

**MINUTES OF THE REGULAR SCHOOL BOARD MEETING  
BEMIDJI AREA SCHOOLS  
APRIL 19, 2021**

The regular meeting of the Board of Education, Bemidji Area Schools, Bemidji, Beltrami/Hubbard Counties, Minnesota, was held on Monday, April 19, 2021, at 6:30 p.m., in the District Office Board Room.

MEMBERS PRESENT: Sarah Young, Jeff Haack, Carol L. Johnson, Jeff Lind, Gabriel Warren, Ann Long Voelkner, and Superintendent Tim Lutz

Joel Roberts & Abigail Enquist, Student Representatives

MEMBERS ABSENT:

CALL TO ORDER: (Time: 6:31 p.m.)

PREVIEW OF AGENDA – SUPERINTENDENT TIM LUTZ

APPROVAL OF AGENDA

The motion was offered by Gabriel Warren, seconded by Sarah Young, and carried by all in attendance to approve the agenda.

CONSENT AGENDA

The motion was offered by Jeff Lind, seconded by Carol L. Johnson, and carried by consent to approve the following items:

- A. Minutes from the following School Board Meetings: March 15, 2021 Special, March 15, 2021 Regular, and April 8, 2021 Special
- B. Current Bills & Special Checks Totaling: \$3,160,219.05
- C. Certified Confirmation of Resignation
- D. Noncertified Staff Resignations
- E. Request to Submit Grant Application – Friends of the Library
- F. Request to Submit Grant Application – TEAM Industries
- G. Request to Accept Grant – Friends of the Library
- H. Request to Accept Grant – TEAM Industries

SPECIAL TOPICS

**Bemidji High School JROTC Program** – Instructors John Naastad and Ralph Rosemore, and Ilyanna Mix, Student Cadet Battalion Commander

An overview of the Bemidji High School JROTC program was provided by John Naastad, Ralph Rosemore, and Ilyanna Mix. They explained the program is one of the largest character development program for youth in the world, it is student led, and the curriculum provides lessons in values and personal responsibility; leadership; health, wellness, and physical fitness; first-aid; geography; American history and government; and communications and emotional intelligence.

**School Perceptions** – Sue Peterson and Bill Foster

Sue Peterson, Project Manager, and Bill Foster, President of School Perceptions, presented community survey to help the district determine the perception and attitude of the public regarding another referendum.

## COVID-19 UPDATES

### **COVID-19 Updates**

Tim Lutz, Superintendent of Schools, indicated the district is doing well with COVID numbers in school. The district is still in the in-person learning model. He also provided updates on the current COVID numbers in the district.

He urged people to resist COVID fatigue and continue COVID safety protocols. He indicated his gratitude for the staff and families in keeping our students in school.

## STUDENT REPRESENTATIVE REPORT

Joel Roberts and Abigail Enquist reported on Bemidji High School activities including: National Honor Society and United Way clothing drive; a plan for Bemidji High School graduation; Spring Week; and they urged students to continue to make good choices about COVID protocols.

## LISTENING SESSION REVIEW

Carol L. Johnson reported on the following Listening Session topic:

Steve Pfleger - During this budget situation, remember any cuts made need to be made in all areas of the district.

## DONATIONS

The motion was offered by Carol L. Johnson, seconded by Sarah Young, and carried by all in attendance to accept the donations: \$750 a year for three years from Culvers to the Culinary Arts Career Academy; \$500 from Dick's Northside Service to the Automotive Technology Academy; \$5,000 from Wells Technology, Inc to the Mechatronics and PLTW Academy; \$750 from Up North Canvass Company to the Bemidji Career Academy; \$1,500 from the Bemidji Gymnastics Club to the BHS Gymnastics program; and \$15,000 from Sanford Health to the Bemidji Area Schools Angel Fund.

## EQUITABLE STUDENT ACHIEVEMENT

### **Approval of Special Education Extended School Year Programs and Summer Hours**

The motion was offered by Jeff Haack, seconded by Jeff Lind, and carried by all in attendance to approve the 2021 Special Education Extended School Year Programs and summer hours.

## HIGH QUALITY DISTRICT

### **Bemidji High School Spring Events Update**

Dr. Jason Stanoch, Bemidji High School Principal, provided an update on Bemidji High School spring activities.

Graduation will be a procession similar to last year. On May 24 the patio area at Bemidji High School will be open and a photographer available for photos of students in caps and gowns. On May 29 the Graduation procession will stage at 8:00 a.m. at Sanford Center. Parade starts at 9:00. The ceremony will be on the radio with recorded bios of student graduates.

Bemidji High School National Honor Society & Senior Awards Ceremony plans are not finalized yet.

Bemidji High School will be providing opportunities for student to make up credit and will be offering summer school in an increased capacity.

**Second Reading and Adoption of Revised SBR 300-70-1: Finance – Payment of Fees and Other Charges**

The motion was offered by Carol L. Johnson, seconded by Sarah Young, and carried by all in attendance to approve the second reading and adoption of revised SBR 300-70-1: Finance – Payment of Fees and Other Charges and amending the policy to reflect changes in #8 raising BHS parking fees to \$50.

