

INDEPENDENT SCHOOL DISTRICT #181  
BRAINERD PUBLIC SCHOOLS

Minutes for Regular School Board Meeting  
MEETING AGENDA

**Monday, February 22, 2021**

**6:00 p.m.** at Washington  
Educational Services Building  
804 Oak Street, Brainerd

**1. Call the meeting to order and roll call:**

Members present either via in person or internet: Bob Nystrom, Tom Haglin, Ruth Nelson, Charles Black Lance, Kevin Boyles, and Jana Shogren

Others present either via in person or internet: Superintendent Larson, Tim Murtha, Heidi Hahn, Cori Reynolds, Sarah Porisch, Angie Bennett, Angie Hamilton, Erin Karlgaard, Emma True, Reid Thiesse, Marci Lord, Damien Williams, Scott Whittemore, Kyle Walters, Justin Maanning, and Mark Needham

**2. Pledge of Allegiance:** The Pledge of Allegiance was recited.

**3. Announcement by Chair Nystrom:**

- A. Due to the current federal and state emergency declarations, the Minnesota directive to residents to stay at home, and guidance about limiting person-to-person contact due to the COVID-19 pandemic, this meeting of the Brainerd School Board is being conducted in accordance with Minnesota Statutes 13D.021— Meetings by Telephone or Other Electronic Means. Persons may monitor this meeting from a remote location by watching on YouTube live. This meeting is being recorded. Access to the recording will be made available on the school district's website as soon as is reasonably possible.

**4. Approval of the agenda as amended:**

*Moved by Director Shogren, second by Director Black Lance to approve the amended agenda as amended. Carried unanimously on a roll call vote.*

**5. District Recognitions:**

- A. February 22-26, 2021 is Minnesota's School Board Recognition. Thank you to Charles Black Lance, Kevin Boyles, Tom Haglin, Ruth Nelson, Bob Nystrom, and Jana Shogren for their dedicated service and continued commitment to strive for an equitable education at Brainerd Public Schools. **Thank you for all you do!**
- B. Governor Waltz has declared next week, February 21-27, is Bus Driver Appreciation Week. This year has been like no other to really appreciate the need for our Bus Drivers. Without them, many students would have no means of transportation to and from school, not to mention the commitment to deliver the much-needed food that served so many families through this pandemic. We truly appreciate each and every one of them! Please take some extra time this next week and give them a BIG THANK YOU!!

- C. The Brainerd Knowledge Bowl teams competed at the second meet of the year and once again walked away with first, second, and third place. Their competition this time included over 28 teams from Crosby Ironton, Little Falls, Long Prairie-Grey Eagle, Nevis, Pine River-Backus, Royalton, Wadena-Deer Creek, and Pillager. Our three teams scored 55 points, 51.5 points, and 48.5 points with Little Falls taking 4th place with 47.5 total points. They have been informed that four teams will be advancing to State from our region.
6. **Public Input:** If a member of the public would like to address the board during our public input time, chairs will be made available in the hallway for the public to wait until called upon to address the board. The public will not be allowed to stay in the boardroom for the entire meeting. Comments will be limited to three minutes, face coverings must be worn, and the board will not address the topic discussed at that time.

*There was no public input.*

7. **Approval of Minutes:**

A. Regular Board Meeting – February 8, 2021

*Moved by Director Nelson, second by Director Haglin to approve the minutes from the regular School Board meeting held on February 8, 2021 as presented. Carried unanimously on a roll call vote.*

B. Revised Regular Board Meeting - January 25, 2021 - #14 as indicated in red.

*Moved by Director Haglin, second by Director Nelson to approve the amended minutes from the regular School Board meeting held on January 25, 2021 as presented. Carried unanimously on a roll call vote.*

8. **Consent calendar and presentation of additional bills for payment:** Hiring's are approved pending negotiated contracts/agreements and a district approved /acceptable background check.

*Moved by Director Black Lance, second by Director Shogren to approve the consent calendar as presented. Carried unanimously on a roll call vote.*

