



School District 408

*Board Meeting Minutes
May 24, 2021 at 5:00 p.m. in the Library with Streaming
Approved*

*Our NSCS Board meeting will be held in the NSCS Library and visitors will be permitted. Persons may monitor this meeting from a remote location through our streaming link:<https://youtu.be/g8w7fqGmPhw>
If you need support accessing the meeting, please contact Shelly Pierson at spierson@nscsk6.org.*

Call to Order: Stolp called the meeting to order at 5:07pm

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, Kristi Lounsberry

I. Concerns from Audience: Public comment for school board meetings may be submitted through email to: dstolp@nscsk6.org no later than Monday, May 24, by 12:00 p.m. Concerns will be read aloud for the record.

II. Recognition:

A. Robbie Tietge for her 18 years of service and dedication to NSCS.

B. PTA and our Families for a successful Boosterthon! We raised over \$13,000 that will go towards our outdoor learning spaces.

C. ABC of NSCS Board of Directors for supporting our technology needs with the purchase of new Promethean Boards to replace our boards purchased in 2008-2009.

D. Kristi Lounsberry for her work with coordinating testing for us with the MCAs and NWEA MAP assessments.

E. Carla Hendrickson, Jeanine Johnston, and Nikki Carpenter for running a smooth front office during this BUSY year.

F. All NSCS Staff and our Voyageur Bus Drivers for navigating this last year!

III. Approve Agenda:

Electronic forms of this and all supporting documents for the May 24, 2021 Meeting are available to guests of the meeting at <https://northshorecommunityschool.org/board/> under the Meeting Notice_Agenda tab.

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



School District 408

*Board Meeting Minutes
May 24, 2021 at 5:00 p.m. in the Library with Streaming
Approved*

IV. Teacher Report on Progress Meeting ELP Goals

- A. 3rd Grade** - Use school forest at least once per week, focus on outdoor learning activities. Students have exceeded expectations in this area. Activities integrated also include writing and reading as well as nature based activities.
- B. Kindergarten** - Students designed and built bunny restaurants and observed their usage during the winter months. 91% of students successfully completed this activity.
- C. 6th Grade** - Students studied invasive species, plastics, and climate change. They created business cards, radio snippets, and informational materials to educate the public about these topics. 100% of students participated with an 83% post activity score vs a 58% prior to the activities.

V. 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 April 26, 2021 board meeting

This and all supporting documents from the April 26, 2021 Meeting are available for anyone to view, filed by April 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 April operating receipts for \$ 333,998.49.*
2. *Recommendation from the Finance Committee to Approve April checks 14230-14271 in the amount of \$ 120,524.87. 49.*
3. *Recommendation from the Finance Committee to Approve April EFT payroll, BCBS, FSA (Food Service of America), H S A and bank service charge transactions in the amount of \$ 243,666.53.*
4. *Recommendation from the Finance Committee to Approve April credit card transactions in the amount of \$ 3,186.99.*
5. *Recommendation from the Finance Committee to Approve April Scrip disbursements in the amount of \$ 3,341.10 .*
6. *Recommendation from the Finance Committee to Approve April Scrip receipts in the amount of \$2,471.90.*



School District 408

*Board Meeting Minutes
May 24, 2021 at 5:00 p.m. in the Library with Streaming
Approved*

7. *Recommendation from the Finance Committee to Approve April 2021 journal entries.*
8. *Recommendation from the Finance Committee to Approve April 2021 bank reconciliations.*
9. *Recommendation from the Finance Committee to Pay longevity for the 2020-21 school year to employees as outlined in Policy 427 Employee Longevity.*
10. *Recommendation from the Finance Committee to Close the SCRIP checking account at North Shore Bank of Commerce (NSB) and transfer all funds to NSCS NSB General checking. The SCRIP fundraising will continue as usual; all money received or expended for SCRIP shall be recorded in the schools finance system, SMARTFIN, in a separate deferred revenue account code*
11. *Approved Renewal of the \$300,000 line of credit with North Shore Bank of Commerce.*