**Revised SBR 400-90-3: 2020-2021 School Calendar**

The motion was offered by Jeff Lind, seconded by Gabriel Warren, and carried by all in attendance to approve the changes to the 2020-2021 School Calendar as presented.

**Health Insurance Proposals for FY 2022 – FY 2025**

The motion was offered by Jeff Haack, seconded by Sarah Young, and carried by all in attendance to approve the NWSC Pool as the district's health insurance carrier for FY 2022-2025.

**FY 21 and FY 22 Budget Projections**

Krisi Fenner, Director of Business Services, reviewed the district's budget situation. The district recently received \$5.1 million in one-time ESSR II funding to help with costs related to COVID-19 for 2020-2021 and 2021-2022. The district will start FY 2021-2022 with a \$1.6 million unrestrictive fund balance. Due to loss in revenue and expenditure inflation, the projected ending unrestrictive fund balance for the same year is estimated to be -\$4,021,000.00 if no action is taken to reduce expenditures. More ESSR funds are expected and as we learn more about this one-funding, we will continue to be transparent. No action was taken.

**Potential Reductions and Additions in Programs and Positions**

Jeff Haack introduced the following resolution and moved its adoption:

**RESOLUTION DISCONTINUING AND REDUCING EDUCATIONAL PROGRAMS AND POSITIONS**

WHEREAS, the School Board of Independent School District No. 31 adopted a resolution on December 21, 2020, directing the administration to make recommendations for reductions in programs and positions; and

WHEREAS, said recommendations have been received and considered by the School Board;

BE IT RESOLVED, by the School Board of Independent School District No. 31, that the following positions be discontinued:

1. 1.00 FTE Medical Careers
2. 1.67 FTE Mathematics
3. 1.50 FTE Science
4. 13.0 FTE Elementary Education
5. 1.60 FTE Music
6. 1.37 FTE Physical Education

7. 1.20 FTE Art
8. 1.00 FTE Media
9. 0.50 FTE Principal
10. 4.00 FTE Special Education
11. 0.67 FTE Early Childhood
12. 2.00 FTE Half a Pod (Grade 7)

The motion for the adoption of the foregoing resolution was duly seconded by Carol L. Johnson, and upon vote being taken, the following voted in favor: Jeff Lind, Carol L. Johnson, Jeff Haack, Gabriel Warren, Sarah Young, and Ann Long Voelkner, and the following voted against: None.

WHEREUPON, said resolution was declared duly passed and adopted.

Gabriel Warren introduced the following resolution and moved its adoption:

#### RESOLUTION INCREASING POSITIONS

WHEREAS, the School Board of Independent School District No. 31 adopted a resolution discontinuing positions, and

WHEREAS, recommendations for a staffing addition has been received and considered by the School Board;

BE IT RESOLVED, by the School Board of Independent School District No. 31, that the following position be added:

1. 3.00 FTE Special Education
2. 5.00 FTE Elementary Education
3. 0.50 FTE Principal

The motion for the adoption of the foregoing resolution was duly seconded by Sarah Young, and upon vote being taken, the following voted in favor: Sarah Young, Jeff Haack, Gabriel Warren, Carol L. Johnson, Jeff Lind, and Ann Long Voelkner, and the following voted against: None.

WHEREUPON, said resolution was declared duly passed and adopted.

#### **Resolutions Relating to Terminations, Nonrenewal of Contracts, and Unrequested Leave of Absences**

Jeff Haack introduced the following resolution and moved its adoption:

#### RESOLUTION RELATING TO THE TERMINATION AND NONRENEWAL OF THE TEACHING CONTRACTS OF JULIE ANDERSON, LOUISE BASS, ALLISON CHANDLER, CAROLYN COMBS, EMMA DICKINSON, KRISTINE FISH, KYLE FODNESS, DEANNA HAND, JAMIE HOFFMAN, NORA ILLIES, SUSAN KEDZIE, RISTO KULTALA, JOSEPH LINK, COURTNEY MARISTUEN, HEIDI MARSH, DANNIELL MCCALLISTER, INGRID MEARINA-TIBBETTS, CHARLEY MOE, ANDREA OLSON, BENJAMIN POPE, SARAH WHETZEL

WHEREAS, Julie Anderson, Louise Bass, Allison Chandler, Carolyn Combs, Emma Dickinson, Kristine Fish, Kyle Fodness, Deanna Hand, Jamie Hoffman, Nora Illies, Susan Kedzie, Risto Kultala, Joseph Link, Courtney Maristuen, Heidi Marsh, Danniell McCallister, Ingrid Mesarina-Tibbetts, Charley Moe, Andrea Olson, Benjamin Pope, Sarah Whetzel are Tier 1 or probationary teachers in Independent School District #31,

BE IT RESOLVED, by the School Board of Independent School District No. 31 that pursuant to M.S. 122A.40, Subdivision 5, the teaching contracts of Julie Anderson,

Louise Bass, Allison Chandler, Carolyn Combs, Emma Dickinson, Kristine Fish, Kyle Fodness, Deanna Hand, Jamie Hoffman, Nora Illies, Susan Kedzie, Risto Kultala, Joseph Link, Courtney Maristuen, Heidi Marsh, Danniell McCallister, Ingrid Mesarina-Tibbetts, Charley Moe, Andrea Olson, Benjamin Pope, Sarah Whetzel are hereby terminated at the close of the 2020-2021 school year on June 3, 2021.

