

MINUTES OF THE BOARD OF EDUCATION
Independent School District No. 820
Sebeka, MN 56477
Regular meeting Monday, November 14, 2022

The regular meeting was called to order at 6:00 p.m. The following members were in attendance: Nate Erickson, Kayla Frame, Charles Funk, Rodney Huttunen, Russell Johnson, Eric Nelson and JoAnn Olson. Also present were Superintendent Dave Fjeldheim; Principal Amie Westberg; Business Manager Holly Paulson; DOS/AD Jon Lillquist; staff member Melissa Koch and Review Messenger Reporter Tim Bloomquist.

Olson moved, Nelson seconded to approve the agenda as presented. Motion carried unanimously.

Business Manager Holly Paulson reported on the following: she has been working on FY2023 annual payroll in SMART for the budget revision along with other revenue and expenditures; there has been substantial increases in expenditures for utilities, fuel, and food and milk in the food service department; the Food Service Fund 02 has received \$12,837 from the Food Service Supply Chain funding and noted that there could be another disbursement of Supply Chain funding in January 2023; final audited financials have been submitted to MDE; the District Revenues and Expenditures Budget for FY2022 and FY2023 has been completed and published in the Review Messenger; has received rebate funds in the amount of \$1,230.29 from Sourcewell for prior year purchases made through their buying group; this does not include the buses that were purchased this fall; and will be attending an area Business Manager meeting at Freshwater on November 16th.

Dean of Students/Ad Jon Lillquist reported on the following: cell phone violations were down from 14 violations in September to 10 in October and only two so far in November; he attended a Park Region Conference meeting on November 9th; GBB will start practice on November 14th with BBB and Wrestling starting on November 21st; and the positions for GBB have been filled noting that Randy Nielsen is the GBB Assistant Coach and Megan Heino is the half-time C-Team GBB Coach.

Principal Westberg reported on the following: grades Kindergarten through 4th grade participated in Wondertrek noting that this program can be accessed throughout Region 5 thanks to the Minnesota Legacy Fund and that this program offers a Playful Connections program which offers play-based experiences which invite children to explore, imagine, build, move and invent; a BIG Blocks and Tabletops program where children can work with others to build anything they can imagine with KEVA planks, Magnatiles, Giant KNEX, Giant LEGOa, Big Blue Blocks, Rigamajig, Wobbly Wonders, gears and geoboards; and a Pop-Up Art Studio which gives a child the tools, materials and space to create many things; Dan Huebsch from CCY will be doing 20-minute presentations to students in grade 7-12 regarding sending appropriate messages through social media and what to do if someone sends something that makes a person feel uncomfortable; 4th grade will be going to MSUM on Thursday, November 17th to watch a play put on by the MSUM Drama Department; and reviewed the Career Pathways Vision Trip, offered through Sourcewell, that she attended with Mrs. Kern.

Superintendent Fjeldheim reported on the following: the Americanism program was held on November 10th and thanked Mr. K, Mrs. Koch and the teachers who helped put the program together and praised the student leaders who emceed the program and other students who supported the program; the Health and Safety Committee held their first meeting on November 7th and noted that there were no major concerns at this time; MSBA Leadership Conference registration and room reservations need to be completed soon for those attending and noted that the Leadership Conference will be held January 12th & 13th; reviewed nominations for the Board of Directors Election for the Sourcewell Board; and reported out on the following departments - Food Service, Custodial and Transportation and noted that all departments are functioning well at the present time with responsibilities being fulfilled.

Under Discussion Items, Superintendent Fjeldheim noted that the MREA Fall Conference was held Sunday, November 13th, Monday November 14th and will conclude on Tuesday, November 15th. Mr. Funk and Mr. Fjeldheim both reviewed sessions they attended on November 13th & 14th. He also reviewed topics of discussion for the School Board Work Session which will be held on November 28th. Some topics of discussion will be reviewing the 2022-2023 budget revisions, overview and preliminary 2023-2024 estimated budget, potential cost contaminants for the 2023-2024 school year, administrative staffing model for 2023-2024, and strategic initiatives for short-term and long-term goals. A suggestion was to also address branding of our school along with time spent on reworking the mission and vision statements for Sebeka School District. He also noted that he would like to have the Policy Committee meet to review the School District Policy manual and the MSBA Policy Manual.

