

**REGULAR BOARD MEETING August 14, 2023 (Monday, August 14, 2023)***Generated by Natasha Kotowicz on Tuesday, August 15, 2023***Opening**

Procedural:Call to Order at 7pm.

In Attendance: Nikki Peterson-Chair; Sally Roller-Vice Chair; Mark Jones-Clerk; Jordan Johnson-Director; Darby Boe Treasurer, Ashley Reinier- Director.

Absent: Marshall Westberg-Director

Procedural:Pledge of Allegiance was spoken.

Discussion:Open Forum no one spoke.

**Approval of Minutes**

Action, Minutes:Approval of Minutes Regular Meeting Monday, July 10, 2023

Recommended Action: Motion by:Riener Second by: Roller to approve the minutes of the Regular Meeting on July 10, 2023 and Work Session Meeting August 7, 2023 to include the following:MC

**Approval of Agenda**

Action, Procedural:Approval of Agenda

Recommended Action: Motion by: Boe Second by: Roller to approve the agenda as presented or amended to include the following:

1. 9.5 ICON ARCHITECTURE ON AT 8:00 pm
  - 2.Move 9.3 Elementary Handbook after 6.2 Elementary Principal Report
- MC.

**Approval of Finances**

Action, Reports Approval of Finances

Recommended Action: Motion by: Jones Second by: Boe to approve payment of the Bremer Credit Card in the amount of \$6,102.28; bills in the amount of \$562,412.06, checks #75220-75287; wires in the amount of \$190,025.89 ; payroll in the amount of \$94,582.59; and student activity report. MC

**Enrollment**

Information, Reports:(NA) 2023/24 Student Enrollment

**Reports**

Reports:High School Principal Report Ben Miska

Monday, 8.14.2023

Staffing

1. High School Staffing Needs for 23/24 school year & beyond
  - a. Math Teacher
  - b. Trade and Industry Teacher-Marshall Westberg
  - c. Full Time Substitute-Shelby Plutko
  - d. JH Football Coach-Mike Palm
  - e. Assistant Football Coach-Tom Crummy
  - f. Assistant Girls Basketball Coach
  - g. 2 JH Girls Basketball Coach positions
  - h. Prom Advisor

Events/Meetings

1. HS Handbook Proposed-Is finished pending approval
2. HS QET Goals 23/24-HS QET examined HS survey and determined goals for the upcoming year
3. WBWF/Curriculum-Met and will present results from 22/23 and new goals for 23/24
4. Legislative Updates-Big Items for HS, Lots passed so there might be more in the near future
  - a. Active Shooter Drill vs. Active Shooter Simulation vs. Lockdown Drills
    - i. Effective this year any active shooter drill, parents must be informed and given the option to opt out of the drill with 24 hours prior notice
    - ii. Questions
      1. What constitutes an active shooter drill?
        - a. An emergency preparedness drill designed to teach students, teachers and school staff how to respond in the event an armed intruder on campus or an armed assailant in the immediate vicinity of the school
      2. Is our Hard Lockdown drill an active shooter drill?
    - b. Graduation Requirements

