

Crosslake Community School Board of Education
September 18, 2023
5:00 PM
Crosslake Community School
Commons Area
35808 Co Rd 66
Crosslake, MN 56442

Minutes

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

Jared Griffin, Josef Garcia, Mike Newmann, Chris Rhinehart, Abi Swenson, Karen Teff, Clare Thompson, Colin Williams

Absent: Chris Rhinehart, Karen Teff, Colin Williams

Established a quorum.

4. Additional Items

Swenson - Update on ERC

5. Public Comment

No public comment.

May I have a motion to approve the September 18, 2023 Board of Education Agenda?

Motioned: Swenson

Seconded: Thompson

All in favor say Aye: 5

Nays: 0

Motion passes: 5-0

6. Agenda

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.

1. Board of Education Minutes - July 17, 2023
2. Board of Education Minutes - August 21, 2023
3. Finance Meeting Minutes - September 11, 2023
4. Personnel Matters

Departing Staff:

Name: Beth Deshayes

Position: Seat-Based Paraprofessional

Last Day: 5/30/23

New Hires:

Name: William Lyke
Position: Online Technology Coordinator
FTE: .75 FTE
Step: 3
Salary: \$25,080
Start Date: 9/7/23

Name: Erin Gray
Position: Kids Care Teacher
FTE: Part-time (less than 20 hours/week)
Step: n/a
Wage: \$20/hour
Start Date: 8/31/23

5. Name Change of Board-Approved Committee

Description:

Requesting name change to the Academic Performance/Achievement and World's Best Workforce Committee to Academic Performance/Achievement, Curriculum, and World's Best Workforce Committee (to be know as Academic)

6. Food Service Reports

7. Gifts and Donations

6.A.6. Food Service Reports

CLICS report

6.A.7. Gifts and Donations

Description:

Pine River State Bank - Breezy Point, large donation of school supplies
\$500 donation from Jason Larson - to be matched by Caterpillar

May I have a motion to approve the Consent Agenda?

Motioned: Thompson

Seconded: Garcia

All in favor say Aye: 5

Nays: 0

Motion passes: 5-0

B. **Academic, Environmental Education, and Performance Improvement Plan Updates**

Swenson reviewed the MCA Academic Data Report

C. **Action Items**

1. Review and Approve August 2023 Financial Information

May I have a motion to approve August 2023 financial information?

Motioned: Swenson

Seconded: Garcia

All in favor say Aye: 5

Nays: 0

Motion passes:5-0

2. Approve Policy

404FRM Background Check Consent Form

May I have a motion to approve policy 404FRM Background Check Consent Form

Motioned: Griffin

Seconded: Garcia

Discussion: Ask about a valid drivers license? Not as for an employee.

All in favor say Aye: 5

Nays: 0

Motion passes: 5-0

D. Information/Discussion Items

1. District Personnel

Amaya - hired a Tech Coordinator working 20 hours online and 10 hours in the building; .5 science teacher and learning coach position-offer and has been accepted.

Klang - fully staffed; short on substitute paras and teachers.

2. Fall Elections and Opportunities

May I have a motion to an action item directing the Election Judges to release one more letter regarding the deadline of Wednesday, September 20, by 3:30 p.m. to receive bios?

Motioned: Garcia

Seconded: Swenson

Discussion: Garcia will put his bio in.

All in favor say Aye: 5

Nays: 0

Motion passes: 5-0

May I have a motion to approve the Election Judges to release one more letter regarding the deadline of Wednesday, September 20, by 3:30 p.m. to receive bios?

Motioned: Garcia

Seconded: Griffin

All in favor say Aye: 5

Nays: 0

Motion passes: 5-0

3. Professional Development - Board of Education Trainings

Nothing this month.

4. Strategic Planning Matters

Amaya shared the summary of the board session from the first day - relevant to Board Directors
Other two summaries are the results of the sessions the day after with the strategic planning team members.

Strategic planning timeline - takes us through everything documented. Strategic Plan will affect the new board in January. Documents are amazing and will be resourceful for the school now and going forward. Thanks to all who participated to get us where we are at with this process.

5. Employee Retention Credit - Agreement with MaGill Accounting

Swenson - bank has notified rates went to 5.3% and maybe 5.5%. Finalizing the details.

6. Executive Director Exploratory Committee

Nothing to provide this month.

7. Facilities Planning Committee

Committee is formed, Lance Swanson is the Chair; meeting on September 27 with a member of the LAKES Foundation, two teachers, and Klang.

