

ISD #314
Isanti, Pine, Chisago,
& Kanabec Counties
Braham, MN 55006

AGENDA
REGULAR SCHOOL BOARD MEETING
Monday, September 18, 2023
6:00pm – BAHS Community Room
Greeter: David Shockman

**** New devices to handout, please return old ones**

1. Regular meeting called to order by Chair. Pledge of Allegiance.
2. Adopt Agenda.
3. Consent Agenda:
 - a. Approve the minutes of the August 21st Regular Board Meeting.
 - b. Approve the September bills.
 - c. Review and accept the September Treasurer's report.
 - d. Enrollment Analysis.
 - e. Personnel.
4. Open Forum.
5. Expenditure / Revenue Fund Summary Report.
6. Acknowledgement of Donations, Contributions & Fundraising.
7. Elementary Principal's report.
8. High School Principal - Activities Director report.
9. Flight 707 Update - Principals
10. Superintendent's Report.
11. Acknowledge Braham "HONORS" Recipients.
12. Student Council Representative's report.
13. School Board members' reports/updates.
14. Consider approval of SEIU 284 Contract.
15. Consider proposed property tax levy for 2023 Payable 2024.
16. Consider approval of BEA Contract.
17. Second of three reading to Policy #516.5
18. Announcement of Truth-in-Taxation Public Hearing.
19. Consider cycle review of district policies for adoption.
20. Reminder of the Regular School Board meeting.
21. Adjourn.

1. **Meeting called to order by Chair. Pledge of Allegiance.**

Roll Call.

2. **Adopt agenda.**

3. **Consent Agenda:**

Ind. School District No. 314
Isanti, Pine, Chisago & Kanabec Counties
Braham, MN 55006

Regular School Board Meeting
Monday, August 21, 2023
6:30 am BAHS B100

The regular school board meeting was called to order by Chair Allison Londgren at 6:30 a.m. The Pledge of Allegiance was recited.

Members present - A. Londgren, M. Thompson, C. Kunshier, K. Hagfors, C. Gelle, J. Swanson, and Supt. Gagner. Members absent: D. Shockman

Motion by M. Thompson, second by C. Gelle to adopt the agenda. Carried.

Motion by M.Thompson, second by J. Swanson, to approve the minutes of the July 17th Regular Board Meeting and July 31st Working Board Meeting. Approve the August bills of \$3,672,112.79 The Board approved the following: 1) Allyssa Mattson for the LTS for the Music teacher position. Start date will be August 28, 2023 through November 20, 2023. Pay will be based on lane 1, step 1 of the BEA contract. 2) Michael Richard for the HS Food Service Asst. position. Start date will be August 21, 2023. Pay will be step 1 of the Food Service pay scale. 3) Myla Carlson, Elem. Para has submitted her resignation effective August 7, 2023. 4) Bryan Johnson has submitted a lane request for MA+15 to MA+30. The lane advance will take effect First Semester Fall 2023. 5) Korey Sybrant paternity leave October 23, 2023 through November 10, 2023. Returning to work on November 13, 2023. 6) Kelsey McFarland, Elem. Phy. Ed. teacher has submitted her resignation effective August 17, 2023. Carried.

Open Forum: None

Motion by J. Swanson, second by C. Gelle to approve the Expenditure/Revenue Fund summary report. Carried.

Motion by M. Thompson, second by J. Swanson, to acknowledge the August 2023 Donations: \$78.86 from K-12 Licensing to Athletics Dept., \$750 from Braham Ins. Inc. to Boys Basketball team for summer programming, \$500 from Isanti Co. Sportsmens Club to Boys Basketball, \$2,000 from SFM to Elem. School concrete project, \$184 from nvent Foundation to Music Dept., \$4,227.34 from anonymous donor to Athletics Dept. for HUDL contract, \$1,450 for music folders and \$4,000 for portable baseball backstop from B.A.C.K. Carried.

Flight 707 Update from Principals.

Principal Eklund’s written report was reviewed. Fall BEPO Boosterthon Fun Run will be held Sept. 20th.

