

MINUTES OF THE BOARD OF EDUCATION
Independent School District No. 820
Sebeka, MN 56477
Regular meeting Monday, October 17, 2022

The regular meeting was called to order at 6:00 p.m. The following members were in attendance: Nate Erickson, Kayla Frame, Charles Funk, Russell Johnson, Eric Nelson and JoAnn Olson. Absent member Rodney Huttunen. Also present were Superintendent Dave Fjeldheim; Principal Amie Westberg; Business Manager Holly Paulson; DOS/AD Jon Lillquist; staff members Melissa Koch and Dave Kerkvliet; Student Council Representative Anna Vargo and Review Messenger Reporter Tim Bloomquist.

Johnson moved, Frame seconded to approve the agenda as presented. Motion carried unanimously.

Student Council Representative Anna Vargo reported on Fall Festival Week noting that will be dress up days every day and activities which include a Volleyball game between the juniors and seniors and staff, Bingo during Advisory time, obstacle course, door decorating contest, and Powder Puff Football. A “Kick Cancer” event was held for Carol Hooper during the volleyball game with Henning and raised a little over \$1700 for her. They will now start planning activities for Halloween.

Business Manager Holly Paulson reported on 3rd quarter payroll reports have been completed; FY2023 Wage Statements have been distributed to staff; currently working on FY2023 annual payroll for the budget revision; completed final entries for the auditors for the 2021-2022 audit; working with WEX to move out the Flex account from Further; and submitted the employee census to National Insurance to update employee salaries for FY2023.

Dean of Students/AD Jon Lillquist reported on the cell phone policy noting that overall the enforcement of the cell phone policy has been working with fewer issues with cell phones; had a Dean of Students Network at Sourcewell on October 12th; starting a campus initiative with a company called Bigest Fan Consulting to help improve school culture, participation, sportsmanship and promoting a feeling of belonging for all students and also noted that the company also works with the leaders to have them teach the next set of leaders so it becomes a legacy program. Reviewed dates for fall sports playoffs and the following winter sports assignments: GBB - Head Coach Mike Heino, Assistant Open, Junior High Kylynn Warmbold, Wrestling Head Coach Jake Oyster, Assistant Wade Hukriede, ½ Assistant Todd Frie and ½ Assistant Luke Davidson; BBB - Head Coach Jon Lillquist, Assistant Jeff Lake, Jr. High BBB Jerome Meyer; and Sarah Kuschel as BBB Cheerleading Advisor.

Principal Westberg reported on that we are now validated as an MN School of Excellence; Walmart donated over \$350 in school supplies; started observations for non-tenured teachers; signed up for an 8-week LETRS training for administrators; and will be attending a Vision Trip with Mrs. Kern to Wisconsin sponsored by Sourcewell October 25th – 27th.

Superintendent Fjeldheim reported on secondary class schedules with enrollment numbers in each class; FFA request to attend the FFA Nationals in Indianapolis, Indiana October 26th-28th; MSBA Learning/Networking Opportunities available; congratulated Mrs. Westberg for her work and the committees’ work on the Minnesota Schools of Excellence; reviewed interest earnings with MN Trust; reviewed custodial, transportation and food service departments and noted that everything seems to be going well; and suggested to have a work session in November to discuss estimated revenues and expenditures for the 2023-2024 school year, future staffing and programming, future administrative direction and information needed for the school’s planning and direction.

Under Discussion Items, Superintendent Fjeldheim reviewed what needed to be completed for the World’s Best Workforce Plan, MREA Conference on November 13th – 15th; and Q-comp goals noting that the goal for the elementary will be to improve from 56.6% to 58.6% and the high school to improve from 52.65 proficiency to 54.65. Principal Westberg reviewed the MCA results in Math, Reading and Science.