BE IT FURTHER RESOLVED, that written notice be sent to said teachers regarding termination and nonrenewal of their contracts as provided by law, and that said notice be substantially in the following form:

#### NOTICE OF TERMINATION AND NONRENEWAL

Dear:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 31, held April 19, 2021, a resolution was adopted by majority roll call vote to terminate your contract at the end of the current school year on June 3, 2021, and not to renew your contract for the 2021-2022 school year. Said action of the Board was taken pursuant to M.S. 122A.40, Subdivision 5.

You may officially request that the School Board give its reasons for the nonrenewal of your teaching contract.

Sincerely,

SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 31

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Clerk of the School Board

The motion for the adoption of the foregoing resolution was duly seconded by Carol L. Johnson, and upon vote being taken, the following voted in favor: Gabriel Warren, Sarah Young, Jeff Haack, Jeff Lind, Carol L. Johnson, and Ann Long Voelkner, and the following voted against: None.

WHEREUPON, said resolution was declared passed and adopted.

Jeff Lind introduced the following resolution and moved its adoption:

#### RESOLUTION PROPOSING TO PLACE SHIRLEY LIPSCY, ANGELA PAGNAC, AND JEFFREY SANDS ON UNREQUESTED LEAVE OF ABSENCE

BE IT RESOLVED, by the School Board of Independent School District No. 31 as follows:

1. It is proposed that Shirley Lipsky, Angela Pagnac, and Jeffrey Sands be placed on unrequested leave of absence without pay and fringe benefits effective at the end of the 2020-2021 school year on June 3, 2021, pursuant to M.S. 122A.40 as listed:

Shirley Lipsky 1.0 FTE  
Angela Pagnac 1.0 FTE  
Jeffrey Sands 1.0 FTE

2. Written notice shall be sent to said teachers regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and that the notice be substantially in the following form:

#### NOTICE OF PROPOSED PLACEMENT ON UNREQUESTED LEAVE OF ABSENCE

Dear:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 31, held April 19, 2021, consideration was given to your placement on unrequested leave of absence without salary and fringe benefits as a teacher in the employ of Independent School District No. 31, and a resolution was adopted by majority vote of the Board, proposing your placement on unrequested leave of absence effective at the end of the 2020-2021 school year on June 3, 2021, for "XX" FTE pursuant to M.S. 122A.40, Subdivision 11, upon the grounds described in said statute and which are specifically as follows:

**DISCONTINUANCE OF POSITION, LACK OF PUPILS, AND FINANCIAL LIMITATION**

Under the provisions of the law, you are entitled to a hearing before the School Board provided you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the School Board's proposed action.

Sincerely,

SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 31

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Clerk of the School Board

3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A. 40, Subdivision 11, and are hereby adopted as though separately set forth and resolved herein.

The motion for the adoption of the foregoing resolution was duly seconded by Gabriel Warren, and upon vote being taken, the following voted in favor: Carol L. Johnson, Jeff Lind, Jeff Haack, Sarah Young, Gabriel Warren, and Ann Long Voelkner, and the following voted against: None.

WHEREUPON, said resolution was declared passed and adopted.

Carol L. Johnson introduced the following resolution and moved its adoption:

**RESOLUTION TO OFFER A CONTRACT TO JEFFREY SANDS**

BE IT RESOLVED, by the School Board of Independent School District No. 31, to offer a contract to Jeffrey Sands for 0.60 FTE for the 2021-22 school year:

The motion for the adoption of the foregoing resolution was duly seconded by Sarah Young, and upon vote being taken, the following voted in favor: Jeff Haack, Gabriel Warren, Carol L. Johnson, Jeff Lind, Sarah Young, and Ann Long Voelkner, and the following voted against: None.

WHEREUPON, said resolution was declared passed and adopted.

**Elementary Boundary Changes**

Superintendent Tim Lutz reviewed new elementary boundary lines and resulting enrollment shifts.

**UPCOMING EVENTS**

May Meeting – Monday, May 17, 2021, 6:30 p.m.

OTHER

**Once Around the Table**

School Board Members shared their observations of events in the district.

ADJOURNMENT

The motion was offered by Jeff Haack, seconded by Carol L. Johnson, and carried by all in attendance to adjourn. Time: 9:03 p.m.

\_\_\_\_\_  
Sarah Young, Clerk

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Date Approved

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Ann Long Voelkner, Chair

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Date Approved