

Crosslake Community School Board of Education  
June 17, 2024  
5:00 PM  
Crosslake Community School  
35808 Co Rd 66  
Crosslake, MN 56442

Board Director Emily Stull Richardson will be attending the meeting remotely:  
Stillwater Public Library  
224 3rd St N  
Stillwater, MN 55082

Board Director Clare Thompson will be attending the meeting remotely:  
Caribou Coffee  
425 8th Ave NE  
Brainerd, MN 56401

1. **Call Meeting to Order**

Meeting called to order at **5:02** p.m.

2. **Pledge of Allegiance**

Please stand for the Pledge of Allegiance

3. **Roll Call and Establish a Quorum**

~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick  
**Josef Garcia is absent**  
We have established a quorum.

4. **Additional Items**

Agenda item 6.E.15 was added to the agenda - Requesting board approval to review the CD after the rates have been released on June 24th.

5. **Public Comment**

Any public comment:

May I have a motion to approve the June 17, 2024 Agenda?

Motioned: **Griffin**

Seconded: **Glazier**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

## 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.

- 6.A.1. Board of Education Minutes - May 20, 2024
- 6.A.2. Closed Door Director Evaluations Meeting Minutes - May 13, 2024
- 6.A.3. Online Director Interview Meeting Minutes - May 15, 2024
- 6.A.4. Online Director Interviews and Deliberations Meeting Minutes - May 16, 2024
- 6.A.5. Finance Meeting Minutes - June 10, 2024
- 6.A.6. Academic - May 21, 2024
- 6.A.7. Personnel Matters
- 6.A.8. Food Service Reports
- 6.A.9. Gifts and Donations

May I have a motion to approve the Consent Agenda?

Motioned: **Glazier**

Seconded: **Yurik**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: **7:0**

### 6.B. Academic, Environmental Education, and Performance Improvement Plan Updates

Melanie Donley presented on the Academic Performance - Literacy Plan

May I have a motion to move the Literacy Plan to an action item?

Motioned: **Glazier**

Seconded: **Thompson**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: **7:0**

May I have a motion to approve the Literacy Plan?

Motioned: **Griffin**

Seconded: **Glazier**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)  
Nays:  
Motion passes: **7:0**

## 6.C. Curriculum

Mara Powers presented on the Math Curriculum purchase

May I have a motion to move the purchasing of the math curriculum to an action item?

Motioned: **Griffin**

Seconded: **Glazier**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: **7:0**

May I have a motion to approve the purchasing of the math curriculum?

Motioned: **Griffin**

Seconded: **Williams**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: **7:0**

## 6.D. Action Items

6.D.1. Review and Approve May Financial Information

Were there any comments to the May Financial Information?

May I have a motion to approve the May 2024 financial information?

Motioned: **Griffin**

Seconded: **Glazier**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: **7:0**

6.D.2. Approve Policies - no policies for approval at this time.

## 6.E. Information/Discussion Items

6.E.1. District Personnel

**SEE BELOW ALL OF THESE POSITIONS FOR THE APPROVAL.**

6.E.1.a. Catalyst and Responsive Classroom Lead Job Description - Stipend position

May I have a motion to move the Catalyst and Responsive Classroom Job Description to an action item?

Motioned:

Seconded:

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:

May I have a motion to approve the Catalyst and Responsive Classroom Job Description?

Motioned:

Seconded:

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:

6.E.1.b. Environmental Education Coordinator Job Description - Stipend position

May I have a motion to move the Environmental Education Coordinator Job Description to an action item?

Motioned:

Seconded:

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:

May I have a motion to approve the Environmental Education Coordinator Job Description?

Motioned:

Seconded:

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:

6.E.1.c. Finance Chair Coordinator Job Description - Stipend Position

May I have a motion to move the Finance Chair Coordinator Job Description to an action item?

Motioned:

Seconded:

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)  
Nays:  
Motion passes:

May I have a motion to approve the Finance Chair Coordinator Job Description?

Motioned:  
Seconded:  
Discussion:  
Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)  
Nays:  
Motion passes:

6.E.1.d. HRS Lead Job Description - Stipend Position

May I have a motion to move the HRS Lead Job Description to an action item?

