

Regular Meeting of the Board of Education Meeting
Monday, March 13, 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, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Absent: Mike Neumann and Clare Thompson

May I have a motion to approve the March 13, 2023 Board of Education Agenda?

Motioned: Garcia

Seconded: Teff

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Discussion

Motion passes: 6-0

4. Public Comment

No public comment.

5. Additional Items

No additional items.

6. Agenda

6.A. Consent Agenda

All items listed below are considered to be routine by Crosslake Community School's 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 acted on separately immediately following the consideration of the consent agenda.

1. Board of Education Minutes - February 13, 2023
2. Finance Meeting Minutes - March 10, 2023
3. EE Seat-Based Committee Meeting Minutes - January 21, 2023
4. Academic Performance/Achievement and World's Best Workforce - February 23, 2023
5. Personnel Matters
6. Food Service Reports
7. Gifts and Donations

May I have a motion to approve the Consent Agenda?

Motioned: Teff

Seconded: Swenson

Ayes 6

Seconded: Teff

Nays 0
Motion passes: 6-0

6.B. Academic, Environmental Education, and Performance Improvement Plan Updates

Presenter: Holly Amaya
Academic Goals

Mid-year update. Question - any surprises that came through - we are doing great, have worked hard on interventions and sometimes the tests don't see it, one half of the growth is from high achievers.

6.C. Action Items

6.C.1. Approve Policies

Health Insurance Procurement May I have a motion to approve the Health Insurance Procurement?

Motioned: Garcia

Seconded: Swenson

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Motion passes:6-0

6.C.2. Bylaws

CCS must revise the bylaws to address the following sections that do not align with statute:

- Sections 6.4 and 6.5(G), revise to align with statute regarding voter eligibility.
- Section 6.11, "Presence at Meetings," conflicts with MN §13D.02. Revise to align with statute regarding presence at meetings using interactive technology.

May I have a motion to approve the Bylaws as written?

Motioned: Teff

Seconded: Williams

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Motion passes 6-0:

6.D. Review and Approve February 2023 Financial Information

May I have a motion to approve the February 23 financial information?

Motioned: Swenson

Seconded: Rhinehart

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Motion passes: 6-0

6.E. Information/Discussion Items

6.E.1. Covid Update - Proactive vs Reactive

Few cases here and there; free tests are available; purchased air purifiers.

6.E.2. District Personnel

Online Position - New

Online Student & Family Engagement Coordinator job description

Focus is virtual student clubs meetings across the state, have staff who specifically creates more of a sense of identity; students who are more engaged do better in their classes, aim for more things for students to do, planning field trips, clubs.

May I have a motion to move the Online Student & Family Engagement Coordinator job description to an action item?

Seconded: Teff

Motioned: Garcia
Seconded: Teff
Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams
Motion passes: 6-0

May I have a motion to approve the Online Student & Family Engagement Coordinator job description?

Motioned: Garcia
Seconded: Swenson
Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams
Motion passes 6-0.

Seat-Based Position - New
Title 1 and STEAM or STEM
PK-8 Art Teacher
Title 1/DAC/Curriculum Coordinator

Discussion
Title 1/Steam Teacher will help with students we service, present more opportunities; Title 1/DAC/Curriculum Coordinator, find our gaps, ensure teachers have what they need, work alongside teachers to purchase curriculum. PK-8 Art teacher - offer more art, retain middle school students with this option.

Garcia motion to move Title 1/ Stem or Steam, DAC coordinator and PK-8 art teacher to action item.

Seconded: Rhinehart
Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams
Motion passes: 6-0

May I have a motion to approve the positions?

Motion: Garcia
Seconded: Rhinehart
Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams
Motion passes: 6-0

Administrative Specialist
Executive Assistant
Administrative Assistant

Discussion
DAC portion will go to Title 1 position with assistance from Executive Assistance; Administrative Specialist will handle board matters, policies, etc.

Garcia moves Administrative Specialist, Executive Assistant, and Administrative Assistant job descriptions to an action item.

Seconded: Swenson
Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams
Motion passes 6-0.

Motion to approve the job descriptions as mentioned.

Motioned: Swenson
Seconded: Rhinehart
Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Seconded: Teff

Motion passes 6-0.

6.E.3. Policy Review

701 Establishment and Adoption of School District Policy

701.1 Modification of School District Budget

702 Accounting

703 Annual Audit

705 Investments

May I have a motion to move Policies 701, 701.1, 702, 703, and 705 to an action item?

Motioned: Garcia

Seconded: Swenson

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Motion passes: 6-0

May I have a motion to approve Policies 701, 701.1, 702, 703, and 705?

Motioned: Teff

Seconded: Williams

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Motion passes: 6-0

6.E.4. Professional Development - Board of Education Trainings An opportunity from Osprey Wilds:

An opportunity from Osprey Wilds:

Building Your School Budget - A Board Perspective

David Greenberg, National Association of Charter School Authorizers

Tuesday, March 7 | 4:00-5:30 p.m.

