

**HOUSTON PUBLIC SCHOOLS**  
**REGULAR SCHOOL BOARD MEETING**  
**Thursday, July 7, 2022**

- I. Call to Order – Chair Stilin called the meeting to order at 6:01 PM. Members present were Richard Erdmann, Mimi Carlson, Tom Stilin, Gene Lundak and Mary Morem. Absent was Mark Swenson, Josh Norlien and Arlin Peterson.
- II. Pledge of Allegiance
- III. Agenda Approval – A motion was made by Lundak to approve the agenda. Seconded by Erdmann. Motion passed unanimously.
- IV. Public Comment – None
- V. Consent Items – A motion was made by Erdmann to approve the consent items. Seconded by Lundak. Motion passed unanimously.
  - A. Minutes
    1. Approval of June 2, 2022
    2. Approval of June 28, 2022
  - B. Payment of Bills
  - C. Personnel
    1. Contracts
      - a. Nicole Kaiser
      - b. Tracy Lermon
      - c. Katie Macrafic
      - d. Angela McQuinn
      - e. Shelby Reinert
      - f. Joslyn Runyan
    2. Hiring Memos
      - a. Darla Bernard
      - b. Alana Braund
      - c. Travis Frank
      - d. Karla Gotham
      - e. Cecilia Hamrick - 3 positions
      - f. Bret Hoskins
      - g. Anita Jarvis
      - h. Marin Momsen
      - i. Perry Smith
    3. Retirements
      - a. Marsha Benson
      - b. Jane Voves
      - c. Anne Warner
    4. Resignation
      - a. Daneka Romportl
    5. Leave Request
      - a. Brett Hoskins
- VI. Discussion Items
  - A. HHS Fundraising Activities – Superintendent Morem reviewed the list of high school fundraising activities noting that information regarding profit is not available at this time. Discussion was held regarding the sporadic fundraising events and Board members requested that groups spread the activities out better during the school year.
  - B. HES Annual Field Trip Report – Superintendent Morem shared the list of field trips elementary students took this past spring.

- C. MOU for Modification of Student Council Advisor Position – Superintendent Morem explained the need for revisions to the Master Agreement regarding Student Council Advisor pay and the addition of a new advisory position for the Minnesota National Honor Society. Board members were asked to review the MOU for approval at the August Board meeting.
  - D. Review of User Fees – Superintendent Morem shared information regarding a grant that is available to reduce user fees for students. This grant would cover fees for students involved in sports that do not charge a gate fee. Discussion was held regarding the impact this might have on the current user fee structure but no changes to the fees were recommended.
  - E. Redefining Ready Scorecard – Superintendent Morem described the Redefining Ready program that focuses on college and career readiness. She reviewed the scores and the data collection process and answered questions from Board members.
  - F. HHS Staff Handbook – Superintendent Morem encouraged Board members to review the High School Staff Handbook for approval at the August Board meeting. Discussion was held regarding the grading scale and the whole value scores. Superintendent Morem will contact Principal Mangan for more information regarding the grading scale.
  - G. Onsite Crisis Plan – Superintendent Morem explained that this plan is regularly reviewed by Administrators with input from local law enforcement to keep it current. Board members were encouraged to review the plan for approval at the August meeting. Conversation was also held regarding ongoing training and how to accomplish that without causing anxiety among the students.
  - H. HHS and Summit Handbooks – Superintendent Morem asked Board members to review the handbooks for approval at the August meeting.
  - I. MNVA Crisis Plan – Superintendent Morem noted that this plan is in place for regular student outings and annual in-person testing. Board members were encouraged to review the plan for approval at the August meeting.
  - J. MNVA Staff and Student Handbooks – Superintendent Morem asked Board members to review the handbooks for approval at the August meeting. She also noted that K12 plays a roll in developing the handbooks according to their standards. Clarification from Principal Specketer will also be obtained regarding the grading scales outlined in the teacher handbook.
  - K. Elementary Student Handbook – Discussion was held regarding the section that states that students in grade six or under must be accompanied by a season-holding-pass parent/guardian to enter home events. Board members asked for clarification if these students are only allowed in with a family pass, or if they can get in free with the parent’s purchase of a ticket to the game. Superintendent Morem will seek clarification regarding this question and have the handbook corrected as necessary.
  - L. Elementary Floor Scrubber – Superintendent Morem explained that the elementary’s current machine is 8-years old and needs an upgrade. She shared a quote in the amount of \$10,511.99 from Hillyard for the purchase of a replacement. Discussion was held regarding the impact on the budget for the purchase. Board members were encouraged to review the bid for approval at the August meeting.
- VII. Old Business (Items for Discussion and Approval)
- A. Policies for Second Reading – A motion was made by Lundak to approve policies 721 and 807. Seconded by Carlson. Motion passed unanimously.
    - 1. Policy 721 – Uniform Grant Guidance Policy
    - 2. Policy 807 – Health and Safety
- VIII. New Business (Items for Discussion and Approval)

