

BOARD NEWS
Regular Meeting of the Proctor Board of Education
June 26, 2023

1. Commended the Kids' Zone leadership and staff for an excellent school year caring for our students before and after school each day. Kids' Zone served 218 students between Bay View Elementary and Pike Lake Elementary for the 2022-2023 school year.
2. Approved the revised contract for Mindy Delacey as an occupational therapist on behalf of the Northern Lights Special Education Cooperative (NLSEC) beginning August 31, 2023, and ending June 6, 2025.
3. Approved the contract for Evan Lembke as the Information Technology (IT) Systems Specialist beginning August 14, 2023, and ending June 15, 2025.
4. The employment of Travis Williams, 40 hours per week custodian C-III at the secondary site, shall be terminated as of July 6, 2023.
5. Approved the placement of Steve Isakson into the 32.5 hours per week educational assistant position at the secondary site beginning in the 2023-2024 school year. Amanda Solem previously held this position.
6. Approved the recommendation to hire Katilyn Steffan into the 1.0 FTE long-term substitute first grade teacher position at Bay View Elementary, beginning approximately September 5, 2023, through October 27, 2023. This is to cover Jenna Kelly's approved leave of absence.
7. Approved the recommendation to hire Morgan Ward into the 1.0 FTE long-term substitute fourth grade teacher position at Bay View Elementary, beginning approximately September 18, 2023, through January 26, 2024. This is to cover Carli Mitchell's approved leave of absence.
8. Accepted the resignation from Brody Eldien as the 9th grade boys' basketball coach effective June 8, 2023.
9. Approved the first reading of suggested District policy changes.
 - a. 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse
 - b. 499 - School District Minnesota State Retirement System Leave Conversion
10. Approved and adopted District policies with minor changes. (In accordance with Policy 208 the Board may approve policies in one meeting with minor or no changes.)
 - a. 104 - School District Vision and Mission Statements
 - b. 205 - Open and Closed Meetings
 - c. 214 - Out-of-State Travel by School Board Members
 - d. 301 - School District Administration
 - e. 302 - Superintendent
 - f. 303 - Superintendent Selection
 - g. 304 - Superintendent Contract, Duties, and Evaluation
 - h. 305 - Policy Implementation
 - i. 306 - Administrator Code of Ethics
 - j. 403 - Discipline, Suspension, and Dismissal of School District Employees
 - k. 404 - Employment Background Checks
 - l. 405 - Veteran's Preference
 - m. 407 - Employee Right-to-Know - Exposure to Hazardous Substances
 - n. 408 - Subpoena of a School District Employee
 - o. 409 - Employee Publications, Instructional Materials, Inventions, and Creations
 - p. 412 - Expense Reimbursement

- q. 413 - Harassment and Violence
 - r. 413F - Harassment and Violence Report Form
 - s. 414F.1 - Report of Child Maltreatment
 - t. 414F.2 - Maltreatment of Minors by School Personnel
 - u. 415 - Mandated Reporting of Maltreatment of Vulnerable Adults
 - v. 419 - Tobacco Free Environment
 - w. 420 - Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions
 - x. 421 - Gifts to Employees and School Board Members
 - y. 422 - Policies Incorporated by References
 - z. 423 - Employee-Student Relationships
 - aa. 424 - License Status
 - bb. 427 - Workload Limits for Certain Special Education Teachers
 - cc. 516.5 - Overdose Medication
11. Adopted the budget for the 2023-2024 school year.
 12. Adopted the resolution certifying the population estimate from the 2020 census of 12,624 to the current census of 12,706 for the 2023 payable 2024 levy of Independent School District #704.
 13. Approved the student/parent handbook with the additional policies to be included as required by the State for Proctor High School for the 2023-2024 school year.
 14. Approved the MREA membership for the 2023-2024 school year.
 15. Approved the request to develop a speech team for grades 7-12 as a club activity.
 16. Superintendent Update
 17. Strategic Plan Discussion - The community event will be held at 5:00 p.m. on August 14, 2023. Kerry will send out an invitation. Details will be formulated at the next board meeting.
 18. Board Goals - the meeting to discuss the board's action plan will be held on July 10, at 5:00 p.m. at St. Luke's Event Center.
 19. Discuss Proctor Economic Development Authority (PEDA) Northern Minnesota Athletic Facility Study's request for partnership on domed turf and basketball facility.
Questions from the board included location of facilities, property access, funding, timeframe, district facilities, swimming pool, usage, potential land acquisition, management, private and public entities, and parking. Eric Madsen answered questions for the board. The board directed the superintendent and the business manager to discuss PEDA's request and bring additional information to the July 10, 2023 board meeting. This project was not driven by the school board.
 20. Dena Hagen - resigning as the Director of Northern Lights Special Education Cooperative. The board thanked her for her service.
 21. School Board Committee Reports
 - a. Policy Committee Report
 22. Social Media Report Card
 23. School Board Comments and Observations
 - a. School Board Celebrations
 - i. Joe Ward mentioned the Trap Team on their success at the State meet, and he thanked Jake Benson and his intern Avie Murray.
 - ii. Lynn Peterson mentioned the Kids' Zone students at Defy and commended their behavior. She also mentioned a former foreign exchange student who has now become a US citizen; he was grateful for the time he spent at PHS.
 24. Superintendent Evaluation - The board reviewed and discussed the superintendent's goals with the superintendent. The goals evaluated included Visibility and Approachability, Personnel Concerns, Professional Knowledge of Teaching and Learning, and Interactions with Staff,

Students, and Community. In all areas, the superintendent was effective and in many areas was highly effective based on the evaluation tool and the discussion.