

MINUTES OF THE BOARD OF EDUCATION
Independent School District No. 820
Sebeka, MN 56477
Regular meeting Monday, October 13, 2020

The regular meeting was called to order at 6:00 p.m. The following members were in attendance: Nate Erickson, Kayla Frame, Charles Funk, Rodney Huttunen, Russell Johnson, Eric Nelson, and JoAnn Olson, Also present were Superintendent Dave Fjeldheim; Principal Amie Westberg; Business Manager Holly Paulson; staff members Cathy Baumgart, Melissa Koch and Dave Kerkvliet; and Review Messenger Reporter Roy Rudderforth.

Erickson moved, Nelson seconded to approve the agenda as presented. Motion carried unanimously.

Mrs. Westberg reported on Student Council news noting that Fall Festival Week will be held the week of October 19th noting that there were dress up days every day, costume contest, bingo, and a mask decorating contest.

Business Manager Holly Paulson reported on the following items: Eide Bailly will be presenting the FY2020 Audit report virtually; Truth in Taxation form and Levy Limitation and Certification report 2020 Payable 2021 was submitted to MDE and counties in Sebeka School District; salary census for Long-Term Disability and Group Term Life submitted to National Insurance Services for the 2020-2021 school year; Workers Comp Audit was completed and resulted in a refund of \$627 for FY2020 due to lower salary for the year from having one less elementary teacher, no foreign language teacher and school being closed in the middle of March resulting in no subs and no spring sports; Title I and IV applications have been approved; additional Fall coaching assignments have been issued for volleyball, football and football cheerleading and wage statements have been given to employees; and reviewed the CARES Act Fund and funds received from the Coronavirus Relief Funds (\$130,652), Governor's Emergency Education Relief Fund (\$9,160.26), Elementary and Secondary Schools Education Relief Fund (\$111,635.23) and Wadena County Cares funding (\$70,028.25).

Principal Westberg reported on the following items: thankful for Ms. Ervasti in the health office with keeping up to date with all things COVID related by communicating with MDH, Wadena Public Health, parents, teachers, students and administration noting that she has done an excellent job with all the situations she has had to deal with; making adjustments on how to handle temporary distance learners; and noted that conferences will be different due to COVID noting K-6 will be offering four different types of conferences by email, phone, Zoom or in person with a limit of 2 people and 7-12 will be offered three different types of conferences; email, phone or Zoom.

Superintendent Fjeldheim reported on Q-Comp goals for 2020-2021 noting that he and the Q-Comp Coordinator have received a directive from MDE to use the same goals from 2019-2020 due to no MCA testing last spring. The elementary goal is to move the average proficiency from 63.93% to 65.93% and the secondary goal from 56.06% to 58.06%; reviewed Out of Program and Discretionary variances for teachers who are teaching a class or working in an area that they are not currently licensed in; secondary class schedules with enrollment numbers in each class with in-person and distance learners and language available for schools to use at their discretion when having to move to distance learning; and reviewed the 2020-2021 Planning Guide for Minnesota Public Schools related to allowing two guests for each player to attend volleyball games and allowing a limited number of spectators at football games.

Under Discussion Items, Mrs. Westberg reviewed how a hybrid plan would work if COVID cases continue to rise; Mr. Fjeldheim reviewed what work needed to be completed for this year's World's Best Workforce Plan; Long Range Planning was revisited due to the construction project near completion, and discussion was held on the completion of the punch list items that need to be completed before final closeouts of the trades can take place.

Nelson moved, Olson seconded to approve the following consent agenda items with the exception of 7.5.5 Assignment of Football Cheerleading advisor: regular meeting minutes from the September 14th board meeting; Treasurer and Investment report for October; monthly bills at \$756,631.60; Q-Comp Leadership positions: Q-Comp Coordinator-Nikki Ament; Peer Coaches - Dan Doyle, Mike Heino, Becca Pulju, Nikki Ament, Donna Yliniemi, and Ronnie Lee; Data Manager - Nikki Ament; Data Management Team member - Vicki Lake; Teacher Mentors are Becca Pulju, Ronnie Lee, Jenny Lillquist, Mike Heino, Dave Kerkvliet, and Tom Smith; assignment of Kendra Wattenhofer as Jr. High Volleyball Coach; assignment of Jesse Bullock as Jr. High Football Coach; letter of resignation from Food Service Assistant Pat Drury and thanked her for her years of service to Sebeka School; and October enrollment at 445 students K-12. Motion carried unanimously.

Nelson moved, Johnson seconded to approve the assignment of Sarah Kuschel as Football Cheerleading Advisor. Funk abstained from voting therefore motion carries.

Funk moved, Erickson seconded to approve the 2020-2021 audit report as presented noting that it was a clean audit with minimal findings of segregation of duties, preparation of financial statements, and material journal entries. It was noted that these findings are based on the number of staff available for districts of our size. Motion carried unanimously.

Johnson moved, Nelson seconded to approve the following competencies for bus drivers 1) Safely operate the type of school bus the driver will be operating; 2) Understand student behavior, including issues related to students with disabilities; 3) Ensure orderly conduct of students on the bus and handle incidents of misconduct appropriately; 4) Know and understand relevant laws, rules of the road, and local school bus safety policies; 5) Handle emergency situations; 6) Safely load and unload students. It was noted that this is done on a yearly basis throughout the year at in-services that all bus drivers are required to attend. Motion carried unanimously.

Funk moved, Nelson seconded to approve the Assurance of Compliance Report for State and Federal Law Prohibiting Discrimination noting that each year a report is completed for the state regarding the assurance of Compliance showing that the school district is in compliance with state and federal laws prohibiting discrimination. Motion carried unanimously.

Johnson moved, Olson seconded to approve the request for the Band and Choir's Disney Trip November 14 through November 21, 2021. Motion carried unanimously.

Funk moved, Nelson seconded to accept the final summative evaluation for Mr. Fjeldheim at the success of his goals for the 2019-2020 school year. Motion carried unanimously.

Johnson moved, Olson seconded to approve a Technology Services Agreement with Freshwater to help support our school during the absence of the school's technology director. Motion carried unanimously.

Erickson moved, Olson seconded to adjourn the regular meeting at 8:15 p.m. Motion carried unanimously.

JoAnn Olson
Clerk of Sebeka School District