

Regular Board Meeting
Independent School District 564 – Board of Education
June 28, 2021
6:00 p.m.
DSC Board Room

A Regular Meeting of Independent School District #564 Board of Education was held Monday, June 28, 2021, beginning at 6:00 p.m. in the DSC Board Room. The following board members were present: Mike Spears, Wayne Nomeland, Craig Mattson, Michelle Westerman, Ryan Walseth, Misty Hempel and Chris Melbye. Absent: None.

Staff members present were: Melissa Bushy, Donita Stepan, Tanya Monson-Ek, Sara Olson, Amber Lindgren, Kayla Lian and Mary Twistol.

Also present were: Jillian Neibaur, Marlene Anderson and Dave Hill.

The Pledge of Allegiance was recited.

Chairman Wayne Nomeland called the meeting to order at 6:00 p.m. and Clerk Mike Spears confirmed that a quorum was present.

A motion was made by Michelle Westerman and seconded by Ryan Walseth to approve the June 28, 2021 agenda as presented. Motion carried unanimously.

A motion was made by Craig Mattson and seconded by Ryan Walseth to approve the minutes of the May 24, 2021 Regular Board Meeting as presented. Motion carried unanimously.

A motion was made by Mike Spears and seconded by Chris Melbye to approve the bills as submitted and on file in the School District Business Office. Motion carried unanimously.

Public Comment:

Superintendent's Report:

Our Finance Committee has met and solidified a few things relating to the upcoming referendum this Fall. Superintendent Stepan shared that she is currently working on a Referendum Communications plan and our Referendum powerpoint - both being drafts. In addition, she is in the process of creating a brochure to be handed out in August/September, a newspaper insert that will go out in October and we'll have our website up to date for anyone to reference.

Although it hasn't been announced yet, the outline of an overall appropriations bill was announced. It does not change our need to go out for an operating referendum. The operating referendum money that we would potentially get would be payable in 2022 and then available for use in 2023 - this is the same time that most of the COVID money will run out.

Committee Reports:

Ryan Walseth gave an update from the Facilities Committee meeting held on May 26.
Chris Melbye shared an update from the Negotiations meeting held on May 26.
Chris Melbye gave an update from the Finance Committee meeting held on June 15.
Ryan Walseth shared an update from the MEC meeting held on June 9.

Student Reports:

Recognitions:

- A. Congratulations to the following LHS Concert Choir students who were selected for the Minnesota All-State Choir: Karleen Wilde (Mixed Choir), Ethan Osowski (Men's Choir), Jaymin Klosterman (Women's Choir), and Alaina Lunsetter (Women's Choir).
- B. Congratulations to Haylie Rogalla who was selected to play in the Class AA All-Star Series.
- C. Congratulations to Carter Rogalla who was selected to coach the Class AA All-Star Girls Softball game this year.
- D. Congratulations to Brooklyn Brouse who is a finalist for Ms. Track & Field in MN.
- E. Congratulations to the Prowler Boys Tennis team who won Sections and participated at the State tournament on June 8-11, 2021. LHS Senior Camden Broadwell qualified for State in Singles while LHS Juniors Dylan Hahn and Jack Onkka took 4th place.
- F. Congratulations to the students who competed at the MN State Track meet:

Our girls finished 30th out of 87 teams -

4x800: 12th place: Maren Espe, Kendal Rantanen, Josie Peterson, Dru Harbott

4x200: 2nd place: Kendra Mehrkens, Dominica Bernstein, Jeanne Olson, Brooklyn Brouse (School Record)

HJ: 14th place: Brooklyn Brouse

200: 8th place: Brooklyn Brouse

300 Hurdles: 3rd place: Brooklyn Brouse (Personal Best Time)

Our boys finished 29th out of 87 teams -

4x800: 7th place: Isaac Mauch, William McLean, Jonah Kalsnes, Blake Biermaier

4x400: 4th place: Kaden Baaken, Jonah Kalsnes, Isaac Mauch, Blake Biermaier (Season Best time)

300 Hurdles: 7th place: Blake Biermaier (Personal Best Time)

- G. Congratulations to our Prowler team members who competed at the 2021 MN State High School Clay Target League Championship in Alexandria the weekend of June 19. The Varsity team finished 6th out of 29 teams. Carl Sandahl took 2nd in JV, and Morgan Rude finished 4th in Varsity.
- H. ISD 564 has been selected by Canadian Pacific (CP) to receive a generous donation totaling \$19,485 for new Automated External Defibrillators (AED) devices that will replace the aged and outdated devices in each of the schools. The units have 7-year warranties and a 5-year life span for the batteries and pads. Thanks to CP, our schools will be even more prepared for an emergency.

Presentations:

- A. Tanya Monson-Ek gave a Finance update.

