

Minutes of Regular Meeting

Board of Education Badger ISD 676

PO Box 68, 110 Carpenter Avenue East, Badger, Minnesota 56714

Regular Meeting

Monday, January 8, 2024 7:30 PM in the Business & Tech Room 29

Badger School Board Meeting information can be found online at our website: www.badger.k12.mn.us

Click on "Badger School Board Meeting Agenda and Minutes" under "Helpful Links" menu on the center of the home page.

1. Call to Order at 7:34 P.M.
 - 1.1. Pledge of Allegiance
 - 1.2. Roll Call (alphabetical order): Jodie Davy, Cari Dostal, Jamie Isane, Brent Olson, Jeremy Swenson, Jared VonEnde
Student (non-voting) Representative: Open for SY2023-24
 - 1.3. Administration and Department Heads: Kevin Ricke, Stacey Warne and Leah Hasson
2. Annual Organization (Re-Organization) of the School Board
 - 2.1. Organization of School Board
Description: Minnesota Statute requires the School Board to elect its officers for the new calendar year at its first regular meeting in January.
 - 2.2. Review of School Board Member 4-Year Term Cycles:
January 2021 through December 2024: Jodie Davy, Cari Dostal and Brent Olson
January 2023 through December 2026: Jamie Isane, Jeremy Swenson and Jared VonEnde
 - 2.3. Nominations for School Board Chair: Member Swenson nominated Member Isane
Nominations for Board Chair closed
Vote for Jamie Isane for Board Chair: The abstention counts with the majority of the voting; the recorded vote is 5-Yes, 0-No and 1-Abstention; therefore, legal vote is a 6-Yes, 0-No election. Member Isane is elected by a majority of the quorum of six in attendance.
BE IT RESOLVED by a recorded roll call vote of 5-Yes, 0-No and 1-Abstention (Member Isane) with the legal ballot being 6-Yes and 0-No **electing Member Jamie Isane as School Board Chair for 2024.**
 - 2.4. Nominations for School Board Vice Chair: Member VonEnde nominated Member Swenson
Nominations for Board Vice Chair closed
Vote for Jeremy Swenson for Vice Chair: The abstention counts with the majority of the voting; the recorded vote is 5-Yes, 0-No and 1-Abstention; therefore, legal vote is a 6-Yes, 0-No election. Member Swenson is elected by a majority of the quorum of six in attendance.
BE IT RESOLVED by a recorded roll call vote of 5-Yes, 0-No and 1-Abstention (Member Swenson) with the legal ballot being 6-Yes and 0-No **electing Member Jeremy Swenson as School Board Vice Chair for 2024.**
 - 2.5. Nominations for School Board Clerk: Member VonEnde nominated Member Dostal
Nominations for Board Clerk closed
Vote for Cari Dostal for Board Clerk: The abstention counts with the majority of the voting; the recorded vote is 5-Yes, 0-No and 1-Abstention; therefore, legal vote is a 6-Yes, 0-No election. Member Dostal is elected by a majority of the quorum of six in attendance.
BE IT RESOLVED by a recorded roll call vote of 5-Yes, 0-No and 1-Abstention (Member Dostal) with the legal ballot being 6-Yes and 0-No **electing Member Cari Dostal as School Board Clerk for 2024.**
 - 2.6. Nominations for School Board Treasurer: Member Swenson nominated Member Davy
Nominations for Board Treasurer closed
Vote for Jodie Davy for Board Treasurer: The abstention counts with the majority of the voting; the recorded vote is 5-Yes, 0-No and 1-Abstention; therefore, legal vote is a 6-Yes, 0-No election. Member Davy is elected by a majority of the quorum of six in attendance.
BE IT RESOLVED by a recorded roll call vote of 5-Yes, 0-No and 1-Abstention (Member Davy) with the legal ballot being 6-Yes and 0-No **electing Member Jodie Davy as School Board Treasurer for 2024.**
 - 2.7. Designate Official School Newspaper: A motion was made by Member Swenson to approve *The Tribune* published by Page 1 Publications, Inc. of Greenbush, MN as the designated official school newspaper. The motion seconded by Member VonEnde. Discussion (none); 6-Yes, 0-No vote; U.C. = **motion carried unanimously.**
 - 2.8. Designate Official School Depositories: A motion was made by Member Davy to approve Border Bank, Citizens State Bank and Minnesota School Districts Liquid Asset Fund as the designated official school depositories. The motion seconded by Member Dostal. Discussion (none); 6-Yes, 0-No vote; U.C.
 - 2.9. Set the Official School District Mileage Rate to be the same as Internal Revenue Service (IRS) and modified as IRS modifies with coinciding dates: A motion was made by Member Olson to approve the current IRS rate of \$0.67 or 67 cents per mile as of January 1, 2024 and to modify as IRS modifies with coinciding dates. The motion seconded by Member Dostal. Discussion (none); 6-Yes, 0-No vote; U.C.
Description: New rate is up 1.5 cents per mile compared to the previous midyear July mileage rate of \$0.655 or 65 1/2 cents per mile.

