

**Regular Meeting**  
**Monday, September 22, 2025 5:00**  
**PM Central**

**Crosslake Community School**  
**35808 Co Rd 66**  
**Crosslake, MN 56442**

**1. CALL MEETING TO ORDER**

Meeting called to order at 5:05 p.m.

**2. PLEDGE OF ALLEGIANCE**

Please stand for the Pledge of Allegiance

**3. ROLL CALL and ESTABLISH a QUORUM**

**4. ADDITIONAL ITEMS**

Are there any additional items?

**5. PUBLIC COMMENT**

If you have an item for the Regular Board of Education public comment period, please email Board of Education Chair Josef Garcia ([josefgarcia@crosslakekids.org](mailto:josefgarcia@crosslakekids.org)) with your name and topic on the Friday before the Board Meeting. You may appear in person before the Board or virtually via the Google Meet.

JUST a reminder, public comments will only take place during this agenda item. No public comments or chat comments will be accepted following this agenda item.

Jared Griffin made the motion. Belinda Yurick seconded the motion. Motion passed.

**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. Belinda Yurick made the motion and Colin Williams seconded the motion. Motion passes.

**6.A.1. Board of Education Minutes - August 25, 2025**

**6.A.2. Finance Meeting Minutes - September 17, 2025**

**6.A.3. Personnel Matters**

**6.A.4. Gifts and Donations**

**6.B. ACADEMIC, ENVIRONMENTAL EDUCATION, and PERFORMANCE IMPROVEMENT PLAN UPDATES**

I'll be reviewing our MCA results (science scores are embargoed until Oct 1).

Overall, reading scores track similarly to past years. While math is significantly below expectations, this has been identified and is typically our Q-comp area, so we can focus on improvement. Science can't be directly compared this year because of new standards; fewer students are non-participants despite rapid enrollment growth.

We saw promising signs — strong reading growth, high science points, a big increase in STAR participation, and fewer students qualifying for intensive tiers — and we're addressing system issues with Minnesota MTSS adoption, new leadership and intervention hires, structured literacy training, and curriculum pilots. We are on track to meet or exceed our Osprey Wilds goals.

## **6.C. ACTION ITEMS**

### **6.C.1. Review and Approve August Financial Information**

Motion made by Mindy Glaizer, seconded by Belinda Yurick. Motion passes.

### **6.C.2. Approve Policies**

Colin Williams made the motion, and it was seconded by Mindy Glaizer. Motion passes.

## **6.D. INFORMATION /DISCUSSION ITEMS**

### **6.D.1. District Personnel**

Donley made the motion to move to an action item, which was seconded by Belinda Yurick. Motion passed.

Donley made a motion to approve the Library Job Aide and Belinda Yurick seconded. Motion passes.

### **6.D.2. Marketing Presentation with Hubbard 2060**

Nikki Lyter, the school's digital brand strategist from Hubbard, presented results from Crosslake Community School's summer marketing campaign. Since June, the campaign has included paid social, email, and YouTube ads, generating nearly 1.9 million impressions, 11,000 link clicks, and 31 tracked conversions, with the strongest engagement coming from social media. She explained that while conversions may seem modest, marketing is about building awareness and "planting seeds," and data also shows increased enrollment to 534 students. The board raised questions about website usability, tracking indirect conversions, and broader marketing strategies beyond ads. Nikki recommended continuing the current campaign, exploring paid search and possibly TikTok, and using testimonials to strengthen trust and outreach.

### **6.D.3. Pay scales: Administrators, Coordinators and Managers**

At the board meeting, members reviewed updated pay scale proposals for coordinators, managers, and directors, since teacher pay scales had already been approved earlier. Two budget models were presented: one that fully implements the pay scales and another where certain directors voluntarily accept smaller raises (around 3-4%) to keep the budget under the approved limits. Board members emphasized that no staff are being asked to take a pay cut and that all will at least receive the cost-of-living increase. While some staff may see smaller raises than outlined in the compensation plan, the board reaffirmed its long-term

goal of raising pay to stay competitive and retain staff, using the school's strong fund balance responsibly. The decision was not to vote today and look at those pay scales.

