

MINUTES
SCHOOL BOARD, DISTRICT #2342
WEST CENTRAL AREA SECONDARY SCHOOL MEDIA CENTER
May 20, 2020

Meeting called to order at 6:30 pm by Beuckens. Members present per roll call: Sabolik, Christenson, Grosz, Beuckens, Ulrich, and Strunk. Members Absent: Nessman Administration present: Hogie, Prasch, Powers, Moerke, McNamara, and Knutson. Administration Absent: Foslien

Visitors: Chris Ray, Natalie Schoenbauer and Nicole Hanson

Motion by Sabolik, seconded by Gross to modify the agenda per agenda addendum as written. GS, SS, JB, DG, TC, MU. MCU

Motion by Christenson, seconded by Sabolik, to approve the minutes of the regular school board meeting held on April 15, 2020. MCU

Motion by Sabolik, seconded by Strunk, to approve the payment of claims in the amount of \$471,116.68. Roll call vote: Yes - GS, TC, MU, SS, DG, JB. MCU

Technology Coordinator: (Kevin McNamara) – None

Community Education: (Naomi Moerke) – Ms. Moerke reported that AARP classes are cancelled through June 30th at this time, we will be offering summer care this summer. Essential employees must remain a priority, but we can open up to everyone starting June 1st. We have 8 workers who will rotate shifts, and a minimum of 13 students, max of 20 with Prairie Ridge Hospital providing lunches. All summer recreation has been cancelled through June 30th. We will be offering some online activities for children to participate in specifically during the month of June. Fergus Falls YMCA has cancelled swim lessons this summer per the recommendations of the American Red Cross. At this time, we will be holding off on opening registrations to camps in July. We will wait for directives from the governor. Mrs. Kreft has organized the events for the Change Makers Grant. Magnets will be going out with dates inviting them to free ECFE events around our district. We are scheduled for March 7-13 next year for Prairie Fire Theatre.

Activities Director: (Jacob Foslien) – Mr. Foslien reported that MSHSL has continued to have weekly Zoom meetings keeping us up to date. Discussions have continued for summer activities. Per the Governor's orders and recommendations from MDE, MDH, and MSHSL, will provide guidance on what these activities may look like. All activity budget items have been finalized and submitted for the FY21 school year. We are in the final phase of the new Football Scoreboard with the order submitted in the near future. MSBA is working on a coaching language to cover the "what-ifs". The new school logo/mascot is nearing finalization. More information will be forthcoming at the June meeting.

Buildings & Grounds Director: – (Pete Amundson) Mr. Amundson reported boilers are shut down and disassembled and ready for inspection. The mowing contractor for South has retired, our custodial staff will mow for this season. Extra time without students in the buildings has created an opportunity to get some areas and projects done that normally are difficult to get to. Also, 2 of our water to water heat pumps are beyond repair and will need to be replaced. I have been working with a couple of contractors on prices and options.

Elementary School Principal: (Natalie Prasch) – Ms. Prasch reported that we are ending the distance learning journey. Materials will be collected on May 26th. Our families have done a great job of keeping their kids caught up on their work and checking in with us when there are questions. Staff members have done a fantastic job and have gone above and beyond to ensure our students have the best experience possible during this time. We met using Google Meets to discuss the math resource for the upcoming school year. At this time, we are looking to purchase Envision 2020 for grade K-6. The publisher is still developing the path to 8th grade algebra, but we will pilot the program in grades 7 & 8 when it is developed. There will be NA, not assessed, on our social-emotional skills on the quarter 4 section of our report cards. These skills are observed when we have the student in our classrooms.

