

**MINUTES**  
**SCHOOL BOARD, DISTRICT #2342**  
**WEST CENTRAL AREA SECONDARY SCHOOL MEDIA CENTER**  
**July 15, 2020**

Meeting called to order at 6:30 am by Nessman. Members present per roll call: Christenson, Ulrich, Sabolik, Strunk, Nessman, Beuckens and Grosz. Members Absent: None. Administration present: Hogie, Powers, Amundson, Knutson, McNamara, Prasch, Foslien, and Moerke. Administration Absent: None

Visitors: Amy Swenson, Chris Ray, and Nicole Hanson

Motion by Sabolik seconded by Grosz to approve the agenda as written. MCU

Motion by Beuckens, seconded by Ulrich, to approve the minutes of the regular school board meeting held on June 17, 2020. MCU

Motion by Sabolik, seconded by Strunk, to approve the payment of claims in the amount of \$560,592.55. The checks reviewed were #147204 to RAM Workers Compensation for \$32,593, #147262 to Flinn Scientific Inc. for Supplies Secondary Science, #147264 to Forecast Analytics for \$15,242 for budget software. MCU

Technology Coordinator: (Kevin McNamara) – Mr. McNamara commented that our Chromebook order placed on June 10th is delayed. Hoping they will be delivered in mid August. Manufacturers are telling vendors that new orders are delayed by 60-150 days. K-2 classroom SMART panels are being installed. Also, we have converted to WiFi 6 and we are working to ensure all buildings have full coverage. Two HD Pixellot 2 cameras will be installed Monday July 20th, Security/safety mirror have been delivered and will be installed in hallways through all three buildings. Mr. McNamara wanted to thank Stacy for her continued time and effort to keep summer projects moving and getting teacher laptops updated quickly.

Community Education: (Naomi Moerke) – Ms. Moerke commented that AARP has cancelled all in person defensive driving classes for the remainder of 2020. We have the following summer rec classes coming up: golf lessons, football camp, volleyball camp, Pacesetter basketball camp, and K-8 ball camp. Wrestling camp has been cancelled this summer due to COVID-19. Ms. Moerke reported that we did not receive any VPK money this year. However, the last 2 years we have not, and were granted money at the end of the school year. Pathways II scholarships are a bi-yearly application, we received \$15,000 this year. STEAM classes at North only had 1 registration so Ms. Nelson cancelled the classes for July and South had no registrations. We offered a babysitting class and we filled the first class with 9 students and 4 students for the second one.

Activities Director: (Jacob Foslien) – Mr. Foslien provided the Coaching Handbook for approval.

Buildings & Grounds Director: (Pete Amundson) – Mr. Amundson reported that summer cleaning is going well, gym floor refinish has been done at the Secondary School. A considerable amount of time has been spent measuring spaces and pricing products for COVID related purposes. Mr. Amundson also reported that we are having more warranty issues with the heat pumps.

Elementary School Principal: (Natalie Prasch) – Ms. Prasch reported that student and staff handbooks have been updated for Board approval. The major change to the student handbook is that students are required to be fever-free, without the aid of any medications, for 48 hours prior to returning to school. It was 24 hours previously, but with the recommendations from the CDC and MDE, we changed the time frame to 48 hours. New math curriculum, Envision 2020, is arriving at our sites this month. Training for all staff will be provided in August. Daycare at North has been going well with the hospital providing hot meals daily and the students and staff are having fun this summer. Ms. Prasch reported that the first task force meeting for planning for the upcoming school year was held on June 30th. There was great discussion and many questions brought forth from task force members. We will be meeting again on the 22nd of July and then reschedule as necessary. We are still waiting on word from the Governor about plans for the next school year. The custodial staff should be commended on all the work it has been doing since the start of the pandemic.

Secondary School Principal: (Susan Knutson) – Ms. Knutson reported that the fall planning task force has met and started the process for our three plans as instructed by MDE. The in-person and distance learning models are the easiest to plan for however the hybrid model creates many roadblocks to creating an equitable plan for all students. Pete has provided us with numbers to comply with the 50% capacity restriction under the hybrid model and we have set up some classrooms to provide for the 6 foot restriction. Most of our classrooms will

accommodate 20 students when abiding by the 50%, 6ft rules. WCA staff were asked to complete a "Return to Work" survey and the overwhelming majority of staff indicated that they plan to return to work. Three staff members indicated maybe and that it was dependent upon the number of COVID cases and recommendations from their doctors. Maggie is working on registrations. COVID has made this very difficult and we are doing our best to keep all class sizes small enough that they will not be impacted by the 50% hybrid requirement. We expect that students will have plenty of change requests come August that we may not be able to grant.

