

GREENBUSH MIDDLE RIVER SCHOOL
INDEPENDENT SCHOOL DISTRICT 2683
REGULAR MEETING
August 19, 2019
7:30 PM (Greenbush Middle River School Library)

1. Call to Order at 7:34 p.m..
2. Roll Call
 2. 1. Board Members Present:
Carrie Jo Howard, Shane Kilen, Brandon Kuznia, Joseph Melby, Alison Harder, Kurt Stenberg, Laurie Stromsodt
 2. 2. Administration:
Supt. Larry Guggisberg, Principal Sharon Schultz, Amie Westberg
 2. 3. Also Present: Linda Anderson, Jina Lund, Cooky Kujava, Leah Hasson, Cathy Schenkey, Arlette Pearson
3. Listening Session
4. Recommendation to add items to the agenda from Board members or school Administrators
5. Approval of Agenda
 5. 1. A motion was made by Kurt Stenberg, seconded by Allison Harder that, BE IT RESOLVED that the Board of Education approve the agenda of the August 19, 2019 Regular Board Meeting as amended.
6. Minutes
 6. 1. A motion was made by Carrie Jo Howard, seconded by Kurt Stenberg that, BE IT RESOLVED that the Board of Education approve the minutes of the preceding regular meeting of July 15, 2019.
7. Business Services
 7. 1. A motion was made by Joe Melby, seconded by Brandon Kuznia that, BE IT RESOLVED that the Board of Education approves the payment of bills check #36383 through check #36461 for a total of \$288,289.13 and Purchasing Card electronic payments dated July 8, 2019 and Electronic Funds Transfers as submitted.
 7. 2. Business Services Report
 7. 3. Greenbush Middle River School District Budget to Actual Expenditure Report (as previously requested by board member to provide on monthly basis).
8. Significant School Events and Communication:
 8. 1. Superintendent
 8. 1. a. A motion was made by Carrie Jo Howard, seconded by Allison Harder, that, BE IT RESOLVED that the Board of Education of District 2683 accept the following donation(s).
 - *First* Robotics SWAMPFEST event to Greenbush Middle River School to purchase AED \$1,510.00
 - City of Greenbush to Greenbush Middle River School for softball scoreboard purchase \$2,000.00

- Border State Bank to Greenbush Middle River School School *First* Robotics \$1,000.00 Border State Bank to Greenbush Middle River School for softball scoreboard purchase \$5,000.00
- Anonymous to Greenbush Middle River School for reducing un-paid lunch balances \$1,500.00

8. 1. b. Recognition of First Robotics participation on local celebration.

The GMR *First* Robotics Team participated in the Polaris 65th Anniversary parade on Saturday, August 17, 2019. Polaris financially supports NW MN *First* Robotics Teams including the GMR *First* Robotics Team. The GMR *First* Robotics Team was the only team participating in the parade event.

8. 1. c. The Greenbush Middle River First Robotics Team has accepted an invitation to provide a "breakout session" as a part of the State MREA Conference to be in the Brainerd area in mid-November.

8. 1. d. GMR Alumnus: Arlys Graff Trust Fund.

GMR was first made aware of the Arlys Graff Trust Fund available to the GMR School District in Winter 2019.

Arlys Graff was a proud 1963 Greenbush High School graduate who passed away on January 5, 2019. Prior to passing, Ms. Graff created a Trust Fund which included the Greenbush Middle River School District as a recipient of trust funds. Ms. Graff set specific terms, conditions and restrictions on the use of the Trust funds. Supt. Guggisberg met with the Trustee of the Arlys Graff Trust Fund on August 19, 2019 to review Trust Fund priorities, criteria, restrictions and application process to receive funds.

Trust Fund priorities include First Robotics as well as funds applied to enable students to participate in academic competitions including, but not necessarily limited to, speech and debate, "Knowledge Bowl" (or similar academic competitions), vocal and instruments music performances, "One Act Play" (or similar theatrical competitions) and other such competitions or performances.

Funds are available for:

- 1) For the purchase of equipment, supplies, travel and lodging expenses to and from academic competitions
- 2) To provide scholarships to assist students from low-income families participate in academic competitions

Restricted use of Trust funds:

- 1) Salaries & Benefits for teachers or school administrators
- 2) Under no circumstances shall funds from this Trust be used or applied directly or indirectly for sports programs or athletic competitions.

In the 2018-2019 school year, funds distributed thru the Arlys Graff Trust Fund were donations to First Robotics and GMR Drama Dept. to purchase new stage lighting.

