August 25, 2022

Vermilion Country School

Regular Meeting

Present: Jodi Summit, Karin Schmidt, Sue Beaton, Michelle Lubinski, Sarah Ramponi, Marit Kringstad

Absent: none

Also present: Laurie Kess, interim admin; Pam Zahn, business manager; Karla Lundstrom, office

Add to the agenda:

Revised student/parent handbook

Add 5.2 office manager

5.3 substitute teacher- long-term pay scale and hiring

5.4 licensure issues

5.5 Title VII- need parent committee

Motion to approve agenda and additions by Sue, second by Karin- all yes

Announcements

New data privacy rules- send info to parents by end of September

The board will be serving a lunch to all the staff on Thursday, Sept. 1

3. Consent Agenda

Approve consent agenda- motion by Sarah, second by Michelle- all yes

Approve minutes from July 28 and Aug. 8 meetings

Approve changes to 22/23 kitchen pay scale language

Approve advertising for 1.0 licensed teacher

Approve advertising for 1.0 special ed para

Approve advertising for long-term sub

Designate new IOwA (Identified official with authority)

Motion to Approve naming Laurie Kess and Jodi Summit, board chair, as IOwAs

Approve having Laurie Kess appoint Karla Lundstrom as her proxy

Motion by Karin, second by Sue- all yes

4. Financials

Cash flow is healthier than previously, will start paying down LOC

Some grant funds still coming in from last year

E-rate is coming in (may need to order more chrome books for this year)

Some unexpected expenses came in from last year, need to look at budget again in October. Set a finance committee meeting at our Sept. meeting

Audit is first week in October. Auditors are remote, Pam will be at school to work with Karla.

Approve July 2022 financials- Motion by Michelle, second by Sue- all yes

Deposits of $51,421.35

Expenses posted to SmartFinance $44,256.1

Withdrawals of $56,891.13

Staffing

5.1 Discuss additional staffing needs

Need social studies and science teacher

Have located a long-term sub to cover social studies

Still looking for someone to cover science (have a possibility, will hear back soon)

May need ato hire nother FT special ed para, depending on case load

Ashley will be FT special education, with flexibility to do other classes/teaching

Have a staffer (Amy) who will cover office while Karla is doing math intervention

Motion to hire Dan Tharp as long-term social studies substitute teacher, .5FTE- by Marit, second by Michelle- all yes

5.2 Motion to adjust Karla Lundstrom’s contract to Office Manager at hourly rate of $20/hour retroactive to Aug. 1, 2022. Motion by Sue, second by Marit- all yes

5.3 substitute teacher- long-term pay scale and hiring. Pay for long-term substitute teacher- licensed- non-licensed- waiting to hear back from Edvisions

5.4 Licensure issues- out of field permissions have been used previously for electives and other classes. Limited number you can have in your teaching career. Innovative Programming Permissions (IPP) do not have limits, designed for project-based and alternative learning schools. Working on the MDE process with Laurie and Karin.

Motion to support application for Innovative Programming Permission by Michelle, second by Sarah- all yes

5.5 Title VII Parent Committee- Indian Ed. Need to get parents involved.

Title I meeting can be held at the same time

Edvisions has instituted a staff wellness program. Karla will be our our on-site coordinator. Incentives and cash prizes during the year, funded by Edvisions

6.0 Crisis plan/policy

Add in language for ALICE system

ALERT

LOCKDOWN (evacuate or counter)

INFORM

COUNTER

EVACUATE

Motion to hold first reading of the crisis plan/policy with additions noted by Karin, second by Sarah- all yes

Sue Beaton left meeting at 5:30p.m.

7. Fire marshal update

All the items needed have been addressed and submitted to fire marshal

8. Safe learning plan for 22/23

Motion to adopt updated Safe Learning Plan by Karin, second by Michelle- all yes

9. Annual Report/WBWF

Will get done in time for Oct. 27 board meeting

10. Academic performance

MCA data was released, testing showed decrease in our school scores, in science didn’t have 10 kids in cohort, so no data

Karin reviewed growth vs proficiency data

No data from first covid year

Did show growth in reading in science in previous year

Did not show any growth in math- this is a concern

Karin thinks we need to retain the same goals to work towards

Would like to update our career/college readiness goals

’23 EE goals and programming- staff is reviewing, making some changes, making it more project-based tasks with small group work, investigate/data collection at different outdoor stations/locations

11. Board discussed draft of reauthorization document. Set a special meeting for Thursday, Sept. 8 to review and approve final draft of plan at 4pm. Marit will be out of the country.

Pam discussed draft of financial plan, will get final draft to us prior to Sept. 8 meeting. Is using conservative enrollment figures, but shows a steady growth in general fund reserves.

12. No board training this month

Michelle completed her required board training in August and turned in her paperwork. Sarah has also completed her training.

13. Still need to review and update all the required policies

Michelle will review our website and report back to board

14. Karin worked during July and August doing work that normally would be done by the director, put in an extra month of time.

Motion to pay Karin a stipend to cover one month of salary for time spent over the summer by Marit, second by Michelle- all yes, Karin abstains

15. Update from Laurie Kess.

Motion to adjourn at 6:26pm