

W-E-M Board of Education Minutes Regular Meeting
June 26, 2023 6:30pm

The Waterville-Elysian-Morristown Board of Education met in regular session on Monday, June 26, 2023 at the Waterville Building. The meeting was called to order by Board Chairman, Gary Michael at 6:35 pm.

Board Members Gary Michael, June Rezac, Brenda Heuss, Jeff Stangler, and Troy Tolzman attended the meeting. Also present were Superintendent Ryan Jensen and Business Manager Margaret Jewison.

Motion by Stangler seconded by Heuss to approve the agenda with one correction. Five members voted in favor. Motion declared passed.

Motion by Michael and seconded by Heuss to approve the regular meeting minutes from May 22, 2023. Five members voted in favor. Motion declared passed.

Motion by Michael and seconded by Stangler to approve the June Financial report. The bills and payroll from the report were 1,496,091.70 and the deposits were 2,771,946.37. No transfers. Comments on the report included 9,499.00 to Nordmeier Bros. Inc. for building grounds equipment, \$35,000 to City of Waterville for School Resource Officer (2 years worth), 6,409.78 Hobart Services for refrigeration services in the Morristown Building, 11,760.00 to Apple, Inc. for technology equipment; 8000.00 to Johnson Building Restoration for tuck pointing on north side of building. Received property tax revenue. Five members voted in favor. Motion declared passed.

VISITOR COMMENTS

There were no visitor comments.

CONSENT AGENDA

Motion by Rezac seconded by Tolzmann to approve the consent agenda which includes the following items:

A. Approve Non-Tenured Teacher Contract

Anne Joubert, BS50/MS/Step 10 (0.8 FTE) - \$41,480

B. Approve the Following Resignation

Connie Davison, Substitute Bus Driver Effective 6/1/2023

Jacob Pehrson, Ag/Industrial Arts Effective 6/21/2023

C. Approve the Following Hires

Jennifer Bowen, Media Specialist - MS20/Step 11, \$56,618

Kelly Lynn Stanton-Nutt, Art Teacher - MS30/Step 20, \$71,165

Sheri Velishek, Cook - Food Service, Head Cook/Baker, B-2-2/Step 15 - \$18.98/hour

D. Approve Summer School Staff

Shari Lemieux, Administrative Assistant - \$15.05/hour
Sue Krienke, Teacher - \$34.53/hour
Melissa Wencil, Nurse (2nd session only) - \$19.00/hour
Christine McCoy, Paraprofessional - \$18.03/hour
Lois Masberg, Paraprofessional - \$18.03/hour
Amy Petry, Paraprofessional - \$18.03/hour

E. Approve the Following Community Education Summer Staff

Kelsey Schiefelbein, SAC - \$11.96/hour
Ellie Meihak, SAC - \$11.96/hour
Kyleigh Duffy, SAC - \$9.96/hour

F. Approve the Following 2023-2024 Fall and Winter Coaches:

Cross Country

Skyler Petry - Head Coach, \$5,450

Football

Chad Atherton - 1st Assistant, \$3,885
Cory Immerman - 1st Assistant, \$3,885
Jason Skurkay - 2nd Assistant, \$3,102
Dan Lemcke - Junior High, \$2,336

Volleyball

Ken Trnka - 1st Assistant, \$3,885
Pam Heinz - Junior High, \$2,336

G. Approve Junior High Summer School Staff

Carrie Brown, Teacher - \$34.53/hour
Approve Requests for Lane Change
Angela Sammon, MS10 to MS20. Effective September 1, 2023
Heather Snesrud, BS10 to BS20. Effective September 1, 2023
Sara Anderson, BS to BS10. Effective September 1, 2023
Tonya Sauer, BS10 to BS50/MS. Effective September 1, 2023
Kaitlin Zellar, BS to BS10. Effective September 1, 2023
Carrie Richards, MS to MS10. Effective September 1, 2023

Five members voted in favor. Motion declared passed.

