

Glacial Hills Elementary School
Starbuck MN 56381
Regular Meeting Minutes
March 23rd, 2020

Personnel Committee Meeting – NONE
Policy Committee Meeting – NONE
Regular Meeting – 7:00 p.m.

Our **mission** is to create an innovative, dedicated, safe and caring environment for students in kindergarten through sixth grade. This is accomplished by collaborating with families and staff to achieve academic success and environmental literacy through hands-on-learning and individualized instruction.

Our **vision** is to shape academically strong, respectful and responsible students. Students will reach their full potential and become lifelong learners and positive members of society when their individual academic, behavioral, and social needs are addressed.

Personnel Committee Meeting – NONE

Policy Committee Meeting - NONE

Regular Meeting Agenda:

1. Call to Order by Chairperson. *Meeting was called to order at 7:02 PM*
2. Members Present:
 ____ *Amber Green*
 ~~XX~~ *Nathan Metz*
 ~~XX~~ *Melissa Schultz*
 ~~XX~~ *Elizabeth Kriesel*
 ~~XX~~ *Jessica Magnuson*
 ~~XX~~ *Kate Aslagson*
 ~~XX~~ *Beth Aaberg*
 Also, Present: *Deb Mathias, Megan Garlarneau*
3. Members Absent:
 ~~XX~~ *Amber Green*
 ____ *Nathan Metz*
 ____ *Melissa Schultz*
 ____ *Elizabeth Kriesel*
 ____ *Jessica Magnuson*
 ____ *Kate Aslagson*
 ____ *Beth Aaberg*
4. Conflicts of Interest? *None*
5. Approve minutes of last regular meeting
 Motion to approve by: Kriesel
 Second by: Metz
 Discussion: None
 Motion passed unanimously with 6 yay, 0 nay and 0 abstained

6. Review and approve agenda

Motion to approve by: Magnuson

Second by: Aaberg

Discussion: None

Motion passed unanimously with 6 yay, 0 nay and 0 abstained

7. On-going Board Training

a) Minnesota Charter Board training

*New members need to have the board training started within six months but completed within one year;
All other board members attempt to complete a training once per month.*

8. Welcome James Ewer from ACNW.

a) Update on progress of charter application

GHEs received a five year renewal based on strong academics and the way the school has been operating. The new contract will be sent out for signatures as soon as ACNW is able to get them out.

9. Directors Report

1. Enrollment

Enrollment Projections

| | Current Enrollment SY2019-20 (as of 03-06-2020) | SY2020-21 | SY2021-22 | SY2022-23 | SY2023-24 |
|----------------|--|-----------------------------|-----------------------------|-----------------------------|------------------------------|
| Preschool - 3 | 4 | 6 | 6 | 6 | 6 |
| Preschool - 4 | 11 | 15 | 15 | 15 | 15 |
| Kindergarten | 14 | 15 | 15 | 15 | 15 |
| First Grade | 14 | 14 | 15 | 15 | 15 |
| Second Grade | 12 | 14 | 14 | 15 | 15 |
| Third Grade | 13 | 12 | 14 | 14 | 15 |
| Fourth Grade | 9 | 13 | 12 | 14 | 14 |
| Fifth Grade | 13 | 9 | 13 | 12 | 14 |
| Sixth Grade | 15 | 13 | 9 | 13 | 12 |
| TOTAL | K-6 (90) PreK-6 (105) | K-6 (90) PreK-6 (111) | K-6 (92) PreK-6 (113) | K-6 (98) PreK-6 (119) | K-6 (100) PreK-6 (121) |

2. Distance Learning Plan Updates

Contact has been made by the classroom teachers with each family to find out which mode of contact is preferred (i.e. email, picked up directly from the school). No curriculum can be given until the 30th day of March. Each teacher has been working on arrangements for teaching remotely, should that be necessary. Google Classroom will primarily be used in Grades 2-6. K-1 and SPED teachers put together packets for their students to work on. There will be boxes for pickup and dropoff in the school entryway as needed. Attendance will be taken based on the state's requirements, once set.

3. Meals served to date: 95, includes breakfast and lunch

A survey went out to the GHES families to find out if any students (and their family members) would need breakfast and/or lunch during the time the school is closed. The school staff put together a box filled with a week's worth of food and delivered one box to each of those families. Families are asked to keep GHES informed with whether or not they need, or no longer need, the assistance.

4. Plant Sale will continue with the pick up date in May

5. Chromebook checkout - is that approved for those that have indicated on the survey that they have no access to a device.

All present board members approve of the Chromebook checkout

6. All planned/scheduled events are suspended. Access to the school building is limited to essential employees.

10. Monitor Financials consider purchase order requests and approve bills

There are 0 purchase order requests (Details:N/A)

There are bills totaling \$76,432.29 for February (Details: See attached Payment Register)

Motion to approve by: Metz

Second by: Magnuson

Discussion: None

Motion passed unanimously with 6 yay, 0 nay and 0 abstained

- February Cash Flow Report & Fund Balance Report

Motion to approve by: Metz

Second by: Aaberg

Discussion: None

Motion passed unanimously with 6 yay, 0 nay and 0 abstained

- Approve March reimbursement of \$777.25 to GHE Building Company for the LED loan payment with Center for Energy and Environment

Motion to approve by: Kriesel

Second by: Aslagson

Discussion: None

Motion passed unanimously with 6 yay, 0 nay and 0 abstained

11. New Business

- Accept a donation of \$442.72 from the close-out of Rainbows & Rhymes preschool to our preschool program.

Motion to accept by: Metz

Second by: Magnuson

Discussion: None

Motion passed unanimously with 6 yay, 0 nay and 0 abstained

- Approve 50% reimbursement of March paid preschool tuition due to state mandated school closure.

Motion to approve by: Metz

Second by: Aslagson

Discussion: None

Motion passed unanimously with 6 yay, 0 nay and 0 abstained

- Discussion of staff expectations and MDE requirements during school closure.

Expectations of the staff as far as contractual hours will be flexible--Some parents are still working full time or nights so will be unable to assist with school work until the evenings. The board requests that the teachers report back after a month of distance learning to let the board know what procedures are working and what procedures aren't working, and how communication is going with families, etc.

Old and Ongoing business

1. GHES website progress
2. Policy Committee
3. Building Updates
4. GHES Building Company
5. Preschool updates
6. Academic Progress

Since the Kindergarten Roundup event was cancelled due to COVID-19, Mrs. Giese mailed out packets to potential students. Individual meetings will eventually be set up with the families that register.

7. Fundraiser committee
8. Marketing committee

12. Motion to Adjourn

Motion to approve by: Kriesel

Second by: Magnuson

Discussion: None

Motion passed unanimously with 6 yay, 0 nay and 0 abstained

Next Regular board meeting date Monday April 27th, 2020 at 7:00 pm