

Special School Board Meeting

Monday, April 4, 2022 5:15 PM

FHS Library and via Zoom, 1515 11th Street, International Falls, Minnesota 56649

ZOOM MEETING:

<https://isd361.zoom.us/j/88078727696?pwd=d0I5RTlZYjVGdFB5N0RJdy9tbTB3dz09>

Passcode: 792337

Or One tap mobile :

US: +13126266799,,88078727696#,,,,*792337#

or +19292056099,,88078727696#,,,,*792337#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 929 205 6099

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669 900 6833 or +1 253 215 8782

Webinar ID: 880 7872 7696

Passcode: 792337

CALL TO ORDER

1. Roll Call:

___ Toni Korpi, Clerk

___ Bruce Raboin, Treasurer

___ Emily McGonigle, Director

___ Ted Saxton, Director

___ Roxanne Skogstad-Ditsch, Board Chair

___ JoAnn Smith, Clerk

___ Jennifer Baker, Vice Board Chair

Non Voting Members:

___ Kevin Grover, Superintendent

___ Mitch Erickson, Student Representative

2. Pledge of Allegiance

Approval of Agenda

1. Approve agenda as presented. Motion by __, second by __. Motion carried / failed.

Discussion

1. Discussion relating to fiscal year 2022 - 2023 programs.

Action Items

1. Approve grades PreK to 12 sections for the 2022 - 2023 school year.
2. Continue discussion from March 21, 2022 School Board meeting with possible action to add a School Resource Officer for the school year 2022 - 2023.
3. Approve increase of .67 FTE in Business Office for a District/Business Office Clerk position.

Adjournment

1. Motion by __, second by __ to adjourn meeting
at __ p.m. Motion carried / failed.

4/4/2022							
Grade	ADM	21-22 sections	22/23 ADM	22-23 sections w/out Esser	class size	22-23 sections w/ Esser	class size
Preschool		2.5		2.5		2.5	
EC	15		14.6				
K	59.8	4	57	3	19.00	3	19.00
1	53.6	3	55	2	27.50	3	18.33
2	64.7	4	54	2	27.00	3	18.00
3	59.5	3	65	2	32.50	3	21.67
4	56.8	3	59	2	29.50	3	19.67
5	71.1	3	57	2	28.50	<u>2</u>	28.50
	380.5	20	361.6	13		17	
6	67.3	3	71	2	35.50	3	23.67
7	79.8	3	68	2	34.00	3	22.67
8	85.9	3	79	3	26.33	3	26.33
9	59.8	3	81	3	27.00	3	27.00
10	74.6	3	59	2	29.50	<u>2</u>	29.50
11	68.2	2	70	2	35.00	2	35.00
12	84	2	75	2	37.50	2	37.50
	519.6	19	503	16		18	
	900.1						

Proposed adjustment to sections at FES and FHS would equate to 2.36 FTE reductions. The estimated dollar value of the reductions as presented is \$175,600

7 Period Day Course Section Scenario

Changes Proposed 03-31-22

2022-23

Updated: 03-31-22

Department Name	Course Name	Current Sections	Current Class Size	Current FTE	Proposed Number of Sections 2022-23	Proposed Class Size 2022-23	Proposed 2022-23 FTE	Change
Math								
	Math/Reading 7-8	1	10/7	0.182	1	??	0.182	0.000
	Math/Reading 6	0	0	0.000	1	??	0.091	0.091
	Plane Geometry	1	13.0	0.182	1	27	0.182	0.000
	Honors Algebra II 10	1	27.0	0.182	1	14	0.182	0.000
	Foundations Geometry	1	27.0	0.182	1	19	0.182	0.000
	Algebra II	1	13.0	0.182	1	22+11?	0.182	0.000
	Foundations Algebra II	1	12.0	0.182	0	11	0.000	-0.182
	Math 6	3	22.3	0.545	3		0.545	0.000
	Foundations Math 7th Grade	1	33.0	0.182	1	21	0.182	0.000
	Math 7th Grade	1	21.0	0.182	1	22	0.182	0.000
	Honors Algebra 1 7th Grade	1	25.0	0.182	1	23	0.182	0.000
	Foundations Algebra 1 8th Grade	1	25.0	0.182	1	20	0.182	0.000
	Algebra I 8th Grade	1	26.0	0.182	1	33	0.182	0.000
	Honors Algebra 1 8th Grade	1	32.0	0.182	1	25	0.182	0.000
	Honors Geometry 9	1	14.0	0.182	1	31	0.182	0.000
	Intermediate Algebra I 9th Grade	1	30.0	0.182	1	30	0.182	0.000

