



Minnesota New Country School
Board of Directors Meeting
Tuesday, February 18, 2020 at 5:30 P.M.
210 Main Street, Henderson, MN



Approved Minutes

A. Called the meeting to order by: Vice Chair Huntington at 5:36pm

B. Attendance:

P Paul Jaeger (2020) A Jennifer Brunick (2021) P Melissa Huntington (2022) P Allison Kim (2022)
A DeAnna Petersen (2020) P Nichole Kotasek (2021) P Dee Thomas (2022) P Jane Hibscher (2022)

Others Present: David Rice, Diann Wiederich, Aaron Grimm, Alyson Doheny, Jim Wartman

C. Educational Data (typically requires closed meeting procedures):

None at this time

D. Approval of Agenda:

Motion to approve the agenda for the Regular Meeting on Tuesday, February 18, 2020							
M/	Jaeger	S/	Thomas	A/	none	Motion/	carries

E. Correction and approval of previous meetings:

Motion to approve minutes from Regular Meeting on Tuesday, January 21, 2020.							
M/	Jaeger	S/	Hibscher	A/	none	Motion/	carries

F. Team Lead Presentation:

Data and Assessment:

G. Consideration of Claims and Accounts:

1. Treasurer’s Report

Revenues:

- received 117,620.79 for FY19 SPED payments

Expenses:

- IQS payment for FY19 - \$8,239.97 (they never billed us for 4th quarter last year), Gopher (alarms - billing for Security System Updates for High School

Check Sequence Variations:

- None

Motion to approve revenues of \$333,551.47							
M/	Jaeger	S/	Hibscher	A/	none	Motion/	carries
Motion to approve expenses of \$289,512.43							
M/	Kotasek	S/	Jaeger	A/	none	Motion/	carries
Motion to approve bank ledger balance of \$250,745.17							
M/	Kotasek	S/	Jaeger	A/	none	Motion/	carries

2. MNCS FY20 Budget Revision I

- Grant amounts to actuals - Revenues and Expenses Balance eachother out - (Title I, Title II, Title IV)
- Safe Schools One Time Supplemental Aid - Revenues and Expenses Balance eachother out. (Coded part of Bullying Presentations and part of Building Security upgrades to this expense code)
- Payroll Adjustments -
 - Dean Lind moved from .4 time to .6 time (added \$2400.00 to payroll expenses)
 - Added in Several SPED Paras (Elke, Kristie, Sally, Danielle, Mary - all Secondary - Stephanie and Sandra both Elem)
 - Moved \$15,000.00 of Carrie Rice's Gen Ed Salary to Title IV expenses.

Bottom line - we went from having a deficit of \$39,085.12 (FY20 Adopted) to having a deficit of \$26,954.42 (FY20 Rev1) - a difference of \$12,130.70

Revenues MNCS FY20 Rev. 1											
4007	R	01	000	000	000	342	300	Safe Schools Supplemental Aid	-	\$ (7,469.92)	one time supplemental aid, balances out with Expense
4007	R	01	000	000	000	401	400	Federal Aids & Grant-Title I	(19,451.25)	(18,164.51)	Title I
4007	R	01	000	000	000	414	400	Federal Aids & Grant-Title II	(3,499.77)	(3,763.13)	Title II
4007	R	01	000	000	000	433	400	Federal Aids & Grant-Title IV	-	(20,000.00)	Title IV
Expenses MNCS FY20 Rev. 1											
4007	E	01	300	204	000	414	366	Title II - Travel - Sec	2,699.77	2,963.13	Matches Revenue
4007	E	01	300	204	000	414	401	Title II - Supplies - Sec	400.00	400.00	Matches Revenue
4007	E	01	300	204	000	414	490	Title II - Food - Sec	400.00	400.00	Matches Revenue
4007	E	01	300	206	000	433	303	Title IV - Contracted Services	-	15,000.00	Matches Revenue - Tied to Payroll Tab
4007	E	01	300	206	000	433	401	Title IV - General Supplies	-	2,000.00	Matches Revenue - Wellness
4007	E	01	300	206	000	433	430	Title IV - Instructional Supplies	-	3,000.00	Matches Revenue - Reading
4007	E	01	010	211	000	342	303	Safe Schools	-	7,469.92	one time supplemental aid, balances out with Rev.
4007	E	01	020	216	070	401	303	EdVisions Pmt - Title I - Elem	8,745.63	8,832.25	Tied to Payroll
4007	E	01	300	216	070	401	303	EdVisions Pmt - Title I - Sec	8,745.62	8,832.25	Tied to Payroll
4007	E	01	300	216	000	401	401	Title I General/Parent Supplies - Sec	500.00	500.00	Homeless Set-aside