8. Benefit Matters

Amaya reviewed the options to date:

- 403 B investment plans - currently exploring companies (Aspire, Horace Mann, Hofslie) and asking for pricing models/fee schedule.
403 B is like a 401(k) for non profits. 10 people emailed this is something we would want to do.
No match from employer due to matching of TRA and PERA.
Still getting bids - cost would be around \$1,000 per year to the school.
- RFP for Health Insurance - Benefit Innovation's Timeline
 - o July 31, 2023 RFP release.
 - o September 17, 2023 Deadline for submitting sealed bids to the District.
 - o October 18, 2023, Last date bidders may submit changes to their proposals.
 - o November 2, 2023, shall be the latest date on which the District may make a final decision, based on written criteria for evaluation.
 - o Coverage is effective January 1, 2024.
Bids went out and going to be meeting with Benefit Innovations in the next couple of weeks.
Hopefully at October meeting to have more details.
- Dependent Care FSA plan - potentially could get through WEX with one monthly admin fee (\$2.75/month per person), Benefit Innovations is looking into this now. Monthly admin fee of \$2.75 per month per person.
Keep pursuing bids.

9. 23-24 Annual Report and Annual World's Best Workforce Report

Amaya - first look at the Annual Report and Annual World's Best Workforce Report

Looking to approve at the October meeting. Update photos; fix page numbers based on where final version lines up; any edits or questions, please let directors know.

10. Recruitment of Future Board Directors

Amaya

Discussion related to recruiting board members? Change Bylaws; change requirement for a parent to have had a student at CCS for one school year; where can Directors go that they can attend virtually; have Directors at Open House to answer questions; cannot participate in some stipend committees; maybe consider not having two parent/guardian by school; have someone on the board that is more familiar with the school - mission and vision.

11. Attendance of Directors at Board Meetings

Griffin - discussion regarding Director attendance at board meetings related to By-Laws.

Section 5.11, Presence at Meetings - any Board Directors not in attendance for three consecutive meetings may be removed from serving on the Board of Education and a replacement would be appointed by the Board of Education for the remainder of the Director's term. We need to be able to conduct our meetings.

12. Onsite Visit by Osprey Wilds

On Wednesday, May 10, Osprey Wilds performed a virtual site visit to Crosslake Community School's online program. Amaya highlighted what the Online School is working on regarding the virtual site visit.

E. Reports

1. CCS's Directors
 - Klang - attendance at 151; still is interest in enrolling; looking at transportation to participate in middle school sports. Amaya shared some details of high schoolers being involved.
 - Amaya - shout out to CCS team of Veit, Glazier, Miller, and Lovedahl. Doing a great job and well organized.
 - First Esser deadline coming up for money being spent - Aliperto is on top of that; will off set our regular budget.
 - Online 290 enrolled students. Cleaning up record requests for those who have not logged in. Griffin asked how many students are from Crow Wing County - in the past, 50% of the students have been from the Crosslake area but do have kids all over the state.
2. Finance Committee
 - Discussion to increase substitute teacher pay did talk about matching Pequot Lakes sub pay to \$145 to recruit more subs. Esser funds look good; Bittner and Swenson taking care of the cds; cleaning up things to be more streamlined.
3. Academic Performance/Achievement, Curriculum and World's Best Workforce
 - Covered earlier.
4. EE Seat-Based Committee
 - Talking about the phenology network - still in the works; lots of activity in the solarium space
5. EE Online Committee
 - Resources for online - Project Wet from last year and a lot of activities that were made workable by our staff. Environmental specific action- easier to work into all of the classes.
6. Directors' Evaluations
 - Griffin commented on the update received from Osprey Wilds regarding evaluation timeframe.
7. **Authorizer Update**
 - Nothing to report.
8. **October Meeting Preparation**
 - A. Suggestion for Discussion Topics for Next Meeting
 - Approval of 2022-2023 Annual Report and Annual World's Best Workforce Report
 - Benefits Matters
 - Election Update
 - Recruitment of future board directors - further insight we can all gain as we think more deeply.
 - B. Policy Review
9. **Board Meeting Evaluation**
 - Great job Jared - record time; very effective.
10. **Adjourn the Regular Board of Education Meeting**
 - May I have a motion to adjourn the Regular Meeting of the Board of Education at 6:15 pm?
 - Motioned: Garcia
 - Seconded: Swenson

All in favor say Aye: 5

Nays: 0

Motion passes: 5-0

Schedule of upcoming Board of Education Meetings in 2023:

October 16, 2023

November 20, 2023

December 18, 2023