

## September 13<sup>th</sup>, 2017 Board Minutes

Meeting called to order at 4:20pm.

Roll Call: **Present:** Elizabeth Sarff, Jo Pelham, and Carrie Bush

Ex-Officio members: Terri Anderson

Absent: Elizabeth LeNoir and Peggie Chisholm

The NCCS Mission and Vision statements were read.

Visitors: Sheriff Doug Krier and Officer Randy Hisgun

No Conflict of Interest

Motion by Pelham, second by Bush to approve the agenda. All in favor. Motion carried.

No Public Comment

Elizabeth LeNoir arrives at 4:27pm.

Motion by LeNoir, second by Bush to approve the August 14<sup>th</sup>, 2017 Board Minutes. All in favor. Motion carried.

Motion by Sarff, second by Pelham to approve the monthly bills for payment. Check numbers 7335-7382. All in favor. Motion carried.

Recognitions: Thank you to all the NCCS staff that participated in this year Harvest Festival activities!

**Financial Report:** Board reviewed the monthly updated cash flow report in detail. Board reviewed the monthly bills in detail. Board reviewed the YTD FY18 budget.

**Committee Report:** HR committee met. Agenda: Staffing

**Admin Report:** **Recognitions:** NCCS staff for Harvest Fest presence in the parade, kids' games and at the pow wow. It was a great day and time! **Staff Development:** Our four day in-service, home visits and open house went well. We reviewed the mission, vision and boards' goals. We also created NCCS staff values with the Center for Excellence staff facilitating. **NCCS Staff Values:** NCCS respects and has knowledge of the community's culture and traditions. NCCS staff provides a student-centered environment. NCCS staff is committed to a positive and fun work and learning environment. **Student Activities:** 11 4<sup>th</sup>-6<sup>th</sup> graders are in football at Mahnomen and Brent Miller, our 6<sup>th</sup> grade teacher, is their coach. Kids' games were well attended at Harvest Fest. This year we had water and juice boxes as game prizes and threw healthy snacks at the parade. No NCCS staff were interested in working for Boys and Girls Club at this time. Staff are, however, interested in continuing some extracurricular activities here at NCCS. **Family Connections:** Many families were at the parade and kids' games. We served 119 meals at our open house. Staff made home visits to invite families to the open house. Our weekly newsletter has resumed publication. **Building and Grounds:** Brent Gish and I did a needs assessment of the building with Gartner Controls who said there are no pressing issues and they are putting together a timeline of recommendations. **Upcoming Dates:** Tuesday October 10<sup>th</sup>: board meeting for VOA annual evaluation visit. Friday October 6: Family Fun in the afternoon. October 19 and 20: No school MEA.

**Academic Progress Report:** none this month.

**Enrollment Report:** 113 students

**Attendance Report:** Day 1 thru September 13<sup>th</sup>, 2017: 97.75%

**Board Development:** There will be MSBA Phase III and IV trainings in Bemidji and St. Cloud on a variety of dates.

**Policy Review:** Policy 514 Bullying and Prohibition Policy needed no changes. Policy 515 Protection and Privacy of Pupil Records was distributed for review.

No Old Business.

New Business:

A. Staffing:

Motion by Pelham, second by Bush to accept the resignation of Rigina Briggs as Receptionist. All in favor. Motion carried.

Motion by Pelham, second by Bush to accept the resignation of Jennifer Doerfler as paraprofessional. All in favor. Motion carried.

Motion by Bush, second by LeNoir to accept the resignation of Brett Tibbetts as paraprofessional. All in favor. Motion carried.

Motion by Pelham, second by LeNoir to approve the reassignment of Lori Stish from para to Receptionist. All in favor. Motion carried.

Motion by Sarff, second by LeNoir to approve the hiring of Pauline Tunheim as paraprofessional. All in favor. Motion carried.

B. Title I and II Grant Application Approval FY18:

Motion by LeNoir, second by Bush to approve the Title I and II grant applications and submissions. All in favor. Motion carried.

C. VOA Evaluation Visit Tuesday October 10<sup>th</sup>, 2017:

Terri informed the Board that this year's VOA evaluation visit will be October 10<sup>th</sup>, 2017.

D. October 2017 Board Meeting Date Change:

Motion by LeNoir, second by Bush to approve changing the October Board meeting date from Wednesday October 11<sup>th</sup> to Tuesday October 10<sup>th</sup>, 2017. All in favor. Motion carried.

E. VOA Evaluation Rubric:

Board Chair Elizabeth Sarff shared with the Board the new VOA Evaluation Rubric.

F. Monthly Board Meeting Calendar:

Motion by Pelham, second by Sarff to approve the monthly board meeting calendar. Meetings will be held every second Wednesday of the month at 4:30pm. All in favor. Motion carried.

G. Cleaning Agreement with Tim McArthur:

Motion by Pelham, second by LeNoir to approve the McArthur cleaning agreement. All in favor. Motion carried.

H. Drug Policy Review and Update:

Terri shared with the Board information regarding the drug testing policy.

I. School Safety:

Sheriff Doug Krier informed the Board about their program they provide to local schools. It would be a one day per week program that would inform students about subjects such as stranger danger, sexual harassment, and drug/needle safety.

Motion by LeNoir, second by Bush to approve the school safety contract in the amount of \$10,000. This is an unbudgeted item. All in favor. Motion carried.

J. 2017-2018 Speech Pathologist Contract Approval:

Motion by Sarff, second by Pelham to approve the 2017-2018 speech pathologist contract. All in favor. Motion carried.

Motion by LeNoir, second by Bush to adjourn. All in favor. Motion carried.

Meeting adjourned at 6:14pm.