

HOUSTON PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
Thursday, August 4, 2022

- I. Call to Order – Chair Stilin called the meeting order at 6:00 PM. Members present were Richard Erdmann, Tome Stilin, Gene Lundak, Mark Swenson, Arlin Peterson, Josh Norlien and Mary Morem. Absent was Mimi Carlson
- II. Pledge of Allegiance
- III. Agenda Approval – A motion was made by Lundak to approve the agenda. Seconded by Peterson. Board Member Erdmann requested the addition of Item VIII. A. to approve the purchase of two used buses. Board member Lundak made a motion to approve the amended agenda. Seconded by Swenson. Motion passed unanimously.
- IV. Public Comment – None
- V. Consent Items – A motion was made by Erdmann to approve the consent items. Seconded by Swenson. Motion passed unanimously.
 - A. Minutes
 1. Approval of July 7, 2022
 - B. Payment of Bills
 - C. Personnel
 1. Hiring Memos
 - a. Justin Brand
 - b. Chelsey Carlson
 - c. Becky Carr
 - d. Heidi Carrier
 - e. Jason Carrier (2 Memos Included)
 - f. Jessica Dankers (2 Memos Included)
 - g. Lisa Evans
 - h. Emma Forsyth
 - i. Travis Frank
 - j. Emily Freeman
 - k. Ryan Gatzlaff
 - l. Ryan Geiwitz
 - m. Jessica Olson
 - n. Courtney Pulsifer
 - o. Kiara Reichstadt
 - p. Joalyn Torgerson
 - q. Maya Upton
 - r. Dane Wiskow (2 Memos Included)
 2. Resignations
 - a. Rebekah Jorgenson
 - b. Nathan Stafki
- VI. Discussion Items
 - A. Safe Return to School Plan – Superintendent Morem outlined the plan for the 22 – 23 school year and noted that the MSHSL has also created a plan for the new year. A motion was made by Lundak to approve the Safe Return to School plan. Seconded by Norlien. Motion passed unanimously.
 - B. Digital Equity – Superintendent Morem shared that a student survey has been developed to determine the availability of internet and electronic devices students have in their homes for school work. This survey was requested by the Minnesota Department of Education and the results will be submitted when completed.

- C. Solar Panels for Bus Garage – Superintendent Morem reminded the Board that we were approved for the installation of two solar panels on the roof of the high school as part of the solar grant process. She shared information regarding the lack of adequate power sources for the panel above the gym and the need to relocate it closer to the transformer. She then outlined plans for a ground unit to be located by the bus garage across from the football field. Pros and cons of the new location were discussed, and it was noted that the Facilities committee has also reviewed the proposal. A motion was made by Erdmann to approve the relocation of the solar panel. Seconded by Lundak. Discussion was held regarding the need for a fence for the panels. Motion passed unanimously.
 - D. Set Date and Time for Truth in Taxation Meeting – Superintendent Morem noted that this meeting is generally conducted the first Thursday of December during the regular Board meeting. A motion was made by Peterson to schedule the 2022 Truth in Taxation meeting for 6:30 PM on Thursday, December 1, 2022, in the high school library. Seconded by Swenson. Motion passed unanimously.
 - E. Elementary Staff Handbook – A motion was made by Peterson to approve the Elementary Staff Handbook. Seconded by Lundak. Motion passed unanimously.
 - F. NFHS Livestream Renewal – Superintendent Morem shared that the annual renewal of the livestream platform is due for this coming school year. She asked for Board approval for either district-wide viewing capabilities as we did this past year or require families to purchase their own individual access. Board members requested data regarding camera usage prior to approving the renewal.
 - G. Coaching Handbook – Superintendent Morem noted that the Coaching Handbook has been reviewed for the 22-23 school year. A motion was made by Lundak to approve the Coaching Handbook. Seconded by Peterson. Motion passed unanimously.
- VII. Old Business (Items for Discussion and Approval)
- A. Resolution accepting 10-year Plan – The resolution adopting Independent School District No. 294 FY 24 Long-term Facilities Maintenance Ten-year Plan was introduced by Lundak and seconded by Erdmann. A roll call vote was taken, and the resolution passed unanimously.
 - B. MOU for Modification of Student Council Advisor Position – Board member Peterson made a motion to approve the MOU for modification of the student council advisor position. Seconded by Swenson. Motion passed unanimously.
 - C. HHS Student and Staff Handbooks – A motion was made by Lundak to approve the HHS Student and Staff Handbooks. Seconded by Norlien. Motion passed unanimously.
 - D. Summit Student Handbook – A motion was made by Lundak to approve the Summit Student Handbook. Seconded by Peterson. Motion passed unanimously.
 - E. Onsite Crisis Plan – A motion was made by Lundak to approve the Onsite Crisis Plan. Seconded by Swenson. Motion passed unanimously.
 - F. Houston Elementary Student Handbook – A motion was made by Peterson to approve the Elementary Student Handbook. Seconded by Erdmann. Motion passed unanimously.
 - G. MNVA Staff Handbook – A motion was made by Swenson to approve the MNVA Staff Handbook. Seconded by Lundak. Motion passed unanimously.
 - H. MNVA Crisis Plan – A motion was made by Peterson to approve the MNVA Crisis Plan. Seconded by Swenson. Motion passed unanimously.