Secondary School Principal: (Susan Knutson) - Ms. Knutson reported that the secondary grading policy is in line with the MDE Guiding Principles for Equitable Grading Systems during COVID-19. Students will receive a P or a N on their transcripts without it impacting GPA. The last day for instruction is May 22 with material return on May 26th. Graduation planning is underway. Cap & Gown pickup was Monday, May 18th and yard signs were sent

home with the students. Graduation will be May 29th at 7 pm in the parking lot. Ceremony will be broadcast live on KJ Country & live streamed on the FergusNow app. Mr. Johnson will be moving to the FFA conference room behind Mr. Sawatzke's room. Mr. Beireis (new math teacher) will have room 362. The following teachers have been hired for the 20-21 school year: Math - Lucas Beireis, Middle School Counselor - Devonie Smith, Social Studies - Matthew Nemas, 5th Grade - Tracy Frykman.

Business Manager: (Diane Powers) - Ms. Powers reported that we were granted the waiver to be reimbursed for all meals served including the non-free/reduced meals. We have applied for and received approval for our application to continue to serve meals to our students through the end of June. Based on the revenue we are receiving (reimbursement) and the expenses we are incurring to serve the meals, we expect to be "in the black" financially even after subtracting the salaries and transportation expenses to get the meals to our students. Ms. Powers commented that the WCA District Office Finance Team met all the criteria to receive the MDE School Finance Award for the FY19 reporting year. Work on the FY 21 budget is ongoing. Ms. Powers also provided budget vs. actual information.

Superintendent: (Mr. Hogie) - Mr. Hogie reported that Teacher of the Year is John Kreft, 27 years of service @ WCA and Support Person of the Year is mono Ozols, 3 years of service @ WCA. Mrs. Knutson and Mr. Foslien and I have collaborated to develop a plan for graduation that allows us to honor our 2020 graduates while complying with the guidance and directives provided by the CDC, MDH, and MDE. The WCA plan permits an equitable and safe level of recognition. Eric Sawatzke's application for an Agriculture, Food, and Natural Resources Summer Grant was approved. The grant will pay for 50% of the summer employment personnel cost of Mr. Sawatzke and Mr. Johnson. Mr. Hogie reported on COVID financial information: CARES Act projected to be \$137,000 for WCA, with uses quite liberal and funds can be used for costs associated with COVID expenses and cost of restarting; MDE has provided an opportunity, with restrictions, to transfer fund reserves to the General Fund. More information to come. Options to alleviate space needs included creating a classroom space in the back portion of the Media Center, modifying a classroom at North Elementary to accommodate one 5th grade classroom, and creating a second classroom instructional space in the Vocational Ag and Instruction area. Our newly hired Math instructor will use Mr. Johnson's current room. We will still need to address shortage of space for our Secondary School Special Education staff. Ben Johnson's request for two defibrillators to use in his EMT class was approved. Total Carl Perkins Award amount was \$548. Perkins awards are provided to enrich programs and are not to be used for typical classroom expenses. Mr. Hogie reported he has been attending Zoom meetings with area superintendents which they discuss and interpret COVID-19 guidance provided by MDE, CDC, MDH, and Governor Walz. Bus quotes have been sent out and meet and confer will be on May 26th.

Motion by Grosz, seconded by Christenson to approve the following general consent items: Approve the Athletic Fees for 2020-2021, approve the worker compensation schedule for athletics, approve Britta Allen's FMLA leave request that is expected to run from the beginning of the school year through November 2, 2020, approve advertising for long-term substitute to fill vacancy resulting from Ms. Allen's FMLA leave, approve the resignation of Marissa Skinnemoen as paraprofessional, approve special education instructor contract for Shelby Danielson at BA step 1, approve the following lane changes: Brandi Gruchow BA to BA+10, Kathleen Moore BA+10 to BA+20, approve 3-year health and safety contract with the Lakes Country Service Cooperative, approve FY21 agreement with Interquest Detection Canines for substance awareness and detection services, approve 20-day extended FY21 summer contract for Eric Sawatzke at his current salary schedule daily rate, approve 10-day extended FY 21 summer contract for Ben Johnson at his current salary schedule daily rate. Roll call vote: Yes - DG,MU,SS,GS,DG,JB. MCU