- i. Students in grade 9 in the 24/25 school year need to take a Personal Finance class in grade 10, 11, or 12 and Government class in 11 or 12
  - ii. Districts have to adopt state art standards
  - iii. Ethnic Study course required in 26/27
  - iv. At the discretion of the enrolling school, starting this year a student can earn 1 elective credit for working 350 hours including the summer for long term care, hospital, health care clinic or child care center. Can earn 2 total credits this way.
  - v. Online Instruction Act allows us to provide online instruction to up to 40 students for a course for students enrolled at WAO
  - c. Non Exclusionary Discipline
    - i. Cannot dismiss a student without first attempting non exclusionary discipline unless an immediate and substantial danger to self, others or property
      - 1. Dismissal-OSS & Expulsion or Exclusion
      - 2. Non Exclusionary-All the other steps we take
    - ii. Discipline Complaint Procedure
    - iii. Can't use prone restraint or physical holds
    - iv. Non Exclusionary Discipline Grants available
  - d. Staff
    - i. Teacher Probationary period reduced from 120 to 90 days
    - ii. Grant available for Special Education Tier 3 & 4 licensure
    - iii. Paraprofessional training 8 hours
- Great Things at WAO High School the Past Month
- 1. All the work the Custodial Staff is doing
  - 2. Ed Foundation Golf Scramble
  - 3. Fall varsity sports started today
- Upcoming
- 1. ASEC Principal's Meeting August 15 9 AM to 3 PM
  - 2. School Registration August 16
  - 3. Ed Foundation Meeting August 16 5:30 PM
  - 4. District QET August 17 10 AM to Noon
  - 5. MDE Discipline Zoom August 17 1-2:30 PM
  - 6. New Staff Orientation August 21 1-4 PM
  - 7. NWSC Paraprofessional Training August 24
  - 8. Meet the Ponies Night August 24
  - 9. MDE Discipline Zoom August 25 Noon-3 PM
  - 10. Steering Committee Meeting August 28 Noon
  - 11. Inservice Days August 29-31 12. First Day of 23/24 School year September 5

Reports:Elementary Principal Report Kelsey Johnson  
 August 14th, 2023 School Board Meeting - ELEMENTARY PRINCIPAL'S REPORT  
 What's Happening at WAO Elementary

#### Elementary QET

Met twice this summer to review EOY survey and student data in order to create school year goals.

We have three themes that we are working from:

- i. Enhance Communications Tools and Procedures
- ii. Update & Enhance Emergency Procedures
- iii. Whole School Approach to Improvement
- iv. Increasing Student Academic Achievement

#### READ Act - Literacy Progress

September 24/25 - All schools in MN are required to administer an evidence-based reading screener that is approved by MD i. DONE - we will begin this school year with Fastbridge

August 15th - MDE & CAREI (Center For Applied Research and Educational Improvement) will release at least three evidence-based literacy professional development programs. By July 1, 2025 teachers must be trained in at least one of the approved programs.

- i. Very likely LETRS will be on this list and with that we would be on track with this requirement.

January 2024 - MDE & CAREI will release their list of approved curricula. The READ Act requires districts to use evidence-based literacy curricula and intervention materials.

i. We are currently looking at two curriculums for possible purchase by the end of this school year and implementations during the 24/25 school year.

- ii. The literacy Team will meet on August 17th to discuss MDE curriculum release and timelines for decision-making moving forward.

August 2025 - Districts are required to employ or contract with a literacy lead or actively support a designated literacy specialist through the process of becoming a literacy lead.

#### Nonexclusionary Discipline

Suspensions for children PreK-3 are prohibited. However, students may be dismissed from school for less than one day, except for students receiving special education services.

PreK-3rd - nonexclusionary discipline resources must be exhausted and an ongoing serious safety threat to the child or others must be present before expulsions and exclusions may be used.

Recess detentions may only be used if the student is likely to cause physical harm to other students or staff, the student's parent or guardian consents to the use of recess detention, or for the student's receiving special education services, the student's IEP team has determined that withholding recess is appropriate.

#### Staffing

Seeking the following positions for the 23/24 school year:

- Full-time Paraprofessionals

## Subs - Teachers &amp; Paraprofessionals

## Upcoming Dates of Importance

August 16th - WAO Registration Day  
 August 24th - Paraprofessional Training (Provided by Northwest Service Coop)  
 August 22nd - NEW Elementary Teacher Training  
 August 29th-September 1st - WAO 23/24 Staff Inservice  
 August 30th - Open House (Pre-K: 4:30-6:30 PM | K-5: 5:30-6:30 PM)  
 September 5th - FIRST DAY OF SCHOOL!  
 September 28th - Picture Day