Principal/AD Kuhnke’s written report was reviewed. New online shop for all your Bomber clothing can be found on the school

website.

Supt. Gagner's written report was reviewed. Summer construction project is near completion, on time and under budget.

Supt. Gagner congratulated the following staff, students, and community members for their accomplishments as "Braham HONORS" recipients. They are: Judy Bendickson, Justin LeClair, Shawn Kuhnke, Tammi Johnson, Jim Sward, Chris Grote, Jonelle Klemz, Mike Thompson, Connie Gelle, John Swanson, Kevin Stahl, Randi Smith, Wayne Seiberlich, Chad Meyer, Jim Sward, Marlys Carlson, Peggy Koehler, Andy Olson, Jodi Splittstoser, Jay Sparling, Aitor Leniz, Wayne Chase.

School board members attended various events and meetings including; Resource Training & Solutions mtg., and negotiations.

Motion by C. Kunshier, second by K. Hagfors to approve raising sub pay rates to \$200 per day, \$205 for retired teachers. Carried. M. Thompson abstained.

Motion by M. Thompson, second by J. Swanson to approve the Flight 707 MOU. Carried.

First of three reading to Policy #516.5 Overdose Medication.

Motion by J. Swanson, second by M. Thompson to adopt the following reviewed policies: #506 Student Discipline, #515 Protection and Privacy of Pupil Records, #722 Public Data Requests, #806 Crisis Management Policy. Carried.

Reminder of upcoming meetings: Regular School Board Meeting September 18th at 6:00 pm in B100 at the 4-12 Bldg.

Motion by M. Thompson, second by J. Swanson, to adjourn the Regular School Board meeting. Chair Londgren adjourned the meeting at 7:03 am.

Attest: _____
Catherine Kunshier, Clerk

Attest: _____
Allison Londgren, Chair

-
- b. Approve the September bills.
 - c. Review and accept the September Treasurer's report.

d. Enrollment Analysis

	Sep	Last
	11	Day 22/23
K	58	65
1	62	63
2	64	49
3	54	59
4	62	63
5	67	55
6	60	65
7	68	73
8	73	53
9	50	65
10	64	58
11	58	49
12	51	42
Total K - 12	791	759
ECSE	10	25
Total K-12 Plus ECSE	801	784
ADM*		759

e. Personnel

RESCINDING RESIGNATION

Consider rescinding **Kelsey McFarland's** resignation originally submitted August 17, 2023, per her rescinding letter August 23, 2023.

RECOMMENDATIONS

Dana Williams has been recommended by Principal Eklund for the Elem. SpEd para position. Start date was August 28, 2023. She will be paid step 2 of the para contract. Position is 33.75 hrs./wk.

Holly Olson has been recommended by AD/ Principal Kuhnke for the HS SpEd para position. Start date was August 28, 2023. She will be paid step 4 of the para contract. Position is 33.75 hrs./wk.

Alayna Sundermeyer has been recommended by Principal Eklund for the Elem. SpEd para position. Position is 33.75 hrs./wk. She will be paid at step 3 of the para contract. Start date was August 28, 2023.

Susan Sperl has been recommended by Principal Eklund for the Elem. SpEd para position. Position is 33.75 hrs/wk. She will be paid step 1 of the para contract. Start date was August 28, 2023.

Cody Hansen has been recommended by Principal Eklund for the Elem. SpEd para position. Position is 33.75 hrs/wk. He will be paid step 1 of the para contract. Start date was August 28, 2023.

Courtney Robinson, Elem SpEd Para reduction in days to only Monday, Wednesday and Friday.

Dylan Thiel has been recommended by Jim Sward, Buildings & Grounds Director for the Custodian position. Start date was September 12, 2023. He will be hired at step 1 of the custodial contract.

Joel Ribbey has been recommended for a volunteer Football Coach for the 2023 Season.

Jon Dunbar, Steve Stelmack, Judy Bendickson, Maria Rebella, Tracy Erickson, Allyssa Mattson, and Butch Erickson have been recommended by AD/ Principal Kuhnke for Fall Musical Volunteer for the 2023 production.

