**REGULAR MEETING of the SCHOOL BOARD of EDUCATION**

**Lester Prairie Public Schools**

**Monday September 27, 2020 5:45pm**

**Lester Prairie School Media Center**

Roll call was taken and the following board members were present on site or via zoom: Corbey Hentges, Steve Ziermann, Megan Stifter Knoll, Mary Otto, Brian Heimerl, and Rebecca Heimerl. **Administration**: Dr. Melissa Radeke, Mike Lee and Jenna Wolf **Guests**: Joe Uhlhorn with H&U.

Pledge of Allegiance was led by Steve Ziermann.

**Agenda**

* Motion by R. Heimerl second by Otto to approve the Agenda as presented and or modified

**Vote: 6 for, 0 against**

**Recognition of Communications since Last Meeting**:

* Communication – Report -
  + - 1. Volleyball and Football will start seasons
      2. K-6 now in school

Open dialogue – none

**Minutes and Bills**

* Motion by B. Heimerl and second by Stifter-Knoll to approve the meeting minutes of the Special Board meeting on 08/11 and Regular Board meeting on 08/17, and pay the bills in the amount of $673,503.05. Student activity fees were $0

**Vote: 6 for, 0 against**

**Administrative Reports**

**Mr. Lee K-12 Principal Report**: - highlights

* K-3 students are in school Hybrid
* Only 38 maximum amount of students can be on bus
* Established 2 routes for buses
  + After school bus routes 1-3 started with 2 routes dropped to down to 1
* Limited the number of kids in the hallways with allowing back packs
* Back packs are nice, can be heavy, but really only need to carry 2 classes worth
* 3 Lunches have been established which allows plenty of space
* Elementary students are eating in the classrooms
* K-1 are eating in the lunchroom
* Implemented a new badge system for lunches
* If student loses or forgets their badge they are given a temporary badge that will need to be turned back in.
* Online classes are better than last year
* Very little issues with masks
  + Some incidents where they come down when talking
  + Some students have worn them just below nose

**Jenna Wolf Activities Report: -** highlights

* Student participants in Fall Sports
  + Cross Country - 16
  + Trap - 26
  + Robotics - 22
  + Football 9-12 - 40
  + Football 7-8 - 25
  + Football 4-6 - unavailable
  + Flag Football 1-3 - 24
  + Volleyball 9-12 - 24
  + Volleyball 6-8 - 22
  + Volleyball 3-5 - 14
* Football and Volleyball have been approved by the MSHSL to start practice on Sept. 28th
  + Oct 9th first football game
* Volleyball 2 games a week for 14 total events
* Cheer and Cheer Camp offerings are still up in the air
* Revised schedule for Winter and Spring sports by Oct 1st

**Dr. Melissa Radeke Superintendent Report**: - highlights

* Enrollment is at 485 ( 239 Elem. – 246 High School)
* 30 min of extra paraprofessional Food Service time needed – looking to fill position
* Levy Certification needed by September 30th, 2020
  + Public meeting to be held during Nov. 24th – 28th
* Monies from ECFE fund to be transferred to School Readiness program
* Free & Reduced lunch program applications to be turned in

Dashir Report –

* + Fully Staffed – looking for subs
  + Sensor soap dispensers have been installed in bathrooms and classrooms
  + Storage unit was rented to store items that cannot be in classrooms and to store classroom tables to make room to meet required social distancing guidelines for the school year.
  + Hybrid rooms set up for 2nd and 3rd grade
  + Extra carts and garbage cans were purchased for elementary classrooms eating lunch in their rooms
  + Continuous spraying and disinfecting high touch areas.
  + Classrooms are sprayed and disinfected each night

**Joe Uhlhorn Building Report**: - highlights

* 2 Change orders for approval have been submitted
* Parking arrangement on street completed with angled parking spots on west side of Hickory and parallel spots on the east side.
* No parking on 2nd Ave. North West of the school
* School existing water meter needs to be upgraded according to the city.
  + City code states building owners hold the responsibility of paying for the new meter
  + Water will need to be shut off to school which means all labor will be after hours. Estimated Time and material $5,000 for replacement.
  + City will order the meter needed
  + Contractor on site will replace the existing meter
* Oct 5th is the precast wall delivery
  + 2 weeks needed for set up
  + Big crane will be on site

**School Board Reports**

* Community Ed. – none
* PTO – approved Ms. Carmine request for Spelling City license for grades 4-6, Read-thon moved to Feb. due to social distancing, creating new video to help recruit new members, Amanda Latzig is now taking care of Facebook, April Lee will be taking notes and looking for a new Treasurer to replace Sally.
* Facilities/Maint. – none
* Facility Planning – H&U update
* Tech/Media: mtg. 8/12 –
* Activities Committee – discuss City lease Agreement at end of mtg.
* Negotiations – none
* Meet and Confer – none
* Policy – updates to be read
* Legislative – Districts are encouraged to propose resolutions to the Delegate Assembly for the 2021 legislative session by Sept. 25th.  Another important deadline is for districts with operating levy referendums in November. Starting September 19, school districts may now mail the required notice of an operating levy referendum. This is a change in law from previous years. Up until this year, districts had to wait until 30 days before the actual operating levy vote before sending the notice. With absentee voting becoming more common, the Legislature expanded the mailing date to 45 days before Election Day.