C. Review of *On Schedule* Policies

1. **Policy 417: Chemical Use and Abuse** is a mandated policy. The content and language is dictated by guidance from the Minnesota School Board Association (MSBA). *It is the recommendation of the Personnel committee to approve **Policy 417: Chemical Use and Abuse**, with a carriage return formatting change to item E.*
2. **Policy 418: Drug Free Workplace/Drug Free School** is a mandated policy. The content and language is dictated by guidance from the Minnesota School Board Association (MSBA). *It is the recommendation of the Personnel committee to approve **Policy 418: Drug Free Workplace/Drug Free School** with a change to Minn. Stat. § 624.701 language from “Liquor” to “Alcohol” in the legal references.*
3. **Policy 419: Tobacco-Free Environment** is a mandated policy. The content and language is dictated by guidance from the Minnesota School Board Association (MSBA). *It is the recommendation of the Personnel committee to approve MSBA 2020 revised **Policy 419: Tobacco-Free Environment** as written.*
4. **Policy 515: Protection and Privacy of Pupil Records** is a mandated policy. The content and language is dictated by guidance from the Minnesota School Board Association (MSBA). *It is the recommendation of the Executive Director to approve **Policy 515: Protection and Privacy of Pupil Records** as written.*
5. **Policy 522: Title IX Sex Nondiscrimination** is a mandated policy. The content and language is dictated by guidance from the Minnesota School Board Association (MSBA). *It is the recommendation of the Executive Director to approve **Policy 522: Title IX Sex Nondiscrimination** as written.*



School District 408

*Board Meeting Minutes
May 24, 2021 at 5:00 p.m. in the Library with Streaming
Approved*

D. Staffing Changes

1. **Food Service:** *Recommendation to hire Melissa Backen as the Food Service Head Cook.*
2. **PE Teacher:** *Recommendation to hire Clayton Gallus as the PE Teacher for a one year long-term sub position.*

E. 2021-2022 Insurance Renewal *Recommendation from the Business Office to renew proposed 2021-22 Insurance from Reliable Insurance Agency as presented.*

F. MACS Membership Renewal: \$6,192.75

G. Related Services Contracts:

1. *Recommendation to approve the Indigo Education Special Education Director contract at \$18,000 (No change from current year)*
2. *Recommendation to approve A Chance to Grow third party reimbursement contract at \$350.00 annual fee, not to exceed 8% of billing*
3. *Recommendation to approve the Deaf/Hard of Hearing contract, not to exceed \$5,000 annually*

MOTION by Spoelhof to approve the consent agenda except item E. 2021-2022 Insurance Renewal. Seconded by Gallagher. Bruzek: yes, Camper: yes, Gallagher: yes, Johnson: yes, Larson: yes, Spoelhof: yes, Stolp: yes. Motion Carried Unanimously.

VI. Committee Updates:

A. Curriculum/Staff Development:

1. April 28, 2021 Meeting Minutes are attached
2. May 12, 2021 Meeting - Did Not Meet
3. A new draft student document to look at math skill assessments was shared.

B. Facilities:

1. April 27, 2021 Meeting Minutes are attached
2. May 18, 2021 Meeting Minutes are attached,
3. Woodchips have been delivered, the back bridge is being repaired, and other improvements are planned.

C. Finance:

1. May 17, 2021 Meeting Minutes are attached



School District 408

*Board Meeting Minutes
May 24, 2021 at 5:00 p.m. in the Library with Streaming
Approved*

- a) April 2021 Financial Statements
- b) April 2021 Detailed Payment Register
- c) April 2021 Bank Reconciliations
- d) April 2021 Journal Entries
- e) Investigating moving to Medicare, more information will be provided next month. Finances are looking even more healthy than at the end of year last year.

D. Personnel:

1. May 12, 2021 Meeting Minutes are attached,
2. Discussed salary schedule and reviewed policies listed in Section V. Item C. Above.