Motion to approve MNCS FY20 Budget Revision I as presented

M/	Thomas	S/	Hibscher	A/	none	Motion/	carries
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3. 2019-2020 Enrollment

Current MARSS attendance report shows

- ADMS= 218.34 (budget for 213)
- Attendance = 93.1%

Secondary – 133 {126 budgeted 2019-2020} (13 on waitlist)

Elementary – 87 {87 budgeted 2019-2020} (26 on waitlist)

H. Open Forum: (5 minutes per presenter following a review of Open Forum Guidelines for board members and presenters)

- Alyson Doheny: Can students participate/observe the leadership focus group?

I. Unfinished Business:

- Bylaws -
 - review and set a goal for adoption -
 - prepare to send to IQS for their review as well

- Building and Space Task Force - have not met again - at this time there is no change in plan

J. New Business:

- Focus Group request
 - Letter submitted from David Rice, Jim Wartman, Diann Wiederich, Aaron Grimm, Nichole Kotasek
 - Develop a focus group to explore management and leadership models
 - Determine the best organizational structure (new or current) that will allow for continued and sustainable success and growth.
 - Goal is to present findings and recommendations to staff and the Board by April 1st
 - Considerations and Questions from the Board:
 - Is it possible to move the goal end date to the BOD meeting the 3rd week of April?
 - Is it possible to move the meeting time to a later time?
 - Will it stay a Teacher-Led organization? MNCS has worked hard to maintain that model over the years.

Motion to accept the letter and provide any support as requested or needed.

M/	Kim	S/	Thomas	A/	none	Motion/	carries
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- AISR Submitted (Immunization report to MDH) in December 2019 per Kathy Swenson

K. Communication:

None at this time

L. Reports:

General Updates/Upcoming Events:

- Lutsen Mountain Ski Trip - February
- Desert Southwest Trip in May
- RASDAK (Ride Across South Dakota) trip in June - 8 students will go on an epic bike trip

Site Based Management Teams:

Personnel Team: Lead – Diann Wiederich

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Q-Comp: Lead – Paul Jaeger

- Continue to approve and work through staff Q-Comp projects
- Looking into ways to share out projects completed to other/all staff in some way
- Starting advisor observations and plan to have them completed by March

Building Team: Lead – Anthony Sonnek (HS) and Jane Hibscher (ES)

Elementary

- Sump pump issue resolved
- Batteries are being purchased for emergency lights that are running low

Secondary

- Washer/Dryer to be installed
- Staff approved purchase of countertops in bathrooms.
- New kiln has been wired/vented
- Estimate of \$7500 to replace heater in shop - will be done when funds are available
- As per agreement with CCI, building maint/repair funds are set aside each month. CCI would like to reduce the amount from \$8500 to \$7500. We are interested in having regular updates about the balance in this account.

Both

- Redo Alarm System List
- Set up police tours of each building
- Lead water testing needs to be done at both buildings.
- Flood Insurance was paid on 2/11/20 to Ross Nesbit Agencies. Cost = \$1,400 Covers: \$200,000 of Contents

Transportation Team: Lead – Anthony Sonnek

- White van will be out of compliance this year on December 31st, 2020. The plan is to sell the red van and replace the red van with the white van. We will be looking at another vehicle to replace the white van for student use. We will put together a budget for this in March.
- We have made designated spots at the High School for school vehicles. Lined up across the back of the parking lot by the sheds.
- Vehicles are being kept up with and have had a lot of issues with windshield blades being broken.

