



Minnesota New Country School
Board of Directors Meeting
Monday, October 21, 2019 at 5:30 P.M.
210 Main Street, Henderson, MN



Approved Minutes

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

B. Attendance:

P 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) P Jane Hibscher (2022)

Others Present: Nancy Pfarr (Finance Team)

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

D. Approval of Agenda:

Motion to approve the agenda for the Regular Meeting on October 21, 2019.
M\ Brunick S\ Thomas A\ none Motion carries

E. Correction and approval of previous meetings:

Motion to approve minutes from Regular Meeting on September 16, 2019.
M\ Brunick S\ Hibscher A\ none Motion carries

Motion to approve the minutes from Emergency Meeting on September 21, 2019.
M\ Jaeger S\ Brunick A\ none Motion carries

F. Team Lead Presentation: Math Team -

Reviewed goals for increasing student progress in math.
Elementary -

- Pathways: Develop a measure to determine how effective Pathways has been in boosting student math proficiency. Continue participating in the PLC of schools that are using the Pathways program to gain input on strategies and practices that make the program more successful.
- Considering using the Everyday Math curricula in the lower elementary.
- Utilize IXL and Khan Academy for extra practice and enrichment – show parents how to support their child using these programs at home.

Secondary -

- Provided Professional Development on best practices in math instruction including using appropriate assistance strategies, using academic language consistent with Aleks, MCAs, and NWEAs, encouraging practice and growth in key skills needed in order to best learn Algebra (proportions, ratios, fractions, number lines, and math facts)
- Math Team will observe staff throughout the year to determine if they are following the recommended strategies and best practices for instructing math using Aleks.
- Offer 3 hands-on math seminars (lasting approximately 1 month each) for students that are not performing at grade level on MCAs, NWEAs, and/or in course work.
- All students are doing math for at least 50 minutes each day. Students that have completed the graduation requirements in math will be placed in math courses related to post-secondary planning (accounting, act prep, college review etc.). This is in response to the fact that several high performing juniors did not pass the MCA math test in 2019.

G. Consideration of Claims and Accounts:

1. Treasurer's Report

Revenues:

- FY19 Holdback money \$113,326.86 (\$40,000.00 from lease aid holdback and the rest was gen ed \$)

Expenses:

- Palmer bus was paid twice (for September and October) in this months financials.
- Women's Woodshop - Professional Development
- Hameray Publishing - Elementary Curriculum
- Northwest Passage - Professional Development

Check Sequence Variations: No variations this month

Motion to approve revenues of \$310,747.41

M\ Jaeger S\ Hibscher A\ none Motion carries

Motion to approve expenses of \$266,431.26

M\ Brunick S\ Kotasek A\ none Motion carries

Motion to approve bank ledger balance of \$338,487.77

M\ Kotasek S\ Brunick A\ none Motion carries

2. 2019-2020 Enrollment

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)

None

I. Unfinished Business:

- 517 Enrollment Policy – discussion on proposed changes by elementary – (Hibscher and Kotasek)
- Bylaws - review and set a goal for adoption

J. New Business:

- Parent Input Meeting - November 5th from 6-7:30 - Seeking input from parents on math and reading curricula for the Title I Grant -
- IQS School Improvement Plan - FYI

K. Communication:

None

L. Reports:

General Updates/Upcoming Events:

- MNCS Board of Directors held a retreat on 9/30/2019 to review progress and develop goals for the 2019-2020 school year

Site Based Management Teams:

Personnel Team: Lead –

- Personnel-Interviewing for special education para positions
- Conducting 3 month check-ins with new hires soon
- Planning for background checks on all individuals who volunteer and background checks yearly on all staff

Q-Comp: Lead –

- Planning professional development for staff for October
- Review incoming Q-Comp Projects

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

Elementary

- To be addressed: Rust on cafeteria ceiling, water damage (from boys bathroom unit/great room unit) to ceiling in hall/common area/Trish's desk and kindergarten room
- We are going to move forward on installing ceiling fans in kitchen and cafeteria and get box fans for other areas.
- Jane to set up meeting with Schwickert's and Mavo to discuss plan for summer cooling
- Elevator making strange sound. It was checked out and serviced.
- New handwashing sink is being installed.

High School

- Work is underway on the two small rooms in the media center - work should be done in the next week or two
- We are getting new tables for the media center and new rooms (6 from \$1100ish)
- Get heat in the metal shop. Existing furnace doesn't work. Dean has old estimate for \$5,000 to remove existing furnace and install infrared heating. Dean will get an estimate from him again and we will talk to Schwickerts about a bid for heat and AC.

Both

- Discussion about future/financial plans for space for middle school

Transportation Team: Lead – Anthony Sonnek

- none at this time

Data Team: Lead – Nick Ryan

- Fall NWEA assessments were completed in September.
- ACT at school is scheduled for February 25th. Optional for all Sophomores, Juniors, and Seniors.
- ASVAB assessment scheduled for December 4th. Optional for all Sophomores, Juniors, and Seniors.

Career and Tech Ed Team: Lead – Jake Zeiher

- Wood shop, metal shop, and art room have been busy so far this year - lots of great project work being done.
- Purchased new and upgraded tools for the fall- new welding protective gear, new circular saw, new router table and more.
- We now have basic pine boards by the foot on hand for students to purchase at cost for shop projects.

Outreach Team: Lead – Joan Skelly

- **25 year Anniversary update:**
 - Still have shirts available
 - Went well!
 - Alumni Information will be entered into a google doc
- **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, will get to eat for free

Nutrition and Composting: Lead – Kelly Brancamp

- none at this time

Professional Development Teams:

Health and Wellness: Lead - Cory Anda

- Started Backpack Food Program, started with 4 students. Have a number of food and monetary donations coming in. Sent out a mailer to inform families.

- Went to Open House at the new Fitness Center across the street from MNCS to look into options for utilizing the space.
- Handicap parking spot is now at the Elementary.

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

- Jenny (HS) and Doug (ES) will attend a conference on dyslexia on Oct 25th and report back to the team
- Complete the MTSS survey that documents the planning and steps for interventions in reading and math
- Looking into incentives for promoting reading
- All advisors have signed up to help with at least one intervention level reading book group
 - o Next block the 7th grade reading group is still being run by David; Jim, Jake, and Nick's reading group is also going strong (It runs all year); Jenn is running a Book group around Fried Green Tomatoes, and Nichole is helping with a student led book group around Handmaid's Tale.

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

- Math Team continues to review student placement and curriculum.

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

- HS kids assisting at Elem site in classrooms “Grow Your Own” teacher program
- Advisors shadowing across both sites - Schedule has been made and we will put in process in February.
- HS Student Helper - Students from the HS already have been chaperoning on Elementary school Experiences

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

M\ Thomas S\ Brunick A\ none Motion carries

M. Board Goals and Development/Training:

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** - January Charter Law

N. Next Meetings: Monday, November 18, 2019 at 5:30pm

O. Adjourn Meeting:

Motion to adjourn the meeting at: 7:01pm

M\ Jaeger S\ Brunick A\ none Motion carries

Clerk: S//N. Kotasek

Date: 11/18/2019