A. Staff Changes/Leaves

Certified New Hires

**Melissa Drake-Hannah** - LTS Teacher, Lowell, Effective 4/1/2021

**Tessa Schultz** - LTS Art Teacher, BLC & BHS, Effective 4/1/2021

**Julia Stevens** - LTS Teacher, Garfield, Effective 12/23/2021

**Julia Stevens** - LTS Teacher, Garfield, Effective 3/22/2021

Non-Certified New Hires

**Samantha Bailey** - Part-time Interpreter, District-wide, Effective 2/22/2021

**KayeLee Caplinger** - LTS Special Ed Paraprofessional, Effective 2/17/2021

**Eric Charpentier** - Assistant Alpine Ski Coach, BHS, Effective 1/29/2021

**Trevor Courneya** - Event Worker, BHS, Effective 1/14/2021

**Jon Hoffman** - 5th & 6th Grade Boys Basketball Ass't Coach, Effective 2/22/2021

**David Lembcke** - Special Ed Paraprofessional, Transportation, Effective 2/11/2021

**Eric Malone** - Event Worker, BHS, Effective 1/12/2021  
**Angela Orsburn** - Event Worker, BHS, Effective 1/14/2021  
**Britt Orton** - LTS Special Ed Paraprofessional, Effective 4/1/2021  
**Briana Rademacher** - Behavior Mgmt Specialist, FMS, Effective 2/22/2021  
**Ellen Thomes** - 7th Grade Girls Head Basketball Coach, Effective 11/9/2020

Separations

**Shane Barclay** - Food Service, FMS, Effective 2/2/2021  
**Connie Christensen** - Building Secretary, BLC, Effective 6/30/2021  
**MacKenzie Holst** - Fun'N'Friends, Child Care Program Ass't, Effective 2/11/2021  
**Pauline Jacobs** - LTS Sped Paraprofessional, Effective 2/16/2021 (never started)  
**Steve Pelkey** - JH Ass't Swim Coach, FMS, Effective 2/12/2021  
**Rose Town** - COTA, PBEC, Effective 5/31/2021

B. Gifts & Grants Approval - Gift were received from Riverside PTO, Casey's General Store, Box Tops for Education, and Kiwanis Club of Baxter.

C. Ratify Payment of Bills

9. **Presentation:**

**COVID-19 Update:** Angie Hamilton, Erin Karlgaard (Lowell Elementary Teacher), Emma True (BHS Student), and Laine Larson

Superintendent Larson informed the board that as of February 17, 2021, Governor Walz was recommending all MN schools move to distance or hybrid learning at the secondary level. She noted that the Brainerd School District is ahead of the state and the recommendations that were made during the presentation. Those recommendations include the physical distancing three feet or more with early learning and elementary students. Six feet physical distancing when feasible with middle and high school students, otherwise three feet should be maintained. When staff are providing direct services extra precautions should be in place, including a barrier between the student and staff, and maintain appropriate space with traffic flow throughout school buildings. Decisions should not be made with county level data alone, the school level COVID-19 transmission data, staff capacities and etc. need to be considered.

Currently we have two student positives and thirty-two students quarantined, one classroom is in quarantine, until next week. Currently, no student athletes are in quarantine and on-site saliva testing for school personnel continues every two weeks. The district continues to work closely with Essentia, Guidepoint, Crow Wing County public health and MDE to help ensure school district personnel, who want to be vaccinated, are getting appointments.

Post vaccination quarantine guidance from CDC and MDH indicate that school staff will not need to quarantine with close contact if the exposure occurred 14 days after vaccination series was completed, 90 days of their final dose, and they do not have any symptoms. We are continuing to recommend wearing a mask, social distance, wash your hands, avoid large gatherings and stay home if sick.

Erin Karlgaard, Lowell 3rd Grade Teacher, informed the board that she believes staff has really grown a lot in the past year. Last spring staff were thrown into a learning model

that they had never done before but staff really learned to adopt. When distance learning and hybrid learning were the planned models for this fall, staff began planning and correcting inefficiencies. At Lowell Elementary teachers continued to keep their schedules the same. Students were in Google classrooms all day like a normal day. Attendance was important to take everyday and they saw students learning. Erin thanked the families for all their help, knowing how much effort it took from everyone. Having students back in person is the best and staff is thankful for the community's help in lowering the numbers.

Emma True, BHS Senior and Student Council President, believes that everyone has done the best they could during the pandemic. The internet's accessibility was a challenge with some students but everyone was learning as much as they could. Distance learning did give students freedom but they lost the socialization. Students stated that they didn't like sitting on Google classroom and then having to do the homework. They would have preferred to just get the homework and work on it. Members of the student council were at school everyday last week to help students. They saw smiles and excitement at being back. Many were late to class due to the new loop that has been created due to construction. Emma stated as seniors they really appreciate having everyone back and creating some kind of normalcy again.

**Native American Literacy Update:** Erin Karlgaard, Lowell Elementary Teacher, informed the board that as part of her masters work she wanted to develop more resources for students to be exposed to different histories. She wants to infuse authentic Native American culture and history into our classrooms. She created ways to build curricula and built on well-rounded and robust instruction. Erin began meeting with the American Indian Parent Advisory Committee and created "buckets" based on their responses. Erin identified and purchased materials that addressed the topics and ideas discussed.

