at this time.

11. 4. October is [Anti-]Bullying Awareness Month

October is National [Anti-] Bullying Awareness Month. Every October, schools and organizations across the country observe National Bullying Prevention Month. The goal: encourage schools and communities to work together to stop bullying and cyber-bullying by increasing awareness of the prevalence and impact of bullying on all children of all ages.

Target Team and Student Council are leading an anti-bullying campaign with some activities. October 23 is *Unity Day* and we are wearing orange. Some students and staff have purchased an orange t-shirt for *Unity Day* that says "Choose Kindness, Acceptance, Inclusion."

11. 5. October is College Knowledge Month

- The goal of College Knowledge Month is to provide every graduating high school senior with the preparation, opportunity, and support needed to apply to a college or vocational school.

"Many post-secondary institutions waive application fees during College Knowledge Month.

This month-long effort allows students to do more than just submit a college application. Within this time frame, students can participate in the college exploration and planning process at their own pace.

Seniors who are planning on attending post-secondary school next fall should be continuing to work on their applications." Mrs. Sue Lieberg provides assistance for students to sign up for post-secondary education. Student events and activities included but are not limited to:

College Fair at NCTC on Sept. 16
College Representative & Military Recruiter visits throughout the school year
Financial Aid Meeting for junior/senior parents at Parent-Teacher conferences with a financial aid representative from NCTC on Oct. 7
Career Fair at Roseau on October 15
Free College Application "work time" for seniors during school day
Free Application for Federal Student Aid (FAFSA) help for seniors from financial aid representative end of October /Early November
Northern Valley Career Expo at the Alerus Center October 30 for all sophomores

11. 6. Veterans Day Program on November 11, 2019

We are pleased to host the Veterans Day program on November 11 @ 2:00 pm in the gym. Former Greenbush graduate and Chief Warrant Officer Candice Caudill will be the guest speaker.

11. 7. Report on Disposal of School Equipment and Supplies

Effective use of school building space (eg: storage availability) will at times require disposal of obsolete equipment and material(s). The GMR School District went thru a disposal process to eliminate its inventory of used or unwanted equipment and supplies. Program supervisors developed a list of items to dispose or longer needed.

Protocol for disposal of obsolete equipment and materials largely followed the model MSBA Policy [802] for disposal of obsolete equipment and materials.

Prior to sale of items via public bid, some equipment and materials (eg: Kitchen related items) were given to representatives of the Middle River Legacy Center. One kitchen equipment item was given to DISCOVER GREENBUSH, an organization whose mission is to promote local activities.

All vehicle and lawn equipment items had at least two bids submitted to the District. The total revenue from the sale via public bid of miscellaneous items, lawn equipment, school vehicles and two scrapped buses was \$9,809.50.

11. 8. Election for NW Service Cooperative Board of Directors

An Election Ballot for Board members to vote for NW Service Cooperative Board of Directors will be distributed to each Board member.

There are three (3) vacancies which need to be filled. Each vacancy is a four year term

There is one (1) vacancy which needs to be filled. This vacancy is a two year term.

11. 9. Flooded Road Conditions & Transportation of Students

Recent heavy rainfall has resulted in overland flooding in the NW corner (Juneberry Township) of the GMR School District. County Road #7 is impassable driving from east to west. As a result, in order to get students (~16) in the Juneberry area to school, the bus driver has to travel to Lake Bronson and then drive east to pick up students. As a result, the bus ride is a bit longer than usual. When the water recedes and / or the County addresses the road condition, the bus route should return to normal.

12. Adjournment.

Board Motion: Moved by Carrie Jo Howard and seconded by Kurt Stenberg to adjourn the meeting.

13. Calendar of Events *to note*:

Community Halloween Party in the GMR Gym - Oct. 27

Fall Musical "Little Women" November 7-8-9

Veteran's Day program - November 11

Minnesota Rural Education Annual State Conference - November 17-19 (*First Robotics presenting on November 17*)

GMR Target Team annual Blood Drive - November 20

GMR National Honor Society Induction ceremony - November 22

MN School Boards Association State Conference January 16-17, 2020