

AgendaGlacial Hills Elementary School
Starbuck MN 56381
Regular Meeting Agenda
Monday February 24th, 2025

Personnel Committee Meeting – NONE
Policy Committee Meeting – NONE
Regular Meeting – 5:30 p.m.

Our **mission** is to create an innovative, dedicated, safe and caring environment for students in kindergarten through sixth grade. This is accomplished by collaborating with families and staff to achieve academic success and environmental literacy through hands-on-learning and individualized instruction.

Our **vision** is to shape academically strong, respectful and responsible students. Students will reach their full potential and become lifelong learners and positive members of society when their individual academic, behavioral, and social needs are addressed.

Personnel Committee Meeting – NONE

Policy Committee Meeting - NONE

Regular Meeting Agenda:

1. Call to Order by Chairperson. *Meeting was called to order at 5:36PM*

2. Members Present:

☒ *Kristi Gruber*
☐ *Colter Combellick*
☒ *Jessica Albertsen*
☒ *Ashley Boutain*
☐ *Aimee Thompson*
☒ *Danielle Kulzer-Douvier*
☒ *Jesse Wartner*

Also, Present: *Jodee Lund, Glen Pederson*

3. Members Absent:

☐ *Kristi Gruber*
☒ *Colter Combellick*
☐ *Jessica Albertsen*
☐ *Ashley Boutain*
☒ *Aimee Thompson*
☐ *Danielle Kulzer-Douvier*
☐ *Jesse Wartner*

4. Conflicts of Interest? None stated

5. Approve minutes of the last regular meeting.

Motion to approve by: Jesse

Second by: Jessica

Discussion:

Motion passed unanimously with 5 yay, 0 nay and abstained

6. Review and approve agenda

Motion to approve by: Kristi

Second by: Jesse

Discussion:

Motion passed unanimously with 5 yay, 0 nay and abstained

7. Ongoing Board Training: nothing at this time.

Discussion:

8. Monitor Financials consider purchase order requests, approve bills and wire transfers

There is a purchase order request to approve \$2000 for outdoor play equipment for preschool and toddler age kids. This will come from the DEED grant.

Motion to approve by: Jessica

Second by: Jesse

Discussion:

Motion passed unanimously with 5 yay, 0 nay and abstained

There are bills totaling \$99,554.69 and bank transfers of \$90,025.00 for January (Details: See attached Reports)

Summary Payment Register-

Checks and Wires \$99,554.69

Detailed Payment Register-Checks \$34,574.74

Detailed Payment Register-Wires \$64,979.95

Eagle Bank Transfers - \$90,025.00

Motion to approve by: Danielle

Second by: Kristi

Discussion:

Motion passed unanimously with 5 yay, 0 nay and abstained

- Approve [January] Cash Flow Report.

Motion to approve by: Jessica

Second by: Danielle

Discussion:

Motion passed unanimously with 5 yay, nay and abstained

- Review and Approve [January] Financials.

Motion to approve by: Jessica

Second by: Danielle

Discussion: improvements in the food service area, roughly 4000 in cash calendar fund raiser

Motion passed unanimously with 5 yay, 0 nay and abstained

9. Directors Report

- [Review Environmental Education Literacy Progress](#) - We continue to offer our Fulfilled Classes which integrate our EE literacy goals within the weekly curriculum. This year, we are also

focused on integrating these indicators into our everyday classes. Here are some ways this is being accomplished:

- Upper elementary novel studies centered around environmental topics (Wild Robot, 2 Degrees)
- Nature mindfulness/sit spots on Fridays
- Hammock hotel reading
- SOAR classes - outdoor recreation and wellness
- Mystery science lessons
- Como Zoo Residency Program
- Hydroponic gardening
- MN Go Wild for Fruits and Veggies Program
- Tree survey
- Farm to School Programming
- Nature art projects
- Review WBWF Goal Progress
- Review Renewal Evaluation from OW (*italicized are ones already addressed*)
 - Update teacher evaluation
 - *Parent Advisory Council will meet May 9th*
 - *Update enrollment packet*
 - *Update LIEP to better match our school*
 - *School board training and onboarding packets*
 - Update the following policies this spring: Public Data Access Policy • Data Subject Rights and Access Policy • *Nepotism Policy* • Admission Policies & Procedures
 - Add the following policies this spring: *Whistleblower, eLearning Day Plan, Library Materials Policy*, Records Retention (more detailed)
 - *Restructure GHES Building Company due to conflicts of interest*
 - *Adopt administrative qualifications for Student and Instructional Support and SPED Director positions*
- Update on Minnewaska Collaboration

10. New Business

- Approve termination of Aimee Thompson, Vice Chair, due to failure to meet training requirements timeline.