## Information, Reports: Superintendent Report Kirk Thorstenson

## Superintendent Board Report August 14, 2023

## Finance &amp; Facilities

- a. Modular classroom update Jason Morken - Facilities Director- Jason gave an update on the progress of the portable classroom.
  - b. Snow removal Request for Proposal
    - ad. in Sheaf beginning Aug. 13-19
    - bids due - Friday, Sept 29
    - Board decision Oct. regular mtg.
    - Snow removal in construction site - performed by Donlar
  - c. Coronavirus funds - report
  - d. Long Term Facilities Maintenance bonds
    - No additional tax impact on district property owners
    - Bond payments made through annual LTFM revenue
    - WAO receives approx. \$225,000 in LTFM \$ annually (½ to bond payment & ½ for roofing projects - 13 yrs.
    - Net approximately \$998,222 to building construction fund
    - Aug. 14 - School Board authorizes intent to issue bonds
    - Aug. - Sept - MDE approves 10-year LTFM plan, with the inclusion of LTFM bonds
    - Winter 2024 - WAO sells bonds and receives proceeds
  - e. Fee for credit / debit card use - flat \$5.00 per transaction (new for 23/24)
- Student & Staff Growth, Achievement and Support
- f. Nurse Jane - 5 days per week schedule in 23/24
  - g. Beginning of year Staff Inservice schedule for 23/24
    - Aug. 29, 30 & 31

## Reports: Board Committees

Negotiations- Nikki- Gave an update on what they have been working on.

## Community Education-NA

Curriculum-Nikki-gave an update on current activity. Principal Ben Miska and Kelsey Johnson also included information in thier reports.

## Technology-NA

Education Foundation- Johnson- gave an update on current activity. They meet on 8/16/23

## Facilities- NA

Financial-Met on 8/14/23

## Policy- NA

Quality Education Team (QET)-Nikki gave an update on current activity.

## Reports: Activities Report

From the Activity Director's Desk 8/5/2023

Jerrica Pribula chaperoned three FCCLA students to the National Conference held in Denver, Colorado July 1-7. The group went to leadership workshops, FCCLA specific breakout sessions and workshops, attended motivational speaker presentations, and went out group excursions. Macey Novacek earned gold in fashion construction. Kaitlyn Hanson earned silver in event management and Layne Bayne earned silver in good innovations. The group represented WAO well!

The Softball Fields are still a priority for the athletic department. Movement is slow on this but the project is going forward.

The school grounds and outdoor athletic facilities are looking fantastic! I would like to extend a huge thank you to the custodial staff, there hard work is noticed.

Pony Athletic Booster club donated \$130,270 to the school last year! Thank you to the booster club!

The final item from the Pony Athletic Boosters end of the year \$29,000 donation has been ordered. The golf simulator will be housed in the JH boys locker room and should be up and running after football season. The locker room space will be shared with community

education dance.

We entered a contract with Altru to provide an athletic trainer at our home football and volleyball games. The trainer will also make a weekly visit to the school. Currently Altru does not have enough staff to cover our winter season. We are on their waiting list.

We will be advertising for the following positions: Prom advisor and Co-advisor or assistant advisor. Girls basketball JV coach, and 2 Girls basketball JH coaches.

The varsity Football held a camp for 9-12 grade student athletes and had a great turnout. Girls basketball held a elementary - JH camp and also had a very good turnout. Boys basketball had workouts each morning during the week throughout the summer and the turnout was very good. Volleyball hosted Junior Olympic Volleyball and the turn out was very good as well. Pony athletes were in the weight room through out the summer. Thank you to the dedicated coaches who volunteer parts of their summer vacation to train and work with our student athletes.

Molly Fridstrom has been giving individual instrument lessons throughout the month of July.  
Meet the Ponies night is schedule for Aug. 24.

WAO will once again have athletes get a ImPact baseline. What Is ImPACT? ImPACT (immediate post-concussion assessment and cognitive testing) is a computer-based assessment tool. It's the most effective tool for comparing a person's neurocognitive state before a concussion occurs. NVHC will facilitate the testing.

Respectfully submitted,  
Tony Gullikson

## Policy Reading

Information:(NA) First Reading of WAO District Policies

Information:(NA) Second Reading of WAO District Policies

Action:Adoption of WAO District Policies

Recommended Action: Motion by: Boe Second by: Johnson to approve the included WAO District Policies.

Roll Call Vote

Johnson-Aye

Jones-Aye

Peterson-Aye

Roller-Aye

Reinier-Aye

Boe-Aye

Westberg- absent

Motion Carried.