7 Period Day Course Section Scenario

Changes Proposed 03-31-22

2022-23

Updated: 03-31-22

Department Name	Course Name	Current Sections	Current Class Size	Current FTE	Proposed Number of Sections 2022-23	Proposed Class Size 2022-23	Proposed 2022-23 FTE	Change
	Foundations Intermediate Algebra I 9th Grade	1	20.0	0.182	1	25	0.182	0.000
	Math for Today	2	14.0	0.364	1	25	0.182	-0.182
	Honors Math Topics	0		0.000	0	4	0.000	0.000
	CEP Beginning Algebra/College Algebra	1	11/8	0.182	1	16/15	0.182	0.000
	CEP Intro to Calculus/Calculus I	1	4/3	0.182	1	8/9	0.182	0.000
								Change
					FTE 7 Period:		3.727	-0.273
Social Studies								
	Social Studies 6	3	22.3	0.545	3	24	0.545	0.000
	US History 7	3	26.3	0.545	3	23	0.545	0.000
	Civics 8	3	27.0	0.545	3	26	0.545	0.000
	Geography 9	3	21.0	0.545	3	29	0.545	0.000
	US History 10	3	23.7	0.545	2	31	0.364	-0.182
	World History 11	1	30.0	0.182	1	34	0.182	0.000
	Senior Social	1	28.0	0.182	1	20	0.182	0.000

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Changes Proposed 03-31-22

2022-23

Updated: 03-31-22

Department Name	Course Name	Current Sections	Current Class Size	Current FTE	Proposed Number of Sections 2022-23	Proposed Class Size 2022-23	Proposed 2022-23 FTE	Change
	CE Modern European History I / II	1	14/14	0.182	1	21/21	0.182	0.000
	CE American Govt	1	19.0	0.091	1	15	0.091	0.000
	CE Economics (semester)	1	19.0	0.091	1	13	0.091	0.000
								Change
					FTE 7 Period:		3.273	-0.182
Science								
	Science 6	3	22.3	0.545	3	24	0.545	0.000
	Science 7	3	26.3	0.545	3	23	0.545	0.000
	Science 8	3	27.0	0.545	3	26	0.545	0.000
	Physical Science 9	3	21.0	0.545	3	29	0.545	0.000
	Biology 10	3	23.7	0.545	2	31	0.364	-0.182
	Astronomy	0		0.000	0	17	0.000	0.000
	Chemistry	1	27.0	0.182	1	33	0.182	0.000
	Conceptual Physics I (.5 credit)	2	15.0	0.182	1	34	0.091	-0.091
	Conceptual Physics II (.5 credit)	2	13.0	0.182	1	34	0.091	-0.091
	Physics	1	11.0	0.182	1	14	0.182	0.000

7 Period Day Course Section Scenario

Changes Proposed 03-31-22

2022-23

Updated: 03-31-22

Department Name	Course Name	Current Sections	Current Class Size	Current FTE	Proposed Number of Sections 2022-23	Proposed Class Size 2022-23	Proposed 2022-23 FTE	Change
								Change
					FTE 7 Period:		3.091	-0.364
English								
	English 6 - Reading	3	22.3	0.545	3	24	0.545	0.000
	English 6 -Composition	3	22.3	0.545	3	24	0.545	0.000
	English 7	2	29.0	0.364	2	20.5	0.364	0.000
	Foundations English 7	1	18.0	0.182	1	26	0.182	0.000
	Math/Reading 7-8	1	10/7	0.182	1	??	0.182	0.000
	Math/Reading 6	0	0	0.000	1	??	0.091	0.091
	English 8	2	31.0	0.364	2	29	0.364	0.000
	Foundations English 8	1	23.0	0.182	1	18	0.182	0.000
	English 9	2	21.0	0.364	2	27.5	0.364	0.000
	Honors English 9	1	19.0	0.182	1	29	0.182	0.000
	English 10	2	15.0	0.364	1	39	0.182	-0.182
	Honors English 10	1	35.0	0.182	1	23	0.182	0.000
	English 11	1	27.0	0.182	1	36	0.182	0.000

