

Independent School District 592
PO Box 67
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Climax, Minnesota 56523-2325

MICHAEL UNDERWOOD, Superintendent
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MINUTES OF THE BOARD OF EDUCATION
Climax-Shelly ISD #592 - Climax, MN 56523

The Board of Education of Independent School District #592, Climax, Minnesota held their regular monthly meeting on Monday, September 21, 2020 at 6:00 pm via a Google Meet virtual meeting.

Board Chair Brad Erickson called the meeting to order. The following was read at the beginning of the meeting.

Due to the current federal and state emergency declarations, the Minnesota directive to residents to stay at home, and guidance about limiting person-to-person contact due to the COVID-19 (coronavirus) pandemic, this meeting of the Climax-Shelly School Board is being conducted in accordance with Minnesota Statutes 13D.021— Meetings by Telephone or Other Electronic Means.

Due to the health pandemic, the school board has determined that it is not feasible for at least one board member, the superintendent, or the school district's legal counsel to be physically present at the regular meeting location and that it is not feasible for the public to attend this meeting at the regular meeting location due to the health pandemic.

Persons may monitor this meeting from a remote location by accessing the Climax-Shelly YouTube channel.

School board members are reminded to mute their microphone or phone when they are not speaking.

School board members wishing to speak should use the chat feature via the Google Meet platform, then wait to be recognized by the Chair.

The chair will determine the order in which board members wishing to speak will be recognized. When recognized, the board member should unmute the microphone or phone, speak, and then mute their device.

All votes will be conducted by roll call. Each school board member should wait until their name is called before voting.

Persons monitoring this meeting from a remote location may submit a comment by sending the question via email to: schoolboardquestions@isd592.org

This meeting is being recorded. Access to the recording will be made available on the district's website (www.isd592.org) as soon as is reasonably possible.

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Roll call was taken with the following members present: Brad Erickson, Toscha Larson, Vance Thoreson, Jayne Nesvig, Beth Rarick, Molly Paulsrud, and Kylee Chandler were present. Superintendent Michael Underwood and Principal Dave Rufsvold were present. Teachers Karen Thoreson and Brendan Mitzel were present. Teacher and COVID Program Coordinator Mason Grimes and teacher and Athletic Director Kelsey Wagner were present. Business Office Manager Karen Johnson and Technology Coordinator Joe Hyde were present. Guests Doug Straus, Ryan , and Jacob Adkins were present.

Toscha moved, Jayne seconded the following motion: BE IT RESOLVED that the Agenda be approved as presented with the addition to move to a closed session after the regular meeting to discuss the Superintendent performance evaluation. Superintendent Underwood also requested that the order of the agenda be changed for guests to speak at the beginning of the meeting followed by the COVID Program Coordinator report. A roll call vote was taken and all board members were in favor. Motion passed by unanimous vote.

Beth moved, Jayne seconded the following motion: BE IT RESOLVED that the minutes of the regular monthly board meeting on August 17, 2020 and the minutes of the special board meeting on September 3, 2020 were approved as presented. A roll call vote was taken and all board members were in favor. Motion passed by unanimous vote.

COMMUNICATIONS - None.

DISCUSSION ITEMS - Superintendent Underwood brought up the following for discussion.

- G & R presentation - Presentation by Doug Straus
 - Ionization system devices could be installed throughout the HVAC and to filter the air and kill pathogens in the air stream and on hard surfaces
 - UV not as effective as ionization systems
 - Ionization is less expensive than HEPA filters over time and HEPA requires changes to the HVAC system that are difficult and possibly impossible to retrofit
 - If decide to purchase system, would be approximately a month until it was installed
 - Technology new to ND and our area in MN, it's been installed in some schools in SD
 - Covid funding could be used to pay for the ionization system, approximately \$2000-\$3000 would be expensed to the general fund
- Roofing update - Presentation by Ryan Palmer and Jacob Adkins from Tremco
 - A report and estimate was presented that outlined the areas of the roof that should be immediately replaced and additional parts of the roof that could be repaired in upcoming years
 - There was discussion about whether the chimney will be removed as it has caused problems for many year
 - Roof repairs would likely not be made until next summer