Business Manager: (Diane Powers) - Ms. Powers reported that from March 18th through June 30th the Food Service team prepared and sent out 16,690 breakfasts and 16, 977 lunches to our students. PaySchools has been taken over by a company called SchoolPay. In August we will be transitioning to SchoolPay. SchoolPay has many features and abilities that PaySchool does not. A plus to this transition is that it costs less per transaction. Currently we are paying a transaction fee of 4.25%, School Pay's fee is 3.9%. Our audit is scheduled for the week of September 28th. We don't know how the audit will be conducted this year. In the past more work has been done online and/or uploaded, with auditors in the district only 1 or 2 days. The COVID-19 situation at that time will determine how they choose to conduct the audit and how many days they may be in house, if any. Our Property/Liability Insurance renewed on 07/01/2020. We have been with Continental Western Insurance Company, but this year they made the decision to not renew our policy. Our new carrier is EMC Insurance Company. EMC is requesting that we have an appraisal done. The last time we have a formal appraisal done was during the 13-14 school year. At that time the cost was \$2500. I have reached out to our neighboring district and asked if any of them have had an appraisal done recently, who they used and the cost. EMC wanted to do their own appraisal, but said they will accept the information provided by an independent appraiser.

Superintendent: (Dale Hogie) -. Mr. Hogie reported the results from the MDE Parent Survey. The state survey had over 130,000 responses. Key findings indicate: More parents having negative experiences rather than positive experiences, survey identified areas that went well and indicated several areas of concern, 64.3% indicated a comfort level of children returning, 11.4% uncomfortable, and 24.3% unsure. WCA sent a Parent/Guardian Survey out with 309 responses. We currently have approximately 550 families in the district. A preliminary review of the survey results indicate a significant majority of families intend to enroll their children when school resumes. 86.3% responded yes, 12.4% were undecided, and the remaining 1.3% said no. Factors that would make parents more comfortable sending students are: classrooms and other gathering spaces cleaned and sanitized daily (78.8%), hand sanitizer readily available (73.6%), symptom check of employees required before entering school (46.2%), and mandatory symptom checks required for every student before entering school (40.3%). Most frequent concerns are classroom and other student gathering places not properly sanitized (47.5%) and Public health regulations not being followed (31.5%).

Motion by Ulrich, seconded by Christenon to approve the following general consent items: Consider and approve Amy Swenson's lane change from BA+10 to BA+20, consider and approve advertising for snow removal bids and advertising for dairy bids, consider and approve the FY21 MSBA dues of \$4,034 and Policy Services renewal fee to \$715, Consider and approve the resignation of Andrea Vassuer-Peterson as custodian at the Secondary School MCU

Motion by Strunk, seconded by Beuckens to approve the following policies. MCU

1. FinalReading of the following policies:
  - a. Policy #413 & Form - Harassment and Violence
  - b. Policy #414 & Form- Mandated Reporting
  - c. Policy #506 & Form - Student Discipline
  - d. Policy #515 - Protection and Privacy of Pupil Records

New Business:

Motion by Beuckens, seconded by Ulrich to approve the resolution to adopt FY22 long-term facilities and maintenance plan. Roll Call Vote: Yes 7, No 0 MCU

Motion by Sabolik, seconded by Strunk to approve the EMC Insurance Companies insurance proposal with an annual rate of \$62,569.83. MCU

Motion by Ulrich, seconded by Grosz to approve the Secondary School Student Handbooks. MCU

Motion by Ulrich, seconded by Grosz to approve the Elementary School Student Handbooks. MCU

Motion by Beuckens, seconded by Sabolik to approve the Secondary School Faculty Handbook. MCU

Motion by Beuckens, seconded by Sabolik to approve the Elementary School Faculty Handbook. MCU

Motion by Sabolik, seconded by Ulrich to approve the Coaching Handbook. MCU

Motion by Ulrich, seconded by Sabolik to approve the elementary facility option 1: One-site, PK-5 elementary facility at the Secondary site in Barrett for possible November 3, 2020 Building Bond Referendum. Mr. Grosz asked for a roll call vote. Roll Call: Grosz - No, Christenson - No, Nessman - No, Sabolik - Yes, Beuckens - Yes, Strunk - Yes, Ulrich - Yes. Motion passes Yes 4 to No 3.

Motion by Ulrich, seconded by Christenson to approve the planning and preparation for a possible November 3, 2020 Building bond Referendum that will include three additional questions for Secondary School upgrades: 1 - STEAM, CTE, and Media Center upgrades, 2 - fitness, health, and wellness addition, and 3 - outdoor athletic field and facility improvements. MCU

Motion by Ulrich, seconded by Beuckens to approve the propane bids from Olson Oil at \$0.89 per gallon for Kensington & Barrett and \$0.88 for Elbow Lake. MCU

First Reading of the following policies:

- a. Policy #205 - Open Meeting and Closed Meeting
- b. Policy #402 - Disability Nondiscrimination
- c. Policy #404 - Employment Background Checks
- d. Policy #423 - Employee-Student Relationships
- e. Policy #424 - License Status

Motion by Grosz, seconded by Christenson to close the meeting as permitted by MN Statute, Section 13D.05, Subd. 3 to discuss Labor Relations at 7:31 am. MCU

Motion by Ulrich, seconded by Grosz to open the meeting from closed session at 8:30 am. MCU

Motion by Strunk, seconded by Christenson, to adjourn. MCU

Sara Strunk - Clerk