Motioned:  
Seconded:  
Discussion:  
Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)  
Nays:  
Motion passes:

May I have a motion to approve the HRS Lead Job Description?

Motioned:  
Seconded:  
Discussion:  
Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)  
Nays:  
Motion passes:

6.E.1.e. Community Engagement Coordinator Job Description - Stipend position

May I have a motion to move the Community Engagement Coordinator Job Description to an action item?

Motioned:  
Seconded:  
Discussion:  
Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)  
Nays:  
Motion passes:

May I have a motion to approve the Community Engagement Coordinator Job Description?

Motioned:  
Seconded:  
Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)  
Nays:  
Motion passes:

#### 6.E.1.f. Substitute Coordinator Job Description - Stipend Position

May I have a motion to move the Substitute Coordinator Job Description to an action item?

Motioned:

Seconded:

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:

May I have a motion to approve the Substitute Coordinator Job Description?

Motioned:

Seconded:

Discussion:

Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:

#### **SEE BELOW FOR ALL OF THESE POSITIONS:**

May I have a motion to move all of the above job descriptions/positions a-f to an action item?

**Motioned: Glazier**

**Seconded: Yurik**

**Discussion:**

**Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)**

**Nays:**

**Motion passes: 7:0**

May I have a motion to approve the job descriptions/positions a-f?

**Motioned: Glazier**

**Seconded: Yurik**

**Discussion:**

**Yeas: (Josef Garcia, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)**

**Nays:**

**Motion passes: 7:0**

#### 6.E.2. Policy Review

506 Student Discipline

507 Corporal Punishment and Prone Restraint

510 School Activities

514 Bullying Prohibition

535SB Service Animals and Pet Visits  
603SB Curriculum Development- Seat Based School  
Hiring Procedure for Crosslake Community School  
Lead in Water  
Crosslake Community School Restrictive Procedures Plan

Any discussion on any of these policies?

May I have a motion to move policies 506,507,510,514,535SB,603SB, Hiring Procedure for Crosslake Community School, Lead in Water and Crosslake Community School Restrictive Procedures Plan to an action item?

Motioned: **Yurik**

Seconded: **Glazier**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: **7:0**

May I have a motion to approve policies 506,507,510,514,535SB,603SB, Hiring Procedure for Crosslake Community School, Lead in Water and Crosslake Community School Restrictive Procedures Plan ?

Motioned: **Yurik**

Seconded: **Glazier**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes: **7:0**

### 6.E.3. Professional Development - Board of Education Trainings

Belinda Yurick attended the training in Bemidji on June 10. Belinda do you want to share with us anything from the training.

**Belinda got her certification, confirmed that it was good training, very useful to be done in one day. She commented that she learned the importance of the awareness of which hat a board member is wearing when talking with teachers, staff in the school if it is not a board matter. She learned the importance of referring questions to the board chair when facing reporters, and maintaining board unity with one united voice.**

Discussion of the logistics for the Board Retreat which is scheduled for June 24, 2024 at Camp Knutson from 11:30-5:00.

**Jared said details will be sent out to the Board Directors for the retreat. He said the Board will take a deeper dive into the Strategic Roadmap, and discuss what to focus and hone in on. No votes will be taken. This is open to the public and a google link will be given.**

### 6.E.4. Director Evaluations

Joe, do you have anything for this?

**Belinda and Jared delivered the director evaluations.**

6.E.5. Implementation Committee for Executive Director

Joe, anything to add?

**Leadership for the school is on the Strategic Roadmap**

6.E.6. Board Elections Details

Anything anyone wants to add?

**Will be discussed at the retreat**

6.E.7. Bylaws

Anything?

**Will be discussed at the retreat**

6.E.8. Education Trends

Annette Klang discussed AI and about how as a school we are not there yet with concerns.

6.E.9. Milk Bid for 24-25 school year

May I have a motion to move the 2024-2025 Milk Bid to an action item?

Motioned:**Glazier**

Seconded:**Yurik**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

May I have a motion to approve the 2024-2025 Milk Bid ?