- 2.10. Set Official School Board Monthly Meeting Date and Time: A motion was made by Member Swenson to approve the second Monday of each month at 7:30 p.m. to be the official School Board regular monthly meeting date and time, unless otherwise noted. The motion seconded by Member Dostal. Discussion (Explore different night such as Wednesdays during several months; consider start time change as early as 6:00 p.m.); 6-Yes, 0-No vote; U.C.
- 2.11. Set School Board Director Compensation the same as last year: A motion was made by Member VonEnde to approve \$105 per meeting for the Board Chair and \$95 per meeting for all other School Board Members as well as approving \$210 for the Board Chair and \$190 for all other School Board members for meetings lasting in duration over 4 hours as the official School Board Meeting per diem. The motion seconded by Member Davy. Discussion (Some Committees involve more prep/follow up work compared to others; explore establishing a per diem list in the future); 6-Yes, 0-No vote; U.C. Attachment: (1)
- 2.12. Designate Business Manager Accountant the authority to make electronic fund transfers as needed: A motion was made by Member Swenson to approve the authorization for Leah Hasson, Business Manager Accountant, to make electronic fund transfers as needed. The motion seconded by Member Olson. Discussion (none); 6-Yes, 0-No vote; U.C.
- 2.13. Designate Legal Counsel: A motion was made by Member Olson to designate both Rupp, Anderson, Squires & Waldspurger, P.A. or Pemberton Law as School District Legal Counsel. Such designation shall allow the Superintendent and the School Board Chair to engage with either law firm on immediate need, with compensation on a fee for service basis only. The motion seconded by Member VonEnde. Discussion (none); 6-Yes, 0-No vote; U.C.
3. Visitor Comments – None
Visitors Present in Attendance (alphabetical order): Sara Carpenter and Ashley Duray
- 3.1. Listening Session – None
4. Recommendation to add and/or to remove items to the agenda from Board Members or School Administrators – None
5. Approval of Agenda
- 5.1. A motion was made by Member VonEnde to approve the agenda for the Monday, January 8, 2024 Regular School Board Meeting as presented. The motion seconded by Member Dostal. Discussion (none); 6-Yes, 0-No vote; U.C.
6. Minutes
- 6.1. A motion was made by Member Swenson to approve the minutes of the Regular School Board Meeting held on Monday, December 11, 2023 as presented. The motion seconded by Member Olson. Discussion (none); 6-Yes, 0-No vote; U.C. Attachments: (2)
- 6.2. A motion was made by Member Davy to approve the minutes of the School Board Work Session held on Wednesday, December 20, 2023 as presented. The motion seconded by Member Dostal. Discussion (none); 6-Yes, 0-No vote; U.C. Attachment: (1)
- 6.3. A motion was made by Member Swenson to approve the minutes of the School Board Work Session held on Wednesday, January 3, 2024 as presented. The motion seconded by Member Olson. Discussion (none); 6-Yes, 0-No vote; U.C. Attachment: (1)
7. Consent Agenda
- 7.1. Rotation of 2024 Board Bill (auditing committee) Assignment Schedule Attachment: (1)
Description: A Board Member will be partnered with another Board Member throughout the 2024 calendar year to review bills prior to each regular board meeting. Review the attached schedule and please let me know if you have any conflicts. See attached.
- 7.2. Pay Bills: A motion was made by Member Isane to approve the payment of bills check #63390 through check #63445 for a total of \$91,211.01 as listed as well as approve Purchasing Card electronic payments dated January 3, 2024 and Electronic Fund Transfers as submitted. The motion seconded by Member Davy. Discussion (none); 6-Yes, 0-No vote; U.C. Attachments: (7)
- 7.3. Appoint Committee Members list as a whole for 2024:
Staff Development Committee: Jodie Davy & Cari Dostal Technology Committee: Jodie Davy & Cari Dostal
Safety Committee: Brent Olson Strategic Planning Committee: All Board Members
Continuing Ed Committee: Jodie Davy Scholarship Committee: Cari Dostal
MSHSL Rep: Jeramy Swenson NWRIC Board: Cari Dostal, alternat is Jamie Isane
Crisis Planning Committee: Jamie Isane, Jeramy Swenson and Jared VonEnde
Joint Sports Board Advisory: Jamie Isane, Jeramy Swenson and Jared VonEnde
Meet & Confer: Jamie Isane, Brent Olson and Jeramy Swenson
A motion was made by Member Swenson to approve the list of committee members appointments as a whole. The motion seconded by Member VonEnde. Discussion (none); 6-Yes, 0-No vote; U.C.
- 7.4. Approve Conversion Chart for tracking new ESST law: A motion was made by Member Davy to approve the attached chart converting employee full-days' and half-days' regarding leave requests for the documenting new ESST statutory requirements. The motion seconded by Member Dostal. Discussion (none); 6-Yes, 0-No vote; U.C.
Description: This conversion chart does not alter any of the current Badger ISD 676 employment agreements

