

Regular Meeting of the Board of Education Meeting
Monday, April 10, 2023 5 PM Central
35808 Co Rd 66
Crosslake, MN 56442

Minutes

1. Call Meeting to Order

Meeting called to order at 5:03 p.m.

2. Pledge of Allegiance

Please stand for the Pledge of Allegiance.

3. Roll Call and Establish a Quorum

Jared Griffin, Josef Garcia, Abi Swenson, Karen Teff, Clare Thompson, Colin Williams

Absent: Josef Garcia and Chris Rhinehart

We have established a quorum.

May I have a motion to approve the April 17, 2023 Board of Education Agenda?

Motioned: Teff

Seconded: Thompson

Ayes: 6

Nays: 0

Motion passes: 6-0

4. Additional Items

Additional items to the agenda.

Note - Information/Discussion item 6.E.11. FY 23 Budget-Revised will be moved up in the agenda immediately following the LAKE Foundation agenda item..

Note - Information/Discussion item 6:E.12 FY 24 Original Budget - Detail 4.7.23 will be moved up in the agenda immediately following the FY 23 Budget-Revised agenda item.

5. Public Comment

No public comment.

6. Agenda

6A. 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 - March 13, 2023
2. EE Seat Based Committee Meeting Minutes - February 16, 2023
3. EE Online Committee Meeting Minutes - March 16, 2023
4. Health and Wellness Meeting - March 9, 2023
5. Finance Committee Meeting - April 6, 2023
6. FY23 Budget Revision Meeting - March 28, 2023
7. Food Service Reports

May I have a motion to approve the Consent Agenda?

Motioned: Thompson

Seconded: Swenson

Ayes: 6

Nays: 0

Motion passes: 6-0

B. The LAKE Foundation

Joining us from the LAKE Foundation is Mike O'Connell. He will share updates and answer questions. Discussion included the LAKE Foundation continuing with strong finances; looking at future expansion opportunities; opportunity to relieve budget items off of CCS's plate; getting a plan of action; improvements in the off season. Looking for good ways to help not just expanding the building but expanding the staff; storage is one of the top five concerns as we hire additional people and a construction timeline. Add on towards the round about for additional staffing space would be phase 1; secondary stage would be additional classrooms four up and four down or some variation. The LAKE Foundation meets quarterly.

C. Academic, Environmental Education, and Performance Improvement Plan Updates

Joining us is Melanie Donley, from the Seat-Based Environmental Education Committee including updates for online and seat based committees.

D. Action Items

1. Review and Approve March 2023 Financial Information

May I have a motion to approve the March 2023 financial information?

Motioned: Swenson

Seconded: Williams

Ayes: 6

Nays: 0

Motion passes: 6-0

2. Approve Policies

The following policies are ready for the required annual review:

414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse

414FRM Confidential Student Maltreatment Reporting Form

515 Student Fundraising

533 Wellness

May I have a motion to approve policies 414, 414FRM, 515, and 533?

Motioned: Teff

Seconded: Griffin

Ayes: 6

Nays: 0

Motion passes: 6-0

3. Approve SY 2023-2024 Seat-Based Calendar

As stated in the board packet, CCS' seat-based program is transitioning to semesters for MARRS/EDFI reporting (reporting to the state of Minnesota), JMC (student/family software) for ease of report cards, as well as alignment with online school.

Update from previously approved calendar are as follows:

Kinder Kamp is now August 14-17

August 24 is New Teacher/Lead Teacher 8:30 - noon

November 3 will be end of quarter/early out PD

November 22 will be a full student day

January 19 - end of semester one - PD day (no kids) - 19 student days

February 16 school in session - 20 student days

March: 22 end of quarter - early out
E-learning packet issue dates have been added at the end of the calendar
Start/end of the school day has been added at the end of the calendar

May I have a motion to approve the SY 2023-2024 seat-base calendar?

Motioned: Swenson

Seconded: Williams

Ayes: 6

Nays: 0

Motion passes: 6-0

4. Approve SY 2023-2024 Online Calendar

Updates have been made to the online calendar as follows:

Total teacher days last week of August are four.

Total teacher days for school year are 175.

May I have a motion to approve the SY 2023-2024 online calendar?

Motioned: Thompson

Seconded: Teff

Ayes: 6

Nays: 0

Motion passes: 6-0

5. Approve Independent Contractor Agreement/Service Agreement - 2023/2024 School Year

Annual approval of Courtney Budge's Independent Contractor Agreement/Service Agreement.

Ms. Budge provides speech and language therapy services.

May I have a motion to approve the Independent Contractor Agreement/Service Agreement for Courtney Budge for the 2023-2024 school year?

Motioned: Swenson

Seconded: Thompson

Ayes: 6

Nays: 0

Motion passes: 6-0

E. **Information/Discussion Items**

1. Covid Update - Proactive vs Reactive

Submitting report for positive covid cases. Covid pay policy in place for staff. Used 3 or 4 times.

2. District Personnel

Online for 23-24 looking for approval for additional:

.5 FTE Special Education Teacher

.5 FTE Learning Coach

.2 FTE Science Teacher

Seat-Based Position - New

1.0 FTE Grade 2/3 Primary Teacher (using Primary Grade Teacher job description)

New position will accommodate the enrollment bubble of 2023-2024

Annette if you want to talk about the seat-based matters.

Motion to move the positions that have been mentioned already to be moved to an action item as listed.

