

**REGULAR BOARD MEETING January 9, 2023 (Monday, January 9, 2023)**

Generated by Natasha Kotowicz on Thursday, February 9, 2023

**Opening**

Procedural: Call to Order

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

Absent:NA

Procedural:Pledge of Allegiance was spoken.

Procedural:Seat New Board Member / Oath of Office.

Board Chair, Nikki Peterson installed new board member, Ashley Reinier. Oath of Office was taken for the term of January, 2023 to January, 2027.

Procedural>Welcome New Board Member Ashley Reinier.

**Action: Reorganization of School Board****CHAIR: Johnson nominated Nikki Peterson.**

Motion by Jones to close nominations and accept Peterson as chair, second by Boe to nominate Nikki Peterson for the Office of Chair.

**VICE CHAIR: Boe made motion for Sally Roller. Jones motioned to close boe second.**

Motion by Boe second by Jones to nominate Sally Roller for the Office of Vice Chair.

**CLERK: Westberg nominated Mark Jones. Boe motined to close nom. second by roller**

Motion by Westberg second by Roller to nominate Mark Jones for the Office of Clerk.

**TREASURER: Jones nominated darby boe. Jones to close nom second westberg.**

Motion by Jones second by Westberg to nominate Darby Boe for the Office of Treasurer.

**Board SALARIES:**

Motion by Jones second by Boe to set School Board Salaries at \$75/meeting;

(Chair) \$100/meeting; 140 full day.

**Depository: Currently we are at Bremer. Board would like more information on bank product.**

Motion by Boe second by Johnson to designate the Official Depository as Bremer Bank of Warren MN.

**Newspaper:**

Motion by Roller second by Johnson to designate the Official Newspaper as Warren Sheaf.

**Regular Meeting Day:**

Motion by Westberg second by Roller to designate the Official Meeting Day as 2nd Monday of the Month.

**Regular Meeting Time:**

Motion by Boe second by Jones to designate the Regular Meeting Time as 7pm.

**Meeting Place:**

Motion by Roller second by Westberg to designate the Regular Meeting Place as High School Multipurpose Room.

### **Mileage Rate:**

Motion by Westberg second Boe by to designate the Official Mileage Rate as \$0.625.

(2023 IRS rate = \$.585 - January through June and \$.625 - July through December)

### **Board Committees:**

#### **School Board Committee Assignments 2023**

**Designated Board Rep.** Nikki Peterson, Sally Roller, alt. Marshall Westberg

**Negotiations** Nikki Peterson, Marshall Westberg, and Darby Boe

**Community Education** Ashley Reinier, Mark Jones

**Curriculum** Nikki Peterson, Marshall Westberg, Jordan Johnson

**Technology** Mark Jones, Ashley Reinier

**Education Foundation** Sally Roller, Jordan Johnson

**Facilities** Jordan Johnson, Mark Jones, Darby Boe

**Financial** Nikki Peterson, Darby Boe

**Policy** (handbook is with policy) Sally Roller, Mark Jones, Ashley Reinier

**Quality Education Team (QET)** Nikki Peterson, Marshall Westberg, Jordan Johnson

**ICON Steering Committee** Nikki Peterson, Mark Jones

propose to eliminate-

High School League (MSHSL) no committee needed.

Marshall Co. Collaborative no activity.

Motion by Boe second by Jones to approve the 2023 Committee Assignments as established. CU

### **Work Session Meetings:**

WAO School Board #2176 WORK SESSIONS MEETING NOTICE/POSTING

Name of School Board: Warren/Alvarado/Oslo

Additional Dates & Times: Monday, February 6 @ 7:00PM Monday, April 3 @ 7:00PM Monday, May 1 @ 7:00PM (??) Monday, June 5 @ 7:00PM Monday, August 7 @ 7:00PM Monday, October 2 @ 7:00PM Monday, December 4 @ 7:00PM

Location: WAO High School multi-purpose room

Purpose(s) of the meeting: For Board Members and Administration to meet periodically to provide information and discuss WAO Strategic Planning and Committee work. The agenda will be set and posted with discussion items & pressing action items. A maximum time of 2 hours in length will be followed.