regarding Paid Time Off (PTO) at this time. Currently Badger ISD employee leave requests are for either full-day PTO or half-day PTO. New Minnesota 'Earned Sick and Safe Time' law requires leave request time to be documented in hours. Attachment: (1)

- 7.5. Unpaid Leave Request: A motion was made by Member Swenson to accept notification of the Family Medical Leave Act (FMLA) qualifying request from Alyssa Pulczynski, Elementary Title One Paraprofessional from approximately March 8, 2024 to Friday, May 24, 2024 for minimum of 53 student contact days or up to maximum of 12 weeks if necessary; subject to change. The motion seconded by Member VonEnde. Discussion (none); 6-Yes, 0-No vote; **U.C.** Attachment: (1)
- 7.6. Paraprofessional Reassignment: Tami Davy will be reassigned to the Elementary Title One Paraprofessional position beginning Tuesday, January 16, 2024. Attachments: (2)
Description: Please refer to Tami Davy's voluntary letter of interest and the transition is supported by the recommendation of the screening team of Sherry Verbout, Stacey Warne and Kevin Ricke.
8. Communications
 - 8.1. Building and Grounds: Notes forwarded by Striker Hasson
Flame resistant treatment to stage curtains rescheduled for January 15
 - 8.2. Minnesota School Boards Association (MSBA) Annual Leadership Conference January 11-12, 2024 with Early Bird Sessions January 10. Attachments: (2)
Description: Five intend to represent Badger ISD 676: 4 out of 6 Badger Board Members plan on attending at this time and the Superintendent plans to attend as well.
 - 8.3. Superintendent
 - 8.3.a. Paraprofessional Recognition Week January 22-26, 2024
Description: Paraprofessionals work in a variety of positions in our school, including, but not limited to, instructional assistants, pupil support assistants, special education paraprofessionals, lunchroom and playground assistants, hall monitors, bus monitors, media center assistants, drivers and family liaisons. Thank you for all each of you do to meet student needs and doing your part to make sure our school runs smoothly.
 - 8.3.b. Schedule a Meet & Confer date/time with Badger Education Association of Teachers
Description: What is Meet and Confer? Employees discuss matters relating to their employment which are not contract terms and conditions of employment.
 - 8.4. Dean of Students
 - 8.4.a. Student Enrollment at the start of January Attachment: (1)
 - 8.4.b. Martin Luther King, Jr. Professional Development Day - Monday, January 15 with hour-long remote distance-learning sessions that begin at 8:30am, 9:40am and 10:50am. There are different sessions and each will be recorded; therefore, courses are available for two weeks after the live sessions. These Continuing Education Units (CEU clock hours) are required for teacher re-licensure.
 - 8.4.c. Upcoming Dates of Interest Attachment: (1)
9. Reports
 - 9.1. Accept Cash Report: A motion was made by Member Swenson to accept the Cash Report through December 31, 2023 subject to audit. The motion seconded by Member Davy. Discussion (none); 6-Yes, 0-No vote; **U.C.** Attachment: (1)
 - 9.2. Accept Fiscal Quarter 2 Budget Report: A motion was made by Member Dostal to accept the attached Badger School District FY 24 Budget Second Quarter report subject to audit. The motion seconded by Member Davy. Discussion (none); 6-Yes, 0-No vote; **U.C.** Attachments: (3)