MONETARY DONATIONS

Motion by Stangler seconded by Heuss to approve and recognize the following monetary donations:

Nick David	\$500	Greased Lightning Scholarship
Jason Ziemer	\$2000	Jim Velishek Scholarship
Gerald Miller	\$1000	Linda Lou Miller Scholarship
WEM Music & Arts Boosters	\$2125	Band Donation
Waterville Lions	\$700	School Store

Five members voted in favor. Motion declared passed.

PRINCIPALS REPORT

All District

Summer professional development is occurring across the district. WEM staff members are attending various trainings such as crisis prevention and management and social-emotional instructional development. Staff are also collaborating together in leadership and PBIS groups.

The first summer school session began the week of June 19. Session 1 consisted of about 50 elementary students. Session 2, later in July, will include both elementary and junior high students. Preschool summer sessions (Little Bucs Camp) have also begun and will continue in July.

Preparations for 2023-2024 Back to School/Workshop Week and new teacher orientation are underway. Information with a schedule and details will be shared out to staff in late July.

WEM hosted paraprofessionals during the morning of June 2 for the paraeducator assessment. Special education director Heather Harms was onsite to monitor testing.

Overall the morning was successful.

Mr. Larson and the WEM Marching Band kicked off summer with two early season parades. They participated in the Dam Days and Bullhead Days parades.

COMMUNITY EDUCATION & ACTIVITIES

There was not a community education and activities report given.

BOARD MEMBER REPORTS

Heuss reported on the response rate for the Staff Engagement Survey, and that the survey results would be available for our July 13 workshop.

Rezac reported that due to legislative changes 25 policies had been effected. Some policies, may be able to be approved in one meeting but others will have to go through the regular process because they have been completely revised. Rezac also reported that during a recent webinar about the legislative changes it was reported that planners, calendars, student handbooks, and student ids must include suicide information with specific wording.

BOARD COMMITTEE REPORTS

There were no board committee reports.

WEM Superintendent Ryan Jensen Reported the following:

Following the last meeting he sent the Nexus contract to our legal team. They made some revisions, Nexus accepted those changes and the agreement has been signed.

June 2, a testing session was held for Paraprofessionals. Federal law has language about highly qualified (two years of college) staff working with students. This is currently not something that requires verification at the paraprofessional level by MDE. However, administration wanted to be ahead of the curve in addition this year para educator and assessments were offered free of charge through July 1. Upon successful completion of the para educator and assessment program you would be considered highly qualified. We encouraged our paraprofessionals to complete the program should any change occur from MDE.

On June 13, John Regan and Jensen met and worked on the transition process as he begins his interim position.

Jensen also attended a meeting about the legislative changes, some changes are already in effect, some are effective July 1, some August 1. The paid family medical leave changes do not go into effect until 2026.

INFORMATION AND DISCUSSION

Preliminary Budget presented by Margaret Jewison, Business Manager

The preliminary 2023-2024 budget revenue total all funds 13,318,107.00 and the expense total all funds 14,540,231.00. Of the expenses, 1,226,541.00 are construction funds/expenses.

Other information about the preliminary budget:

The 2023-2024 Preliminary Budget is based upon 735 Average Daily Membership (ADM) students. This is a decrease of 5 ADMs from the 2022-2023 Revised Budget

- The budget is based on the formula allowance of \$7,138 per ADM.
- The Preliminary Budget includes \$296,389 revenue from Federal COVID Grants. Available grants must be spent by September 2024.
- General Fund Levy Revenue decreased \$36,234 from the 2022-2023 school year.
- Revenues include \$59,748 in Integration Aid and Levy.
- Revenues include \$89,392 lease revenue generated from the Elysian building.
- Revenues include \$521,243 Long-Term Facility Maintenance Aid and Levy.
- Compensatory Revenue for 2023-2024 is projected to increase approximately \$285,000 from 2022-2023 revenue. Compensatory Revenue is based on the number of free and reduced lunch counts as of October 1st of the preceding school year. This is a planned one-time correction due to decreased applications during the period that free meals were offered for all students.
- Revenues include \$41,563 in Literacy Aid. This dollar amount is generated by the number of 3rd grade students who meet or exceed standards on the MCA Reading Exam and the number of 4th grade students who have average or above average growth on the MCA Reading Exam.
- Expenses do not reflect any contract settlements, including the increases already negotiated in the contracts, such as fully covered insurance premiums. In the General Fund, salary and benefits total \$8,098,423. A 1% increase in the contract will equal approximately \$81,000.
- Long-Term Facility Maintenance projects include doors, paint, flooring, roofing, and the NAC Contract