- I. MNVA Student Handbooks – K5 MS HS – A motion was made by Swenson to approve the K5, MS and HS MNVA Student Handbooks. Seconded by Lundak. Motion passed unanimously.
 - J. Elementary Floor Scrubber – A motion was made by Erdmann to approve the purchase of the floor scrubber. Seconded by Norlien. Motion passed unanimously.
 - K. Approval of a Special Meeting for School Board Election and Candidates – 6:00 PM on Thursday, August 25 – A motion was made by Norlien to schedule a Special Board meeting on Thursday, August 25 at 6:00 PM in the high school library to approve the election of School Board members. Seconded by Lundak. Motion passed unanimously.
 - L. Policies for Second Reading – A motion was made by Lundak to approve policies 609, 610, 612.1, 616, 618 and 620. Seconded by Norlien. Motion passed unanimously.
 - 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
- VIII. New Business (Items for Discussion and Approval)
- A. Purchase of Used Buses – Superintendent Morem described the situation with the bus ordered in the fall of 2021 and the issues its delay causes for the transportation of students this school year. She shared details regarding two used buses available for purchase in time for the September 6 start date. She also noted that the purchase of these two buses will eliminate the need for a new van. A motion was made by Norlien to approve the purchase of the two used buses contingent upon the cancellation of the new bus order placed in 2021. Seconded by Peterson. Motion passed unanimously.
 - B. Policies for First Reading (*Policies with Legislative Updates*) – Board members should review for approval at the September 1 meeting.
 - 1. Policy 208 – Development of Policies
 - 2. Policy 417 – Chemical Use and Abuse
 - 3. Policy 418 – Drug-Free Workplace/School
 - 4. Policy 515 – Protection of Pupil Records
 - 5. Policy 603 – Curriculum Development
 - 6. Policy 604 – Instructional Curriculum
- IX. Announcements
- A. Important Events – August 10 is the Activity meeting at the high school. New teacher orientation will be held on August 25 at the high school. The All Staff Inservice will be held on August 29, 2022, with a staff get-together held in the city park at 5:00 PM.
 - B. Meeting and Committee Updates – Board member Peterson shared details of a recent MSHSL meeting where a reorganization of officers was approved that will help with budgeting this year. A Facilities Committee meeting was held earlier where the solar panel change, and bus purchases were discussed. The committee also discussed floor damage and lighting issues in the elementary gym and the need to replace the softball dugouts after the recent tornado. It was also noted that a Finance Committee meeting and Special Board meeting will be needed prior to

September 30 to set the levy. Board member Lundak shared highlights from a recent HVED meeting. The group continues to seek property so programming can be combined in the Winona area. He also noted that conversation was held regarding the possibility of Houston splitting from the organization.

- C. Board/Superintendent Feedback/Thank You's/Future Agenda Items – Board member Norlien acknowledged the benefits to the Houston community that the Summer Enrichment program provided. Superintendent Morem also shared that that there is interest among some Caledonia students in joining the Houston Dance Team and more information will be shared as it becomes available.
- X. Adjourn – A motion to adjourn was made by Swenson and seconded by Lundak. Motion passed unanimously and the meeting adjourned at 7:03 PM.