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Changes Proposed 03-31-22

2022-23

Updated: 03-31-22

Department Name	Course Name	Current Sections	Current Class Size	Current FTE	Proposed Number of Sections 2022-23	Proposed Class Size 2022-23	Proposed 2022-23 FTE	Change
FACS								
	FACS 8 (semester)	3	20.0	0.273	3	24.3	0.273	0.000
	Life Skills and Parenting (semester)	1	27.0	0.091	1	28	0.091	0.000
	On Your Own (semester)	1	25.0	0.091	1	23	0.091	0.000
	Foods I	2	18.0	0.182	2	39.5	0.182	0.000
	Foods II	2	24.0	0.182	2	26.5	0.182	0.000
	Textiles and Fashion	1	13.0	0.091	1	15	0.091	0.000
								Change
					FTE 7 Period:		0.909	0.000
Industrial Technology								
	Technology 8 (semester)	2	17.0	0.182	3	22	0.273	0.091
	Art Metals (semester)	1	9.0	0.091	1	13	0.091	0.000
	CADD I	1	15.0	0.091	1	13	0.091	0.000
	CADD II	1	10.0	0.091	0	6	0.000	-0.091
	Hot Metals I (semester)	1	16.0	0.091	2	12.5	0.182	0.091
	Hot Metals II (semester)	1	10.0	0.091	1	18	0.091	0.000
	Engineering	1	12.0	0.182	0	5	0.000	-0.182

7 Period Day Course Section Scenario

Changes Proposed 03-31-22

2022-23

Updated: 03-31-22

Department Name	Course Name	Current Sections	Current Class Size	Current FTE	Proposed Number of Sections 2022-23	Proposed Class Size 2022-23	Proposed 2022-23 FTE	Change
	Woods I (semester)	2	12.0	0.182	3	14.3	0.273	0.091
	Woods II (semester)	2	12.0	0.182	2	18	0.182	0.000
	Cabinet Making (semester)	1	11.0	0.091	1	9	0.091	0.000
	Hand/Power Tools (semester)	1	15.0	0.091	0	4	0.000	-0.091
	Welding I & II	1	11/11	0.182	1	21/19	0.182	0.000
								Change
					FTE 7 Period:		1.455	-0.091
Music	Chorus 9-12	1	13.0	0.182	1	20	0.182	0.000
	Band 9-12	1	36.0	0.182	1	47	0.182	0.000
	Band 7-8	1	72.0	0.182	1	62	0.182	0.000
	Band Lessons	1	?	0.182	1	?	0.182	0.000
	Chorus 7-8	1	22.0	0.182	1	39	0.182	0.000
	Band 6	1	38.0	0.091	1	35	0.091	0.000
	Chorus 6	1	30.0	0.091	1	35	0.091	0.000
								Change
					FTE 7 Period:		1.091	0.000
Foreign Language	Spanish I	1	17.0	0.182	1	24	0.182	0.000
	Spanish II	1	10.0	0.182	1	12	0.182	0.000
	Intro to Anishinaabe Studies	1	13.0	0.182	1	21	0.182	0.000

7 Period Day Course Section Scenario

Changes Proposed 03-31-22

2022-23

Updated: 03-31-22

Department Name	Course Name	Current Sections	Current Class Size	Current FTE	Proposed Number of Sections 2022-23	Proposed Class Size 2022-23	Proposed 2022-23 FTE	Change
	Intro to Ojibwe Language	1	22.0	0.182	1	25	0.182	0.000
	Ojibwe II	1	15.0	0.182	1	11	0.182	0.000
	Ojibwe III	1	3.0	0.182	1	5	0.182	0.000
								Change
					FTE 7 Period:		1.091	0.000
Art								
	Painting	3	21	0.273	1	22	0.091	-0.182
	Drawing	2	17/23	0.182	3	18.3	0.273	0.091
	Ceramics	0		0.000	2	19.5	0.182	0.182
	Folk Art	0		0.000	0	7	0.000	0.000
7th grade required course	Art 7 (semester)	3	26	0.273	3	23	0.273	0.000
No longer offered to 8th grade students	Art 8 (semester)	3	27	0.273	0		0.000	-0.273
								Change
					FTE 7 Period:		0.818	-0.182
Business								
	Computers 6	1	23	0.182	1	71	0.182	0.000
	Desktop Publishing	1	8	0.091	0	2	0.000	-0.091
	Graphic Production	1	4	0.182	1	9	0.182	0.000