Agenda Items: February 6 @ 7:00PM: April 3 @ 7:00PM: May 1 @ 7:00PM: June 5 @ 7:00PM: August 7 @ 7:00PM: October 2 @ 7:00PM: December 4 @ 7:00PM:

Motion by Jones second by Westberg to approve the Work Session calendar as established. CU

Discussion:Open Forum no one spoke

### **Approval of Minutes**

Action, Minutes: Approval of Minutes December 12th, 2022 Regular Meeting

Recommended Action: Motion by:Jones Second by:Johnson to approve the minutes of the Regular Meeting on December 12, 2022 and Special Meeting December 19th 2022 to include the following:

CU

### **Approval of Agenda**

Action, Procedural:Approval of Agenda

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

CU

### **Approval of Finances**

Action, Reports:Approval of Finances

Recommended Action: Motion by: westberg Second by: boe to approve payment of the Bremer Credit Card in the amount of \$13,661.04; bills in the amount of \$400,699.83, checks #74542-74661; wires in the amount of \$342,748.25; payroll in the amount of \$296,437.98; and student activity report. CU

### **Enrollment**

Information, Reports:2022/23 Student Enrollment K-6 310; 7-12 224; total enrollment 534.

**Reports**

## Reports:High School Principal Report

Monday, 1.9.2023

## Staffing

1. High School Staffing Needs for the 22/23 school year & beyond
  - a. Facilities Director
  - b. Paraprofessionals
  - c. Substitutes-Especially Paraprofessional subs & Suburban sub drivers

## Events/Meetings

1. QET Cell Phones
  - a. Have the results
  - b. QET will go through, present results and recommend changes to the policy in the future
2. ICON steering committee & small group meetings over the last month
3. World's Best Workforce/Curriculum Meeting Wednesday, January 18 at 3:20 PM in MPR

## Great Things at WAO High School the Past Month

1. 7-12th Grade Band & Choir Concert
2. NHS Induction Ceremony
  - a. New members are Hannah Pederson, Reed Hanson, Tatiana Wright, Danielle Michalski, Erin Michalski, Emma Johnson, Jenetta Pageler, Kenny Johnson
3. 6th Grade field trip to Historical Society in Warren

## Upcoming

1. January 10 Spelling Bee 1-3 PM in Auditorium
2. January 11 I am at regional Principal meeting from 9 AM to 3 PM
3. January 13 end of Quarter 2/Semester 1
4. January 16 Teacher Inservice/No School for Students
5. January 28 One Act Subsections
6. February 1 Triple A Banquet

## Reports:Elementary Principal Report

## What's Happening at WAO Elementary

- Pre-K Programming 23/24
  - We will meet with the Pre-K team soon to discuss options for next year's programming.
  - A survey went out to families regarding their thoughts on the Little Ponies program. This information will be shared with the board once surveys come in.
- District QET - At the next meeting the following items will be brought by the Elementary team for feedback:
  - Considerations for a Math Interventionist
  - Planning and recommendations for specialist's schedule and possible needs to hire
- Inservice January 16th
  - 8:30 -11:30 AM - All licensed staff - staff development through NWSC - digital courses
  - 11:30-12:30 PM - Lunch
  - 12:30 -1:30 PM - LETRS kick-off | Specialist curriculum planning
  - 1:30 - 4:00 PM - Team meetings & report card work Staffing 22/23 School Year
- Seeking Full-time Elementary Special Education Teacher
- Seeking Long-Term Substitute - Elementary Social Worker
- Seeking Substitute Teachers & Paraprofessionals