Kailey Affolter has been recommended by Principal Eklund for the Elem. SpEd para position. Position in 33.75 hrs./wk. She will be paid at step 4 of the para contract. Start date was August 28, 2023.

LANE CHANGE

Kailey Edling has submitted a lane request for BA to BA+30. She has completed all requirements for the lane advancement. The lane advance will take effect First Semester Fall 2023.

RESIGNATION

Kailey Affolter Elem SpEd para has submitted resignation effective September 5, 2023.

4. **Open Forum.**

5. **Expenditure / Revenue Fund Summary Report.**

6. **Acknowledgement of Donations, Contributions & Fundraising.**

Minnesota Statute 123B.02 permits school boards to “...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, and for the benefit of pupils thereof.”

Therefore, the Superintendent recommends the following resolution:

“BE IT RESOLVED by the School Board of Independent School District No.314 that the School Board accepts with appreciation the following contributions and permits their use as designated by the donors.”

Donation from	Donation to	Amount	Use
Anonymous Donation	Athletics Dept.	\$850	Baseball Supplies
Anonymous Donation	Athletics Dept.	\$850	Softball Supples
B.A.C.K	5th Grade	\$1,000	5th Gr. Field Trip
Grandy Lions	5th Grade	\$1,000	5th Gr. Field Trip
Grandy Lions	SpEd Dept.	\$1,000	SpEd Dept. Needs

7. **Elementary Principal’s report.**

Braham Area Elementary
September 2023 Board Report

1. Start of School

- Morning drop off and afternoon pick up has gone well in the PreK-3 building.
- A few reminders about staying in your car when parked at the “loop.”
- Parents/guardians have been great.
- Jen Chell has been helping supervise before and after school.

2. Fall Fundraiser

- Boosterthon helps BEPO put on our fall fundraiser.
- Fun Run - 9.20 (Wednesday)
- Fundraiser has raised over \$15,000/annually for our school!
- Money goes directly to our kids and teachers for field trips, materials, art, etc.

3. Staffing

- We are short one SpEd Paraprofessional

4. Conferences

- October 4 & October 11

5. MAASFEP (MN Association of Administrators of State and Federal Education Programs)

- State conference is Oct. 4.
- Dept. of Education will be presenting.

6. ADSIS (Alternative Delivery of Specialized Instructional Services)

- Students are being screened/benchmarked.
- Katie Blomdahl will be working with our students that need tier III reading interventions.

7. TEAM Award

- Our TEAM award winner this month is Kendall Olson. Kendall is our Media Secretary in both buildings. This year we are offering weekly Makerspace/STEM (science, tech., engineering, art, & math) lessons to our 4th-6th grade students. Thanks Kendall!

8. High School Principal/ Activities Director report.

HS Principal
 Activities Director
 School Board Report
 September 18, 2023

1. Open House was a huge success! We had a great turnout of parents, students, and families. 7th grade and new 7-12 student orientation was held in C100 and was very well attended.
2. The first week of school has started smoothly. Students have had a positive attitude and the staff has done a great job welcoming them back! I conducted grade-level meetings with all students in grades 7-12 on the first day of school.
3. The first Flight 707 meeting with the 7-12 staff went very well. It included a staff meeting, coaches meeting (this includes discussion on the following: What are the objectives (adopted standards) I will be teaching this week?, How will we practice (assignments)?, What are the assessments?, How did the students do?, Why?, Sharing student work, and rigor discussions.), as well as a focus on PBIS.
4. All fall activities are up and running smoothly.
5. Fall Participation numbers:

Activity	Age	2016	2017	2018	2019	2020	2021	2022	2023
Football	Grades 7 & 8:	30	30	30	35	32	30	29	37
	Grades 9 - 12:	39	41	34	33	36	34	37	37
Volleyball	Grades 7 & 8:	21	24	29	28	25	26	28	35
	Grades 9 - 12:	30	38	27	28	32	34	28	31
Cross Country	Grades 7 & 8:	9	6	4	2	4	0	2	12
	Grades 9 - 12:	8	13	18	18	17	4	6	2
Equestrian	7 - 12:	4	5	2	5	1	2	0	0
Fall Musical	7 - 12:	48	55	55	50	35	32	32	30

