



School District 4084, Board Minutes December 21, 2015

Approved January 25, 2015

Mission: *North Shore Community School excels in connecting our students' academics and learning with their natural and social environments in a nurturing community setting.*

Call to order: 6:05 p.m.

Attendance: Chris Butler, Michelle Compton, Linda Johnson, Rick O'Hearn, Kristi Lounsberry, Katie Erickson, David Nolle

Ex officio: Interim Director Barry Wolff, Assistant Business Manager Nikki Carpenter

Others:

Concerns from audience:

I. Approve agenda: LJ/MC - UNANIMOUS

II. 2014-2015 Draft Audit - Presented by Becky Cebelinski of WPFLi CPAs and Consultants

A. Beginning this year, presenting in slide format as opposed to page by page through the audit itself.

B. Audit and Presentation on file. Highlights noted below:

1. Issued an unmodified opinion
2. Included are ABC financials
3. No significant nor material. Were a few in FY2014. No noncompliance issues.
4. Much progress made since FY2014
5. Implemented new GASB 68&71 – recording of net pension liability for districts portion of unfunded liability.
6. One other recommendation – One instance where district missed securing reimbursement for roughly \$4800 in funding.
7. General Fund Expenditures per ADM consistent and slightly below state average.
8. General fund NET Change in Fund balance + \$107,845.
9. Student Activities Fund – Prior period ELC deficit has been corrected.

Motion to approve FY2015 audited financial statements as presented. DN/LJ. No discussion. UNANIMOUS

III. Consent Agenda: MC/RO UNANIMOUS

All items on the Consent Agenda are action items. A single vote for the consent agenda passes all items listed on the agenda. Any director may request an agenda item be pulled for discussion and held for a separate vote. Prior to a vote on the consent agenda, the Chair will open the floor for comment from directors including requests to pull items. Once all items to be pulled have been identified, the Chair will call for a vote on the remaining Consent Agenda items. Discussion and action on items pulled will be managed individually.

A. Approve meeting minutes: November 23, 2015

B. Finance:

1. November 30, 2015 treasurer's report is not available at this time due to unforeseen circumstances. If Lee Matson is not available by next week, then we will work on plan B.
2. Approve November general checking, Scrip, and Activity account bank Reconciliations (KW, AF, MC)
3. Approve November journal entries (KW, BW, MC)
4. Motion to postpone until the information becomes available. Approve Resolution 1: November operating receipts in the amount of (KW, AF, MC)
5. Motion to postpone until the information becomes available. Approve Resolution 2: November Scrip in the amount of (KW, BW, MC)
6. Approve Resolution 3: November Checks 11067-11111 in the amount of \$ 64,657.25. (AF, BW, MC)
7. Motion to postpone until the information becomes available. Approve Resolution 4: November EFT payroll transactions in the amount of (AF, BW, MC)
8. Motion to postpone until the information becomes available. Approve Resolution 5: November credit card/other in the amount of (AF, BW, MC)

C. Review of Policies (*on schedule*)

1. Policy 224: Director Evaluation (Executive Committee recommends postponing until January meeting)
2. Policy 501: Weapon (No recommended changes)
3. Policy 509: Homeless Students (No recommended changes)
4. Policy 512: Use of Cell Phones (No recommended changes)
5. Policy 713: Obsolete Equipment (Recommend adding Director or Tech Committee to..... I. Purpose and IV. Manner of Disposal A., adding to IV. F. (put a \$ amount, such as, " \$500 or more"), adding to IV. G. 5. Equipment that is disassembled has no value. (as a statement -exception).

D. Review of Policies (*off schedule*)

1. Policy 410: Family Medical Leave (Continue until attorney reviews)
2. Policy 210: Board Conflict of Interest (Continue until attorney reviews)
3. Policy 712: Procurement (Continue until attorney reviews)
4. Policy 417: Chemical Education (Continue until attorney reviews)
5. Policy 418: Drug Free Workplace (Continue until attorney reviews)

6. Policy 204: Electronic Funds Transfer (Continue until attorney reviews)

E. Special Projects

1. None

F. Contracts

1. None

IV. Committee updates

A. Finance Committee: Draft Audit and Committee Meeting Minutes Attached

1. No additions

B. Curriculum Committee: Committee Meeting Minutes Attached

1. Review of professional membership and potential reimbursements. Committee consensus is that conferences would be reimbursable however memberships are personal responsibility.
2. Consideration of a writing focus

C. Personnel Committee: Committee Meeting Minutes Attached

1. No additions

D. Communications Committee: Did not meet

E. Executive Committee: Committee Meeting Minutes Attached

1. Policy 224 – Recommend postponement until reviewed by counsel
2. Dialog on Policy Revisions
3. Still following superintendent evaluation plan as it relates to director evaluation process. Expecting presentation to board in January.

V. Director's Update

A. Policy revisions and committee meeting minutes - submittal process

1. School secretary is point person for coordinating filing and posting of meeting minutes to web and to T-Drive, etc.
{KL Joined the meeting}

B. Enrollment Update

1. 347 is current ADM. May loose one first grader after the break.

C. Special Education Penalty

1. CEIS Early Intervention funds – \$4800 was set aside for early intervention, a step was missed in October 2014.
2. FY16 – Anticipating \$7800. All tracking and steps are in place.

D. Website

1. Anticipating a launch soon after the first of the year. Tweak as we go forward.

E. Employee Handbook

1. Personnel has reviewed draft. A fair number of recommendations from committee, however all seem minor. Appointment scheduled with counsel to work toward final draft.

VI. Unfinished Business

A. 1.5% Employee Payout

1. MC/DN: Motion: Authorize FY2015 1.5% payout of \$23,025.16 to those completing FY2015 employment as outlined in their employment letter. MOTION Carries. One descent

2. DN/RO – Refer to finance committee to investigate 403(b) and 403(b) Thrift Plans. [extended discussion]

MOTION CARRIES – UNANIMOUS

3. MC/KL Executive committee to draft a payout policy for board consideration taking into consideration fund balance goals.

MOTION CARRIES - UNANIMOUS

B. Executive Director Evaluation Process – No new action

VII. New Business

A. Other New Business -

1. DULUTH TOWNSHIP UPDATE (KL)

- a. Looking for more of a NSCS presence at Township meetings
- b. Develop “wish list” of items that the township could get behind.

VIII. Correspondence - None

IX. Recognition

The next Board meeting will be held: January 25, 2015 6:00 p.m. in the Library.

X. Adjourn: Motion to adjourn at KL?LJ 7:48 p.m.