## Upcoming Dates of Importance

- Tuesday, January 10th - WAO Spelling Bee 1:00 PM
- Wednesday, January 11th- NWEA Reading
- Friday, January 13th- Dental Program @ WAO
- Friday, January 13th- NWEA Math
- Friday, January 13th - End of Quarter 2
- Monday, January 16th - No School - Teacher Inservice
- Wednesday, January 18th - NWEA Language
- Wednesday, January 18th - World's Best Workforce Meeting @ 3:20 PM
- Friday, January 20th - Quarter 2 Recognition Assembly 2:00 PM
- January 31st - February 4th - Kelsey attending MESPA Conference in Bloomington

## Reports:Superintendent Report

## Kirk Thorstenson

## Finance &amp; Facilities

- a. Modular classroom update:
  - joining sections and setting on foundation
    - Wed. Jan 11 & Thurs. Jan 12
- b. Request for Proposals - Construction Manager at Risk posted in Sheaf & GF Herald Legal Notices section timeline:
  - Proposals due 12:00 p.m., February 1, 2023
  - Short List Notified February 2, 2023
  - Interviews Held Week of February 13-17, 2023
  - Board to Award February 22, 2023
- c. ICON Architecture bill & timeline
  - 25% of Schematic Design complete @ \$55,125.00
  - reimbursable expenses - mileage & postage @ \$576.25 ○ total \$55,701.25
  - timeline: coming shortly after securing CMAR

o "As soon as practicable after the date of this agreement, the Architect shall submit, for the Construction Manager's review and Owner's approval, a schedule for the performance of the Architect's services. The schedule shall include design phase milestone dates, as well as the anticipated dates for the commencement of construction and for Substantial Completion of the Work. Once approved by the owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owners approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

Staff Growth, Achievement, and Support

- d. Facilities Director 3 applicants interview committee & dates?
- e. committee meeting dates this week?  
District QET - Wednesday, Jan. 11 @ 3:20 p.m.  
Negotiations - Thursday, Jan. 12 @ 3:20 p.m.
- f. Dahlstrom Motors fundraiser - not on initial list OK?
- g. 53% of staff drive to Warren for work
- h. Nomination for rep. to serve on NW Regional Development Commission - handout

Reports:Board Committees

Facilities- Jones verbal. Met on the 15th talked about Schore Boards, Preschool Play-ground equipment, Facilities Director opening.  
Policy-Jones verbal. Met but it was only for a few minutes.

Reports:Activities Report

From the Activity Director's Desk 1/5/2023,

Tyson Mortimer and Natalie Peterson were selected as WAO's Academics, Arts, and Athletics Award, commonly known as the Triple 'A' Award.

On Feb. 1st they will attend a banquet honoring Region 8A Triple Award winners. On Thursday Dec. 8 the high school hosted the Elementary Christmas Concert in the Auditorium and on Tuesday, Dec. 13 our HS Band and Choir performed their Christmas concerts.

On Monday Dec. 12 admin from SAC and WAO with a school board member from each district had a positive meeting pertaining to our Fusion co-operative. The take aways from the meetings are; WAO needs to get our softball fields up and running earlier, policies concerning dual athletes and the number of outs an athlete can have in a week are recommended to be in synch with the two districts.

The varsity girls traveled to Northome for Christmas Break Basketball and the boys had a tournament in Walker over Christmas.

Speech has started and we have 3 students participating.

One Act Play has started with 13 participants. WAO will host the sub section 31 performance contest on Feb. 28 starting at 10am.

Our boys basketball team currently is sitting in first place in Section 8A West and has the 4th best QRF ranking in all of class A basketball. Our girls basketball team is very young and doing really well! They currently are ranked 4th in section 8A West.

We have one wrestler taking advantage of the co-operative with TRF.

The new scoreboards for the auditorium are scheduled to be installed this month.

