

GREENBUSH MIDDLE RIVER SCHOOL
INDEPENDENT SCHOOL DISTRICT 2683
REGULAR MEETING
July 15, 2019
7:30 PM (Greenbush)

1. Call to Order at 7:30 P.M.

2. Roll Call

- 2. 1. Roll Call: Kurt Stenberg, Brandon Kuznia, Laurie Stromsodt, Shane Kilen, Carrie Jo Howard. Absent: Allison Harder
- 2. 2. Administration: Larry Guggisberg, Sharon Schultz, Amie Westberg
OTHER ATTENDEES: Terry Howard, Cooky Kujava, Kara Nelson, Ryan Bergeron, Cathy Schenkey, Mary Stauffenecker, Arlette Pearson, Mara Gust, Dennis Pelowski, Tammy Novacek.

3. Listening Session

Mary Stauffenecker, LifeCare EMS addressed the Board regarding the replacement of the existing AED machines located in the GMR Building. The Greenbush LifeCare EMS group recently held a fund raiser to secure the funds to replace the existing AED machines (2) and add a third machine.

4. Approval of Agenda

- 4. 1. A motion was made by Kurt Stenberg, seconded by Carrie Jo Howard, BE IT RESOLVED the Board of Education approve the agenda of the July 15, 2019 Regular Board Meeting as presented / amended.

5. Minutes

- 5. 1. A motion was made by Laurie Stromsodt, seconded by Kurt Stenberg, BE IT RESOLVED the Board of Education approve the minutes of the preceding special meeting of June 24, 2019.
- 5. 2. A motion was made by Kurt Stenberg, seconded by Brandon Kuznia, BE IT RESOLVED the Board of Education approve the minutes of the preceding special meeting of June 19, 2019.
- 5. 3. A motion was made by Laurie Stromsodt, seconded by Kurt Stenberg, BE IT RESOLVED the Board of Education approve the minutes of the preceding special meeting of June 18, 2019.
- 5. 4. A motion was made by Carrie Jo Howard, seconded by Laurie Stromsodt, BE IT RESOLVED the Board of Education approve the minutes of the preceding Regular meeting of June 17, 2019.
- 5. 5. A motion was made by Carrie Jo Howard, seconded by Brandon Kuznia, BE IT RESOLVED the Board of Education approve the minutes of the preceding special meeting of June 14, 2019.

6. Business Services

6. 1. A motion was made by Carrie Jo Howard, seconded by Shane Kilen, BE IT RESOLVED the Board of Education approves the payment of bills check #36314 through check #36382 for a total of \$153,901.23 and Purchasing Card electronic payments dated June 4, 2019 and Electronic Funds Transfers as submitted.

6. 2. Treasurer's Report

7. Reports

7. 1. Listening Session

Supt. Guggisberg will contact LifeCare to inquire as to whether there are any grant monies available as part of their Community Outreach Program to fund the recommended purchase of three (3) AED machines.

8. Communications

8. 1. Superintendent

8. 1. a. Buildings & Grounds Summer Improvement Projects

- Gym floor replacement status
- Sidewalk replacement status
- Status of installation of Dust Collection system in the GMR High School Wood Shop
- Exterior brick wall repair [at down spout areas in Elementary classrooms]

8. 1. b. Greenbush Middle River School District Budget to Actual expenditure report

- As requested by board member, document will be provided on monthly basis.
- Budget consists of 6 fund balances:
 - o 01 General Fund
 - o 02 Food Service
 - o 04 Community Services
 - o 07 Debt Redemption
 - o 08 Scholarships
 - o 09 Student Activities
- *see attached

8. 1. c. Greenbush Middle River School District previously called on vendors seeking bids for Milk and Bread products for the 2019-2020 school year.

Recommended vendors were previous year (2018-2019) vendors.

8. 1. d. Minnesota School Board Association Summer Workshop

- August 4-6
- MSBA Summer Seminar: Brooklyn Park
- "BOLD Leadership"
- Keynote speakers: Jolly Corley [BOLD Leadership in Action] & Susan Brower [Changing Student Demographics]
- Deadline to register for seminar : July 24th
- Deadline to secure lodging : July 17th
- *see attached document
- *If you wish to attend meeting,
please let me know or you may register for event at:
www.mnmsba.org

8. 1. e. Renew membership in Minnesota Rural Education Association (MREA)

- MREA advocates exclusively for Greater Minnesota School Districts · MREA provides guidance and information relating to best practice within education, professional development opportunities as well as legislative policy.
- MREA provides a voice at the Minnesota Legislature advocating for policy, testifying before committees as well as informing legislators on the issues that impact rural education.
- Membership dues are required annually

8. 1. f. Renew membership in Minnesota School Boards Association (MSBA)

- Greenbush Middle River School District currently is a member of the Minnesota School Board Association
- Membership dues are required annually
- MSBA assists the Greenbush Middle River School District on a variety of issues such as policy development, negotiations, human resources, advice based on legal precedent, legislative lobbying
- *see attached

8. 1. g. Designation of Superintendent of Schools as the Identified Official with Authority (IOwA) to authorize user access to MDE secure website(s) for the Greenbush Middle River School District.

- The Minnesota Department of Education (MDE) requires school districts annually designate an Identified Official with Authority (IOwA) to comply with the MNIT Enterprise Identify and Access Management Standard.
- The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA).