9. Old Business

9. 1. Old Business: None at the release of the Preliminary Agenda

10. New Business:

<u>Count</u>	<u>Vacant Position</u>	<u>Replacement Status</u>	<u>Replacement (by person not necessarily by position)</u>
1)	High School Math Teacher	Mr. Tony Sang Long Term Substitute	Mrs. Tara Kern
2)	Kindergarten Teacher	To-be-determined	Teacher vacancy a result of GMR teacher (Mrs. S. Jerome) submitting resignation on August 5
3)	Band Teacher	Mr. Andrew McCormick	Mrs. J. Novacek & Mr. Nick Flattum
4)	Bus Driver	Mr. Riley Sovde	Previous Driver
5)	Bus Driver	Ms. Denise Allen	Previous Driver
6)	Part time (Long Term substitute) Food Service staff member	To-be-determined	Ms. Veroncia Gerdes
7)	Special Education Para	To-be-determined	Ms. Ashley Hamre
8)	Special Education Para Professional	To-be-determined	Ms. Roxane Kirkeide
9)	Special Education Para	To-be-determined	Ms. Shania Waage
10)	Special Education Para	To-be-determined	
11)	Superintendent of Schools	Dr. Larry Guggisberg Part-time interim	Mr. Tom Jerome

10. 1. Suggested Board Action: Motion by Joe Melby and seconded by Brandon Kuznia to accept the resignation of Mrs. Sheri Jerome as per submitted letter.
10. 2. Suggested Board Action: Motion by Carrie Jo Howard and seconded by Allison Harder to accept the resignation of Roxane Kirkeide as a Para Professional as per submitted letter.
10. 3. Suggested Board Action: Motion by Laurie Stromsodt and seconded by Brandon Kuznia to accept the resignation of Ashley Hamre as a Para Professional as per submitted letter.
10. 4. Suggested Board Action: Motion by Carrie Jo Howard and seconded by Laurie Stromsodt to accept the resignation of Shania Waage as a Para Professional as per submitted letter.
10. 5. Suggested Board Action: Motion by Kurt Stenberg and seconded by Shane Kilen to approve employment of Mr. Riley Sovde as a school bus route driver.
10. 6. Suggested Board Action: Motion by Allison Harder and seconded by Kurt Stenberg to approve employment of Ms. Denise Allen as a part-time (evening) school bus route driver.
10. 7. Suggested Board Action: Moved by Carrie Jo Howard and seconded by Kurt Stenberg to schedule a Truth-in-Taxation Hearing (Agenda item) during the Regular Board Meeting on December 16, 2019 at 6:00 p.m. in the GMR School Library during which the Board will address and approve the Final 2019 Pay 2020 School Tax levy as an Agenda item.

Schedule date for School Board meeting which includes approval of Final 2019 Pay 2020 School Tax levy.

In past years, State law required a [School] Truth-in-Taxation Hearing be held separate from other School Board meetings. That rule was repealed during the 2009 legislative session. The new law requires School Districts to discuss the school tax levy at a regularly scheduled meeting and to allow the public to speak as it pertains to that agenda item. The Board must allow time for a presentation as well as time for public feedback. The levy can then be adopted.

The Truth-in-Taxation calendar indicated below refers to taxes levied in 2019 and payable in 2020 for use in the 2020-2021 school [budget/fiscal] year.

Between Sept. 8 – Oct. 7: School board members review and approve the proposed tax levy and send the certified levy to the [Home] County Auditor.

Nov. 24: Deadline for the County Auditor to mail a parcel-specific notice to each property owner in the GMR School District service area.

Between Nov. 25 and Dec.30: GMR School Board includes as a regular School Board agenda item, the Payable 2020 School Tax levy and adopts the levy during its Regular meeting. The certified levy is sent to the [Home] County Auditor.

On or before January 7, 2020: The certified levy is sent to the Department of Education. The certificate of Truth-in-Taxation is sent to the Minnesota Department of Revenue.

Because of the 2001 Tax Law Changes, the local levy effort for supporting school programming changed. In the 2001 legislative session, the basic general education levy was repealed and replaced with state education aid. As a result, local Levy authority is pretty much limited to areas such as Health & Safety, Crime Levy, Community Education (eg: School Readiness and Early Childhood Family Education).

As a result of the 2005 legislative session, new Levy authority exists for: [1] for “Q-Comp” or “Pro-Comp”, a new teacher compensation program. To receive the Q-Comp levy authority, (a combination local levy and state aid revenue), school leaders and the local Teacher Association must design and negotiate compensation plans that include a pay-for-performance component. The provision allows Districts and their Teacher Association to develop their own plans and encourages reforms in the longevity (education-based steps-and-lanes system). The law requires the negotiated alternative pay plan be approved by the Commissioner of Education. The law prevents lowering teacher salaries from current levels. In 2011-2012, 50 Minnesota public school districts (out of 339) and 54 charter schools implemented Q-Comp programs or have been approved to implement Q-Comp. There are no area schools or schools in NW MN that have advanced towards adoption of Q-Comp.

