

Vermilion Country School
June 25, 2020
4 p.m.
Regular Meeting

Present: Karin Schmidt, Paula Herbranson, Dick Larmouth, Jodi Summit, Marit Kringstad
Also present: Frank Zobitz, Pam Zahn on speakerphone
Absent: Kristin Krings

Motion by Marit, second by Karin to approve agenda- all yes

Motion by Dick, second by Marit, to approve consent agenda (Minutes from May 28, Designs for Learning contract, and board meeting schedule) with exception of business manager contract- all yes

Business manager contract

Includes \$900 per month for regular monthly duties, plus \$2,500 for audit preparation work, \$500 per day for being onsite during audit, \$65 per hour for additional meetings/consultations. Contract keeps costs under budgeted amount.

Motion to approve business manager contract by Karin, second by Paula- all yes

Paraprofessional position-

Frank- last year we had 3.5 para positions at the start of the school year, one person left for another job, our half time para went to full-time, so ended the year with 3.0 para positions. Asking for authorization to reinstate a full-time position, so we start at 4.0 paras. If teachers or paras or drivers get sick, we need extra staff on board to step in. Very hard to hire substitute teachers.

Secondly, want our staff to focus on getting students to be completing work as it is assigned, instead of handing work in late on a regular basis. Para would be available to work one-on-one with students having difficulty. Our budget was based on 3.5 para, so we need to adjust budget, can be done this summer.

Motion to increase para staffing to 4.0 FTE by Karin, second by Paula- all yes

Will need to advertise for the position.

School safety

MDE issued three scenarios to develop for fall

Frank is working on developing the plans, including:

- 1- Social distancing
- 2- Ordered hand sanitizing stations- to be used coming and going into building
- 3- Temperature checks before getting on van/bus
- 4- Reducing number of surfaces in building/classrooms to simplify sanitizing
- 5- Facemasks if social distancing not possible
- 6- Eliminate lunch line, serve lunch to students seated at table

- 7- Senior dining via carryout only
- 8- Cleaning protocols for vans/bus
- 9- Will need 40 facemasks a day, or 200 a week (washable/reusable), can get them for \$3/each if ordering 500 (will have school logo), or students can bring their own...

Motion to allow Frank to purchase needed supplies for Covid plan for upcoming school year- will create a separate line item in budget- Motion by Karin, second by Paula- all yes

Lunch balances-

Outstanding lunch balances, something that has been pegged by the auditor, some have been cleaned up, due to a student not being coded for free/reduced when they should have been. All adults have paid up their balances. Two students have balances- both are now free/reduced. Balances mostly from previous years.

Motion to eliminate student lunch debt of \$915- Motion by Dick, second by Marit- all yes

No board training this month

Financials

Motion to approve May financials by Dick, second by Karin- all yes: deposits of \$67,946.53, withdrawals of \$60,134.71 and expenses posted to SmartFinance of \$68,294.92

Discussion held on some special funding sources available for covid-related expenses this past school year

Admin update

School calendar and event schedule being sent home to families next week
Calendar assumes in-person school schedule.

Finance committee meeting

Committee met June 11, and approved a 20-21 budget to present to the board, with ADM at 40, no significant changes from 19-20 school year.

Discussed doing a 25k capital campaign to purchase lockers. The freestanding lockers have an open design for hanging outwear/storing boots, and then a smaller lockable portion above/below. School plans include having winter/rain outerwear at school for all students, to facilitate outdoor environmental learning.

Motion to approve 2020-21 school year budget by Karin, second by Dick- all yes

Personnel committee meeting

Committee met June 18 and reviewed staff evaluations

Motion by Marit, second by Dick to rehire Frank Zobitz, administrator; Jolene Herberg, office manager; Cindy Pettinelli, kitchen manager; licensed teachers Karin Schmidt, Al White, Paula Herbranson, Brad Neyens; Doug Workman, custodian; paraprofessionals Mandy Northrup, Amy Heglin, Michelle Maki; bus/van drivers Greg Dostert, Amy Heglin, John Mroszak; substitute

drivers Jolene Herberg, Paula Herbranson, Michelle Maki, Mandy Northrup, Karin Schmidt. All yes

Next meeting is July 23, 2020

Motion to adjourn at 5:20 p.m. all yes