Motioned:**Glazier**

Seconded:**Yurik**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

E.10. Pan-O-Gold Baking Co - Bread Bid 24-25

May I have a motion to move the 2024-2025 Pan-O-Gold Bread Bid to an action item?

Motioned:**Yurik**

Seconded:**Glazier**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

May I have a motion to approve the 2024-2025 Pan-O-Gold Bread Bid?

Motioned:**Yurik**

Seconded:**Glazier**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

#### 6.E.11. 2024-2025 Seat Based Student and Family Handbook

May I have a motion to move the 2024-2025 Seat Based Student and Family Handbook to an action item?

Motioned:**Glazier**

Seconded:**Yurik**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

May I have a motion to approve the 2024-2025 Seat Based Student and Family Handbook?

Motioned:**Glazier**

Seconded:**Williams**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

#### 6.E.12.Lawn mower purchase - 3 bids Home Depot, Ace Hardware, and AAA Equipment.

May I have a motion to purchase a lawn mower from \_AAA Equipment to an action item?

Motioned: **Griffin**

Seconded:**Glazier**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

May I have a motion to approve the purchasing of a lawn mower from AAA Equipment?

Motioned:**Griffin**

Seconded:**Glazier**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

6.E.13. Q-Comp Annual Report SY24

Information that is provided for directors and public.

6.E.14. 2024-2025 Testing Calendar Draft

May I have a motion to move the 2024-2025 Testing Calendar Draft to an action item?

Motioned:**Glazier**

Seconded:**Yurik**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

May I have a motion to approve the 2024-2025 Testing Calendar Draft?

Motioned:**Glazier**

Seconded:**Yurik**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

6.E.15 First National Bank - CD renewal 6/25/2024

Kelly Bittner presenting on requesting board approval to renew the CD after the rates have been released on June 24th.

May I have a motion to move the First National Bank CD renewal after the rates have been released on June 24th to an action item?

Motioned:**Glazier**

Seconded:**Griffin**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

May I have a motion to approve the First National Bank CD renewal after the rates have been released on June 24th?

Motioned:**Griffin**

Seconded:**Glazier**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:

Motion passes:**7:0**

6.F. **Reports**

6.F.1. CCS' Directors

Annette and Jenna?

**Annette noted how kids loved school and didn't want to go at the end of the year. Had a good SPED interview and has paras interviewed**

**Jenna said it has been her pleasure to be on board for the 3rd week, and has enjoyed meeting with admin, staff, and one-on-one google meets with teachers.**

6.F.2. Finance Committee

**New company going well**

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

**FastBridge goal will switch in the fall.**

6.F.4. EE Seat-Based Committee

**Teachers' EE goals are in.**

6.F.5. EE Online Committee

**Teachers' EE goals are in.**

**Comment on the cool environmental activities for summer school students**

6.F.6. Directors' Evaluations

**Be thinking of new goals**

## **7. Authorizer Update**

### **8. July Meeting Preparation**

8.A. Suggestion for Discussion Topics for Next Meeting

8.B. 2024-2025 Staff Handbook

Any other suggestions for topics to be discussed next month?

**Let Joe know if you will not be attending next month asap**

### **9. Board Meeting Evaluation**

**Great Job Colin!**

### **10. Adjourn the Regular Board of Education Meeting**

May I have a motion to adjourn the Regular Meeting of the Board of Education at **6:39** pm?

Motioned: **Griffin**

Seconded: **Yurik**

Discussion:

Yeas: (~~Josef Garcia~~, Mindy Glazier, Jared Griffin, Mike Newmann, Emily Stull Richardson, Clare Thompson, Colin Williams, Belinda Yurick)

Nays:  
Motion Passes:7:0

Schedule of upcoming Board of Education Meetings for 2024-2025:

July 15, 2024

August 19, 2024

September 16, 2024

October 21, 2024

November 18, 2024

December 16, 2024

January 13, 2025 (Second Monday due to Martin Luther King, Jr. Birthday as an observed holiday)

February 10, 2025 (Second Monday due to President's Day - no school)

March 17, 2025

April 14, 2025 (Second Monday due to Easter Monday - no school)

May 19, 2025

June 16, 2025