



North Shore
Community School

School District 4084

Board Meeting Minutes

April 27, 2020 at 5:00 p.m. via Google Hangout

Approved

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

Due to the health pandemic, the school board has determined that it is not feasible for at least one board member, the Executive Director, or the school district's legal counsel to be physically present at the regular meeting location. It is also not feasible for the public to attend at the regular meeting location due to the health pandemic.

In accordance with Minnesota Statutes 13D.021, members of the public are not permitted to attend this meeting due to the current health pandemic. Persons may monitor this meeting from a remote location which will be posted on our school website Monday, April 27th. If you need support accessing the meeting, please contact Shelly Pierson at spierson@nscsk6.org.

Call to Order: 5:09

ATTENDANCE:

Directors: Sheri Camper, John Doberstein, Gina Gallagher, Linda Johnson, ~~Steph Love~~, Greg Spoelhof, Denny Stolp

Ex Officio: Executive Director Shelly Pierson, Business Manager Nikki Carpenter

Others: Nalani McCutcheon, Erica Rodriguez

- I. Concerns from Audience:** Public comment for school board meetings may be submitted through email to: dstolp@nscsk6.org no later than Monday, April 27 by 12:00 pm and concerns will be read aloud for the record.

No concerns were submitted

II. Recognition:

- A. NSCS STAFF** for the way they have come together to create learning grids, provide childcare and produce packets for distribution
- B. NSCS Families** for their dedication to their child(ren)'s education by navigating distance learning
- C. Voyageur Bus Company** for their support in transporting children receiving childcare and their work in distributing and collecting distance learning packets

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- III. Approve Agenda: MOTION by G. Spoelhof to approve the agenda with the addition of items D. Resignation of Steph Love and E. Macs Information to Section IX. New Business. Seconded by G. Gallagher.** *Camper: Yes, Doberstein: Yes, Gallagher: Yes, Johnson: Yes, Love: Absent, Spoelhof: Yes, Stolp: Yes. Motion carried unanimously.*

**Electronic forms of this and all supporting documents for the April Board Meeting are available to guests of the meeting*

- IV. Consent Agenda: MOTION by S. Camper to approve the Consent Agenda as presented, seconded by J. Doberstein.** *Camper: Yes, Doberstein: Yes, Gallagher: Yes, Johnson: Yes, Love: Absent, Spoelhof: Yes, Stolp: Yes. Motion carried unanimously.*

All items in the Consent Agenda are action items. A single vote for the consent agenda passes all items on the agenda. Any director may request an agenda item be pulled for discussion and held for a separate consideration. Prior to a vote on the consent agenda, the Chair will open the floor for comments 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 all items will be managed individually.

A. Approved Minutes for the March 2020 Board Meeting

**This and all supporting documents from the March 2020 Board Meeting will be available for anyone to view as soon as possible, filed by month in the 2020 Board Book, which is kept in the main office at North Shore Community School.*

B. Finance

1. Approved March operating receipts in the amount of \$313,504.99 which includes a transfer of \$5,660.28
2. Approved March checks numbered 13714-13753 in the amount of \$113,993.71
3. Approved March EFT payroll, BSBS, FSA, HSA and bank service charge transactions in the amount of \$243,009.33
4. Approved March credit card transactions in the amount of \$3,045.87
5. Approved March SCRIP disbursements in the amount of \$430.72
6. Approved March SCRIP receipts in the amount of \$101.45
7. Approved March journal entries
8. Approved March general checking and SCRIP accounts

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C. Review of *On Schedule* Policies

1. **Policy 403: Employee Grievance** is a local policy. *It was recommended to table the review of this policy as the recommending committee did not meet.*
2. **Policy 426: Nepotism in Employment** is a local policy. *It was recommended to table the review of this policy as the recommending committee did not meet.*
3. **Policy 516: Student Medications** is a mandated policy. The content and language is dictated by guidance from the Minnesota School Board Association (MSBA). **Policy 516: Student Medications was approved as presented** with the addition of item J. (iv.) regarding students' possession and use of sunscreen.
4. **Policy 531: Pledge of Allegiance** is a mandated policy. The content and language is dictated by guidance from the Minnesota School Board Association (MSBA). **Policy 531: Pledge of Allegiance was approved as written.**
5. **Policy 907: Special Education Paraprofessional Assignments and Seniority** is a local policy. **Policy 907: Special Education Paraprofessional Assignments and Seniority was approved as presented;** changing the policy number from 907 to 436 and listing it under the "Employment/Personnel" section.

D. Review of *Off Schedule* Policies

1. **Policy 421: Seniority** is a local policy. **Policy 421: Seniority was approved as presented;** changing the reference to Policy 907: Special Education Paraprofessional Assignments and Seniority to reflect the new number 436.

V. Committee Updates:

A. Curriculum/Staff Development:

1. April 22, 2020 Meeting Minutes Attached
 - a) Appointment of committee member to oversee purchases over the summer months
 - b) Discussion of how to honor students at the end of the school year

B. Facilities:

1. April 21, 2020 Meeting Minutes Attached
 - a) A new dishwasher was installed in the Kitchen

C. Finance:

1. April 22, 2020 Meeting Minutes Attached
 - a) March Financial Statements
 - b) March Bank Reconciliations
 - c) March 2020 Detail Payment Register
 - d) March Journal Entries
 - e) The activity account has been closed

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D. Personnel:

1. *Did not meet*

E. Salary and Benefits:

1. *Did not meet*

VI. Effective Board

- A. Teacher Report on Progress Meeting ELP Goals - Reports will be sent to the Board for the June meeting**

VII. Director's Update:

A. Enrollment

1. Budgeted for: 345
2. Current Enrollment: 341
3. Projected Enrollment for 2020-2021 School Year: 355

B. Academic Update

1. Move to Distance Learning
 - a) Teachers are looking at what standards are essential for their grade level
 - b) Staff is looking at creating review packets
 - c) Staff is working on creating summer learning grids

VIII. Unfinished Business:

- A. Reschedule Board Retreat *Tabled until the May 2020 meeting***

IX. New Business:

A. Presentation of 2020-2021 Budget Draft

1. Budget based on enrollment of 350 students
2. Overall the budget matched the current year's budget
3. Administration is considering split classes
4. Budget to be approved at the May Board Meeting

B. Lease Aid Agreement with ABC

1. Based on enrollment of 350 students
2. Language will be in the agreement to allow for the possibility of an amendment

C. Director's Evaluation Staff Survey Questions

1. Board Members support the questions on the survey

D. Resignation of S. Love

1. It was determined that the resignation will need to be in writing
2. Board Members aim to appoint a replacement as soon as possible

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E. Macs Information

1. Provides support for Rural Charter Schools
 - a) Legislative work
 - b) Board Training
 - c) Licensure
2. Looking at becoming a member
 - a) Supported by Board Members with experience with Macs
 - b) Looking at fitting membership into the 2020-2021 budget

X. Board Reflection:

- A. More confident in the virtual meeting format**
- B. Missing the human connection**

XI. The next Board Meeting will be held: May 18, 2020 at 5:00 p.m. in the Library

XII. Adjourn: MOTION by L. Johnson to adjourn the meeting at 6:23 p.m, seconded by G. Gallagher. Camper: Yes, Doberstein: Yes, Gallagher: Yes, Johnson: Yes, Love: Absent, Spoelhof: Yes, Stolp: Yes. Motion carried unanimously.