#### **New Business:**

**Presentation: Blueprint 181 Project Update:** Damien Williams, Scott Whittemore, Kyle Walters, Justin Maanning, Mark Needham, and Reid Thiesse.

**Brainerd High School -** Scott Whittemore informed the board that area two has the Terrazzo flooring finishing up. Auditorium has work finishing up on the theatrical equipment, and last of the sheetrock, rock work, railing and staining. 80% of the high school workforce is working in the auditorium. Area ten (pool) started the precast work after losing time due to the severe cold weather and broken crane. Area six, the interior curtain wall, is complete and the mechanical finishes will begin. Area eight is finished for now, but work will continue once the CTE wing opens up into this area. In area seven the north wall is set and concrete will be going in.

**South Campus -** The budget has been updated because of the generous donation received from Sourcewell in the amount of \$5.2 million dollars allowing us to increase the scope of work for this project. The updated budget of \$15,774,823 includes additional Design / Program Management Costs of \$360,000 for the South Campus Level IV Remodel. Bid letters have been received and include as follows: Construction \$12,702,218, Contingency \$450,000, Design / Program Mgmt Fee \$1,680,000, General Conditions \$343,577, Reimbursables \$426,420, Furniture and Equipment \$130,000, Asbestos Abatement \$42,608. The second set of bid recommendations are for Mechanical and Roofing \$4,403,900.

**Warrior Early Learning Center** - The B-wing punch list has been completed. Working on completing the finishes in the large motor room and center hub area. The mechanical and electrical systems are working and the final cleaning has started.

**Garfield Elementary** - Completing the Phase II schedule and procurement of materials. The gym expansion drawings have been sent out for pricing.

**Lowell Elementary** - Demolition work continues in the lower level, working on the saw cutting and underground plumbing in the music room. Concrete is scheduled for the end of the week.

**Riverside Elementary** - Have met with the City of Brainerd and Fire Department to review the early access of the area. Procurement of materials continues along with coordination of contractors.

10. **Approve the revised budget for the South Campus Level IV remodel, not to exceed \$15,774,823.00 as presented.** (The board will request consultants, contractors and district administration to find as many financial efficiencies as possible). The bids came in over budget as originally proposed and Directors would like to make sure consultants, contractors, and district administration look for as many financial efficiencies as possible. Discussion included the uniqueness of this building and needs of this student population. Other projects did come in under budget and this will use some of those dollars and will maintain the original \$7.00 per average household.

*Moved by Director Nelson, second by Director Shogren to approve the revised budget for the South Campus Level IV remodel, not to exceed \$15,774,823.00 as presented. Carried on a roll call vote with 5 in favor and Director Haglin opposed.*

11. **Approval to award the apparent low bids for the South Campus Level IV Project for work scopes 01, 02, 04, 06, 07, 08, and 09 for the total amount of \$9,056,591.78, to the identified contractors as recommended in the bid package recommendation letter from the construction manager, authorizing Superintendent to execute the final contracts as presented:**

*Moved by Director Nelson, second by Director Black Lance to award the apparent low bids for the South Campus Level IV Project for work scopes 01, 02, 04, 06, 07, 08 and 09 for the total amount of \$9,056,591.78, to the identified contractors as recommended in the bid package recommendation letter from the construction manager, authorizing Superintendent to execute the final contracts as presented. Carried on a roll call vote with 5 in favor and Director Haglin opposed.*

12. **Approval to award the apparent low bids for the South Campus Level IV Project for work scopes 03 and 05 for the total amount of \$4,403,900.00, to Thelen Heating and Roofing Inc., as recommended in the bid package recommendation letter from the construction manager, authorizing Superintendent to execute the final contracts as presented:**

*Moved by Director Shogren, second by Director Boyles to award the apparent low bids for the South Campus Level IV Project for work scopes 03 and 05 for the total amount of*

*\$4,403.900.00, to Thelen Heating and Roofing Inc., as recommended in the bid package recommendation letter from the construction manager; authorizing Superintendent to execute the final contracts as presented. Carried on a roll call vote with 5 in favor and Director Haglin abstained due to conflict of interest.*

**Presentation: American Indian Parent Advisory Committee (AIPAC) Concurrence Vote:** Govinda Budrow and Amanda Small presented the Annual Compliance Documentation from MDE Office of Indian Education. Their presentation included the resolution vote of non-concurrence. The AIPAC recommendations for this year include (1) Structured and meaningful collaboration between the district and AIPAC. (2) Data for context on achievement gaps. (3) Professional development for faculty and staff. (4) MDE self-assessment rubric. (5) Native american education staff addition (6) Policy updates. The AIPAC plays an advisory role in the use of American Indian Education Grant funding throughout our school district.