**New Business**

1. Motion by Otto and 2nd by R. Heimerl to approve Contract Change Order #001 for Ebert Construction for $26,675
   1. Discussion – additional curbing needed

**Vote: 6 for, 0 against**

1. Motion by Stifter-Knoll and 2nd by Otto to approve Contract Change Order #002 for E-Jay plumbing for $566
   1. Discussion – additional piping

**Vote: 6 for, 0 against**

1. Motion by Ziermann and 2nd by Otto to approve agenda change to read In state Senior Class trip.

**Vote: 6 for, 0 against**

1. Motion by R. Heimerl and 2nd by Otto to approve In-State Senior Class trip.

**Vote: 6 for, 0 against**

**Old Business**

a. Motion by R. Heimerl and 2nd by Otto to approve the following fund raisers for the 2020-2021 school year.

* Juniors Minnetex Fruit
* Juniors Walnut Grove Mercantile
* Juniors That’s My Pan
* Seniors Carlson’s Pies
* Seniors Unhinged Pizza
* NHS Pennies for Patients and Volunteer Drives
* Student Council Donut/Coffee, Ice Cream, Candy/Flower
* PTO/Elementary Read-a-Thon
* PTO/Elementary Carnival
* PTO/Elementary Holiday Store

**Vote: 6 for, 0 against**

**Policy Administration**

* First reading review discussion of Mandated Policy 520 Student Surveys
* Motion by Heimerl and 2nd by Otto to approve the following policies:
  + 410 Family & Medical Leave Policy: **No changes**
  + 413 Harassment and Violence: **Clarification No Changes**
  + 413A Harassment Form**: No Changes**
  + 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse: **No Changes**
  + 415 Mandated Reporting of Maltreatment of Vulnerable Adults: **No Changes**
  + 522 Student Sex Nondiscrimination: **Changes- Title IX Coordinator, Statutory roles, training, dissemination of information, and record keeping.**
  + 524 Internet Acceptable Use and Safety Policy: **Change language to align to our 1:1 teaching and learning.**
  + 806 Crisis Management: **No Changes**

**Personnel**

* Motion by Otto and 2nd by Ziermann to approve the following contracts for 2020-21 School Year.
  + - Mike Bjork as Trapshooting Coach
    - Taylor Bayerl as Kids Depot worker
    - Rachel Stender as One Act Play director
    - Jonathan Koehler as Spelling Bee Coordinator

**Vote: 6 for, 0 against**

**School Finance**

* Motion by Ziermann and 2nd by Otto to approve donations of $50,886.76 as presented.

**Vote: 6 for, 0 against**

* Motion by Otto and 2nd by Stifter-Knoll to approve the additional 30 minutes of Food Service Paraprofessional time.

**Vote: 6 for, 0 against**

* Motion by R. Heimerl and 2nd by Stifter-Knoll to approve the Resolution Regarding Fund Balance Transfers from ECFE to the School Readiness Fund in the amount of $29,000.

Roll Call Vote: B. Heimerl – y

Otto – y

Stifter-Knoll – y

R. Heimerl – y

Ziermann – y

Hentges - y

**Vote: 6 for, 0 against**

* **Truth in Taxation Meeting date set for December 21st at 6:05pm following the Regular Board Meeting.**
* **Motion by Otto and seconded by Ziermann to approve certification of proposed Payable 2021 Property Tax Levy at the maximum amount.**

Roll Call Vote: B. Heimerl – y

Otto – y

Stifter-Knoll – y

R. Heimerl – y

Ziermann – y

Hentges - y

**Vote: 6 for, 0 against**

**Other items**

* Special meeting on Friday September 25th at 7am to discuss Medical Assistant. Zoom link will be sent by Dr. Radeke.
* Chair Hentges would like Principle Lee to remind Teachers to have no Political Agendas or affiliations in their classrooms
  + Statements and comments are being made
* City Lease Agreement – Use of Ball Fields and Concession Stand
  + Board Discussion –
    - City Administers initial response “Contract is non-negotiable”.
    - City increases over the next 2 years is close to 23% from $4,206 to $5,385
    - In years past, typical increase have been roughly $150
    - City did not want to meet with School District for a work session
    - City would like the School District to go thru Luke Meyer the School’s appointed City Liaison.
    - School was unaware of a Liaison appointment.
    - Board would like to keep discussions moving forward in the future.
    - Board reached out to Park Board member Troy Feltmann for meeting
    - Dr. Radeke and the Athletic Committee met with the City Park Board
    - Park Board would like to work with the School
    - City does receive grant money for the Parks from various groups (Vikings and Twins etc.)
    - City Park Board has suggested that in the future the possibility of the District contributing another $500 to special needs and projects in the parks at the discretion of Park board
    - Schools cleaning crew cleans both bathrooms after events
    - School District is unsure if they will even need a Concessions stand as they are unsure if they will be able to serve concessions.
    - Is the City willing to refund the amount of $358 for Concessions stand if not needed?
    - Ball fields were not used last Spring with no refund to District
    - Other cities around the district have contributed funds from their CARES ACT Relief funds to their local School districts
    - Board felt they had no choice other than to sign lease since the MSHSL decided at their meeting to proceed with the Fall seasons of Football and Volleyball
* Motion by R. Heimerl and 2nd by B. Heimerl to approve the City Lease Agreement for 2020-2021 and 2021-2022.

**Vote: 6 for, 0 against**

**Meeting was adjourned at 7:08 PM**



*Steven D. Ziermann, Clerk ISD #424*