8. 1. h. Long Term Facility Maintenance Plan

- Effective 2016-2017 (FY 17) the Health & Safety Levy & Deferred Maintenance was replaced with Long Term Facilities Maintenance levy/state aid
- The estimated Long Term Facilities Maintenance Revenue for the GMR District in FY 20 is \$214,989. [56% is local levy & 44% is State aid]
- Long-term facilities maintenance revenue may be used for the following purposes:
 - (1) deferred capital expenditures and maintenance projects necessary to prevent further erosion of facilities
 - (2) increasing accessibility of school facilities, and
 - (3) health and safety projects under Minnesota Statutes, section 123B.57, including health, safety and environmental management costs associated with implementing the district's health and safety program.
- LTFM 10 year plan must be approved annually
- Plan may be adjusted or modified as needed
- Funds carry over from one year to the next within a reserved account

8. 1. i. GMR Staffing for 2019-2020

- Para Professional(s)
- Bus Driver
- Music position

8. 1. j. Legal update as it relates to petition by Middle River Annexation Property Owners Group

- The District's legal counsel intends to file a motion to dismiss the lawsuit based on existing Minnesota law.
- A hearing on the motion is scheduled to take place in the Roseau County Court on August 27.
- The Court stayed/postponed any formal discovery until the Court hears the motion to dismiss.

9. Principal Report

9. 1. Principal Schultz

- 1969 Greenbush High School Class toured the school over the 4th of July weekend
- 8/12 Fall Sports Begin
- Fall Sports Board Meeting
- Teacher Workshop
- Stop the Bleed
- 8/28 GMR Open House
- FCCLA National Convention
- School Needs List

10. Proposed Resolutions July 15, 2019

10. 1. A motion was made by Laurie Stromsodt, seconded by Kurt Stenberg, BE IT RESOLVED the Board of Education of District 2683 authorizes the school administration to approve the bid from Bimbo Bakeries as the provider for bread products during the 2019 - 2020 school year.
10. 2. A motion was made by Laurie Stromsodt, seconded by Kurt Stenberg, BE IT RESOLVED that the Board of Education of District 2683 authorizes the school administration to approve the bid from Land-O-Lakes Milk, as division of Dean Foods as the provider for milk products during the 2019 - 2020 school year.
10. 3. A motion was made by Joe Melby, seconded by Kurt Stenberg, BE IT RESOLVED the Board of Education of District 2683 approves the following for 2019 - 2020 academic year.
 - A. Chairperson's Salary \$270.00
 - B. Treasurer's Salary N/A
 - C. Clerk's Salary \$270.00
 - D. Mileage Rate \$.50/mile
 - E. Per Diem \$67.50
 - F. Meeting Schedule Third Monday of each Month
 - G. School District Depository Border State Bank
 - H. Official Newspaper The Tribune and The Honker
10. 4. A motion was made by Joe Melby, seconded by Laurie Stromsodt, BE IT RESOLVED the Board of Education of District 2683 to renew annual membership with the Minnesota Rural Education Association.
10. 5. A motion was made by Carrie Jo Howard, seconded by Joe Melby, BE IT RESOLVED the Board of Education of District 2683 to renew annual membership with the Minnesota School Boards Association.

10. 6. A motion was made by Carrie Jo Howard, seconded by Laurie Stromsodt, BE IT RESOLVED the Superintendent of Schools be designated as the Greenbush Middle River School District's Identified Official with Authority.

Designation of Identified Official with Authority for the MDE External User Access Recertification System

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Board recommends to authorize Larry Guggisberg to act as the Identified Official with Authority (IOwA) and Amie Westberg to act as the IOwA to add and remove names only for Greenbush Middle River School District 2683.

10. 7. A motion was made by Brandon Kuznia, seconded by Laurie Stromsodt, BE IT RESOLVED the Board of Education of District 2683 approves the Long-Term Facility Maintenance Ten Year Plan for its facilities for 2019-2020 as presented.
10. 8. A motion was made by Joe Melby, seconded by Kurt Stenberg, BE IT RESOLVED the Board of Education of District 2683 approves staffing of one (1) K-12 Music teacher effective with the 2019-2020 school year.
10. 9. A motion was made by Joe Melby, seconded by Shane Kilen, BE IT RESOLVED the Board of Education of District 2683 accept the resignation of Mrs. Jeanne Novacek as per submitted letter.
10. 10. A motion was made by Laurie Stromsodt, seconded by Kurt Stenberg, BE IT RESOLVED the Board of Education of District 2683 renews or affirms its membership in the following:
- A. The National School Boards Association
 - B. The Northwest Service Coop
 - C. The Northwest Regional Inter-District Council, with Laurie Stromsodt serving as school board representative and Carrie Jo Howard as alternate.
 - D. BGMR Sports Pairing Board, with Carrie Jo Howard, Laurie Stromsodt, Joe Melby and Kurt Stenberg serving as representatives.
10. 11. A motion was made by Kurt Stenberg, seconded by Shane Kilen, BE IT RESOLVED the Board of Education of District 2683 approve employment of Mr. Andrew McCormick as a Music Teacher.
10. 12. A motion was made by Carrie Jo Howard seconded by Laurie Stromsodt, BE IT RESOLVED the Board of Education of District 2683 accept the following donation(s).
- Jeanie Novacek \$25.00 donation to GMR School Library in Memory of Chris

Koehmstedt

Constance Westlund \$25.00 donation to GMR School Library in Memory
of Chris Koehmstedt

11. Adjournment

Motion: Carrie Jo Howard

Second: Kurt Stenberg

12. Communications

- Department of Transportation School Vehicle Safety Inspection
- Regular School Board Meeting - August 19, 2019 7:30 p.m. at Greenbush
- School Open House - August 28, 2019
- Annual School District Financial Audit by Eide Bailly, CPA – September 22-27