**13. Acknowledgement of the American Indian Parent Advisory Committee District Annual Compliance Documentation and resolution vote as presented:**

*Moved by Director Shogren, second by Director Nelson to approve the acknowledgement of the AIPAC recommendations and that the board has been educated about the whole process with the compliance and that we understand that the district has the responsibility to respond in sixty days to the annual compliance documentation and resolution vote as non-concurrence as presented. Carried unanimously on a roll call vote.*

**Presentation: Overview of School Calendars:** Laine Larson and Tim Murtha informed the board that several meetings have been held looking at the next calendars and discussing how the district plans for professional development, mental health, social/emotional, learning recovery, special education, and equity. The biggest changes are two new district inservice days, and no more snow days being built into the calendar due to distance/E-learning days. These two calendars are a return to the more conventional calendar and continue to maintain more required student contact days than required by the State. A memorandum of understanding will need to be signed by Education Minnesota Brainerd due to the change in number of instructional days because of contract language.

**14. Approval of the 2021-2022 and 2022-2023 school calendars as presented:**

*Moved by Director Nelson, second by Director Black Lance to approve the 2021-2022 and 2022-2023 school calendars as presented. Carried unanimously on a roll call vote.*

**15. Approval of MSBA #300 Series Policies #301, #302, #304, #305, #306 for the three year review as presented:**

*Moved by Director Haglin, second by Director Shogren to approve the MSBA #300 Series Policies #301, #302, #304, #305, #306 for the three year review as presented. Carried unanimously on a roll call vote.*

**Presentation: Naming of the Performing Arts Center (PAC) Task Force Option Review:** Cori Reynolds reminded the board of the process that was used. 154 individual submissions were made and upon removing the duplicates there were 54 remaining names. Some of the values used in determining the name was (1) inclusive of the kind of art, (2) simpler is better, (3) specific to

the area, (4) avoiding any confusion with the CLC venue. The three final names being brought forward are: Brainerd Lakes Center for the Arts; Brainerd Lakes Area Center for the Arts; and Brainerd Lakes Center for the Performing Arts. Discussion included who was on the committee.

**16. Approve the name of the existing Performing Arts Center as \_\_\_\_\_.**

*No motion made - therefore, the item was tabled - Board will consider the name recommendations and get input from constituents. They will bring a/the name(s) forward at the next school board meeting for consideration and/or approval.*

**17. Informational:**

- A. Equity Task Force Update - Charles Black Lance informed the board that the task met last week and there is a lot of passion within the group. He explained that he thought it was the most effective meeting thus far. The task force continues to work through the process and discuss the overall direction. The overall makeup of the task force was discussed and as we grow how do we measure this.
- B. Curriculum Report - No report.
- C. Business Services Report – Marci Lord informed the board that the general fund is consistent with last year. The food service fund payroll is similar as last year, fund four is down in all areas, and debt services will have minimal expenses moving forward.
- D. Superintendent's Report – No additional items to report.

**18. Future Meetings:**

|                   |                                                        |
|-------------------|--------------------------------------------------------|
| February 22, 2021 | Regular School Board Meeting @ 6:00 p.m.               |
| February 24, 2021 | Region V Day at the Capitol @ 8:00 a.m.                |
| March 1, 2021     | BPSF Board Meeting @ 3:00 p.m. - (Virtual)             |
| March 2, 2021     | Project Oversight Team Meeting @ 8:00 a.m.- (Virtual ) |
| March 8, 2021     | Regular School Board Meeting @ 6:00 p.m.               |
| March 22, 2021    | Optional Tour of Nisswa Elementary @ 4:30 p.m.         |
|                   | Regular School Board Meeting @ 6:00 p.m                |
| April 2, 2021     | Good Friday - District Offices Closed                  |

**19. Other Business:** None

- 20. Closed Meeting:** This meeting will be closed pursuant to Minnesota Statutes section 13D.05, subdivision 3(b) for confidential discussion with legal counsel regarding pending litigation:

*Moved by Director Nelson, second by Director Haglin to move into closed meeting pursuant to Minnesota Statutes section 13D.05, subdivision 3(b) for confidential discussion with legal counsel regarding pending litigation. Carried unanimously on a roll call vote.*

- 21.** The Board moved into closed session at 8:27 p.m., in the Boardroom of the Washington Educational Services Building.

22. The Board reconvened the public meeting at 9:04 p.m., in the Boardroom of the Washington Educational Services Building.
23. *Moved by Director Haglin, second by Director Black Lance to adjourn the meeting. Carried unanimously.*
24. Adjourned at 9:04 p.m.

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Charles Black Lance, Clerk  
Janet Horn, Recording Secretary