

# NORTHLAND LEARNING CENTER

## Joint Powers Board Meeting

July 19, 2023

10:00 AM

### MINUTES OF THE REGULAR MEETING

A. Call to Order – Meeting was called to order at 10:04 a.m. by Chairperson Engebritson

B. Roll Call

Members Present: ISD# 166 Chris Lindholm  
ISD# 361 Kevin Grover  
ISD# 695 Mark Morrison  
ISD# 696 Anne Oelke  
ISD# 712 Dr. Reggie Engebritson  
ISD# 2142 Dr. Reggie Engebritson  
ISD# 2711 Dr. Jeff Burgess

Members Absent: ISD# 707 Peter Hardy  
ISD# 2909 Dr. Noel Schmidt

Others in attendance: Katie Heimdal & two community members

C. APPROVE AGENDA

Burgess moved approval; Morrison supported.  
Lindholm – yes; Grover – yes; Morrison – yes; Oelke – yes; Hardy – absent;  
Engebritson – yes; Burgess – yes; Schmidt – absent  
Motion carried.

D. CONSENT AGENDA

- D.1 Minutes from June 21, 2023, Regular meeting
- D.2 Minutes from June 30, 2023, Special Session meeting
- D.3 June Board bills/Treasurer's Report

**EXPENDITURE SUMMARY - June**

<b>Wire Payment Numbers:</b>	20568-20573,	
	20610-20616,	
	20637-20647,	
	20650-20651,	\$288,199.85
<b>Check Number:</b>	17881-18045	\$225,069.65
<b>Mileage and Cell Phone Stipend</b>		\$17,605.61

- D.4 Summer Targeted Services & Credit Recovery
  - D4.1 Lacey Smith, Targeted Services Substitute Teacher, ISD 166 Cook County
  - D4.2 Elisa Boe, Targeted Services & Credit Recovery Coordinator, ISD 2909

- Rock Ridge - North Star Elementary
- D4.3 Dianna Hazelton, Targeted Services & Credit Recovery Coordinator, ISD 2909 Rock Ridge - North Star Elementary
- D4.4 Amy Hultman, Credit Recovery Substitute Teacher, ISD 712 Mt. Iron - Buhl
- D4.5 Emily Roy, Targeted Services Substitute Teacher, ISD 166 Cook County
- D.5 Medical Leave of Absence: Rodd Anderson, Custodian
- D.6 Resignation: Tiffany Austad, ASL Interpreter  
Lindholm moved approval; Grover supported.  
Lindholm – yes; Grover – yes; Morrison – yes; Oelke – yes; Hardy – absent;  
Engebritson – yes; Burgess – yes; Schmidt – absent  
Motion carried.

## E. ACTION ITEMS

- E.1 Contract: Nursing Services FY 23-24  
\$10,914.00 (rate increased by \$212.00 from last year).  
Contract is in your packet.  
Morrison moved approval; Oelke supported.  
Lindholm – yes; Grover – yes; Morrison – yes; Oelke – yes; Hardy – absent;  
Engebritson – yes; Burgess – yes; Schmidt – absent  
Motion carried.
- E.2 Contract: SpEd Forms, Inc. FY24  
Cost is \$27,687.75; last year it was \$26,164.70. Agreement is in your packet.  
Grover moved approval; Burgess supported.  
Lindholm – yes; Grover – yes; Morrison – yes; Oelke – yes; Hardy – absent;  
Engebritson – yes; Burgess – yes; Schmidt – absent  
Motion carried.
- E.3 Contract: RMHC FY23-24  
Price remains the same as last year.  
Contract is in your packet.  
Lindholm moved approval; Burgess supported.  
Lindholm – yes; Grover – yes; Morrison – yes; Oelke – yes; Hardy – absent;  
Engebritson – yes; Burgess – yes; Schmidt – absent  
Motion carried.
- E.4 Hire: Desiree Tomczak, School Psychologist Assistant  
Ms. Tomczak is employed by the NLC as an Achievement Assessor. She will provide assistance to the School Psychologists up to 12 hours per week. Her salary for the Assistant position will be \$22.51/hour.  
Grover moved approval; Oelke supported.  
Lindholm – yes; Grover – yes; Morrison – yes; Oelke – yes; Hardy – absent;  
Engebritson – yes; Burgess – yes; Schmidt – absent  
Motion carried.
- E.5 New Hire: Steven Saari, Elementary Focus Teacher FY24  
Mr. Saari is currently a Special Education Coordinator at the St. Andrews Refugee Services Community School in Cairo, Egypt. He received his Masters in Special Education from the University of Portland, Concordia. His salary will be

(MA, Step 8) \$70,687, pending contract negotiations.  
Burgess moved approval; Lindholm supported.  
Lindholm – yes; Grover – yes; Morrison – yes; Oelke – yes; Hardy – absent;  
Engebritson – yes; Burgess – yes; Schmidt – absent  
Motion carried.

- E.6 New Hire: Amanda Murfin, Elementary Focus Teacher FY24  
Ms. Murfin was previously employed by ISD2142 - Northeast Range, as a STEAM, Title One, ECFE & Science Teacher. She has her Bachelor's Degree in Elementary Education from St. Cloud State University. ~~Her salary will be (BA, Step 8) \$53,418, pending contract negotiations.~~  
**The lane & step has been corrected. Her salary, pending contract negotiations, will be (BA, Step 7) \$53,418.**  
Grover moved approval; Burgess supported.  
Lindholm – yes; Grover – yes; Morrison – yes; Oelke – yes; Hardy – absent;  
Engebritson – yes; Burgess – yes; Schmidt – absent  
Motion carried.
- E.7 Revised NLC Calendar, FY23-24  
Oelke moved approval; Lindholm supported.  
Lindholm – yes; Grover – yes; Morrison – yes; Oelke – yes; Hardy – absent;  
Engebritson – yes; Burgess – yes; Schmidt – absent  
Motion carried.
- E.8 FY24 Insurance Coverage  
Oelke moved approval; Lindholm supported.  
Lindholm – yes; Grover – yes; Morrison – yes; Oelke – yes; Hardy – absent;  
Engebritson – yes; Burgess – yes; Schmidt – absent  
Motion carried.
- E.9 Approve Clifton Larson Allen for conducting financial audits for the NLC  
Grover moved approval; Burgess supported.  
Lindholm – yes; Grover – yes; Morrison – yes; Oelke – yes; Hardy – absent;  
Engebritson – yes; Burgess – yes; Schmidt – absent  
Motion carried.

## F. DISCUSSION

- F.1 CEIS Update

## G. INFORMATION

- G.1 Kathleen Fischer, Vision Teacher, has decided to stay with the NLC rather than move to IASC.
- G.2 ICS Update/Executive Committee
- G.3 Property taxes for BTI building.
- G.4 NLC save the dates

## H. Director's Report

- Developing Roles & Responsibilities for new hires
- Making final revisions for NLC Roadmap
- May need to hire a sub custodian

- Moving rooms to facilitate new elementary classroom & sensory rooms
- Strategic Plan for September board meeting – need admin team input
- PLC focus – curriculum & instruction

I. Adjournment – Next meeting: August 16, 2023  
Meeting adjourned at 10:46 am