Data Team: Lead – Nick Ryan

- Jim Smith from IQS came in on Feb 3rd to work with staff on developing alternative assessment for IQS NGAP program.
- ACT is on Feb 25.
- MCA schedule is set for March and April. Preparations for MCA's are in full swing, the updated calendar can be found on the Data and Assessments page on our website.
- Mid year NWEA's are scheduled for the week Feb 10-14 for students who need them.
- A representative from the ASVAB office will be on site on Feb 10 to conduct an ASVAB results/career planning session.

Career and Tech Ed Team: Lead – Jake Zeiher

- 9th graders will be doing the civics test on 3/3
- 9th graders will be completing personal learning plans in March
- March will be a career and college info month for students
 - inviting colleges to visit MNCS
 - inviting military to visit MNCS
 - looking for businesses to come in and share opportunities with students

Outreach Team: Lead – Joan Skelly

- Chili Cook-off
- Creative Craft Day in planning for April 4th

Nutrition and Composting: Lead – Kelly Brancamp

- Patty's Cafe in LeSueur, which caters our lunches, has closed unexpectedly. The owner indicates she will fulfill her contract for the year.
- Drafting a job description for a "Kitchen Advisory" of 8-10 students who would plan and prepare meals. Essentially, run a small business. Draft will be shared with Personnel team.
- A meeting is scheduled for 2/4 with the RoadHaus to further discuss renting their second kitchen. There is a commercial kitchen in Arlington which is less desirable.
- Assisting a student with a plan to provide re-usable bags for use when shopping at Wagar's.

Professional Development Teams:**Health and Wellness: Lead - Cory Anda**

- Conducted a Wellness Activities survey with students- gave us insight into how many students are participating in Wellness Activities and what other activities they would like to see offered.
- Added two days to our schedule at the Henderson Fitness Center so students can now workout there 4 days per week.
- Offered a discount for staff to become members at the Henderson Fitness Center and to pay for it though a deduction from their paycheck.
- Completed fundraising efforts for the Backpack Food Program. We now have enough funds to pay for the rest of the school year. We also added two more students that are benefiting from the program.

Art and Literature Team: Lead – Jennifer Brunick (HS) and Doug Anderson (Elem)**Elem:**

- Reading "Preventing Reading Failure: Phonological Awareness Assessment and Instruction"
- Possible Orton Gillingham webinar in near future titled: "Informal Assessments of Reading Deficits."
- Reviewing and discussing the screenings and outcomes - looking for students in need of further supports and students that need more challenging work to continue to grow

Secondary:

- We had to cancel the opera due to lack of student interest. We were able to get our money back. We will try again with smaller numbers.

- Friday Opportunities in the arts:
 - MIA- Elem and HS are going on the 2/28. We have guided tours at 10:30.
 - Guthrie - Twelfth Night is on 3/4 Wednesday.
 - Painting, Ceramics, and sewing have all been offered in January/February
- NWEA We will be doing the mid year test with new students and title 1 students starting tomorrow

Math & Financial Literacy Team: Lead – Nick Ryan (HS)

- Math team is running two trials of a problem based/investigative math intervention. Students are finding it more engaging but hard to determine if math skills are growing with a small sample/short time frame.

Supporting Students Together (SST): Lead – Kylie Kuhlman

- Training on trauma informed teaching was held February 3, 2020

Project Based Learning (PBL) Team: Lead – Layne Sherwood

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High School/Elementary School Connections: Lead – David Rice

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Motion to receive staff reports as written and/or presented.

M/	Jaeger	S/	Thomas	A/	none	Motion/	carries
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M. Board Goals and Development/Training: Review and Update based on retreat notes

Goals:

1. Define the Mission, Vision, Values & purposes of the School
2. Ensure Effective School Long-Range Planning
3. Enhance The Public Standing Of The School

Board Training:

- February: Minnesota Charter Law: The Model of Charter School Transparency and Accountability publication from MACS
- March:
- April:

N. Next Meeting/s: Monday, March 16, 2020 at 5:30pm

O. Adjourn Meeting:

Motion to adjourn the meeting at: 6:52pm

M/	Thomas	S/	Hibscher	A/	none	Motion/	carries
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Clerk: S// N. Kotasek

Date: 3/16/2020