



# North Shore Community School

School District 4084

*Board Meeting Minutes  
February 22, 2021 at 5:00 via Google Meet  
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 declared health pandemic and the declared state of emergency and pursuant to Minnesota Statute 13D.021, until further notice, all NSCS Board meetings will be held by teleconference or other electronic means. 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 through our streaming link:<https://youtu.be/WXatFeanFWM>  
If you need support accessing the meeting, please contact Shelly Pierson at [spierson@nscsk6.org](mailto:spierson@nscsk6.org).*

## **Call to Order:**

## **ATTENDANCE:**

**Directors:** Tanya Bruzek, Sheri Camper, Gina Gallagher, Linda Johnson, Jaron Larson, Greg Spoelhof, Denny Stolp

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

**Others:** Board Clerk Garner Moffat

- I. Concerns from Audience:** Public comment for school board meetings may be submitted through email to: [dstolp@nscsk6.org](mailto:dstolp@nscsk6.org) no later than Monday, February 22, by 12:00 p.m. Concerns will be read aloud for the record. - No concerns were submitted.
- II. Recognition:**
  - A. Our Board of Directors** for their continued dedication, thoughtful and respectful conversations, and intentional actions. Pierson mentioned that it was School Board Appreciation Week and thanked the board for their ongoing support and commitment to the success of the school.
- III. Approve Agenda:**

*Electronic forms of this and all supporting documents for the February 22, 2021 Meeting are available to guests of the meeting at <https://northshorecommunityschool.org/board/> under the Meeting Notice\_Agenda tab.*

***MOTION by G. Spoelhof to approve the agenda. Seconded by G. Gallagher. Bruzek: yes, Camper: yes, Gallagher: yes, Johnson: yes, Larson: yes, Spoelhof: yes, Stolp: yes. Motion Carried Unanimously.***

**IV. Consent Agenda:**

*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. Recommendation to Approve Minutes for January 25, 2020 board meeting**

*This and all supporting documents from the January 25, 2021 Meeting are available for anyone to view, filed by January in the 2021 Board Book, which is kept in the main office at North Shore Community School.*

**B. Finance**

1. *Recommendation from the Finance Committee to Approve January operating receipts for \$ 724,394.02.*
2. *Recommendation from the Finance Committee to Approve January EFT payroll, BCBS, FSA (Food Service of America), H S A and bank service charge transactions in the amount of \$ 232,628.*
3. *Recommendation from the Finance Committee to Approve January credit card transactions in the amount of \$ 13,147.51.*
4. *Recommendation from the Finance Committee to Approve January Scrip disbursements in the amount of \$734.63.*
5. *Recommendation from the Finance Committee to Approve January Scrip receipts in the amount of \$ 56.80.*
6. *Recommendation from the Finance Committee to Approve January 2020 journal entries*
7. *Recommendation from the Finance Committee to Approve January 2021 general checking and Scrip accounts.*

**C. Review of On Schedule Policies**

1. Policy 104: Enrollment is a local policy. ***It is the recommendation of the Executive Director to approve Policy 104: Enrollment as presented.***
2. Policy 514: Bullying Prohibition is a mandated policy. The content and language are dictated by guidance from the Minnesota School Board Association (MSBA). ***It is the recommendation of the Executive Director to update Policy 514: Bullying Prohibition with minor editing: ~~§124D.10~~ Ch. 124E***

**D. Staffing Changes**

1. **Board Clerk:** *Recommendation to hire Garner Moffat as the NSCS Board Clerk, in a contracted position.*
2. **MOTION by L. Johnson to approve the Consent Agenda. Seconded by J. Larson.** *Bruzek: yes, Camper: yes, Gallagher: yes, Johnson: yes, Larson: yes, Spoelhof: yes, Stolp: yes. Motion Carried Unanimously.*

**V. Committee Updates:**

**A. Curriculum/Staff Development:**

1. January 27, 2021 Meeting Minutes are attached
2. February 10, 2021 Did Not Meet

**B. Facilities:**

1. Did Not Meet, will meet 2/23/21

**C. Finance:**

1. February 8, 2021 Meeting Minutes are attached
  - a) January 2021 Financial Statements
  - b) January 2021 Detailed Payment Register
  - c) January 2021 Bank Reconciliations
  - d) January 2021 Journal Entries

**D. Personnel:**

1. February 10, 2021 Meeting Minutes are attached

**VI. Effective Board**

**A. Board Self Evaluations**

1. Board self-evaluations will be reviewed at the March meeting.
2. MSBA may have an online self-evaluation version for a fee, and Osprey Wilds may have resources as well. Gallagher will reach out to Osprey Wilds.

**B. Training Update**

1. Members are attending trainings offered by Osprey Wilds and through the Online Charter Board Training website.
2. Additional training opportunities available from Osprey Wilds.

**C. Board Retreat Agenda Items**

1. Agenda possibilities include: Self evaluation formats, financial management and budgeting training, and possible team building activities for the board. The date for the event was discussed and tentatively set for April 21st at 3:30pm.

**D. Charter Day at the Capitol**

1. On March 3rd, Pierson, Gallagher, & Johnson plan to attend and are open to input from other members regarding lobby issues.

**VII. Director's Report:**

**A. Enrollment**

1. Budgeted for: 350
2. Current Enrollment: 350
3. Recommitment Information: We are on track to reach our goal with current estimates and applications received.

**B. Budget and CARES Funding Update**

1. CARES ACT money was spent on additional busing, teacher training stipends, online programs to support distance learning, and PPE and sanitation. The school has expended approximately  $\frac{2}{3}$  of all available funds received to date. More

funds should be available by March 1st depending on the action of the legislature. GEER funding was used for wifi hotspots. ESSER II funding may go towards laptop replacements in the second funding round. Pierson will investigate additional options to use future funding.

