

Crosslake Community School  
Regular Board of Education Meeting  
August 8, 2022 5 PM  
Commons Area  
35808 Co Rd 66  
Crosslake, MN 56442

## Agenda

### 1. Call Meeting to Order

Meeting called to order at 5:30 p.m.

### 2. Pled of Allegiance

Please stand for the Pledge of Allegiance.

### 3. Roll Call and Establish a Quorum

Roll Call: Jared Griffin, Jennifer Muller, Chris Rhinehart, Abi Swenson, Karen Teff, Ronda Veit  
Joseph Garcia will be running late  
We have established a quorum.

Guest: Amanda Hinson

### 4. Additional Items

The following items are being added as Additional Information under this agenda item:

2022-2023 Seat-Based School Calendar needs two number changes for the month of January 2023. Teachers total days will be 21; staff total days will be 20. The total number of teacher days stays the same as 176 teacher days, The total number of student days stays the same as 165 student days. This will be an action item.

Resignation of Miranda Graceff, middle-school science teacher. This will be placed under Consent Agenda, Personnel.

Specific discussion related to a custodian/maintenance staff member. This will be placed under Information/Discussion, District Personnel. An updated Custodian Job Description has also been added.

### 5. Public Comment

Amanda Hinson from the public

Hinson covered the hiring procedure in the staff handbook; veterans are not a protected class; the vacancy of jobs and job offers; Tier 1 versus Tiers 2, 3, 4 and job placement; MN Rule 8710.0311.

### 6. Agenda

May I have a motion to approve the August 8, 2022 Board of Education Agenda?

Motioned: Veit

Second: Teff

Discussion;

Roll Call: Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 6-0

#### 6.A. 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.

6.A.1. Board of Education Minutes for Mid-Year Planning - July 18, 2022

6.A.2. Board of Education Minutes - July 18, 2022

6.A.3. Academic Performance/Achievement and World's Best Workforce - July 28, 2022

6.A.4. Personnel Matters

6.A.5. Gifts and Donations

May I have a motion to approve the Consent Agenda?

Motioned: Rhinehart

Second: Muller

Discussion:

Roll Call: Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 6-0

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

**Presenter:** Jared Griffin

Fulfills Performance Improvement Plan behalf of Osprey Wilds

Summer curriculum funds are being identified and working on, enrollment forms in process and student records management system, Amaya has requested an adjustment with our base goals. Waiting for the go ahead from Osprey Wilds.

#### 6.C. **Action Items:**

6.C.1. Review and Approve June 30, 2022 Financial Information

May I have a motion to approve June 2022 financial information?

Garcia arrived at 5:20 p.m.

Motioned: Veit

Second: Swenson

Discussion: Coding problems, fund balance as 21.1% that is not accurate.

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

6.C.2. Approve Policies

May I have a motion to approve the following policies:

460 - Covid19 Pay Policy

504 Student Dress and Appearance

Kindergarten/1st Grade Early Admittance

Motioned: Teff

Second: Garcia

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

6.C.3. Appoint Cheryl Cole, Beth Duffy, and Jennifer Miller as Election Officials

May I have a motion to appoint Cheryl Cole, Beth Duffy, and Jennifer Miller as Election Officials:

Motioned: Veit

Second: Swenson

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

6.C.4. 2022-2023 Updated Online School Calendar

Updates are:

December student days are 15

Total number of teacher days for school year is 176 day

May I have a motion to approve the 2022-2023 Updated Online School Calendar?

Motioned: Teff

Second: Muller

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

6.C.5. 2022-2023 Staff Handbook

May I have a motion to approve the 2022-2023 Staff Handbook?

Motioned: Veit

Second: Rhinehart

Discussion: public comment related to veterans reference was discussed

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

6.C.6. 2022-2023 Online Student and Family Handbook

May I have a motion to approve the 2022-2023 Online Student and Family Handbook?

Motioned: Rhinehart

Second: Garcia

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

6.C.7. 2022-2023 Seat-Based Student and Family Handbook

Updates are indicated in the 2022-2023 Seat-Based Student and Family Handbook;

May I have a motion to approve the 2022-2023 Seat-Based Student and Family Handbook?

Motioned: Teff

Second: Swenson

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

6.C.8. Crisis Manual

May I have a motion to approve the Crisis Manual?

Motioned: Muller

Second: Teff

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

6.C.9. Approved Updated Mileage Rate

May I have a motion to accept the increased mileage rate to 62.5 cents per mile?

Motioned: Swenson

Second: Garcia

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

- 6.C.10. Board Resolution to designate Holly Amaya as the Identified Official with Authority (IOWA) for EDIAM for MDE.

May I have a motion to approve Holly Amaya as the Identified Official with Authority for EDIAM for MDE?

Motioned: Teff

Second: Muller

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

- 6.C.11. Increase Cost of Individual Milk Carton Prices for 2022-2023 School Year

May I have a motion to approve the increase in individual milk carton costs to 50 cents for students that buy an extra milk?

Motioned: Garcia

Second: Rhinehart

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

- 6.C.12. Increase of Breakfast and Lunch prices for Students and Staff for school year 2022-2023

May I have a motion to approve the increase in breakfast and lunch prices as follows:

Student Breakfast \$1.75

Student Lunch \$3.35

Adult Breakfast \$2.25

Adult Lunch \$5.00

Motioned: Teff

Second: Garcia

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

- 6.C.13. 2022-2023 Updated Seat-Based School Calendar

May I have a motion to approve the 2022-2023 Updated Seat-Based School Calendar?

Motioned: Veit

Second: Garcia

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

**6.D. Information/Discussion Items:**

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

No mandatory updates. Anything else to share?