Motion to approve by: Jessica

Second by: Jesse

Discussion:

Motion passed unanimously with 5 yay, 0 nay and abstained

- Nominate and elect a new Vice Chair.

Motion to approve by: Jessica

Second by: Danielle

Discussion: Colter nominated

Motion passed unanimously with 5 yay, 0 nay and abstained

- Approve IRS Form 990.

Motion to approve by: Jessica

Second by: Kristi

Discussion:

Motion passed unanimously with 5 yay, 0 nay and abstained

- Review and approve changes to WBWF Annual Report for 2023-2024 school year.

Motion to approve by: Jessica

Second by: Ashley

Discussion: The following was updated: Teacher years of experience and in area of field, Educational Effectiveness, Assessment, & Evaluation, Acknowledging to survey both parents and students each year (already one), PD of administrators

Motion passed unanimously with 5 yay, 0 nay and abstained
- Approve donation from GHES PTO for \$250 for food costs for Neon Nights and \$288 for color day run powder.

Motion to approve by: Danielle

Second by: Jesse

Discussion: These donations will support our community activities to engage families and build positive relationships.

Motion passed unanimously with 5 yay, 0 nay and abstained
- Review and approve eLearning Day Plan. We will utilize 4 traditional snow days before issuing elearning.

Motion to approve by: Danielle

Second by: Jesse

Discussion: While this had been in place, GHES needed to formulate and adopt a formal plan.

Motion passed unanimously with 5 yay, 0 nay and abstained
- Review and approve updated 421 Nepotism Policy.

Motion to approve by: Jessica

Second by: Danielle

Discussion: Reviewed previous evaluations of related family members

Motion passed unanimously with 5 yay, 0 nay and abstained
- Review and approve 426 Whistleblower Policy.

Motion to approve by: Jessica

Second by: Jesse

Discussion:

Motion passed unanimously with 5 yay, 0 nay and abstained
- Renew Annual Support Agreement between GHES and XS Consulting.

Motion to approve by: Jesse

Second by: Kristi

Discussion: Our current agreement has a monthly rate of \$875.00 per month for August through May and \$437.00 per month for June and July. After reviewing the account, the proposal for the next 12 months is to leave those rates unchanged.

Motion passed unanimously with 5 yay, 0 nay and abstained
- Accept Great Start Compensation Support Payments for child care(\$2261.25) and preschool (\$2013.75) for the month of December.

Motion to approve by: Danielle

Second by: Ashley

Discussion:

Motion passed unanimously with 5 yay, nay and abstained

- Approve hire of Kierra Wilmes for the position or part-time summer child care teacher.

Motion to approve by: Jesse

Second by: Kristi

Discussion: Working Fridays

Motion passed unanimously with 5 yay, 0 nay and abstained

- Approve updated Language Instruction Educational Program Plan.

Motion to approve by: Kristi

Second by: Jessica

Discussion: Elements of the LIEP that contained middle and high school components were removed. We also discussed that if GHES can't hire an EL teacher, the title teacher on staff will apply for an out-of-field permission.

Motion passed unanimously with 5 yay, 0 nay and abstained

- Approve job qualifications for Student and Instructional Coach and Special Education Director positions.

Motion to approve by: Jesse

Second by: Jessica

Discussion: With this approval, all administrative positions have qualifications identified.

Motion passed unanimously with 5 yay, 0 nay and abstained

- Approve contract with Jane Conlin for deaf and hard of hearing services.

Motion to approve by: Danielle

Second by: Jessica

Discussion: This is a necessary service for a kindergarten student's IEP.

Motion passed unanimously with 5 yay, 0 nay and abstained

- Review Principal Self-Assessment and Student Goals Progress.

Motion to approve by: Kristi

Second by: Danielle

Discussion: Jodee continues to work through LETRs training alongside K-3 teachers. 70% of students show growth in K-3 is how progress is measured. According to winter data, 82% of students in K-3 have shown growth. Improved areas in HR with staff handbook.

Motion passed unanimously with 5 yay, 0 nay and abstained

11. Motion to Adjourn at 7:01 p.m.

Motion to approve by: Jesse

Second by: Danielle

Discussion:

Motion passed unanimously with 5 yay, 0 and abstained

Next Regular board meeting date is Monday, March 17th at 5:30pm.