Note 1 The specific dates and timeline are established by the MN Dept. of Revenue

Note 2 Source(s): MN Dept. of Education & MN Department of Revenue

Note 3 As per statute, Board meetings containing a Truth-in-Taxation agenda item cannot begin prior to 6:00 pm.

10. 8. Proposed or Suggested Board Action: Moved by Joe Melby and seconded by Laurie Stromsodt to have the Superintendent of Schools review School Board Policy up-dates and report back to the Board during a future meeting.

School Board consideration towards up-dating School Board Policies as recommended by Minnesota School Boards Association (MSBA)

A policy manual is recognized as the primary and most efficient way for the School Board to provide administrators, employees, students, parents, taxpayers and members of the entire school district community notice of the School Board’s beliefs and goals and methods of achieving those beliefs and goals.

The impetus for school board policy development or change may come from a variety of sources. It may be triggered because of a change in the law, a change in school district practice, or a change in school board philosophy.

School Board policies can be specific to each school district and a number of school board policies are mandatory and are necessary to meet the requirements of state or federal law.

After recent review of the current Board Policy manual available, it appears the District's Policy manual is in need of up-dating. The MN School Boards Association provides a policy service to school districts and recommends adoption of policies that are changed due to eg: Legislative changes, new rules or regulations, case law or best practice. Policies may be: (1) new; (2) Legislative and recommended changes; or (3) non-substantive changes or minor corrections.

MSBA Policy Services is a joint effort of the Minnesota School Boards Association (MSBA) and the Minnesota Association of School Administrators (MASA). The Policy Service is a comprehensive legal guide to be used in the efficient management of all aspects of the school system. The law firm of Knutson, Flynn & Deans did the legal work for this service. All model policies have been carefully examined by the law firm to insure compliance with federal and Minnesota laws.

MSBA Policy Services began in 1995 and currently has more than 370 members. Each year subscribers will receive policy newsletter(s) and additional new or revised policies. All policies, administrative regulations, exhibits, and forms are numbered and organized by general categories. Every year the model policies will be reviewed and updated to reflect any changes by legislation or court decisions. Whenever a policy is updated, those changes will be part of the District's Policy Manual.

Most school districts do not have the time and personnel to develop a comprehensive policy manual. In addition, school districts would require substantial legal assistance to develop policies on their own. MSBA believes school district's enrolling in their Policy Services program is much more cost effective for school districts than policies developed and revised by their own legal counsel.

10. 9. Suggested Board Action: Moved by Joe Melby and seconded by Kurt Stenberg to increase the cost of school meals by ten cents (10¢) effective with the 2019-2020 school year.

Price increase for School Meals as required by the National School Lunch Program

The U.S. Department of Agriculture (USDA) administers the National School Lunch Program (NSLP), School Breakfast Program (SBP) and After School Care Program. USDA provides cash reimbursement to public schools, private nonprofit schools and residential child care institutions for nutritious meals and snacks served to children in preschool through grade 12 at a minimal cost.

Families may apply for meals served free or at a reduced price based on the income level of the household.

National School Lunch Program (under the Dept. of Agriculture) is the responsible Agency for School Meals across the country. The Hunger-Free Kids Act of 2010 requires School Food Authorities (SFAs) participating in the National School Lunch Program to ensure sufficient funds are provided to the nonprofit school food service account for lunches served to students not eligible for free or reduced price meals.

An SFA (ie: GMR) will be in compliance with 2019-2020 Paid Lunch Equity (PLE)

requirements if the SFA plans to charge students the “full” 2019-20 paid lunch price or more. OR: An SFA will be in compliance with 2019-20 requirements if the SFA plans to raise its lunch price by at least 10 cents, OR: An SFA will be in compliance if they have an [audited] positive fund balance in is Food Service account.

excerpt from 2017-2018 GMR Financial Audit

Other Non-Major Funds

The Food Service Fund incurred a deficit of approximately \$47,000. Based on the current year deficit spending, approximately \$51,000 was transferred from the General Fund to the Food Service Fund to increase the fund balance to approximately \$4,600.

Meals are grouped into three categories:

(1) Free (2) Free and Reduced Price; and (3) Paid. Each category of meal contains federal and state subsidies.