Motion by Beuckens, seconded by Grosz to approve the following unfinished business: Roll call vote: Yes - MU,SS,GS,DG, TC, JB. MCU

1. Final reading of the following policies:
 - a. Policy #414 - Mandatory Reporting
 - b. Policy #419 - Tobacco-Free Environment
 - c. Policy #421 - Gifts to Employees and School Board Members
 - d. Policy #510 - School Activities
 - e. Policy #516 - Student Medication
 - f. Policy #524 - Internet Acceptable Use and Safety Policy

New Business:

Motion by Ulrich, seconded by Christenson to approve the resolution for non-renewal of a .13 FTE teaching position for Heidi Woodle. Roll call vote: Yes - SS, GS, DS, TC, MU, JB. MCU

Motion by Sabolik, seconded by Christenson to approve the solicitation of propane bids for the 2020-2021 school year. Roll call vote: Yes - GS, DS, TC, MU, SS, JB. MCU

Motion by Christenson, seconded by Grosz to approve the resolution for FY21 membership in the MSHSL. Roll call vote: Yes- DG, TC, MU, SS, GS, JB. MCU

Motion by Sabolik, seconded by Grosz to approve contractual agreement with Zerr-Berg Architects. Roll call vote: Yes - TC, DG, JB, MU, GS, SS. MCU

Motion by Grosz, seconded by Christenson to approve contractual agreement with Gehrtz Construction. Roll call vote: Yes - SS, GS, DG, TC, MU, JB. MCU

Motion by Ulrich, seconded by Strunk to approve an increase to FY21 capital outlay from \$150,000 to \$170,000. Roll call vote: Yes - GS, DG, TC, MU, SS, JB. MCU

Motion by Grosz, seconded by Strunk to approve renovation and updating of the vocational classroom and meeting room space to accommodate simultaneous instruction by two instructors. Roll call vote: TC, JB, MU, SS, GS, DG. MCU

Motion by Sabolik seconded by Sabolik to approve renovation and update of the current room (extension room) at North Elementary to accommodate a possible 3rd section of kindergarten in FY21. Roll call vote: Yes - MU, SS, DG, TC, JB, GS. MCU

Motion by Strunk, seconded by Sabolik to approve the FY20-FY21 employment contract for Natalie Prash. Roll call vote: Yes - MU, SS, GS, DG, TC, JB. MCU

Motion by Sabolik, seconded by Strunk to approve revision to the FY20-21 contract for 12-month employees reflect 2% increase for year 2. Roll call vote: Yes - MU, SS, GS, DG, TC, JB. MCU

Motion by Strunk, seconded by Ulrich to approve the MOU with Palmer Bus Service specifying adjustments to our contractual agreement. Roll call vote: Yes - MU, SS, GS, DG, TC, JB. MCU

Motion by Grosz, seconded by Strunk to approve a \$15,860 agreement with Forecasts' Analytics for accounting and projection applications used within the Business Office. Roll call vote: Yes: GS, DG, TC, MU, SS, JB. MCU

Motion by Strunk, seconded by Sabolik to approve summer meal distribution with pick-up sites at North Elementary, South Elementary, and the Secondary School with delivery completed by current WCA Staff. Roll call vote: Yes - DG, TC, MU, SS, GS, JB. MCU

Motion by Ulrich, seconded by Grosz to approve the resolution accepting donations. Roll call vote: DG, TC, MU, SS, GS, JB. MCU

Motion by Strunk, seconded by Sabolik to approve the hiring of Rebecca Holland as the 6th grade teacher as BA Step 0. Roll call vote: Yes - MU, SS, GS, DG, TC, JB. MCU

1. First Reading of the following policies:
 - a. Policy #532- Use of Peace Officer
 - b. Policy #534 - Unpaid Meal Charges
 - c. Policy #601 - Curriculum and Instruction
 - d. Policy #603 - Curriculum Development
 - e. Policy #611 - Home Schooling

Motion by Grosz, seconded by Strunk to adjourn. MCU

Sara Strunk - Clerk