2. The School's future budget will mostly be a stable reflection of previous year budgets without any major changes anticipated. The first Board viewing should be ready by April with possible approval in May.

### C. Academic Update

1. Wolf Ridge EE staff will work with our teachers on the new science standards starting with a March 8th staff development day. Standards have changed significantly from previous years with more process based curriculum emphasized.
2. Assessments: MAP and BAS In-Progress, MAP (Measures of Academic Progress), is underway this month accessing math and reading ability levels. Targeted tools are then available to help with any specific learning needs. Baseline Assessment System is being used to determine reading skills and any potential needs in one on one student assessments.

### D. Upcoming Events:

#### 1. Conferences:

- a) In-Person Students via Google Meets: March 9, 11, and 15
- b) Distance Learning: Mid-March
- c) Preschool: Early May

#### 2. Open House:

- a) The open house will not be held this spring, outreach and private tours will continue, March 1st will be the first time for some returning students from Covid remote learning.

### E. COVID Update

1. Vaccinations of staff; 85% have had at least the first shot, and they will continue working with the county to facilitate this process with staff that would like the vaccinate.

## VIII. Unfinished Business:

### A. Policy 108: NSCS Logo Use

1. Seven additional logo options were presented by the freelance graphic artist. Discussion was had about the approval process, the ability to use a single color version, and freelancer pricing. A logo use companion document will be available with the policy.
2. **MOTION by Larson to approve the policy changes. Seconded by Johnson. Bruzek: yes, Camper: yes, Gallagher: yes, Johnson: yes, Larson: yes, Spoelhof: yes, Stolp: yes. Motion Carried Unanimously. Larson will clarify that all options are included in the current pricing.**

**B. Request to Consider a Process for Continuation to Work After Retirement**

**(Retire-Rehire)** The Task Force consisting of Gallagher, Larson, Bruzek, and Robbie Tietge met twice and updates were shared with the board. Discussion included the following points from their meetings:

1. The group was potentially uncomfortable with a policy but had started to draft one. If the board was in support of a policy, more time was needed. The task force recommends a one-year limit to a possible return to work written agreement if NSCS decides to participate, other details are still in progress.
2. *After considerable discussion and lack of support for a policy, there was an informal poll of board members and unanimous consensus that NSCS will not develop a policy on this and will not participate in any post-retirement return to work written agreements.*

**C. Online School Application for 2021-2022 for Consideration,**

1. Out of 30 Survey Respondents, 15 students are interested, one family is totally committed in continued online learning long term. The School is evaluating options for ongoing distance learning with a MN online school certification. Some other schools use an online program to help facilitate the implementation which would require a fee in that case.
2. ***MOTION by Camper to approve the application process for the certification. Seconded by Larson. Stolp stated concerns about the unknown expenses and potential loss of mission focus. Bruzek: no, Camper: yes, Gallagher: yes, Johnson: yes, Larson: yes, Spoelhof: yes, Stolp: no. Motion Passes 5-2.***

**IX. New Business:**

**A. Revisit Staff Salary Freeze and Consider One Step Increase for Consideration-**

1. The board approved 2020-2021 budget included a salary freeze with the intent to revisit throughout the year. Based on current budget numbers, the finance committee has recommended unfreezing salaries. Additional information was presented at the board meeting for licensed staff not receiving an increase. Finance will review the updated information and this will be added to the consent agenda next month after committee review.

**B. ESSER II Funding for Consideration**

1. Round II funds should be released soon.
2. Proposal to work with Nikki Carpenter, Mike Pocrnich, and Ryan Novitzki to prioritize needs and apply for funds as soon as they are available. Pierson has asked for discretion to budget the incoming funds and implement the expenditures.
3. ***MOTION by Larson to approve Pierson's request. Seconded by Johnson. Bruzek: yes, Camper: yes, Gallagher: yes, Johnson: yes, Larson: yes, Spoelhof: yes, Stolp: yes. Motion Carried Unanimously.***

**C. 2021-2022 School Year Calendar**

1. Start date of 9-8-2021
2. End date of 6-9-2022
3. 169 Student Days, 180 Staff Days
4. **MOTION by Gallagher to approve the calendar as proposed. Seconded by Camper. Bruzek: yes, Camper: yes, Gallagher: yes, Johnson: yes, Larson: yes, Spoelhof: yes, Stolp: yes. Motion Carried Unanimously.**

**X. Closed Meeting: (Tabled until March)**

As permitted by Minnesota State statute 13D.05, subdivision 3(a), this meeting will be closed to evaluate the performance of the School District's Executive Director.

**1. Director Evaluation**

**XI. Re-Open Meeting and Take Any Necessary Action:**

**XII. Announcement of Results of Closed Meeting:**

**XIII. Board Reflection:**

- Great conversations and deep dives into the task force conversations, and feedback that dissenting votes and constructing feedback are helpful to show representation and complexity.
- Thanks to the task forces for their work.
- Appreciation for the background and input around the potential policy.
- Appreciation for the online format and flexibility and growth of the team.
- Welcome to the new clerk.
- Appreciation for the diversity of opinions.
- Appreciative of delving into school issues that are not focused just on covid issues.

**XIV. The next Board Meeting will be held: March 22, 2021 at 5:00 via Google Meet**

**XV. Adjourn:**

1. **MOTION by Larson to adjourn at 7:54. Seconded by Bruzek. Bruzek: yes, Camper: absent, Gallagher: yes, Johnson: yes, Larson: yes, Spoelhof: yes, Stolp: yes. Motion Carried Unanimously.**