

## Regular Board of Education Meeting

Monday, May 10, 2021 5 PM Central  
Crosslake Community School  
35808 Co Rd 66  
Crosslake, MN 56442

### 1. Call Meeting to Order

Due to the ongoing safety concerns regarding the COVID-19 pandemic, the CCS Board of Education will continue to meet via Google Meet. Current Open Meeting law states that in the case of a pandemic, we do not need to have a person onsite at the regular meeting place. Therefore, the Board of Education Chair has decided to hold meetings electronically. The Board of Education Chair will let participants in at the beginning of the meeting. If you have an item for the public comment period, please email Cinda Jensen (cindajensen@crosslakekids.org), Board of Education Chair with your name and topic.

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

### 2. Pledge of Allegiance

### 3. Roll Call and Establish a Quorum

Kysa Corbett, Maggie Heggerston, Cinda Jensen, Beverly Loeffler, Heidi O'Brien, Lance Swanson, Ronda Veit, Cheryl Cole (Recorder)

Guests: Holly Amaya, Cassie Craig, Mindy Glazier, Annette Klang, Amy Scheuman, James Ewer (Osprey Wilds of the North)

### 4. Additional Items

Jensen motioned to amend the Board agenda tonight to add the following item under our Information/Discussion section. So I want to review the recommendation of a summer internship program opportunity. We are going to be looking at a job description focused on wellness and environmental education; Corbett seconded.

Roll Call: Heggerston Y; Jensen Y; Loeffler Y; O'Brien Y; Swanson Y; Veit Y; Corbett Y. Motion passes 7-0.

Jensen motioned to amend the Board agenda tonight to add another item under the Information/Discussion and that is to review the recommendation of posting the summer internship program the job posting again focused on well being and environmental education; O'Brien seconded.

Roll Call: Jensen Y; Loeffler Y; O'Brien Y; Swanson Y; Veit Y; Corbett Y; Heggerston Y. Motion passes 7-0.

### 5. Public Comment

### 6. Agenda

Loeffler motioned to approve Agenda with the two additions; Corbett seconded.

Roll Call: O'Brien Y; Swanson Y; Veit Y; Corbett Y; Heggerston Y; Jensen Y; Loeffler Y. Motion passes 7-0.

#### 6.A. Consent Agenda: Cinda Jensen

All items listed below are considered to be routine by the Crosslake Community School Board of Education and will be acted upon by one motion; however, any Board member 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 from April 12, 2021 Board meeting

- 6.A.2. Finance Meeting Minutes
- 6.A.3. EE Committee Meeting Minutes
- 6.A.4. Health and Wellness Committee Meeting Minutes
- 6.A.5. Marketing Committee Meeting Minutes
- 6.A.6. Long-Term Leadership Planning Committee Minutes
- 6.A.7. Personnel Matters
- 6.A.8. Food Service Reports
- 6.A.9. Gifts and Donations

Loeffler motioned to accept the Consent Agenda; O'Brien seconded.

Roll Call: Swanson Y; Veit Y; Corbett Y; Heggerston Y; Jensen Y; Loeffler Y; O'Brien. Motion passes 7-0.

#### 6.B. **Action Items:** Cinda Jensen

##### 6.B.1. Approve March 2021 Financial Information

Loeffler motioned to approve March 2021 Financial Information; Veit seconded.

Discussion regarding Cares Act money.

Roll Call: Veit Y; Corbett Y; Heggerston Y; Jensen Y; Loeffler Y; O'Brien Y; Swanson Y. Motion passes 7-0.

##### 6.B.2. Review and Approve Creation of Collaboration Committee

Jensen, may I have a motion to approve the formation of a CCS Collaboration Committee with the noted changes made to this charge document regarding membership; Loeffler will make that motion; Heggerston seconded.

Roll Call: Corbett Y; Heggerston Y; Jensen Y; Loeffler Y; O'Brien Y; Swanson Y; Veit Y. Motion passes 7-0.

