

HOUSTON PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
Thursday, June 17, 2021

- I. Call to Order – Chair Stilin called the meeting to order at 6:01 PM. Members present: Mark Swenson, Gene Lundak, Tom Stilin, Arlin Peterson, Richard Erdmann, Josh Norlien, Mimi Carlson and Krin Abraham.
 - II. Pledge of Allegiance
 - III. Agenda Approval – A motion was made by Lundak to approve the Agenda. Seconded by Peterson. Motion passed unanimously.
- Board member Carlson arrived at 6:02 PM.
- IV. Public Comment – Superintendent Abraham noted that no comments have been submitted since the June 3 Board meeting. She also shared that the June 3 claims against two teachers were investigated and found to be either miscommunications or misunderstandings by the individuals involved.
 - V. Consent Items – A motion was made by Norlien to approve the Consent Items. Seconded by Erdmann. Motion passed unanimously.
 - A. Minutes
 1. Approval of June 3, 2021
 - B. Payment of Bills
 - C. Personnel
 1. Contracts
 - a. Chelsey Carlson – HHS English
 - b. Jessica Olson – HHS Special Education
 - c. Shannon Pass – HHS Math
 2. Hiring Memos
 - a. Vanessa Lee – HHS Volleyball
 - b. Steven Munderloh – HHS Choir
 - VI. Discussion Items
 - A. Houston High School Auditorium Plans – SitelogIQ architects Sara Guyette and Ben Tillman shared a pre-design summary of an auditorium addition for the high school. This structure would meet the code requirements of an ICC-500 storm shelter and seat 250 people. Discussion was held regarding the cost of the project, funding possibilities and next steps should the Board decide to proceed.
 - B. Safe Return to In-person Learning Plan – Superintendent Abraham reviewed the COVID-19 Preparedness Plan for Houston Public Schools and answered questions from Board members. She explained that this plan needs to be posted for public comment and review for 30 days and does not require Board approval. Discussion was held regarding the timelines for reviewing the plan, COVID staffing ratio numbers and the COVID decision tree.
 - C. Additional Outdoor Cameras for High School – Board member Norlien shared that the Facilities committee reviewed a change order that adds three outdoor cameras to the High School project. He also explained that the quote in the amount of \$12,459.50 will be partly covered by long term facilities maintenance funds and was approved by the Facility committee.
 - D. Q Comp Evaluation – Superintendent Abraham highlighted portions of the annual Q Comp evaluation and noted that MCA data has not yet been included.
 - E. Literacy Plan – Superintendent Abraham explained that this plan has been uploaded to the Minnesota Department of Education as required. She also noted that the MNVA scores were comparable to previous years, but the Houston Elementary scores showed a decline.

- F. Field Trip Report – Superintendent Abraham reviewed the field trip reports from the Houston Elementary and High School and noted that the pandemic severely limited the number of trips the students could take this past year.
- G. Principal Updates – Superintendent Abraham shared updates from all three principals. Updates included graduation highlights, student travel activities and summer events for all three sites.
- VII. Old Business (Items for Discussion and Approval)
 - A. Hoedown Field Lease – A motion was made by Lundak to approve the Hoedown Field Lease. Seconded by Carlson. Motion passed unanimously.
 - B. City of Houston Field Lease Modification – Superintendent Abraham noted that the city has requested use of the elementary field for their summer programs, so their original lease has been updated. A motion was made by Swenson to approve the City of Houston field lease. Seconded by Peterson. Motion passed unanimously.
 - C. Policy for Second Reading – A motion was made by Norlien to approve policy 807. Seconded by Lundak. Motion passed unanimously.
 - 1. Policy 807 – Health and Safety
- VIII. New Business (Items for Discussion and Approval)
 - A. FY22 Proposed Budget – Superintendent Abraham shared the proposed budget and explained that the MNVA membership amounts have been paired down from the pandemic level. Other highlights include excess funds for Summit Learning Center, lack of information regarding State Aid and the need for contract renewals for all groups other than Local 70. Discussion was held regarding the MNVA revenue and need for a Finance committee meeting. A motion was made by Lundak to approve the proposed budget. Seconded by Swenson. Motion passed unanimously.
 - B. MSHSL Membership – A motion was made by Peterson to approve the MSHSL membership. Seconded by Norlien. Motion passed unanimously.
 - C. Q Comp Program Update Form – Superintendent Abraham explained that the teachers recently voted to revise the evaluation process that is used for the Q Comp program. They are choosing to move to Marzano from Danielson which requires Board approval. A motion was made by Peterson to approve the Q Comp program update. Seconded by Swenson. Motion passed unanimously.
- IX. Announcements
 - A. Important Events – A reminder was given that the MSBA Summer Seminar will be held virtually on Thursday, August 5 from 8:00 AM until 1:00 PM. Interested Board members should contact the district office to be registered.
 - B. Meeting and Committee Updates – Board member Norlien provided highlights from the Facilities meeting held earlier. In addition to the pre-design of the auditorium the committee discussed a replacement freezer, the camera change order and a change in the duct work for HVAC system that should save money. Board member Peterson shared details of a recent MSHSL meeting where discussion was held regarding changes in duties and payments for the governing board.
 - C. Board/Superintendent Feedback/Thank You's/Future Agenda Items – Superintendent Abraham read a farewell statement to the Board summarizing her 23 years of service within the district. Chair Stilin thanked Krin on behalf of the Board for the work she has done both as a teacher and as Superintendent.
- X. Adjourn – A motion to adjourn was made by Erdmann and seconded by Swenson. Motion passed unanimously. Meeting adjourned at 7:14 PM.