VII. Effective Board

A. Board Self Evaluations

B. Read Policy 224: Director Evaluation

1. A Parent Satisfaction Survey has been distributed to families
2. Staff Satisfaction Survey has been distributed to all staff
3. Results will be shared with the board two weeks prior to the next meeting so that the board may prepare a summary before the next board meeting.

VIII. Director's Report:

A. Enrollment

1. Budgeted for: 350
2. Current Enrollment: 356
3. Recommitment Information: Forms and applications for 376 as of today.

B. 2021-2022 School Year

1. Start and End Time, students currently end at 2:10pm (previous years at 2:50). Currently, buses are dismissed at 2:10pm, Parent pickup is usually completed by about 2:30pm. Looking at a 2:40pm student end time next year.
2. Parent Drop-off and Pick-up - Staff is evaluating possibly using two parent lines and parent education to speed the process and improve safety.
3. Classroom Moves- Teachers are shifting rooms to keep like aged students adjacent in the building wings.
4. WIN Time- Hoping to move back into pre-pandemic goals as the new school year will begin.



School District 408

Board Meeting Minutes

May 24, 2021 at 5:00 p.m. in the Library with Streaming

Approved

C. Budget and CARES Funding Update - Chromebooks, smart carts, etc., were purchased with CARES funds. Sixteen students are looking at summer school in August and the school does have teachers interested in facilitating the additional session if needed.

D. Upcoming Events

1. Kindergarten Orientation June 1: three session options are available for students and parents
2. Preschool End of Year Celebration - students will sing and video links will be available, students will also have an ice cream social in class.
3. Kindergarten Graduation June 8 - Virtual, links will be available for parents
4. Last Day of School and Fun Day June 10, 12:10pm classes end. Inflatables and other activities will be available for students to celebrate the completion of another great school year.

Break 6:14pm - 6:24pm

IX. Unfinished Business:

A. Format of Board Meetings - with new guidelines, the Board will meet in person for future meetings, the Board can re-evaluate this if state guidelines change in the future. The Board expressed support for continuing an audio feed from future meetings to facilitate transparency for community members. Pierson expressed that video improvements may be preferred if the board would like to continue transmitting in order to make the experience meaningful for remote monitoring. The Board will maintain streaming as is for the next meeting.

X. New Business:

A. Budget Process

B. Salary and Benefits Task Force Update - Salary and benefits makeup a larger compensation package and are large budget components. They are being evaluated to provide fair increases and equity. Proposed compensation is in alignment with area market comparisons, and higher than some districts, and should provide a sustainable method to value all teachers. Medica is arranged for the next two years. Blue Cross Blue Shield was not sustainable for employees with their planned cost increases over the next year and would have created some financial hardships for some staff. State provided funding may change in the future and this could be re-evaluated if necessary.

C. Summer COVID Guidelines- Students can not yet get the vaccine. Staff should continue to wear masks around students, but may choose to unmask if students are not present based on current state guidelines.



School District 408

*Board Meeting Minutes
May 24, 2021 at 5:00 p.m. in the Library with Streaming
Approved*

D. MOTION by Bruzek to approve the insurance renewal as written in section V. Item E. Seconded by Johnson. Bruzek: yes, Camper: yes, Gallagher: yes, Johnson: yes, Larson: yes, Spoelhof: yes, Stolp: yes. Motion Carried Unanimously.

E. Osprey Wilds Contract Renewal Process- Process was briefly shared with the board.

XI. Correspondence:

XII. Board Reflection:

- Great to hear what students have been up to this year
- Very pleased that finances are healthy
- Discussion was respectful about difficult topics
- Organizational work being done behind the scenes is noticed and appreciated
- The environmental focus is so valuable for students and uplifting to hear about during these meetings
- Glad to be back in person
- Training reminders are helpful
- Looking forward to the June meeting.

XIII. The next regular Board Meeting will be held: June 21, 2021 at 4pm

XIV. Adjourn: MOTION by Johnson to adjourn the meeting. Seconded by Larson. Bruzek: yes, Camper: yes, Gallagher: yes, Johnson: yes, Larson: yes, Spoelhof: yes, Stolp: yes. Motion Carried Unanimously.