Adoption of District Policies:

[507.23.01 - Corporal Punishment](#)

[508.23.01 - Extended School Year for Certain Students with IEPs](#)

[509.23. 01 - Enrollment of Non-Resident Students](#)

[State & National Competitions policy](#)

## Personnel

Action: Resignation - Katelyn Mock - Kitchen Worker

Recommended Action: Motion by: Jones Second by: Roller to approve the resignation of Katelyn Mock effective July 24, 2023. MC

Action: Resignation - Jaime Bakken - Paraprofessional

Recommended Action: Motion by: Boe Second by: Reinier to approve the resignation of Jaime Bakken. MC

Action: Hire - Shelby Plutko - Full Year Substitute Teacher

Recommended Action: Motion by: Johnson Second by: Roller to hire Shelby Plutko as the full time substitute teacher for the 23/24 school year at \$200/day & 3 personal days. MC

Action: Hire - Betty DuBore - part-time 1st grade teacher

Recommended Action: Motion by: Johnson Second by: Boe to hire Betty DuBore as .43 FTE part-time Elementary teacher at BA Step 16, for 77 school days. MC

Action:Hire - Tom Crummy - Assist. Varsity Football coach

Recommended Action: Motion by: Jones Second by: Reinier to hire Tom Crummy as Assistant Varsity Football coach at 10% of BA Step 1. MC

Action: Hire - Mike Palm - JH Football coach

Recommended Action: Motion by: Johnson Second by: Boe to hire Mike Palm as JH Football coach at 6.5% of BA Step 1. MC

### **District Business**

Action: Intent Resolution - Issuance of Deferred Maintenance LTFM bonds

Recommended Action: Motion by: Johnson Second by: Roller to approve the adoption of the Intent Resolution to issue Deferred Maintenance LTFM bonds.

Roll Call Vote.

Johnson-Aye

Jones-Aye

Peterson-Aye

Roller-Aye

Reinier-Aye

Boe-Aye

Westberg- absent

Motion Carried.

Action: 2023/24 Event Worker rates

Recommended Action: Motion by: Boe Second by: Reinier to approve the Event Worker rates for the 2023/24 school year. MC

Action: 2023/24 Elementary Handbook

Recommended Action: Motion by: Jones Second by: Reinier to approve the changes and additions to the Elementary Handbook for the 2023/24 school year. MC

Action, Discussion: 2023/24 High School Handbook

Recommended Action: Motion by: Roller Second by: Jones to approve the changes and additions to the High School Handbook for the 2023/24 school year. MC

Reports: ICON Architecture - building design update

Allie Stevens from ICON joined the meeting via zoom to give an update on the building design.

Action: WAO/ICON Contract

Recommended Action: Motion by: Johnson Second by: Boe to approve the B132 Contract / Agreement between Owner (WAO) and Architect (ICON). MC

Action, Discussion: Closed Meeting - Negotiations

Recommended Action: motion by: Jones second by: Roller to close meeting at 9:01pm. MC. motion by: Boe second by: Jones to open the meeting at 10:05. MC

### **Important Dates**

Information: Communication & Events

## **August**

14 - Negotiations mtg. at 5:00 p.m.

Regular School Board mtg. at 7:00 p.m.

16 - Student Registration Day

WAO Ed. Foundation mtg. at 5:30 p.m.

17 - Facilities mtg. at 7:00 a.m.

District QET mtg. at 10:00 a.m.

18 - Financial mtg. @ 12:00 p.m. (Ehlers Investments)

21 - Negotiations mtg. @ 5:30 p.m.

24 - Policy mtg. @ 7:00 a.m.

Meet the Ponies @

28 - Negotiations mtg. @ 5:30 p.m.

29 - Staff Inservice

30 - Staff Inservice

31 - Staff Inservice

### **Adjourn**

Action: Adjourn. Next Meeting will be September 11, 2023 at 7:00 pm in the H.S. Multipurpose room.

Recommended Action: motion by:Roller second by: Johnson to adjourn meeting at:10:06pm. Meeting adjourned.