Current GMR Meal Prices

	Breakfast	Lunch	Milk	Pre-pay
Kindergarten	\$0.00	\$2.05	.35	\$324.00
Grade 1-6	\$1.20	\$2.05	.35	\$514.00
Grade 7-12	\$1.25	\$2.10	.35	\$530.00
Adult / Staff	\$2.00 .05	\$3.75	.35	NA

- GMR does not charge for the Full cost of student meals;

- GMR does not have a positive fund balance in its Food Service Fund (02 Account).

Options for School Meal pricing in 2019-2020 as defined by Child Nutrition Services within the MN Dept. of Education:

GMR must increase its school meal prices to the full amount; or

GMR must increase its school meal prices to a 10 cent maximum.

Post-Motion Note: Adult / Staff meal prices do not increase because the price is at the cost of a meal.

11. Reports and Communication

11. 1. Principal report on Teacher Staff Development Day(s).
11. 2. Principal report on Fall student activities.
Principal Schultz will report on Fall GMR student activities and school “start up.”
11. 3. Report on Buildings & Grounds and preparations for a new school year.
Report on Buildings & Grounds and preparations for a new school year.

In addition to the usual maintenance efforts that take place in the summer months, GMR staff have worked hard to be prepared for the start of the 2019-2020 School Year. Efforts include but are not limited to:

- Gym floor replaced over the summer break
- Stage lighting replaced over the summer break
- Roof-top Air Conditioning units replaced over the summer break
- Sidewalk replaced over the summer break
- Dust Collection System in the GMR wood shop in the process of being installed
- Computers and computer systems up-dated
- Roof flashing repair along with exterior brick replacement in some elementary classrooms to avoid water leaking inside classrooms.

The first day for teachers & para professionals is Monday, August 26th.

The first day of school for students is Tuesday, September 3rd.

11. 4. GMR Open House.

11. 5. Report on Joint Sports sharing.

11. 6. Status of negotiations with employee groups

11. 7. Greenbush Middle River School District anticipated K-12 enrollment (Fall 2018)

11. 8. School District Inspections & Audits

Public School Districts are subject to program inspection and / or financial auditing. Samples include but are not limited to:

- Special Education Program Audit [2019-2020 school year for GMR].
- School Lunch Program as required by the National School Lunch Program [2019-2020 for GMR]
- Kitchen inspection by the Dept. of Health
- Boiler inspection [completed in July 2019]
- Financial Audit as required by MN Statute [Sept. 23-27, 2019 for GMR]
- Fire suppression equipment inspection
- School Vehicle inspections as required by MN Statute [completed in GMR in July 2019]
- Electrical inspection [Random State Inspection]
- OSHA inspection [Random State Inspection]
- State Fire Marshall Inspection [Typically every three years]

11. 9. Regional advocacy efforts for K-12 Public Education in preparation for the 2020 Legislative session.

MN Rural Education Association (MREA) and the MN School Boards Association (MSBA) will host meetings “around the state” this fall to gather input on K-12 issues that matter most to Greater Minnesota. Teachers, board members, and administrators are encouraged to attend. Information from the 2019 Fall meetings will be used to build each organization’s legislative platform for the 2020 legislative session. Participants also will discuss successes and challenges in member districts.

- Regional MN School Boards Association meeting held in Thief River Falls on Sept. 12, 2019 5:30 – 7:30 pm

If you wish to attend the regional MSBA meeting, please let me know or you may register for event at: www.mnmsba.org

- Regional MN Rural Education Association meeting held in Thief River Falls on Sept. 17, 2019 7:00- 9:00 pm

If you wish to attend the regional MREA meeting, please let me know or you may register for event at: <https://mrea.z2systems.com/np/clients/mrea/event.jsp?event=178&>

11. 10. Minnesota Rural Education Annual State Conference, Sunday, November 17 - Tuesday, November 19, 2019

"Relating with Students NOW"

The Greenbush Middle River First Robotics Team has accepted an invitation to provide a "breakout session" in the MREA Conference. Conference will take place in the Brainerd area. For the purpose of lodging and conference registration, please let me know as soon as possible if you wish to attend conference as soon as possible.

11. 11. Legal update as it relates to petition by Middle River Annexation Property Owners Group

- The GMR District Attorney filed a motion to dismiss the pending detachment and annexation lawsuit in Roseau County Court on or about July 26;

- The Petitioners' (Middle River annexation group) submitted a brief in opposition of the dismissal late in the day on August 12;

- In the near future, the GMR District Attorney will likely file some type of reply brief;

- The Court will hold a hearing on Aug. 27 at 10:00 a.m. in Roseau County Court; and then we wait for a decision (the Court has up to 90 days to issue a decision to move the lawsuit forward).

12. Adjournment.

Board Motion: Moved by Carrie Jo Howard and seconded by Allison Harder to adjourn the meeting.