Nelson moved, Johnson seconded to approve the following consent agenda items with the exception of the assignment of Sarah Kuschel as BBB Cheerleading Coach: regular meeting minutes from the September 12th board meeting; Treasurer and Investment report for October; monthly bills at \$673,835.03; Q-Comp Leadership positions: Q-Comp Coordinator-Becca Pulju and Donna Yliniemi; Peer Coaches - Dan Doyle, Mike Heino, Becca Pulju, Dave Kerkvliet, Donna Yliniemi, and Ronnie Lee; Data Manager Mrs. Westberg; Data Management Team Members – Becca Pulju and Jerome Meyer; Teacher Mentors Becca Pulju with Matt Adams, Jenny Lillquist with Jordan Jenkins, Mike Heino with Keegan McCorkell, Dave Kerkvliet with Ashton Seieroe and Kristopher Olson, Rachel Kern with Meghan Adams, Dan Doyle with Jacob Haag, Nicole Oyster with Caroline Drury, Emily Crabb with Alicia Strayer and Tammy Kopacek with Nicole Walker; Assignment of Dawn Eitel as paraprofessional; Winter sports assignments: GBB - Head Coach Mike Heino, Assistant Open, Jr. High GBB Kylynn Warmbold; Wrestling - Head Coach Jake Oyster, Assistant Wade Hukriede, ½ Assistant Todd Frie and ½ Assistant Luke Davidson;

BBB - Head Coach Jon Lillquist, Assistant Jeff Lake, Jr. High BBB Jerome Meyer; and October enrollment at 466 students K-12. Motion carried unanimously.

Nelson moved, Johnson seconded to approve the assignment of Sarah Kuschel as BBB Cheerleading Advisor for the 2022-2023 school year. Funk abstained from voting. Motion carried.

Johnson moved, Olson 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. Motion carried unanimously.

Frame moved, Erickson seconded to approve the Assurance of Compliance with State and Federal Prohibiting Discrimination report noting that this report is completed for the state showing that the school district is in compliance with state and federal laws prohibiting discrimination and that we have policies on file in-house and submitted to the state ensuring we are in compliance with federal law pertaining to these compliance issues. Motion carried unanimously.

Johnson moved, Frame seconded to approve the first reading of the EMS-ESP Seniority List as presented. Motion carried unanimously.

Nelson moved, Erickson seconded to approve a resolution from MSHSL Foundation supporting the school's application to the MSHSL Foundation for a FORM A grant to offset student activity fees. The following members voted in favor: Erickson, Frame, Funk, Johnson, Nelson and Olson; against: none; absent: Huttunen; therefore the resolution was duly adopted.

Johnson moved, Nelson seconded to approve to write off the debt of \$1,013.00 for unpaid lunch meals dating back prior to March of 2020. Motion carried unanimously.

Olson moved, Frame seconded to approve a resolution accepting the following donations - \$500 to SkillsUSA from Tom and Kyle Schulz; and \$20 to the Ross Beaumont Memorial Fund. The following members voted in favor: Erickson, Frame, Funk, Johnson, Nelson and Olson; against: none; absent: Huttunen; therefore, the resolution was duly adopted.

Erickson moved, Frame seconded to approve the first reading of the MSBA Model Policy 722 Public Data Requests. Motion carried unanimously.

Johnson moved, Erickson seconded to approve to try Esports for the 2022-2023 school year. The following members voted in favor: Erickson and Johnson; the following members voted against: Frame, Funk, Nelson and Olson; therefore the motion failed on a 4-2 vote.

John Hagen, auditor from Eide Bailly, presented the Executive Summary of the FY2022 audit. He reported that it was a clean audit with minimal findings of segregation of duties, preparation of financial statements including SEFA and material journal entries and noted that these were findings are not uncommon for a district of our size; there was one finding for a couple of inactive Student Activity Accounts, and there were no findings in the federal audit.

Nelson moved, Frame seconded to approve the first reading of the 2021-2022 audit report noting that it was a clean audit with minimal findings of segregation of duties, preparation of financial statements, and material journal entries and one finding for a couple of inactive Student Activity Accounts, and there were no findings in the federal audit. It was noted that the findings for the financial statements are based on the number of staff available for districts of our size. Motion carried unanimously.

Funk moved, Olson seconded to approve FFA to attend the National Convention October 26th-28th in Indianapolis, Indiana. Motion carried unanimously.

Nelson moved, Erickson seconded to adjourn the regular meeting at 7:38 p.m. Motion carried unanimously.