Also under Discussion Items, Mrs. Westberg reviewed the E-Learning plan that was adopted in the fall of 2019 noting that some minor changes were made and that this plan is a backup that will be used if we have more than two days of inclement weather where we need to dismiss school. It was noted that further review of the plan will take place and approval of the revised plan will take place at the December School board Meeting.

Erickson moved, Frame seconded to approve the following consent agenda items: the October 17th regular meeting minutes; Treasurer and Investment report for November; monthly bills at \$926,309.940; assignment of Jamie Thiessen Melott as Food Service Assistant; assignment of Randy Nielsen as Assistant GBB Coach; assignment of Megan Heino as Half-time C-Team GBB coach; and November enrollment at 468 students K-12. Motion carried unanimously

Funk moved, Nelson seconded to approve the second reading of the FY2022 Audit report noting that it was a clean audit with minimal findings of segregation of duties, preparation of financial statements, and material journal entries and one finding for a couple of inactive Student Activity Accounts, and there were no findings in the federal audit and it was noted that the findings for the financial statements are based on the number of staff available for districts of our size. Motion carried unanimously.

Nelson moved, Olson seconded to approve the second reading of the EMS-ESP Seniority List for 2022-2023 as presented. Motion carried unanimously.

The School Board evaluated the following goals for Mr. Fjeldheim for school year 2021-2022 and accepted the reflection of the superintendent goals finding them completed at a satisfactory to exemplary level: (1) Provide District leadership for the Sebeka School to get through the second year of the COVID Crisis; (2) District Finances - Keeping a close eye on the school's financial condition, revenue coming from the state, expenditures incurred during the school year and communication with the school board; (3) Transition Planning for the District's leadership from the existing leadership structure to the future leadership structure so a guide is in place allowing for a smooth transition; (4) Professional goal of keeping up to date on educational issues from MDE, the Minnesota Association of School Administrators and MSBA. Mr. Fjeldheim noted the year was challenging while dealing with pandemic issues and did not feel quality time was spent on his goal areas due to focusing more on school related concerns.

Funk moved, Frame seconded to approve the completion of the superintendent goals from a satisfactory to exemplary level. Motion carried unanimously.

Funk moved, Erickson seconded to approve the revision of MSBA Policy 522 noting that there have been some changes related to a number of MSBA policies and Policy 522 was addressed at this time with others to be revised and approved at a later date. Motion carried unanimously.

Nelson moved, Frame seconded to approve a resolution accepting the following donations to FFA to attend Nationals in Indianapolis, Indiana: \$50 from Anderson Homes; \$50 from Johnson & Son; \$100 from Hub 71; \$100 from Perham Stockyards; \$100 from NCA; \$100 from Review Messenger; \$400 from Olson's Custom Farm Service; \$500 from Community First Bank of Menahga and Sebeka; and \$1500 from WCTA. The following members voted in favor: Erickson, Frame, Funk, Huttunen, Johnson, Nelson, Olson; against: none; therefore, the resolution was duly adopted.

Olson moved, Nelson seconded to approve the resolution canvassing the school board election which was held on Tuesday, November 8th noting the following results: JoAnn Olson receiving 907 votes; Kayla Frame receiving 834 votes; Nate Erickson receiving 825 votes; Cheri Kangas receiving 670 votes; Russell Johnson receiving 564 votes; and 8 write-in votes. JoAnn Olson, Kayla Frame, Nate Erickson, and Cheri Kangas having received the highest number of votes are elected to a four (4) year term beginning the first Monday in January 2023. The following members voted in favor: Erickson, Frame, Funk, Huttunen, Johnson, Nelson, and Olson; against: none; therefore the resolution was duly adopted.

Funk moved, Erickson seconded to approve the resolution authorizing the issuance of certificates of election on behalf of the school board to JoAnn Olson, Kayla Frame, Nate Erickson, and Cheri Kangas who have received a sufficiently large number of votes to be elected to fill the vacancies on the board caused by expiration of term on the first Monday in January following the election. The following members voted in favor: Erickson, Frame, Funk, Huttunen, Johnson, Nelson, and Olson; against: none; therefore the resolution was duly adopted.

Frame moved, Nelson seconded to adjourn the regular meeting at 7:10 p.m. Motion carried unanimously.