Real World Authentic Opportunities:

Voice and Choice:

Equitable Experiences:

- A. A motion was made by Michelle Westerman and seconded by Misty Hempel to approve the changes to the 2021-22 LHS handbook as presented. Motion carried unanimously.
- B. A motion was made by Mike Spears and seconded by Misty Hempel to approve the changes to the 2021-22 FMS handbook as presented. Motion carried unanimously.
- C. A motion was made by Mike Spears and seconded by Craig Mattson to approve the MSHSL 2021-22 Resolution for Membership. Upon a roll call vote, motion carried unanimously.

Safety (Strategic Direction D):

- A. A motion was made by Ryan Walseth and seconded by Mike Spears to approve the School Resource Officer Services Agreement between the City of TRF and ISD 564 for the 2021-22, 2022-23, 2023-24 school years. Motion carried unanimously.
- B. A motion was made by Misty Hempel and seconded by Michelle Westerman to approve the Canine Agreement between the City of TRF and ISD 564 for the 2021-22, 2022-23, 2023-24 School Years. Motion carried unanimously.

Staff Growth:

- A. A motion was made by Craig Mattson and seconded by Misty Hempel to approve the Consent Agenda and as appropriate, per negotiated contract, salary and benefits and an acceptable background check. Motion carried unanimously.

Personnel:

1. Approve the assignment of **Rachael Evenson**, Visual Arts Teacher, LHS, effective August 31, 2021.
2. Approve the assignment of **Carmen Collins**, FMS Pool Director, effective June 2, 2021.
3. Approve the assignment of **Stephanie Kainz**, Elementary Education Teacher, effective August 31, 2021.
4. Approve the assignment of **Jamie Bakken**, Technology Teacher/LAN Manager, FMS, effective August 31, 2021.
5. Approve the employment of **Emma Johnson**, Latch Key Student Assistant, effective June 11, 2021.
6. Approve the employment of **Chelsey Sorvig**, Kindergarten Teacher, effective August 31, 2021.
7. Approve the employment of **Oak Vichaikul**, Technology Coordinator, effective July 19, 2021.
8. Approve the leave of absence for **Laura Fay**, Teacher, CES, effective approximately August 31, 2021 - December 10, 2021.
9. Accept the resignation of **Cindy Sanden**, Food Service Supervisor, effective June 4, 2021.
10. Accept the resignation of **Shannon Knaack**, Special Education Paraprofessional, CES, effective June 4, 2021.
11. Accept the resignation of **Kayla Lian**, Teacher, FMS, effective June 7, 2021.
12. Accept the resignation of **Kathy Kahlhamer**, Special Education Paraprofessional, LHS, effective June 4, 2021.
13. Accept the resignation of **Jesse Osmondson**, Cleaner, effective June 11, 2021.
14. Accept the resignation of **Krystyna Ellingson**, Special Education Paraprofessional, CES, effective June 4, 2021.
15. Accept the resignation of **Dawn Maurstad**, Food Service, effective June 17, 2021.
16. Accept the resignation of **Ben Kuznia**, Teacher, LHS, effective June 7, 2021.
17. Accept the resignation of **Dan Loerzel**, Cleaner, effective June 30, 2021.
18. Accept the resignation of **Sara Rogalla**, Native American Student Liason, effective August 6, 2021.
19. Accept the resignation of **Maria Valencia Ambriz**, Cleaner, effective May 28, 2021.
20. Accept the resignation of **Kim Van Elsberg**, Occupational Therapy Assistant, effective June 19, 2021.
21. Accept the resignation of **Craig Olson**, Cleaner, effective June 18, 2021.
22. Accept the resignation of **Waylon Tarvestad**, effective July 7, 2021.

B. A motion was made by Chris Melbye and seconded by Michelle Westerman to approve the employment of the following 2021 Summer Positions. Motion carried unanimously.

Special Education:

- a. One (1) Special Education Teacher up to 20 hours for compensatory education services - **Leslie Rogalla**
- 1. **Summer Food Service:**
 - a. Up to two (2) Lead Cook at 7 hrs/day serving and clean up - **Tanya Masseth**
- 3. **Transportation:**
 - a. **Booster Club**
 - i. **up to (5) Bus Drivers**
June 14 - July 2, 2021 and August 2 - August 13, 2021
5 days/week up to 4 hours/day - **Mary Bruggeman**
 - b. **Food Delivery**
 - i. **One (1) Bus Driver**
June 14 - August 13, 2021 - up to 1 hr/day - **Mary Bruggeman**

C. A motion was made by Chris Melbye and seconded by Craig Mattson to approve the 2021-23 Agreements for the following individuals as negotiated. Motion carried unanimously.