7 Period Day Course Section Scenario

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2022-23

Updated: 03-31-22

Department Name	Course Name	Current Sections	Current Class Size	Current FTE	Proposed Number of Sections 2022-23	Proposed Class Size 2022-23	Proposed 2022-23 FTE	Change
Offered Alternate Years	FHS Intro to Business / CE Intro to Business	1	6/5	0.091	0		0.000	-0.091
Offered Alternate Years	FHS Accounting / CE Accounting	0		0.000	1	5/16	0.091	0.091
7th Grade Elective	Exploring Computer 7 (semester)	1	21	0.091	0	25	0.000	-0.091
Required by all 7th Grade Students	Keyboarding 7	0	0	0.000	3	23	0.273	0.273
Required by all 8th Grade Students	Computer 8 (semester)	3	26	0.273	3	26	0.273	0.000
								Change
					FTE 7 Period:		1.000	0.091
Other								
	High School Nursing/CE Nursing	1	13	0.091	1	6/7	0.091	0.000
Elective	Grade 7/8 Study Skills	1	19	0.091	1	24	0.091	0.000
	ALC	11	19	1.000	11	19	1.000	0.000
								Change
					FTE 7 Period:		1.182	0.000
Special Ed								
	ALC/SLD	5		0.455	6		0.545	0.091
	SLD	5.5		1.000	5.5		1.000	0.000
	DCD	5.5		1.000	5.5		1.000	0.000
	SLD	5.5		1.000	5.5		1.000	0.000

7 Period Day Course Section Scenario

Changes Proposed 03-31-22

2022-23

Updated: 03-31-22

Department Name	Course Name	Current Sections	Current Class Size	Current FTE	Proposed Number of Sections 2022-23	Proposed Class Size 2022-23	Proposed 2022-23 FTE	Change
	18-21 Yr Old/DCD/Job Skills	5.5		1.000	5.5		1.000	0.000
	ALC/SLD/EBD	1		0.091	0		0.000	-0.091
	DAPE	1	4	0.182	1		0.182	0.000
								Change
					FTE 7 Period:		4.727	0.000

								Proposed Change
Current total is .0909 less than anticipated because we moved Paul Peterson back to FES full time second semester and utilized one semester period of Tony Casareto to cover ALC.				29.545	Proposed Total FTE:	28.455	-1.091	

ALC added to this as well.

School Resource Officer – additional information

- 1) Discussed with administration from St. Louis County and they love their resource officer. Involved with all safety planning, any discipline issues with fighting or any form of weapon violation they include the officer, truancy, some groups, works independently with certain students, law enforcement presence, and the list goes on. Valued member of their team and no more or less important than a counselor, social worker, therapist, etc. Additional resource to meet the needs of the school, students, and staff.
- 2) Mesabi East has SRO and nothing but praise for the help provided. Helps whenever and wherever needed. Major discipline such as violence, drugs/alcohol, and attendance issues. Right fit is important. Officer has worked with educational programs throughout district.

School Resource Officer Description and Duties

The School Resource Officer will be based primarily in the ISD 361 Schools. This position will serve as a liaison between the ISD 361 school district and the International Falls Police Department. Broadly, this role will encompass law enforcement, mentoring & counseling, and in-person trainer for staff and students. This position will forward the goals of community policing: creating and strengthen partnerships in the community to increase the safety and well-being of those who live in the area, as well as increase the trust in local law enforcement.

The officer will be assigned to ISD 361 for the school year. During the school breaks the officer will continue any special outreach programs they have implemented as well as provide support for the IFPD.