Motioned: Teff
Approved: Swenson
Ayes: 6
Nays: 0
Motion passes 6:0

Motion to approve the online and seat-based positions as stated in the minutes.

Motioned: Teff
Seconded: Swenson
Ayes: 6
Nays: 0
Motion passes: 6-0

3. Professional Development - Board of Education Trainings

Nothing is available this month.

4. Strategic Planning Matters

Application sent to seat-based and online staff to be part of the Strategic Planning Team.

Scheduled board session Wednesday, May 31 from 4:00-7:00 PM (in person)

Scheduled Strategic Planning Team session Thursday, June 1 from 9:30 AM-4:30 PM
9:30-12:30 and 1:30-4:30 (in person)

5. Surveys

HRS Level 2 will be presented at the May 8 Board of Education Meeting

2022 Director Evaluations

Seat-Based Director Staff Evaluation 2022

Online Director Staff Evaluation 2022

Surveys will be released on Thursday, April 13, reminder on Tuesday, April 18, and completion by Friday, April 22

May I have a motion to move the 2023 Seat-Based Director Staff Evaluation and the 2022 Online Director Staff Evaluation to an action item?

Motioned: Teff
Seconded: Thompson
Ayes: 6
Nays: 0
Motion passes: 6-0

May I have a motion to approve the 2023 Seat-Based Director Staff Evaluation and the 2023 Online Director Staff Evaluation to an action item?

Motioned: Teff
Seconded: Williams
Ayes: 6
Nays: 0
Motion passes: 6-0

Satisfaction of CCS 2022-2023 Director Evaluations will go out the last of April/first week of May.

6. Director Evaluations

No updates

7. Employee Retention Credit - Agreement with MaGill Accounting
No update; some schools have received their money; hopeful we will get our money very soon.
8. Determine the need for Seat-Based Lottery
At this moment we do not need a seat-based lottery. no lottery needed.
9. Schedule Closed Door Meeting for Director Evaluations
Suggested date for Closed Door Board of Education Meeting is Monday, April 24, 2023 at 5 p.m.

May I have a motion to move the Closed Door Meeting on April 24, 2023 at 5 p.m. for Director Evaluations to an action item?

Motioned: Swenson

Seconded: Teff

Ayes: 6

Nays: 0

Motion passes: 6-0

May I have a motion to approve the 2023 Closed Door Meeting on April 24, 2023 at 5 p.m. for Director Evaluations?

Motioned: Swenson

Seconded: Neumann

Ayes: 6

Nays: 0

Motion passes: 6-0

10. ReGroup Counseling and Crosslake Community School Partnership - 2022-2023
Joining us Amy Miller, School Social Worker-Online Learning. Amy, please give us an update.

Review of how the service has been proceeding for online school; adding therapists this year; two groups going this year focusing on anxiety; Tuesday; Friday drop-in group; great feedback from parents; during J-term - much of the whole J- term lessons for our students.

Thank you Amy for launching this; so instrumental; working all through the year to try and make it work.

11. FY 23 Budget - Revised
Joining us is Ronda Veit and Joe Dieci.
Discussion included updates to the budget from the previous Board meeting.
12. FY 24 Budget Review (first look)
Joining us is Ronda Veit and Joe Dieci.
Discussion included ADM rationale and working towards another update.

F. **Reports**

1. CCS' Directors
Holly - moving forward; plans for graduations; spring star testing window - fun ideas;
Annette - testing is going very well - finding a good balance to get it done; initial test scores are awesome; good data for that.
2. Finance Committee
Shared during budget agenda items.

3. Academic Performance/Achievement and World's Best Workforce
Testing scores are becoming available.
4. EE Seat-Based Committee
Great updates tonight.
5. EE Online Committee
Great updates tonight.
6. Directors' Evaluations
No updates
7. Health and Wellness Committee
Good work happening - Farm Fresh.
8. Executive Director Exploratory Committee
Will be circling back to Joe Garcia and Chris Rhinehart.
9. Facilities Planning Committee
Great updates from the LAKE Foundation tonight.

7. **Authorizer Update**

Included in the board agenda is:

Correspondence from Erin Anderson, OW dated March 23, 2023

Board Observation from February 13, 2023

Evaluation Framework Performance Governance-Specific

Items to note regarding correspondence dated March 23, 2023:

First bullet - Mike Neumann's Exhibit L was submitted on February 14, the day following the Board meeting.

Second bullet - the board members' names, affiliation, and contact information was updated as a result of the Website Compliance Checklist recently submitted to Osprey Wilds.

Good to get the feedback and I think we're, we're in good strong form. .

The featured Sounding Board Publication this month is #21 Board Policy Development and Policy Review Cycle

Reach out to Griffin if you have any questions; good strong form there.

8. **May 8, 2023 Meeting Preparation**

- A. Suggestion for Discussion Topics for Next Meeting
Mara Powers will be presenting on the HRS Level 2 status
FY 23 budget
FY 24 budget
Agreements
Language to be developed the agreements and share the surplus from our budgets as we had into next year

- B. Policy Review

9. **Board Meeting Evaluation**

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

May I have a motion to adjourn the Regular Meeting of the Board of Education at 7:03 p.m. ?

Motioned: Swenson

Seconded: Thompson

Ayes: 6

Nays: 0

Motion passes: 6-0

Next regular Board of Education meeting: May 8, 2023 at 5:00 p.m.