- 1. Tanya Monson-Ek, Director of Finance and Operations
- 2. Amber Lindgren, Director of Human Resources
- 3. ean Craigmile, Educational Interpreter
- 4. Michael Magnusson, Student and Family Support Coordinator
- 5. Meg Kolden, Director of Community Education
- 6. Sara Olson, Director of Teaching, Learning and Technology
- 7. Mike Biermaier, Director of Athletics and Activities
- 8. Marcie Fisher, Payroll Coordinator
- 9. Ronnie Skallet, Transportation Manager
- 10. Melissa Bushy, Executive Assistant to the Superintendent
- 11. Jason Hruby, Buildings and Grounds Supervisor
- 12. Kim Johnson, Director of Learner Support Services

D. A motion was made by Misty Hempel and seconded by Mike Spears to establish and post for the following 2021 position: Motion carried unanimously.

- 1. **Student Success Coach**
Effective Date: 2021-22 and 2022-23 school year (2 year position only)
Location: Franklin Middle School
 - a. 1.0 FTE

E. A motion was made by Ryan Walseth and seconded by Michelle Westerman to approve the Resolution to approve the administration's recommendation to issue a contract for the 2021-22 school year to the following teaching staff, which will result in the granting of tenure. Upon a roll call vote, the motion carried unanimously.

Strong Fiscal Management:

- A. A motion was made by Mike Spears and seconded by Chris Melbye to approve the original 2021-22 Original Budget as presented. Motion carried unanimously.

B. A motion was made by Mike Spears and seconded by Misty Hempel to approve the following agenda item: **The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Director recommends to the Board to authorize Superintendent Donita Stepan (donita.stepan@myprowler.org) to act as the the Identified Official with Authority (IOwA) to authorize access of MDE secure websites and Melissa Bushy (melissa.bushy@myprowler.org) as the IOwA to add and remove names only for the Thief River Falls School District 0564-01, effective July 1, 2021, through June 30, 2022.**

Motion carried unanimously.

C. A motion was made by Mike Spears and seconded by Chris Melbye to approve the resolution approving ISD 564's Long-Term Facility Maintenance (LTFM) Ten Year Plan for FY 2023. Upon a roll call vote, motion carried unanimously.

D. A motion was made by Mike Spears and seconded by Ryan Walseth to approve renewing our workers compensation insurance coverage with SFM Mutual Insurance Company through North Risk Partners, Thune Division for a period from July 1, 2021 through June 30, 2022, at an estimated premium of \$110, 288. Motion carried unanimously.

E. A motion was made by Michelle Westerman and seconded by Craig Mattson to approve the food prices for the 2021-22 school year. Motion carried unanimously.

Grade	Breakfast	Lunch
K-5	\$1.50	\$2.80
6-8	\$1.60	\$2.85
9-12	\$1.65	\$2.95
Adult	\$2.60	\$4.35 (<i>only change</i>)
Milk/Juice	\$.55 each	

F. A motion was made by Mike Spears and seconded by Chris Melbye to approve the following Resolution for Committing Fund Balance. Motion carried unanimously.

Whereas, board action is required to formalize the commitment of fund balance to specified purposes.

Now, therefore, be it resolved by the Board of Education of Independent School District No. 564, that effective June 30, 2021, the fund balance and the specific purposes for which they are committed are as follows:

<u>Fund</u>	<u>Specific Purpose</u>	<u>Amount or Calculation</u>
General	Separation/Retirement Benefits	To Be Calculated

G. A motion was made by Ryan Walseth and seconded by Mike Spears to approve the Resolution to Accept the donations received for the benefit of the district as designated. Upon a roll call vote, motion carried unanimously.

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: "The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same

to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.; and

WHEREAS, every such acceptance shall be by resolution of the by the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Thief River Falls Public School District, ISD 564, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
Canadian Pacific (CP)	\$19,485	replacement of current AEDs in our buildings

Other Items:

A. Policies:

1. A motion was made by Michelle Westerman and seconded by Ryan Walseth to approve the renewal of **MSBA 515 Protection and Privacy of Pupil Records** policy. Motion carried unanimously.
2. First reading of **MSBA 525 Violence Prevention** policy being presented for renewal with changes. The following policy will be presented for approval at the July 12, 2021 board meeting.
3. A motion was made by Craig Mattson and seconded by Misty Hempel to approve the renewal of **MSBA 528 Student Parental, Family, and Marital Status Nondiscrimination** policy. Motion carried unanimously.
4. A motion was made by Ryan Walseth and seconded by Michelle Westerman to approve the renewal of **MSBA 209 Code of Ethics** policy. Motion carried unanimously.
5. A motion was made by Mike Spears and seconded by Misty Hempel to approve the renewal of **TRF 550 Restrictive Procedures** policy. Motion carried unanimously.

Adjournment:

Board Chair Nomeland adjourned the meeting at 7:14 pm.

/s/
Wayne Nomeland, Chair

/s/
Mike Spears, Clerk