

November 19, 2020

Vermilion Country School

Board Meeting

4 p.m.

Present: Karin Schmidt, Jodi Summit (via googlemeet), Marit Kringstad, Paula Herbranson, Dick Larmouth (via googlemeet)

Also present: Frank Zobitz

Absent: Pam Zahn

Additions to consent agenda:

Oct 30, 2020 minutes

Nov. 2 and Nov 11 minutes

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

Motion to approve consent agenda by Paula, second by Karin- all yes

Review of notice of probationary status from OW

Budget has been submitted

Epicenter tasks completed

Budget task- need to use different format and Frank will resubmit by due date

ERATS partnership discussion

Another OW charter school based in Eveleth

Just looking at ideas to make both schools stronger

Motion to give Frank permission to start discussions with ERATS by Karin, second by Dick- all yes

Board Training

Next month we will have our audit presentation

Board watched a video on audit findings and how to prevent misstatements, and the board's responsibility vs the auditor's responsibility, importance of doing monthly bank statement reconciliations (which we do), and meet with the auditor in the spring to do pre-planning.

Frank explains changes made in-house this year to make audit go more smoothly

Auditors are happy with the processes we have in place

Frank is reviewing the draft version of the audit to see if we see anything that should be changed (because it's incorrect)

Motion to approve October financial report by Karin, second by Paula- all yes

Deposits of \$67,758.68

Withdrawals of \$74,027.28

Expenses posted to SmartFinance of \$53,930.28

(difference is outstanding checks)

November financials should be based on revised budget

The school did receive a line of credit from Frandsen Bank to help with cash flow issues

Director's report

PBIS trip to paintball in Duluth on Nov. 20 for students who met goals

Good showing for the honor roll this quarter, especially A honor roll

Doing monthly assemblies, October topic was on bullying with presentations by Mike Joint,

November topic is self-control and staying motivated, and December is media influences

Received \$6,800 in covid funding from St Louis County, will reimburse monies already expended

Epicenter update- Frank detailed tasks still outstanding (nothing is late), 96% accuracy so far.

Finance committee report

Finance committee met twice in the last month. Came up with a revised budget based on lower student count. A few more adjustments need to be made to this- need to separate out special education spending/expenses to meet requirements of OW (changes are being made to format of changes requested by OW)

Budget revisions are mainly in areas of staffing, the school's highest cost

Adopt a modified distance learning model- bring high risk students into school one or two days a week, the rest on full distance learning (with google meet classes every day)

Adjusting staffing- 4.0 advisor FTE (includes .5 sped) decrease to 3.5 advisors

Decrease paras by .5 FTE

Decrease food service to 16 hours a week (currently 40), drivers will deliver pre-packaged meals once a week for distance learners

Eliminate janitor position

Revised budget to be approved in December

Still need to make some adjustments. New budget will show positive bottom line and healthier budget reserve for end of this school year

Motion to approve budget cuts as approved by finance committee by Karin, second by Marit- all yes

Personnel committee will meet after the meeting to make specific cuts

Motion to adjourn at 5:13 p.m.