COVID PROGRAM COORDINATOR REPORT

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- Mason Grimes is the main contact for all questions related to Covid plans and policies at Climax-Shelly
- Fielding calls from parents regarding sick children and policies related to covid
- Working with School Health Nurse and Polk County Public Health Director Sarah Reese for implementation of policies related to Covid
- If learning models were to change, there would be a 2-3 days lead time to notify parents

DISCUSSION ITEMS CONTINUED- Superintendent Underwood brought up the following for discussion.

- Advisor/Coaches compensation 2020-2021
 - the board agreed that advisors should be paid when they perform advisor duties but may have to be paid a prorated compensation due to the impact Covid may have on the activities, compensation should be consistent and fair amongst advisor positions
 - coach compensation would be discussed at the Sports Co-op meeting
- Purchase of replacement vehicle for 2008 van
 - there was discussion on whether it was necessary to purchase a replacement vehicle
 - bids will be obtained and the Transportation Committee will discuss and present to the board at a future meeting
- Staffing update - a para will be hired after board approval and another para will be interviewed
- Taking temperatures at school
 - thermometers have been purchased
 - recent guidance has changed and the Polk County Health Department indicates that taking temperatures would be helpful in determining possible Covid symptoms
 - there is a concern from administration that currently we may not have enough staff to take and document temperatures
- Timing of agenda release - not brought up or discussed at the meeting

SUPERINTENDENT REPORT

- Update on Covid funding - all funds have been applied for, approved for \$93,000 but nothing has been deposited to our accounts yet as we draw the money as we spend it
- Update on Levy
 - there was discussion to levy for an amount that would allow for a no increase or a small increase to taxpayers this year, last year the levy was \$579,351.51
 - Superintendent Underwood suggested to levy for \$614,080.53 for a 6% increase for 2020-2021 school year, this is due to the state on Sept. 30
- Update on School lunch program - all breakfast and lunch meals will be offered free of charge due to funds available from the USDA, funds will be available through December 31, 2020 or until funds run out
- Superintendent surgery - Superintendent Underwood will be out for a surgery for 6 weeks starting Oct. 19, the board has asked him to communicate with them on how things will be covered in his absence

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K-12 PRINCIPAL'S REPORT

- Progress monitoring has started
- Enrollment numbers: PreK - 10 in person, K-6 - 75 in person, 19 distance, 7-12 - 78 in person, 21 distance, total 203
- Considering having half days for in person school for elementary on Wednesdays so teachers can work with distance learners on those days
- Curriculum review cycle will be implemented starting with Social Studies this year

TECHNOLOGY REPORT - All Chromebooks are in use and will order more when able to as there is currently a back order. He has the classrooms setup with cameras for distance learning. They are looking into the possibility of purchasing a speaker system that would be available in all classrooms as masks have made it challenging to hear teachers both in person and for distance learners.

ATHLETIC DIRECTOR REPORT

MSHSL reversed its decision to move volleyball and football to the Spring. These two sports will now begin with a modified schedule and a shortened season will commence. Below are the details and the effects of these decisions.

Football: The season will begin September 28th and the first game date will be on October 9. The season will be a 10 weeks with 6 game regular season and a postseason to be determined at a later date. The season will wrap up on the traditional end date of Nov. 28. Schedule will be loaded onto our sports calendar ASAP. Junior High practice will start on September 24 and High School will start on September 28.

Volleyball: Season beginning practice September 28th and first game date on October 8th. The season will be 11 weeks with 14 matches. The season will extend past the traditional end date and carry-over into the GBB Season if that's scheduled on time. Schedule will be loaded onto our sports calendar ASAP. Junior High and High School practice will start on September 28.

