

May 28, 2020 VCS board meeting
Via Google Meet and phone-in
4 p.m.

Present: Karin Schmidt, Paula Herbranson, Dick Larmouth, Jodi Summit
Marit Kringstad (phoning in at 4:08 p.m.)
Also present: Frank Zobitz, Pam Zahn
Absent- Kristin Krings

Motion by Karin, second by Paula to approve agenda- all yes
Motion to approve minutes from April 23 by Karin, second by Paula- all yes

990 approval-
Annual tax return for the school
Information taken from the 2019 audit
Motion to approve the 990 by Karin, second by Paula- all yes

2020-21 Calendar
This draft was approved by staff and a few revisions
Students start Sept. 1 and end June 4
9 staff in-service days in August
Motion to approve 20-21 calendar by Marit, second by Karin- all yes

20-21 Budget
The board will need to approve at the June meeting
Frank will use the same enrollment number as we did for the 2020 budget, 40ADM.
Pam Z- looks like there will be flexibility as to how to record attendance during distance learning period. School also may be receiving additional funding for food service and Title I which can be used to offset other spending. Also possibly getting funding to offset some Covid-related expenses.

Salary schedule- Frank recommends we keep the same, with steps up as needed

Set a board finance meeting for Thursday, June 11 at 4pm

Business manager contract
Motion to allow Frank to work with Pam Zahn to develop a contract for 20-21. Motion by Karin, second by Paula- 4-0, Marit absent
Pam- contract will be lower than this year's, will have two options to give to the board

School safety- fall guidelines
Frank- Based on what he is hearing from MDE, next fall may be in-school, hybrid, or distance learning. We are pretty well set that students will need to wear face masks, do temp checks,

use hand sanitizer if in the building. The school will need to develop guidelines for what to do if a student or staff tests positive.

School will need at least 200 washable face masks, and needs to get hand sanitizing stations installed.

The school board noted that one staff member had tested positive for Covid. The school building has been closed for a week for cleaning, etc. All staff that had been in the building were asked to be tested. So far, Frank reports, the staff who have gotten results have all tested negative.

As long as staff are not experiencing any symptoms, they will be back at school for three days next week to complete grading and do end-of-year organizing.

Staff evaluations

Frank- was planning to do them this week, but didn't haven't because had to close building, Evals will be completed next week.

Board personnel will meet Thursday, June 18 at 4pm to review the evaluations.

Evaluations of Frank have been completed by four of five active board members.

Board training

Reviewed Audubon info on onboarding new board members and creating a calendar of training topics

April Financials

Pam- budget looks good right now

Salaries appear under budget

Did have a maintenance of effort issue with sped funding which has been resolved; we are doing better recordkeeping so shouldn't be an issue in the future

Deposits of \$50,723.27

Withdrawals of \$65,171.21

Expenses to smartfinance- \$57,600.49

Motion to approve April financials by Paula, second by Karin- all yes

Admin report

Graduation delayed, new date is Wednesday, June 10. Individual drive-by graduations will be done at each graduate's home.

Frank told the board the 2020 budget is looking like it may come in 10-15k in the black, which is good news.

The board gave Frank permission to spend approx.. 40k on technology and science equipment. The school laptops are over six years old and were not adequate for the needs of distance learning. The school is looking at purchasing new chromebook laptops for students that come with excellent warranties, as well as new laptops for staff. Purchases for the science

department would include a digital microscope that is compatible with the large screen whiteboards, as well as other student microscopes and a skeleton model. There is a chance that there will be special funding to help with these purchases.

Karin noted that the spending this past year with the Blandin grant funds has put the school in a better position to work with distance learning. She is also hoping to do group piano lessons over the summer, if possible.

Frank said he needs to get these orders in asap in July, to insure timely delivery.

Motion to approve \$40,000 for technology and science and distance learning purchases for 20-21 school year by Marit, second by Karin- all yes

Frank reported that TEDA is still working on repairs to the school roof and replacement of the damaged insulation.

The board will discuss a marketing plan at the June 25 meeting

Motion to adjourn at 5pm by Marit- all yes