##### 6.B.3. Approve Facility Use

Jensen motioned to approve the CCS Facility Use Agreement in its current state and accept any change recommendations by our Board approved attorney; Veit seconded.

Roll Call: Heggerston Y; Jensen Y; Loeffler Y; O'Brien Y; Swanson Y; Veit Y; Corbett Y. Motion passes 7-0.

Jensen, may I have a motion to approve the use of our facility for Kamp Kimchee this July 2021; Veit seconded.

Roll Call: Heggerston Y; Jensen Y; Loeffler Y; O'Brien Y; Swanson Y; Veit Y; Corbett Y. Motion passes 7-0.

##### 6.B.4. Approve Child Nutrition Costs

Jensen, may I have a motion to approve the increase in milk carton prices from 30¢ to 40¢; Swanson will make that motion; Loeffler seconded.

Roll Call: Jensen Y; Loeffler Y; O'Brien Y; Swanson Y; Veit Y; Corbett Y; Heggerston Y. Motion passes 7-0.

Jensen, may I have a motion to renew our MSFBG Partnership with a \$450 payment. Loeffler will make that motion; O'Brien seconded.

Roll Call: Loeffler Y; O'Brien Y; Swanson Y; Veit Y; Corbett Y; Heggerston; Jensen. Motion passes 7-0.

##### 6.B.5. Approve Policies

Jensen motioned to approve the aforementioned Policies; Loeffler seconded.

Roll Call: Heggerston Y; Jensen Y; Loeffler Y; O'Brien Y; Swanson Y; Veit Y; Corbett Y. motion passes 7-0.

##### 6.B.6. MACS 2021-2022 Dues

Jensen, may I have a motion to approve the 2020-2021 MACS Membership Dues set at \$6,372.25; Loeffler will make that motion; Corbett seconded.

Roll Call: Jensen Y; Loeffler Y; O'Brien Y; Swanson Y; Veit Y; Corbett Y; Heggerston Y. Motion passes 7-0.

#### 6.C. **Information/Discussion Items:**

##### 6.C.1. Osprey Wilds: CCS Contract Renewal Process

Ewer reviewed the timeframe for the upcoming renewal process.

Renewal Application Due on September 15, 2021.

Correction to Renewal Process FY 22 Draft, Renewal Decision Communicated date should read March 2022.

6.C.2. Review Career and Technical Education Update/Recommendation

Carey presented. At June 14 meeting this will be an action item. Add 1 question to the current surveys.

6.C.3. Osprey Wilds: Academic Performance Evaluation

Jensen, I am going to motion I am going to move I am going to move that we make this an action item and what we are making as an action item is the CCS Strategic Plan to improve academic performance based upon the Osprey Wilds evaluation. I am making a motion or I am moving this to an action item; Loeffler seconded:

Roll Call: Corbett Y; Heggerston Y; Jensen Y; Loeffler Y; O'Brien Y; Swanson Y; Veit Y. Motion passes 7-0.

Jensen, may I have a motion to approve the CCS Strategic Plan to Improve Academic Performance based on the Osprey Wilds Academic Evaluation; Veit will make that motion; O'Brien seconded.

Roll Call: Heggerston Y; Jensen Y; Loeffler Y; O'Brien Y; Swanson Y; Veit Y; Corbett Y. Motion passes 7-0.

Jensen, going to move to have the Finance Workshop Session for the CCS 21-22 budget moved to May 17 beginning at 4 p.m., I am going to move this to an action item; Loeffler seconded.

Roll Call: O'Brien Y; Swanson Y; Veit Y; Corbett Y; Heggerston Y; Jensen Y; Loeffler Y. Motion passes 7-0.

6.C.4. Discuss Finance Workshop Session for 2021/22 Budget

Jensen, may I have a motion to approve the Finance Workshop for the May for the for the CCS 21-22 budget to be scheduled for May 17 beginning at 4 p.m.; Loeffler will make that motion; O'Brien seconded.