Jazz Band	7 - 12:	15	18	25	28	23	20	17	13
Fall Speed & Strength	Grades 7 & 8: Grades 9 - 12:	X	X	X	X	20 21	X	X	X

6. Homecoming is set for the week of October 8 through October 13.
 - We have a home volleyball game on Tuesday, October 10 vs. Ogilvie. We also have a home football game on Friday, October 13 vs. Deer River.

7. Fall Musical tryouts have been held, and they are now finalizing the cast and crew. They will be performing *The Wizard of Oz* on November 11, 12, 17, 18, and 19.

8. Randi Smith from the Braham Police Department will be providing our students in grades 7-12 age appropriate Internet Safety Training this week.
 - Tuesday, September 19 - Grades 7 & 8
 - Wednesday, September 20 - Grades 9 & 10
 - Thursday, September 21 - Grades 11 & 12

Respectfully Submitted,
Shawn Kuhnke

9. **Flight 707 Update - Principals**

10. **Superintendent's report**

Braham Area Schools #314
Superintendent Report
September 18, 2023

ECMECC Operating Committee meeting update - Aug. 18, 2023:

- a. Election of Officers:
 - i. Chair Dave Wedin (Milaca)
 - ii. Vice Chair Ken Gagner (Braham)
 - iii. Supervising Supt. Ken Gagner (Braham)
 - b. Approximately 175 people attended Lake ECMECC (professional development workshop)
 - c. Directors evaluation was approved as was the new Network Operations Specialist Contract, Erin Eberhardt (hired as a result of ECMECC taking over the Central MN Internet Services contract).
 - d. Annual Board meeting is Sept. 20 and the next Operating Committee meeting is Oct. 13.
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2. Braham Area Education Foundation meeting update - Aug. 28, 2023:
 - a. Total assets are approximately \$359,000
 - b. Tent at Open House (free cookies) and will sponsor tailgating at the Sept. 15 FB game (6:00 p.m.).
 - c. Awarded two grants:
 - i. Food Science Materials \$1,550 (T. Fix)
 - ii. ECFE Carnival \$250 (L. Aures)

3. Grandy Lions meeting update - Sept. 11, 2023:
 - a. Donations impacting Braham Area Schools:
 - i. \$1,000 Deb Kelley (Sp. Ed. Dept.)
 - ii. \$1,000 A. Leniz, S. Harvey, R. Abraham (5th Gr. Long Lake Conservation Trip)
 - iii. \$3,000 Braham Evangelical Covenant Church (ISD #314 Back Pack program)
 - b. Pancake Feed will be held Sunday, Oct. 1, at the Grandy Community Center.
 - c. Construction is almost complete: two small picnic shelters & a storage building (Grandy Comm. Center).
 - d. Next meeting is scheduled for Monday, October 2 @ 6:00 p.m

4. Braham Chamber of Commerce meeting update - Sept. 12, 2023:
 - a. Routine business. Upcoming Chamber sponsored events:
 - i. Fall-o-Ween Contest (entries due Oct. 23)
 - ii. Fall Festival - October 25
 - iii. Wine Cork Fundraiser - Nov. 3
 - b. Next meeting is Tuesday, Oct. 10 @ 5:00 p.m. at the Braham Event Center.

5. RRSEC Executive Council meeting update - Sept. 13, 2023:
 - a. Numerous routine contracts approved.
 - b. Information presented on land available from the Milaca school district regarding future plans for RRN.
 - c. Teacher sub pay increased to \$200 as a way to participate in the new substitute teacher pilot program.
 - d. E-learning plan approved.
 - e. Next meeting is Wednesday, Oct. 11 @ 9:00 a.m. (virtual).