- 6.D.2. District Personnel

Specific discussion related to a custodian/maintenance staff member.

Discussion related to salaried vs. hourly; waiting for board approval to offer the job to a candidate.

May I have a motion to move the Custodian/Job Description as with the edits as discussed to an action item?

Motioned: Garcia

Second: Rhinehart

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

Garcia motions to accept the job description since we just moved it from discussion to action item to accept custodial job descriptions with the edits that were discussed.

Second: Rhinehart

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

6.D.3. Policy Review consists of:

506 Student Discipline

513 Student Promotion, Retention, and Program Design (it needs to match holly's motion)

518 DNR-DNI Orders

519 Interviews of Students by Outside Agencies

523 Policies Incorporated by Reference

709 Student Transportation Safety Policy

709FRM Student Transportation Safety Policy

Policies will come back in the September board agenda.

6.D.4. Fall Election Opportunities and Timeframe

An overview of the upcoming dates for August and September that our newly appointed Election Officials will achieve in the election process:

August 08	Monday	<b>Election Officials Selected</b>
August 30	Tuesday	Open House <b>Formal Call for Nominations</b> (correspondence will be emailed to our families the morning of 8/30)
September 14	Wednesday	<b>Final Reminder to Parents/Guardians regarding Nominations to the Board</b>
August 31 - September 21	Wednesday-Wednesday	<b>Nominations Collected – Last date is 9/21</b>
September 22 - 23	Thursday - Friday	<b>Election Officials determine if Second Call for Nominations is needed</b> (If any open position is lacking nominees) <b>Election Officials determine date of Election</b> <b>IF SECOND CALL IS NOT NEEDED:</b> <b>Election will occur October 24-28 (M-F)**</b> <b>IF SECOND CALL IS NEEDED:</b> <b>Election will occur November 14-18 (M-F)***</b>
September 23	Friday	<b>ONLY IF SECOND CALL IS NOT NEEDED:</b> <b>Election Officials Notify Eligible Voters of Date of Election – Election will occur October 24-28 (M-F)</b>

6.D.5. Reimbursement of Board Directors for mileage when traveling to Board of Education meetings.  
Discussion regarding pursuing changing Bylaws to pursue mileage reimbursement for Board Directors and recruiting of future Board Directors who do not live close to Crosslake Community Schools.  
No action taken for now.

6.D.6. Employee Retention Credit Update  
Contract is from a different agency.  
Motion to move Employee Retention Credit to an action item;  
Motioned: Garcia  
Second: Rhinehart  
Discussion:  
Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit  
Motion passes 7-0

Motion to approve the agreement with MaGill Accounting and Tax, LLC.  
Motioned: Teff  
Second: Veit  
Discussion:  
Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit  
Motion passes 7-0

6.D.7. Grade Level Acceleration  
Draft of Grade Acceleration Retention Policy.  
Have had a couple of requests at both schools. Only for students in K-6 in both programs. Need to have been a CCS student for one grading period.  
Retention: CCS has a policy. Retaining a student has adverse effects on students.  
Have an Acceleration Committee that would make the recommendations.  
Compare two policies; bring back in September.

6.D.8. Return to Safe Learning Plan  
The Return to Safe Learning Plan has been made current.  
Is anyone interested in moving the The Return to Safe Learning Plan to an action item?  
Motioned: Garcia  
Second: Veit  
Discussion: Change state mandate to include city/state/federal mandate.

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit  
Motion passes 7-0

May I have a motion to move The Return to Safe Learning Plan for approval?  
Motioned: Swenson  
Second: Muller  
Discussion:  
Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

6.D.9. Health Insurance Matters  
No updates. Waiting for quotes for October benefits meeting.

6.D.10. Professional Development - Board of Education Trainings  
Upcoming training opportunities are:  
Friday, August 19, September 16, or November 11, 2022

Board Training Course 200: Charter School Finances - A Public Trust  
The course is \$39 for MACS-members and \$97 for non-members.

6.D.11. World's Best Workforce Plan (WBWF Plan)

Board is required to adopt a long-range WBWF plan. This plan closely mirrors our contract. WBWF requires fewer goals. No additional goal. Reporting on every year. Will be included in our annual report also. Amaya doesn't see it changing.

Garcia moves the WBWF plan to an action item.

Second: Veit

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

Garcia motioned to approve the WFWF Plan

Second: Veit

Discussion:

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

6.E. **Reports:**

6.E.1. CCS' Directors

Amaya touched on WBWF

Klang shared Pine and Lakes newspaper shared Crosslake Community Schools voted best school in the area.

6.E.2. EE Seat-Based Committee

Swenson - with Graceffa resignation, she was the coordinator; someone has expressed interest

6.E.3. EE Online Committee

No meeting this month

6.E.4. Finance Committee

No meeting in June; will meet in a few days in July

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

Received information from Amaya.

6.E.6. Hourly Pay Grids Task Force

No activity

6.E.7. Board Director Evaluation

Previously shared evaluations with our directors

7. **Authorizer Update**

8. **September 12, 2022 Meeting Preparation:**

8.A. Suggestion for Discussion Topics for Next Meeting

8.B. Policy Review

9. **Board Meeting Evaluation:**

All good; Griffin ran a great show.

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

May I have a motion to adjourn the regular board of education meeting at 7:15 p.m.

Motioned: Swenson

Second: Rhinehart

Roll Call: Garcia; Griffin; Muller; Rhinehart; Swenson; Teff; Veit

Motion passes 7-0

Next regular Board of Education meeting is September 12, 2022 at 5 p.m.