- A. Computers for Business Lab – Superintendent Morem noted that this purchase has been included in the budget. A motion was made by Carlson to approve the new computers for the business lab. Seconded by Erdmann. Motion passed unanimously.
- B. Hurricane Hub Access Control System – Superintendent Morem reviewed quotes for access control systems that will allow for the installation of door entry systems for both of the new buildings. A motion was made by Erdmann to approve the purchase of the access control system for the Hurricane Hub building. Seconded by Lundak. Motion passed unanimously.
- C. East Campus Access Control System – A motion was made by Carlson to approve the access control system installation for the three doors at the East Campus building. Seconded by Lundak. Motion passed unanimously.
- D. Hiawatha Valley Education District Continuation of Services – Superintendent Morem led a discussion with Board members as to the possibility of discontinuing services from HVED. Board members requested to move forward with other options and create a timeline for the change.
- E. Hiawatha Valley Education District Agreement – A motion was made by Lundak to approve the HVED agreement. Seconded by Erdmann. Motion passed unanimously.
- F. Replacement Windows for the Hurricane Hub – A motion was made by Lundak to approve the replacement windows for the Hurricane Hub. Seconded by Erdmann. Motion passed unanimously.
- G. MSBA Membership Renewal – Superintendent Morem reminded the Board that this is renewed annually. A motion was made by Lundak to approve the renewal of the (G.) MSBA, (H.) MREA, (I.) SSE and (J.) SSE Employee Assistance programs. Seconded by Carlson. Motion passed unanimously.
- H. MREA Membership Renewal – Superintendent Morem
- I. Southeast Service Cooperative Membership Renewal – Superintendent Morem
- J. Southeast Service Cooperative Employee Assistance Program Renewal – Superintendent Morem
- K. Hoedown Field Lease – Superintendent Morem explained that this process is necessary in the event that the Hoedown committee needs to use our ball fields for tournaments. A motion was made by Lundak to approve the Hoedown field lease. Seconded by Erdmann. Motion passed unanimously.
- L. Approval of Second Quarter Board Pay – A motion was made by Erdmann to approve the second quarter Board pay. Seconded by Carlson. Motion passed unanimously.
- M. Policies for First Reading – Minimal changes were made to these policies and Board members were reminded to review them for approval at the August meeting.
  - 1. Policy 609 – Religion
  - 2. Policy 610 – Field Trips
  - 3. Policy 612.1 – Development of Parental Involvement Policies for Title I Programs
  - 4. Policy 616 – School District Accountability
  - 5. Policy 618 – Assessment of Student Achievement
  - 6. Policy 620 – Credit for Learning

#### IX. Announcements

- A. Important Events – Superintendent Morem noted that the School Board filing dates are from August 2 through the 16, 2022 and interested individuals can complete the process between 8:00 AM and 4:30 PM in the District Office at 306 West Elm Street.

- B. Meeting and Committee Updates – HVED Meeting – Board member Lundak noted that HVED has hired a new HR director and is still looking to purchase a new building for programming.
- C. Board/Superintendent Feedback/Thank You's/Future Agenda Items – Superintendent Morem announced the need to schedule a Special Board meeting for the end of August to pass a resolution relating to the election of School Board members. She made a recommendation to set the meeting for Thursday, August 25 at 6:00 PM in the high school library. Approval of this date and time will be included at the August 4 meeting.
- X. Adjourn – A motion to adjourn was made by Lundak and seconded by Carlson. Motion passed unanimously. The meeting adjourned at 6:45 PM.