#### **6.D.4. Safety and Security**

The board discussed school safety, emphasizing that while the building's glass design brings light and beauty, it also creates security vulnerabilities. Members noted that most recent school shootings involved breaching glass, making protective measures like safety film a priority despite the cost. They also raised concerns about declining ambulance response times in Crosslake, stressing the need to strengthen on-site medical readiness with training, equipment, and possibly a school-based response team. Overall, the board committed to improving both physical security and emergency preparedness to better protect students and staff.

#### **6.D.5. Invoice from the Minnesota Department of Human Services for an IEP (Individualized Education Program) Admin Fee of \$13.00**

Donley made the motion to move to an action item. It was seconded by Jared Griffin. Motion passed.

William made the motion to approve payment of \$13.00 to the Minnesota Department of Human Services for the SFY 2024 IEP Administrative Fee as invoiced on September 5 2025 (Invoice #000087294) with payment due October 5, 2025. Jared Griffin 2nd, motion passed.

#### **6.D.6. First National CD Information -**

The board discussed the upcoming CD maturing on September 25th and considered reinvesting the full amount into a 12-month CD at 4%, which fits the budget without needing to draw down funds. The decision was previously tabled to ensure full board input, and members agreed that the 12-month option provides a reasonable, balanced approach. Mindy Glaizer motioned that this be moved to an action item. It was seconded by Belinda Yurick. Motion passed.

Colin Williams made the motion that roll over the CD for another 12 months at 4%. Belinda Yurick seconded the motion. Motion passed.

#### **6.D.7. Professional Development - Board of Education Trainings**

It needs to be done annually. Paula will send out links. Turn in your CEUs to Paula once completed.

#### **6.D.8. Strategic Planning Matters**

Dr. Leadbetter provided an update on reconnecting with Teamworks, the external strategic planning vendor, to ensure proper use of internal documents and implement executive coaching from a director-level perspective. She emphasized aligning this work with district-wide Minnesota MTSS efforts and continuous improvement, noting that growth and evolution are ongoing priorities.

#### **6.D.9. Executive Director Evaluations**

#### **6.D.10. Bylaws**

## **6.E. REPORTS**

### **6.E.1. CCS Executive Director**

It was clarified that the reported fund balance reflects the end-of-August numbers and does not account for any recent or upcoming pay changes for coordinators, managers, or the executive director.

### **6.E.2. Finance Committee**

### **6.E.3. Academic Performance/Achievement and World's Best Workforce**

### **6.E.4. EE Seat-Based Committee**

All yearly goals have been submitted, and the engagement coordinator has planned field trips for the year, including regular library visits and additional EE field trips on other Fridays.

### **6.E.5. EE Online Committee**

Our goals have also been submitted, some virtual and in-person field trips have been planned.

### **6.E.6. Executive Directors' Evaluations**

SMART goals have been submitted. Once reviewed and feedback is given, it will be shared with the board.

## **7. AUTHORIZER UPDATE**

We had a good review, we were a little low on attendance because we only had five members present. Otherwise, a very good review. They thought that our meeting went well.

## **8. OCTOBER MEETING PREPARATION**

Need an update on the remaining pay scales.

An outline Standard Response Protocol, potentially for next school year, but preparations should start now. Quote on window film, quote on a new door.

Schedule Board retreat- Paula will send out possible dates.

### **8.A. Suggestion for Discussion Topics for Next Meeting**

## **9. BOARD MEETING EVALUATION**

## **10. ADJOURN the REGULAR BOARD of EDUCATION MEETING**

Melanie Donley, Josef Garcia, Mindy Glazier, Jared Griffin, Steena Johnson, Emily Stull Richardson, Colin Williams, Belinda Yurick

Motion made to adjourn the meeting by Jared Griffin. Seconded by all. Motion passed.

Meeting adjourned at 7:25