6. 2022 Bond Project & Solar Updates:
 - a. All the glycol has been added to both the PreK-3 and 4-12 building systems.
 - b. Work will continue for the next several weeks on many items - the punch lists are starting.
 - c. Seven windows (E119, E121, & E123) have been replaced and resealing from F114 (SE corner) to entrance # 24 (near C100) is underway or completed. This portion of the project was all district control.
 - d. Recent change orders:
 - i. \$15,251 to repair AC units 5 & 7 (4-12 building). This was not part of the original scope.
 - ii. \$19,000+ to replace refrigerant piping on AHU units found on the 4-12 building (this was not part of the original scope).
 - iii. \$16,000+ (credit) for reuse of asphalt in the parking lots, minus added striping in the PreK-3 lot.
 - e. We are working on collecting bids for the replacement of the electrical switch panels (both buildings) to be completed during the summer of 2024.
 - f. The project remains on time and under budget.

7. Other Updates:
 - a. The district was able to dispose of several years worth of classroom chemicals on August 17, something we have been coordinating with the University of Minnesota for the past several months.
 - b. Back-to-School workshops went well. Speaker, Dr. Cindra Kamphoff, did a great job helping us become better versions of ourselves. She spoke to Braham, Ogilvie, Mora, and RRSEC employees. Finally, Open House was again well attended (680 hotdogs served).

- c. The district received word that a federal grant may pay for the remaining cost of purchasing/installing the solar panels (approximately \$35,000+).
- d. The auditors were on site Sept. 11 & 12 and will continue their work virtually. Expect a preliminary report in October and a presentation (final report) at the Nov. 20 meeting.

8. Comparisons from previous last day of school and first day of 2023-2024:

Year	K-12 Enrollment	PreK-12 Teachers FTE's	Bus routes	K-6 avg. class size*	K-6 Range	7-12 avg. class size	7-12 Range
2015 - 2016	774	62.4	11	18.6	14-22	21.0	7-33 (54 band)
2016 - 2017	719	53.4	11	21.0	18-24	20.1	8-34 (48 band)
2017 - 2018	736	50.3	11	23.3	18-33	20.5	8-36 (58 band)
2018 - 2019	728	49.7	11	23.0	16-35	19.3	5-37 (55 band)
2019 - 2020	754 (435/319)	51.0	11	22.0	19-34	22.8	5-33 (57 band)
2020-2021 {Covid} *Dist. Learning Students (94) NOT included	648 (303/345)	52.2	11	16.4	13-23	20.2	3-36 (42 band) (56 JH choir)
2021 - 2022	748 (424/324)	52.3	11	19.4	15-23	19.6	5-33 (45-51 Band) (65 JH Choir)
2022 - 2023	788 (436/352)	53.4	11	20.7	16-23	26.0	9-37 (39-44 Band) (25-37 JH Choir)
2023 - 2024	791 427/364	54.4	11	20.3	18-23	26.0	15-33 (42-51 Band) (34-38 JH Choir)

*Average HS class size does NOT take into account students in Sp. Ed. or ECMECC.

*Average K-6 class size does not include Sp. Ed. or Music & PE (music and PE average in the mid 30's).