he projected June 30, 2024 Unassigned General Fund balance is approximately 70 days of operational costs.

- The 2023-2024 Preliminary Budget reflects a projection of meals and revenues under the new state law which will cover the cost of meals to all families.
- Food Service will continue to be closely monitored to ensure expenses remain in line with revenue with upcoming changes to Food Service funding.
- The Community Education fund is budgeted to run at a deficit due to the addition of a School Readiness section. Bringing expenses in line with revenue in all areas other than School Age Care is a priority for Community Education staff.
- Due to the deficit spending in the Community Education fund, contract settlements will have an

impact on the General Fund.

- The Community Education Fund is allowed to have a negative balance, only when future revenues are projected to eliminate the deficit.

Ten Year Facilities Plan Presented by Margaret Jewison, Business Manager

Motion by Michael seconded by Stangler to approve the 2023-2024 preliminary budget. Five members voted in favor. Motion declared passed.

K-4 Class Size

Michael inquired what current class sizes K-4 are. Parent inquiry about size brought this discussion. Michael indicated it's a point of pride for our district to have smaller class sizes in the K-4 setting. Stangler asked what incoming class sizes would be, also if it would be a long term problem or is it just for one year? Jensen did not know exact numbers would be for incoming classes. Rezac gave the opinion that a smaller class size in Kindergarten is ideal. Stangler inquired if it would be more fiscally responsible to have a full time para in the classroom. Jensen advised the group of 2022-2023 class sizes. Heuss asked if we have classroom general education para assigned to any classrooms. Jensen advised that we only have assigned paraprofessionals, assigned specifically to students with an IEP. Michael stated that this is an administrative decision, but that he wanted to bring it up to discuss. Determined to discuss with John Regan at Worksession in July

ACTION

Motion by Rezac second by Tolzman to approve the Education Identity and Access Management Resolution to designate John Regan as the Identified Official with Authority (IOwA) for Education Identity and Access Management.

Roll Call Vote: Rezac: Yes, Stangler: Yes, Michael: Yes, Tolzman: Yes, Heuss: Yes

Motion declared passed.

Motion Stangler second by Tolzman to approve the 2023-2024 Resolution for Membership in the Minnesota State High School League.

Roll Call Vote: Rezac: Yes, Stangler: Yes, Michael: Yes, Tolzman: Yes, Heuss: Yes

Motion declared passed.

Motion by Rezac seconded by Tolzman to approve authorized users and signers at official depositories. Five members voted in favor. Motion declared passed.

Motion by Michael seconded by Stangler approve the 10 Year Long Term Facilities Maintenance Plan Resolution

Roll Call Vote: Rezac: Yes, Stangler: Yes, Michael: Yes, Tolzman: Yes, Heuss: Yes

Motion declared passed.

Motion by Stangler seconded by Tolzman to approve July 1, 2023-June 30, 2024 Interim Superintendent Contract with John Regan

Five members voted in favor. Motion declared passed.

Motion by Stangler seconded Rezac to approve the July 1, 2023 to June 30, 2025 contract with School Age Care Coordinator

Five members voted in favor. Motion declared passed.

Michael reminded members about the upcoming July 13 meeting review survey information.

Motion to adjourn at 8:09pm by Rezac seconded by Stangler.

Five members voted in favor. Motion declared passed.