Specifics:

- **Certified School Resource Officer.** The officer will attend the Minnesota Department of Public Safety "School Resource Officer (SRO) Training" course.
- **DARE Officer.** The officer will attend and certify as a DARE instructor.
- **Juvenile Diversion Officer.** The officer will assume the Juvenile Officer Duties for the International Falls Police Department. This will be a natural evolution for the program and will improve the diversion program's efficiency and effectiveness.
- **Alert, Lockdown, Inform, Counter, Evacuate (ALICE) instructor.** The officer will attend ALICE certification training to allow the officer to train and prepare both staff and students for critical incident response.
- **Student Outreach.** The officer will implement and coordinate an after-school outreach program.
- **Special Events.** The officer will coordinate IFPD presence with ISD 361 for officer presence at school activities.

Pay Scale:

Patrol Officer (full-time). Hourly rate: \$43.54 / Annual rate: \$90,563.20. This includes pay rate, insurance, work compensation, PERA, Medicare.

Patrol Officer (part-time). Hourly rate: \$27.09

Annual Rate for part-time officer calculated at an estimated 9 month agreement:

25 weekly hours (900 annual hours): \$24,381

30 weekly hours (1,080 annual hours): \$29,257.20

36 weekly hours (1,296 annual hours): \$35,108.64

Position Title: District/Business Office Clerk

The following are the main task areas, but does not represent all duties to be assigned

Position	Main Dept Position Supports	General Tasks (not limited to the following)	Task is currently assigned to:				
			Supt	Bus Mgr	AP/AR/ FD.Svc.C/ MARSS	Payroll	PT Bus. Off Clerk
District Business Office Asst.	Supt.	<ul style="list-style-type: none"> -- Assist Superintendent in drafting of personnel and non personnel contracts. -- Maintain, track, distribute and organize all Superintendent office communciations, contracts/agreements including records retention. -- Maintain Superintendent Office webpage & media posts as necessary -- Special Projects and tasks as assigned by Superintendent 	X	X			
	Board	<ul style="list-style-type: none"> -- Administrative Assistant for School Board; attend meetings as necessary Responsible for BoardBooks, meeting setup, agenda's, minutes, resolutions, and -- policy updates/tracking. Includes Zoom webinar/meeting management. -- District election clerk during election years. -- Maintain School Board webpage -- Assist in organizing board travel when necessary. -- Responsible for ordering award certificates and plaques. -- Board Tasks as assigned by Superintendent, School Board or Business Mgr 		X			
Business Office Clerk	Bus. Office	<ul style="list-style-type: none"> -- Main back up for payroll and purchasing -- Accounts receivable for all local cash and credit/debit cards pmts made to District. -- Responsible for accounts payable Assist Business Manager with insurance tracking, federal time and effort and -- asset tracking, and collections Assist Business Manager with issuring new staff credit cards, and support staff to -- resolve issues with using credit card. -- Responsible for tracking donations, donation report to school board, balance inquires by staff -- Maintain and order Districtwide envelopes and postage, non public reporting and tracking. -- Special Projects and tasks as assigned by Business Manager 		X	X	X	
				X	X		X

Business Office Department Back Up Plan With New Position

	Task area	1st Backup	2nd Backup
Jen Horne	Payroll & Benefits FMLA Unemployment WC / Injury Rpt Timeclocks	New Position New Position New Position New Position New Position	Bus Mgr Bus Mgr Bus Mgr Bus Mgr Bus Mgr
Michelle Hopkins	Requisition/Purchasing F/R Applications POS system Fd Svc Accounts CLICS MARSS	New Position Bus Mgr Bus Mgr Bus Mgr Bus Mgr Bus Mgr	Bus Mgr New Position New Position New Position New Position New Position
New Position	Cash receipts (local) & Cr.Cards Accounts Payable Staff Credit Cards / Pmt Process	Payroll Payroll MARSS / Fd Svc	MARSS / Fd Svc MARSS / Fd Svc Bus Mgr
Stacy Grover	SWIFT Pmts New Codes Bank Reconciliation Bank Transfers SEDRA SERVS Fee Mgmt Adjustments	MARSS / Fd Svc MARSS / Fd Svc	New Position

Budget for additional business staff hours:

District/Business Office Clerk

Additional Hours 1379

FTE 0.67

Estimated Cost \$ 37,730 Wages and Benefits

Assumes single benefit level for health and dental insurance

3.31.22