

## Minutes for July 15, 2020 School Board Meeting Holdingford Public School

Chair Christensen called the regular meeting of the school Board of Independent School District #738 to order at 6:04 PM on July 15, 2020 in the LMC using social distancing.

Pledge was recited.

Members present: Elissa Ebnet, Ben Christensen, Lori Opatz, Rob Knettel, Pat Meier and Ed Feia. Member absent: Evelyn Martini. Ms. Martini arrived at 6:15 PM.

Also attending was Superintendent Chris Swenson, Business Manager Beth Heinze, Elementary Principal Jim Stang, Secondary Principal Angela Safran, Luke Selken with ICS, Herman Lensing with Star Publications and Adm. Assistant Linda Zapzalka.

Motion by Ebnet, second by Meier, to approve the amended agenda. Items added: 6.9. Approve Chromebook purchase; 6.10. Open Enrollment discussion and recommendation; 7.4. Approve resignation from Bus Driver George Platz; 7.5. Authorization to hire ESY Summer School Staff; 7.6. Approve to increase the Early Childhood Teacher position. Motion carried. All In Favor. (AIF)

Motion by Feia, second by Knettel, to approve the consent agenda. Items in the consent agenda included: approval of the minutes from the June 17, 2020 Regular School Board meeting; approval of the schedule of bills in the amount of \$1,261,745.37 computer checks 84491-84793; approval of the electronic transfer for June \$2,576,784.73; the Treasurer's Report balance per books \$10,917,378.52 for month of June; approval of Policy 506 Student Discipline, Policy 523 Policies Incorporated, Policy 530 Immunization Form and Instructions, and Policy 602 Organization of the School Calendar and School Day; approve membership renewal with Resource Training and Solutions; approve membership renewal with MSBA; approve lane change for Joel McDonough to MS Step 10; and approve coaches for fall 2020. On roll call voting in favor: Feia, Christensen, Opatz, Ebnet, Meier, and Knettel. Voting against: None. Motion carried.

### Reports

Mr. Selken updated the Board on the building project. The Elementary classrooms are near completion, they continue to demo and frame the office area and the parking lot renovation is in progress. The High School commons and office area is on schedule for completion mid August. The sprinkler contractor requested a test on some ceiling tiles with concerns of asbestos. Mr. Selken will be getting a cost for tile removal, abatement & replacement of the old tiles.

Mr. Swenson reported the furniture will start to be moved into Kindergarten classrooms soon. He talked about hallway waxing alternatives, and planning for the start of the school year. A community meeting was held, a Facebook Live was conducted, and he met with Administrators to work on defining a hybrid model in case that is the directive on July 27<sup>th</sup>, the day the Governor will announce what the start of the school year will be.

Ms. Safran updated the Board on Extended School Year Summer School (ESY) 6 students will be attending, summer learning resources which will be on the website for students to challenge themselves during summer, enrollment requests, and planning meetings.

Ms. Safran also reported she is working on the testing schedule for the year.

Mr. Stang reported ESY is set to go with 10 students, and new student enrollments are at 4. He thanked Kid Zone for their work with students over the summer and Com. Ed. For getting some programs up and running with a huge thanks to Director Kendra Posch! Mr. Stang informed the Board he has been working on data submissions, reports and plans. Lastly he thanked the custodians for their hard work and kudos to Mr. Swenson on Facebook live!

Ms. Heinze reported on expenses as of June 30, 2020. Salary and wages figures for July and August will have some revisions because of working over two fiscal years. She informed the Board of the Unemployment invoice received is nearly \$20,000 for this quarter. This being a lot higher than normal she asked the Board to consider levying for these funds depending on where the fund balance will be at for fiscal year end. The decision will have to be at the Aug. board meeting.

#### Business

Motion by Feia, second by Meier, to approve Building Project Change Order #010 as presented. Items included: stain office doors to match; tile in nurse bathroom, chase in storage room, infill where existing lockers were, stainless steel where concession stand was, light & sensor in bathroom; roof curb deduct; roof curbs, Parapet wall field modification; add roof drain at Elem. Addition; connecting existing unit heater; demo ceiling. Total amount \$25,558. Motion carried. AIF.

Ms. Heinze presented the FY22 Long-Term Facilities Maintenance Ten-Year Plan. Motion by Feia, second by Opatz, to adopt the Resolution of ISD #738 School District's Fiscal Year FY22 Long-Term Facilities Maintenance Ten-Year Plan as presented.

On roll call voting in favor: Martini, Feia, Christensen, Opatz, Ebnet, Knettel, and Meier. Voting against: None. Motion carried.

Motion by Opatz, second by Knettel, to approve the Student Activity and District Fee Schedule for 2020-2021. Motion carried. AIF.

Ms. Heinze presented the plan to purchase and convert to SMART Finance January 2021. She explained that Skyward support for the financial end of things is lacking. SMART is a local company out of St. Cloud and is much more user friendly with support and assistance. Overall the cost will be less than using Skyward for the financial portion. Motion by Meier, second by Knettel, to approve the purchase of SMART Finance System through Central MN Ed Research and Development Council at a cost of \$14,827. Motion carried. AIF.

The meeting continued with the first reading of Policy 602 Organization of School Calendar and School Day; Policy 624 Online Learning Options; Policy 904 Distribution; Policy 806 Crisis Management Policy and Form 806. Changes reflect updates to legal and cross-references and phone numbers on Form 806.

The purchase of 45 Chromebooks from Tierney was cancelled due to being on backorder. Motion by Meier, second by Opatz, to approve quote for Chromebook purchase from FireFly at a total cost of \$14,130. Motion carried. AIF. Firefly does have them in stock.

Mr. Swenson opened discussion on closing open enrollment. He explained that due to the unknown uncertainty of the current times and in order to be in control of the plans for our District closing open enrollment has to be considered. Discussion ensued on if this would be district wide or certain grade levels, if it is permanent or temporary.

Motion by Martini, second by Meier, to temporarily close new open enrollment for grades PreK-12 effective July 24<sup>th</sup>, 2020 siblings of current open enrolled students would be exempt. Motion carried. AIF.

#### Personnel

Motion by Meier, second by Opatz, to approve the Joint Powers Agreement with Stearns County for a part-time Liaison Officer for the 2020-2021 school year. Total cost \$22,500. Motion carried.

Motion by Feia, second by Ebnet, to approve the resignation from Dawna C. Anderson School Bus Driver effective July 8, 2020. Motion carried. Mr. Stang thanked Ms. Anderson for her great work with children!

Motion by Ebnet, second by Feia, to approve the resignation from George Platz School Bus Driver from his AM Route. Motion carried.

Motion by Meier, second by Martini, to hire ESY Elementary Summer School Staff: Teacher Kristina Clem, Para's Katrina Kolles, Rachael Schwartz, Lynette Bloch, Jena Nelson, and Patti Jo Halverson. Motion carried.

Motion by Feia, second by Ebnet, to approve the increase for the Preschool/ECSR Teaching position from .4 to .6 to accommodate smaller class sizes. Motion carried. AIF.

#### ANNOUNCEMENTS

Work Session August 5, 2020 @ 6:00 PM in the LMC.

POC meeting August 12, 2020 @ 8:00 AM in the Board Room.

Regular Board meeting August 19, 2020 @ 6:00 PM in the LMC

The agenda was completed at 7:55 PM with a motion to adjourn by Ebnet, second by Martini. Motion carried. AIF.

Respectfully Submitted by  
Evelyn Martini, Clerk