Roll Call: Swanson Y; Veit Y; Corbett Y; Heggerston Y; Jensen Y; Loeffler Y; O'Brien Y. Motion passes 7-0.

6.C.5. Review CCS Hiring Process Guidelines/Practices

Will become an action item at the June 14, 2021 Board of Education meeting.

6.C.6. Review BOE-Approved Committee Needs

Discussion followed regarding these committees. Specific discussion related to the Director Evaluation committee and that it is the responsibility of the full board to complete the evaluation.

6.C.7. 2021-2022 Board Meeting Schedule

Action item at June 14, 2021 Board of Education meeting.

6.C.8. Review 2021/2022 School Calendar

Jensen moved to have the CCS 2021-2022 school calendar moved to an action item; O'Brien seconded.

Roll Call: Swanson Y; Veit Y; Corbett Y; Heggerston Y; Jensen Y; Loeffler Y; O'Brien Y. Motion passes 7-0.

Jensen, may I have a motion to approve the CCS 2021-2022 school calendar; Swanson so moved; Heggerston seconded.

Roll Call: Veit Y; Corbett Y; Heggerston Y; Jensen Y; Loeffler Y; O'Brien Y; Swanson Y. Motion passes 7-0.

6.C.9. First Review of Policies

Provide feedback and look at them at the June 14, 2021 Board of Education meeting.

6.C.10. Second Review of School Policies

Move to approval; discussion regarding Policy 421 regarding no gifts to Board Directors.

6.C.11. Professional Development

6.C.11.a. Board of Education

6.C.12. FY 21 Revised Budget

Meals will be free again this year.

Addition to Agenda:

Opportunity for CCS to have a Summer Internship Program focused on wellness and environmentalism, maximum of 640 hours.

Jensen, do not feel comfortable moving this to an action item.

Jensen, not going to post and not going to approve the job description.

6.D. **Reports:** (55 minutes)

- 6.D.1. Interim Leaders Update
- 6.D.2. Long-Term Leadership Strategic Planning Committee Update  
Recommendations for next board meeting.
- 6.D.3. EE Seat-Based Committee Report: Lance Swanson (5 minutes)  
Streamlined initiatives in the building - recycling; composting is started.
- 6.D.4. EE Online Committee Reports: Kysa Corbett (5 minutes)  
Phenology and nature journaling.
- 6.D.5. Finance Committee Report: Beverly Loeffler (5 minutes)  
PPP loan was forgiven.
- 6.D.6. Academic Performance/Assessment Results: Beverly Loeffler (5 minutes)  
MCAs almost finished up; STAR testing this week.
- 6.D.7. Health and Wellness Committee: Kysa Corbett (5 minutes)
- 6.D.8. Community Engagement Committee: Heidi O'Brien (5 minutes)  
Blood drive; looking at one community engagement per month; back-to-school event.
- 6.D.9. Marketing Committee: Maggie Heggerston (5 minutes)  
Membership has tripled in size; marketing student enrollment come June and July.
- 6.D.10. Facilities Committee: Lance Swanson (5 minutes)
- 6.D.11. Director Evaluation Committee: Cinda Jensen (5 minutes)

7. Authorizer Update:

- 7.A. Board Observation Feedback  
Observation feedback in June.

8. **June 14, 2021 Meeting Preparation:** Cinda Jensen (5 minutes)

- 8.A. Suggestion for Discussion Topics for Next Meeting
  - 8.A.1. High Reliability Schools (HRS) Update
- 8.B. Policy Review
- 8.C. 2021-2022 Staff Handbook
- 8.D. 2021-2022 Student and Family Handbook
- 8.E. 2021-2022 Crisis Manual

9. **Board Meeting Evaluation**

Kudos to non-members attending; streamlined and efficient.

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

Next regular Board of Education meeting: June 14, 2021 at 5 p.m. The Board of Education members are encouraged to meet at Crosslake Community School for the Board meeting. A digital link will be available for the meeting as well.