 - 9.3. Accept December Donation (THANK YOU): A motion was made by Member Swenson to accept the donations listed below. The motion seconded by Member VonEnde. Discussion (none); 6-Yes, 0-No vote; **U.C.** Attachment: (1)
Donation: \$325 to Tractor Club from David Dokken
 - 9.4. Pay Equity Report: A motion was made by Member Olson to approve the attached Pay Equity Report for submission to Minnesota Management and Budget (MMB). The motion seconded by Member VonEnde. Discussion (none); 6-Yes, 0-No vote; **U.C.** Attachments: (2)
10. Proposed Resolutions
 - 10.1. Curriculum, Programs and Personnel Adjustments: A motion was made by Member Dostal to adopt the Resolution Directing Superintendent to Make Recommendations for Adjustments in Curriculum, Programs, and Staff for the following school year, if needed. The motion seconded by Member Olson.
BE IT RESOLVED the motion carried unanimously = **U.C.** by a roll call 6-Yes and 0-No vote.
 - 10.2. Head of Building & Grounds/Head Custodian: A motion was made by Member VonEnde to approve the hire of Ben Evans as full-time 40 hours per week, twelve-month Head of Buildings & Grounds/Head Custodian position contingent upon completion of pre-employment criminal history background check at \$23.50 per hour with a start date of January 5, 2024. The motion seconded by Member Olson. Discussion (none); 6-Yes, 0-No vote; **U.C.** Attachments: (3)
Description: Recommendation of the team that conducted the interview on January 3: Cari Dostal, Jamie Isane, Kevin Ricke, and Stacey Warne.

- 10.3. Boiler Check/Maintenance Agreement for the remainder of FY 24: A motion was made by Member Swenson to approve the attached Boiler Checks/Maintenance Agreement with Striker Hasson while newly hired Head of Building & Grounds is in the process of obtaining a boiler license. The motion seconded by Member Davy. Discussion (none); 6-Yes, 0-No vote; **U.C.** Attachment: (1)
Description: Please refer to attachment
- 10.4. Advertise for Long Term Substitute Paraprofessional: A motion was made by Member Dostal to approve advertising for a Long Term Substitute for Elementary Title One Paraprofessional beginning approximately March 8, 2024 and working through Friday, May 24, 2024 for approximately 53 student contact days (subject to change). The motion seconded by Member Olson. Discussion (none); 6-Yes, 0-No vote; **U.C.** Attachment: (1)
- 10.5. Advertise for PreSchool/Head Start Paraprofessional for remainder of current SY2023-2024 only: An amended motion was made by Member Swenson to approve advertising for a regular part-time four-days per week Preschool/Head Start Paraprofessional for remainder of current SY2023-2024 only. The motion seconded by Member VonEnde. Discussion (none); 6-Yes, 0-No vote; **U.C.**
Description: Work days would be Mondays through Thursdays when Preschool/Head Start is in session. The daily hours would be 8:00 a.m. to 3:15 p.m. for 7.25 paid hours per day unless notified otherwise.
11. Adjourn: Recommended motion: Member Dostal moved to adjourn at 8:52 P.M. The motion seconded by Member Olson. Discussion (none); 6-Yes, 0-No vote; **U.C. = motion carried unanimously.**

Cari Dostal, Clerk

Jamie Isane, Chairperson

Communications/Upcoming Meetings: 7:30 P.M. Monday, February 12, 2024 Regular School Board Meeting

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