**Range does not include Music or PE classes in K-6 but is included in the HS.

11. Acknowledge Braham “HONORS” Recipients.

Tracy Fix, Lori Auers, Aitor Leniz, Shandell Harvey, Ray Abraham, Deb Kelley	Braham Area School District #314 would like to recognize you for volunteering your time and effort in securing a successful grant application on behalf of the district. This is a great example of a SERVICE attitude in action and makes a significant impact on student learning.
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<p>Braham Elementary Parents Organization, Braham Area Education Foundation, Braham Area Committee for Kids, Grandy Lions, Braham Moose Lodge</p>	<p>Braham Area School District #314 would like to recognize you for your continued and generous support of the Braham Area School District. Your efforts to promote the district and strengthen opportunities for our students and staff DO make a difference and are greatly appreciated!</p>
<p>Frandsen Bank & Trust, Friendship Assembly of God</p>	<p>Braham Area School District #314 would like to recognize you for your support in providing breakfast during our 2023 Back-to-School Events. Your actions are appreciated and helped us kick off the new school year in style!</p>
<p>Braham Fire Department</p>	<p>Braham Area School District #314 would like to recognize the Braham Fire Department for your willingness to lend out the picnic tables for use at the 2023 Open House and football tailgating event. Your support allowed us to better showcase our district for the community of Braham. You are appreciated!</p>
<p>Donna Bryant, Mike Richard, Erica Gould, Terri Stone, Tammy Carlson, Chelsea Johnson, Jodi Splittstoser, Marlys Carlson, Jim Sward, Peggy Koehler, Andy Olson, Steph White, Jan Strohkirch, Julie Johnson, Shawn Kuhnke, Jeff Eklund, Val Ling, Kendall Olson, Jen Eklund, Justin LeClair, Mike Thompson, Tim Nelson, Connie Gelle, Peter Hesselroth, Dawn Olson - Braham Bus, Crystal Sundermeyer, Eric Jones, Nickie Nelson, Erin Eberhardt</p>	<p>Braham Area School District #314 would like to recognize you for your willingness to lend extra support in making the 2023 Open House a successful event. Your talents allowed us to showcase our district for the community of Braham and for that you are greatly appreciated!</p>

12. **Student Council Representative’s report.**

BAHS Student Council
School Board Report
September 2023

2023-24 Student Council Executive Council:

- Presidents:** Madison Davis and Elizabeth Fix
- Vice Presidents:** Delaney Johnson and Ben White
- Secretary:** Morgan Voight
- Treasurer:** Ayla Anderson
- Chamber Representative:** Rachel Riesing
- School Board Representatives:** Addy White

Homecoming 2023:

We are in the process of planning Homecoming 2023. Homecoming will be held the week of Monday, October 9-Friday, October 13, with coronation being held on Sunday, October 8 at 2:00 pm in C100.

Service Projects and Mentoring:

We will be focusing on various service projects in the community and will be beginning our mentoring program within the next few weeks. As of now, we are set to volunteer at the ECFE Carnival at the Elementary School and at the Braham Event Center with the Cell Phone Assistance class in the next two months.

Crayola, Recycling, and Announcements:

We will continue to collect used markers to return to Crayola, picking up recycling throughout the school, and reading morning announcements and the Pledge of Allegiance on Friday.

Respectfully submitted by,
Tammi Johnson, Student Council Advisor

Future reports will be submitted by:
Morgan Voight
BAHS Student Council Secretary

13. **School Board members' reports/updates.**

14. **Consider approval of 7/1/23 - 6/30/25 SEIU 284 Contract.**

15. **Consider proposed property tax levy for 2023 Payable 2024.**

Will be scanned to addendums when available.

The school district Proposed Property Tax Levy for 2023 Payable 2024 MUST be certified by the school board and submitted to the county auditor by September 30, 2023. The school board is asked to authorize the district to levy the maximum allowable.

16. **Consider approval of 7/1/23 - 6/30/25 BEA Contract.**

17. **Second of three reading to Policy #516.5** *No action taken at this time.*

18. **Announcement of Truth-in-Taxation Public Hearing.**

Braham ISD #314's Truth in Taxation Public Hearing will be held as a part of the Regular December School Board meeting scheduled for Monday, December 18, 2023, 6:00 pm, in the 4-12 Bldg, Community Room.

19. **Consider cycle review of district policies for adoption.**

#404- Background Checks

#410.5 - Return to Work Policy

#607.1 - Entrance to Kindergarten, Criteria & Process

#607.2 - Grade Advancement: Retention, Promotion, and Acceleration of Students.

#613 - Graduation Requirements

#614- School District Testing Plan and Procedure

20. **Upcoming Meetings:**

Regular School Board meeting October 16th at 6:00 pm in B100 at the 4-12 Bldg.

Working Board Meeting October 30th at 6:00 pm in B100 at the 4-12 Bldg.

21. **Adjourn.**