Boys and Girls Basketball: Still to be determined. More information will come following the October 1st MSHSL board meeting.

Track & Field: Still to be determined. More information will come following the October 1st MSHSL board meeting.

Transportation to practices and games will be an issue. The district is short on full sized bus drivers. Currently students have been riding with other licensed driver students and parents have signed waivers agreeing to this. It is not expected that spectators will be allowed to attend volleyball games. Football games will be

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limited to 250 people. A decision will need to be made on ticket taking and activity passes for these sporting events.

Molly moved, Vance seconded the following motion: BE IT RESOLVED that a payment totaling \$8,419.18 for the following checks #40366 to #40375 for end of month bills and #40376 to #40419 totaling \$100,792.08 for monthly board bills be approved as presented. Wire payments totaled \$59,016.45. There were no voided checks. The board report is for checks listed for Fund 1 (General Fund), Fund 2 (Hot Lunch), and Fund 4 (Community Ed). A roll call vote was taken and all board members were in favor. Motion passed by unanimous vote.

Vance moved, Molly seconded the following motion: BE IT RESOLVED to accept the Treasurer's Report as presented. A roll call vote was taken and all board members were in favor. Motion passed by unanimous vote.

TREASURER'S REPORT

Financial Information	2019	2020
MN Liquid Asset Fund	\$3,565,193.06	\$3,199,347.19
Checkbook Balance	\$4,399.95	\$40,762.20
Subtotal	\$3,569,593.01	\$3,240,109.39
Construction	\$427,413.64	\$0
GRAND TOTAL	\$3,997,006.65	\$3,240,109.39

OLD BUSINESS - None.

NEW BUSINESS

Vance moved, seconded by Jayne the following motion: BE IT RESOLVED to appoint Superintendent Michael Underwood as the Climax-Shelly Identified Official with Authority for the purpose of data submissions at MDE. The Minnesota Department of Education (MDE) requires that schools annually designate an IOwA to comply with the MNIT Enterprise Identity and Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. district's Identified Official with Authority for the 220-2021 school year. The IOwA will assign job duties and authorize job duties and authorize external users to MDE secure systems for their local educational agency (LEA). The Board recommends to authorize Michael Underwood to act as the Identified Official with Authority (IOwA) and Karen Johnson to act as the IOwA Proxy to add and remove names only for Climax-Shelly Public School 0592-01 B. A roll call vote was taken and all board members were in favor. Motion passed by unanimous vote.

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Vance moved, seconded by Molly the following motion: BE IT RESOLVED that the Final Tax Levy Limitation and Certification for 2020 Payable 2021 be approved and submitted to Polk and Norman Counties, and the Minnesota Department of Education by the Superintendent at \$614,080.53. A roll call vote was taken.

Kylee Chandler - for

Toscha Larson - against

Beth Rarick - for

Jayne Nesvig - against

Molly Paulsrud - for

Vance Thoreson - for

Motion passed.

Jayne moved, seconded by Kylee the following motion: BE IT RESOLVED to approve the hiring of Denise Tenneson as a Paraprofessional for the remainder of the 2020-2021 school year. A roll call vote was taken and all board members were in favor. Motion passed by unanimous vote.

Teacher Brendan Mitzel shared his gratitude to Karen Thoreson for her 14 years serving as the CEA president and announced that he was now the president of the CEA and to contact him whenever necessary.

The meeting moved to a closed session at 8:30 pm to discuss the proposed Superintendent performance evaluation process. Meeting moved to an open meeting at 9:12 pm.

Molly moved, seconded by Jayne the following motion: BE IT RESOLVED to adjourn the meeting at 9:13 pm. A roll call vote was taken and all board members were in favor. Motion passed by unanimous vote.

The next regularly scheduled Board meeting is scheduled for October 19, 2020 at 6:00 pm.

Respectfully submitted,
Toscha Larson, Clerk