Respectfully Submitted, Tony Gullikson

Information:First Reading of WAO District Policies

708.23.01 - Transportation Non-Public Students

510.23.01 - School Activities

511.23.01 - Fundraising

512.23.01 - School Publications and Activities

513.23.01 - Student Promotion and Retention

Information:NA Second Reading of WAO District Policies

Second Reading of District Policies:

Post Issuance Compliance Policy (Ehlers)

Action (Consent):Adoption of WAO District Policies

Recommended Action: Motion by: Boe Second by: Westberg Roll Call Vote Roller-

Adoption of District Policies:

a. 722.22.01 - Public Data Requests

- b. 410.22.01 - Family Medical Leave
- c. 415.22.01 - Mandated Reporting / Maltreatment of Vulnerable Adults
- d. Technology Incident Response Plan. (We will have 2 readings of this plan.)

This document describes the plan for responding to information security incidents at Warren-Alvarado-Oslo SD 2176. This document will explain how to detect and react to cybersecurity incidents and data breaches, determine their scope and risk, respond appropriately and quickly, and communicate the results and risks to all stakeholders.

### Personnel

Action (Consent): Hire - Jody Pulkrabek - Paraprofessional

Recommended Action: motion: Johnson second: Reinier to approve the hire of Jody Pulkrabek as Step 4 Training Paraprofessional for the 2022/2023 school year. CU

Action (Consent): Hire - Zoe Berndt - Paraprofessional

Recommended Action: Motion: Westberg Second: Jones to approve the hire of Zoe Berndt as Step 4 Training Paraprofessional for the 2022/2023 school year. CU

### District Business

Action, Discussion: New Bus Purchase

Discussion on transportation fleet and purchase of new bus. 2024 Blue Bird, 77 passenger, gasoline engine.

Talking about the cost and need for a new bus in the fleet. discussion was held with board members for getting a new one or updating the ones we have.

May have the rep from North Central Bus come and give a presentation on buses. bringing back to work session feb 5th.

Information: Northwest Minnesota Arts Council Grant

Mrs. Becks applied for and received a \$3000 grant through the Northwest Minnesota Arts Council to receive 8 new wireless headset microphones and receivers that can be used with the annual musical along with our Summer Safari program. We've had some microphones become outdated, so this grant will help us purchase updated and reliable microphones and receivers. We have until June to order them, but will be ordering them soon in hopes they can arrive before this year's performances. The school district is responsible for an in-kind contribution of \$750.00

Discussion, Information: Discussion - Band Trip Fundraising

Mrs. Fridstrom will be in attendance to update on current fundraising efforts.

Moving to feb 6th meeting for more discussion after some consideration of request for board to approve funding to help the band on their trip.

Discussion, Information: Discussion - ICON Building Design update

Allie Stevens from ICON Architecture will be presenting information on the building design progress to date.

Allie joined via zoom.

### Important Dates

Information: January Communication & Events

#### January Events:

- 9 - School Board meeting at 7:00 p.m.  
GBB vs. Red Lake Falls
- 10 - Booster Club meeting at 7:00 a.m.  
4-8 Grade District Spelling Bee at 1:00 p.m.  
Knowledge Bowl at UMC  
BBB vs. Sacred Heart
- 12 - GBB vs. RLCC
- 13 - End of 2nd Quarter  
BBB at RLF
- 16 - Staff In-service - No School for students  
GBB at RLF  
BBB at Fertile-Beltrami
- 17 - GBB at Clearbrook-Gonvik  
BBB at Fisher
- 18 - Knowledge Bowl at Thief River Falls

Education Foundation meeting at 5:30 p.m.

19 - GBB vs. EGF

20 - BBB at Clearbrook-Gonvick  
GBB at BGMR

23 - GBB vs. Sacred Heart

24 - BBB vs. Grygla-Gatzke

25 - FCCLA District STAR Event Competition at Tri-County  
Knowledge Bowl at Thief River Falls

26 - GBB at Goodridge

27 - GBB at RLCC in Plummer  
BBB at Sacred Heart

30 - GBB vs. KCC  
BBB at Roseau

31 - Knowledge Bowl at UMC

Adjourn

Action: Adjourn. Next Meeting will be February 13, 2022 at 7:00 pm in the H.S. Multipurpose room.

Recommended Action: adjourn at: 10:25 Motion by Roller Second by Westberg next meeting is Feb 6th. CU