

**Regular School Board Meeting  
Comfrey Public School  
September 18, 2019**

**Members Present: Hesse, Nachreiner, Peterson, Samuelson, Simon, Toll and Superintendent Hutchison.**

**Also Present: A. Lee, S. Hemstad, and C. Simon.**

**Chairman Samuelson called the meeting to order at 7:34pm.**

**Reading of Comfrey Public School's Vision and Mission Statements.**

**Recognition of Donations: None.**

**Consent Agenda:**

**Agenda for September 18, 2019.**

**Bills in the amount of \$62,780.64 and Payroll related checks were not available.**

**Minutes of the August 28, 2019 regular board meeting.**

**Motion to approve by Hesse, Toll. M/C**

**Approval of T & C Service Center bill of \$307.50. Motion to approve by Peterson, Simon.**

**Abstained: Toll. M/C**

**Public Forum: C. Simon had some volleyball questions, which she will bring forward to the volleyball coaches.**

**Motion by Simon, second by Nachreiner to approve the Certification of the Levy. M/C**

**Motion by Peterson, second by Hesse to approve Dec. 18<sup>th</sup> at 7:30 pm as the date for the public Truth-in-Taxation hearing. M/C**

**Approval of 2018-2019 Staff Development Report. Motion to approve by Toll, Peterson. M/C**

**Approval of 2019-2020 Staff Development Plan. Motion by Hesse, second by Nachreiner to approve. M/C**

**Motion by Simon, second by Toll to approve the College and Career Readiness Coordinator job description. M/C**

**Motion by Peterson, second by Simon to approve the Achievement & Testing Coordinator job description. M/C**

**Motion by Hesse, second by Toll to approve the Activity Director job description. M/C**

**Motion by Nachreiner, second by Toll to approve the employee handbook. M/C**

**Motion by Simon, second by Hesse to approve the policy review agreement for employees. M/C**

**Motion by Toll, second by Peterson to postpone until next month the decision on funding for the trapshooting team. M/C**

**Library Budget was approved by Toll, Simon. M/C**

**Motion by Toll, second by Peterson to allow Brickstone to borrow the school vans in an emergency situation dependent on assurance of no liability. M/C**

**Administrator's report was given by Superintendent Hutchison.**

**Committee Report: Academic and Curriculum meeting is scheduled for Sept. 23.**

**Motion to adjourn at 8:42 p.m.**

---

**Pete Samuelson, Chairman**

---

**Marilyn Peterson, Clerk**