6.E.5. Strategic Planning

Presenter: Holly Amaya

Update board on TeamWorks process and request for additional \$9,000 approval for staff stipends (20 staff for 30 hours at \$15/hour, over the summer). TeamWorks is asking for a strategic planning committee of primarily staff members of 15-20 people; significant time commitment; those people will be expected to attend many meetings. Offer \$15 hour for people that attend the meeting outside of the regular school day.

Garcia motioned to move 6.E.5 to an action item; once an action item I am going to amend the item.

Seconded: Swenson

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Motion passes: 6-0

Garcia moves to allow the board chair to sign the contract with the strategic planning coordinator; in addition to move to authorize reimbursement of the on June 1, 2023 meeting including mileage and lodging; and also set a strategic planning board workshop for May 31, 2023.

Seconded: Teff

Amend motion to allow for flexibility of dates to be set by the chair and \$30 per hour.

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Motion passes: 6-0

6.E.6. Surveys

Review of questions for the Overall Satisfaction Surveys of CCS:

Seconded: Teff

- Online Parent/Guardian; Student; Staff
 - Seat-Based Parent/Guardian; Student; Staff
- Release surveys last week of April or first week of May.

Teff moves to make them an action item.

Garcia seconded

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Motion passes: 6-0

May I have a motion to approve?

Motioned: Teff

Seconded: Swenson

Aye 6

Nay 0

Motion passes: 6-0

6.E.7. Future Committees

Potential Committees to be Formed (Ad Hoc)

Strategic Planning - drive in terms of process and direction; orchestrating things in alignment with TeamWorks. Table committee for now until strategic planning process begins.

Leadership Structure of the School - responsibilities for leadership; need an Executive Director position; more exploratory for leadership structure for the school.

Facilities Planning Committee: Discussion with LAKE Foundation with renovations and additions to the building.

Motion to move Leadership Structure Committee and its designated members to an action item; exploratory for leadership of Rhinehart and Garcia.

Motion to have Rhinehart and Garcia to help lead the Executive Director Exploratory Committee.

Motioned: Swenson

Seconded: Teff

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Motion passes: 6-0

Approve Executive Director Exploratory Committee and Garcia and Rhinehart as its designated members.

Motioned: Teff

Seconded: Swenson

Aye 6

Nay 0

Motion passes: 6-0

May I have a motion to move the Facilities Planning Committee with Garcia and Griffin?

Motioned: Teff

Seconded: Swenson

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Motion passes: 6-0

Motion to approve Facilities Planning Committee and its designated members.

Seconded: Teff

Motioned: Swenson
Seconded: Williams
Aye 6
Nay 0
Motion passes 6-0

6.E.8. Stipends

Seat-based Teacher overload stipend - occurs when a seat-based teacher is teaching more student contact time than any other teachers, due to number of students, health education requirements, etc.

Garcia motioned to move 6.E.8 to an action item.

Seconded: Swenson

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Motion passes: 6-0

Garcia motioned to approve 6.E.8.

Seconded: Swenson

Roll Call: Jared Griffin, Josef Garcia, Chris Rhinehart, Abi Swenson, Karen Teff, Colin Williams

Motion passes: 6-0

6.F. Reports

6.F.1. CCS' Directors

Annette no additions

Holly mark your calendar for June 2 at 2 p.m. Asking Griffin to speak; great to have as many board members as possible.

6.F.2. EE Seat-Based Committee

Not much new; what are we doing with the eagles nest - looking at final plans; focusing on composing during lunches; maybe hatching some chicks Williams grade 3/4 after spring break.

6.F.3. EE Online Committee

No update

6.F.4. Finance Committee

6.F.5. Academic Performance/Achievement and World's Best Workforce

6.F.6. Directors' Evaluations

Same schedule talked about - sending out surveys for 360 feedback; set up a time for a closed meeting session of the board to put together our feedback.

7. Authorizer Update

No update.

8. April 10, 2023 Meeting Preparation

8.A. Suggestion for Discussion Topics for Next Meeting

Representative from the LAKES Foundation to join us.

Finance Committee discussion of lease aid with LAKE Foundation.

2/3 Teacher Position

Determine if lottery is necessary

Schedule closed door meeting for Director evaluations

8.B. Policy Review

9. Board Meeting Evaluation

Griffin - fantastic job - we got through it; had a lot to discuss. Thanks to everyone who joins us online; appreciate you coming in.

Seconded: Teff

10. Adjourn the Regular Board of Education Meeting

May I have a motion to adjourn the Annual Meeting of the Board of Education at 7:18 p.m.

Motioned: Swenson

Aye 6

Nay 0

Motion passes: 6-0

Next regular Board of Education meeting: April 10, 2023 at 5:00 p.m.

Seconded: Teff