



Minnesota New Country School
Board of Directors Meeting
Monday, November 18, 2019 at 5:30 P.M.
210 Main Street, Henderson, MN



Approved Minutes

A. Called the meeting to order by: Chair Petersen at 5:37

B. Attendance:

A Paul Jaeger (2020) P Jennifer Brunick (2021) A Melissa Huntington (2022) P Allison Kim (2022)
P DeAnna Petersen (2020) P Nichole Kotasek (2021) P Dee Thomas (2022) A Jane Hibscher (2022)
Others Present: Layne Kockelman (Abdo, Eick & Meyers), Cliff Crimmins (Abdo, Eick & Meyers)

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 November 18, 2019.
 M\ Brunick S\ Thomas A\ none Motion Carries

E. Correction and approval of previous meetings:

Motion to approve minutes from Regular Meeting on October 21, 2019.
 M\ Brunick S\ Thomas A\ None Motion Carries

F. Team Lead Presentation: Finance Team - FY19 Audit

- Presented by Layne Kockelman and Cliff Crimmins of Abdo, Eick and Meyers. The audit was clean with only 1 material weakness that is present in every audit as a result of Abdo Eick and Meyers preparing our financial statements. ended the year with a 25% fund balance.

G. Consideration of Claims and Accounts:

1. Treasurer’s Report

Revenues:

- FY20 SafeSchools Levy - \$7,469.92
- FY19 - Gen Ed - \$51,809.14 and SPED - \$12,675.02
- Title IV - \$1,644.44

Expenses:

- Palmer, Mankato - expense is up \$6862.50 - due to SPED Transport
- Hanover - insurance payment this month - \$19,371.96
- Ratwick, Roszak & Maloney - Bullying Presentation for students - \$5,715.55
- Gopher Alarms - new camera installs - \$3,207.90
- Sanborn Ed. Assoc. - expense is up \$4,920.00 due to “Coordinator Assistance from Cathy Tryggestad

Check Sequence Variations:No sequence variations this month

Motion to approve revenues of \$365,022.16
 M\ Brunick S\ Thomas A\ None Motion Carries

Motion to approve expenses of \$327,860.14
 M\ Kotasek S\ Brunick A\ None Motion Carries

Motion to approve bank ledger balance of \$375,649.79
 M\ Kotasek S\ Thomas A\ None Motion Carries

2. 2019-2020 Enrollment

Secondary – 133 {126 budgeted 2019-2020} (16 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)

None at this time.

I. Unfinished Business:

- 517 Enrollment Policy – discussion on proposed changes by elementary – (Hibscher and Kotasek)
- Bylaws - review and set a goal for adoption - edits/comments due by 12/6/19
- Parent Input Meeting - November 19th from 6-7:30 - Seeking input from parents on math and reading curricula for the Title I Grant -

J. New Business:

- Board Training Packet

K. Communication:

None at this time.

L. Reports:

General Updates/Upcoming Events:

- Parent Input Meeting moved from 11/5 to 11/19 and will be from 6-7:30pm
- Chili Cook off - February 1: 4-7 pm, Advisor Baskets for Silent Auction
- Creative Craft Day - December 7 - 8am-8pm

Site Based Management Teams:

Personnel Team: Lead – Diann Wiederich

- None at this time

Q-Comp: Lead –

- Collect Project Proposals
- Begin Observations
- Updating the rubrics we use for performance pay evaluations. We submitted these rubrics to MDE in early September and are waiting to hear back from them as to whether they have been approved.

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

Elementary

- Outdoor game qcomp project (Kelsie and Sirena) to paint on sidewalks for playground games.
- In process of planning for and installing ceiling fans
- Determine Elem staff responsible for alarm system.
- Handwashing sink is installed and working.
- Fire drill - 10/19/19

Secondary

- The study rooms in the Media Center are finished and in use!
- North door has been repaired
- Some interior doors need the handles/locks repaired
- We dug a trench for drainage out front and it seem to work - no water seeping into library south wall

Transportation Team: Lead – Anthony Sonnek

- Tall white bus had an engine light was turning on and off - was repaired
- Designating permanent spots for buses and vans at school for winter parking

Data Team: Lead – Nick Ryan

- No major updates at this time

Career and Tech Ed Team: Lead – Jake Zeiher

- We scheduled to attend the Construct Tomorrow labor careers trade in Mankato on 11/20.
- CTE team is looking at an improved format for students to earn career skill development credit through projects.

Outreach Team: Lead – Joan Skelly

- **Chili Cook off - February 1:**
 - 4-7 pm, Advisor Baskets for Silent Auction, more info to come at a later date
- **Creative Craft Day - December 7:**
 - 8am-8pm, \$50 (breakfast, lunch, snack and supper provided)
 - Vendors related to crafts in Library: \$25 for just morning, \$50 for whole day
 - If vendors donate a door prize, they will get to eat for free

Nutrition and Composting: Lead – Kelly Brancamp

- Taking over breakfast programs at both sites.
- Milk ordering/availability. Decided to do a trial run of ordering extra gallons and putting out at high school lunch with blue cups.
- Commercial facility for cooking lunches in 2020-21 (All team members). Working on developing costs.

Professional Development Teams:

Health and Wellness: Lead - Cory Anda

- Put together a new schedule for Wellness Time Activities for Block 2
- Archery has been going great at both sites. We are hosting our first tournament at Hilltop on February 15th, 2020
- We hosted a Vaping Education class October 10th
- The High School has offered Fitness Fridays such as Champion Hall this month

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

Elementary:

- Teacher Checklist for dyslexia and format for documenting skills needing interventions
 - Specific instruction in areas like phonemic awareness, multi-sensory use, automaticity w/ letters sounds, blends and nonsense words with accuracy as well as spelling.
 - There are multiple more indicators to screen for also.
 - Discussing options for screening elementary for dyslexia risk
 - DIBELS, Aimsweb are worthy options and are already being used and Kelsie has another option.

Secondary:

- None at this time

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

- Math team is starting math interventions for students designated as Title One for the 19-20 school year.

Supporting Students Together (SST): Lead –

- None at this time

Project Based Learning (PBL) Team: Lead – David Rice

- None at this time

High School/Elementary School Connections: Lead – David Rice

- Elementary Experience Week - High school students helping out.
- Other Connections with students throughout the district: Trail Building at the Ney Nature Center, Halloween Trick or Treating, P.E., Lan Party, Northrup Play, Faribault Woolen Mill.
- Protocol for Teacher Swap/Shadowing

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

M\ Brunick S\ Kim A\ None Motion Carries

M. Board Goals and Development/Training: Review and Update based on retreat notes

Goals -

1. Maintain and optimize visibility of school board members to the MNCS community.
2. Foster involvement with all populations and ensure that MNCS' successes are told.
3. Ensure healthy growth and successful transitions while maintaining school mission and values.
 - a. Positive direction
 - b. Successful transitions
 - c. Support and evaluate transitions

Board Training

o **Board Training**

- December:
- January: Charter Law
- February:

N. Next Meetings: Monday, December 16, 2019 at 5:30pm

O. Adjourn Meeting:

Motion to adjourn the meeting at: 6:52pm

: M\ Brunick S\ Thomas A\ None Motion Carries

Clerk: S//N. Kotasek

Date: 12/16/2019