

INDEPENDENT SCHOOL DISTRICT #181
BRAINERD PUBLIC SCHOOLS

Regular School Board
Virtual Meeting - MINUTES
Monday, December 14, 2020
6:00 p.m.

1. Call the meeting to order and roll call:

Members present via the internet were: Tom Haglin, Ruth Nelson, Charles Black Lance, Sue Kern, Reed Campbell, and Bob Nystrom

Others present via the internet were: Superintendent Larson, Angela Bennett, Amy Jordan, Angela Hamilton, Cori Reynolds, Heidi Hahn, Jana Shogren, Justin Maaninga, Kevin Boyles, Marci Lord, Reid Thiesse, Ryan Schultz, Justin Barnhart, Scott Whittemore, Tim Murtha, Val Peterson, Damien Williams, Andrea Rusk, Mike Angland and Mary Reedy.

2. Announcement by Chair Haglin:

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.

3. Approval of the agenda as presented:

Moved by Director Campbell, second by Director Kern to approve the agenda as presented. Carried unanimously.

- 4. Public Hearing for Truth and Taxation for 2020 Payable 2021 Tax Levy:** Marci Lord, Director of Business Services, presented an overview of the Truth and Taxation information. Marci informed the Board of Education that this is for property taxes 2020, payable 2021, with the revenue being recognized by the district in fiscal year 2022. Ms. Lord reviewed the Minnesota State law requirements, outlined the requirements and detailed the district's budget and financial information explaining the impact of the funding formulas set by the state have not kept up with inflation. The total proposed school levy increase for 2021 is \$893,642 or 3.8% or a total amount of \$24,582,206.79. Reasons for the increase include the debt service fund, which is a result of the voter approved referendum. This is the annual required payments on bonds and this will maintain a level tax rate and minimize interest costs along with the debt service funds or long term facility maintenance.

- 5. Public Input via communications@isd181.org on Truth and Taxation for 2020 Payable 2021 Tax Levy:** Cori Reynolds informed the board that there were no public comments received through the communications email.

6. **Approval of Resolution for the Final Certified Tax Levy for Taxes 2020 Payable 2021:**

Resolution:

Approval of the Final Certified Tax Levy for 2020 Taxes Payable in 2021.

Whereas, Pursuant to Minnesota Statutes the School Board of Independent School District No. 181 Brainerd, Minnesota, is authorized to make the following proposed tax levies for general purposes:

General	10,315,341.34
Community Service	542,172.57
General Debt Service	11,207,493.59
OPEB Debt Service	2,517,199.29

Total Proposed Tax Levy 24,582,206.79

Now therefore, be it resolved by the School Board of Independent School District No. 181 Brainerd, Minnesota, that the amount to be levied in 2020 and collected in 2021 is set at \$24,582,206.79.

Moved by Director Nystrom, second by Director Nelson to approve the resolution for the final certified tax levy for 2020 taxes payable in 2021 as presented. Carried unanimously on a roll call vote with all six members voting in favor.

Recognitions:

- **FOR THE DIFFERENCE YOU HAVE MADE FOR OUR STUDENTS, STAFF AND SCHOOL DISTRICT WHILE SERVING ON THE BOARD OF EDUCATION - WE EXTEND A HEARTFELT THANK YOU TO REED CAMPBELL AND SUSAN KERN FOR YOUR UNENDING DEDICATION TO STUDENTS AND LEARNING!! From the big fixes to the little messes and everything in between, you were there for us and we appreciate it all! Best wishes and thank you, Sue and Reed!!**
- Thank you to Chair Tom Haglin for his leadership as board chair, during a difficult and unprecedented year. Thank you for your support and leadership.
- BHS would like to thank Pequot Tool and Manufacturing for their generous gift of time and product to the BHS Decoy Design program. Jason Kruchten and Jon Georges donated the metal fins for take home kits so students could continue their work to create fishing decoys. Approximately 90 sets of fins were manufactured and donated to our program.
- BHS would like to thank the Brainerd Service League for a generous gift of \$2200.00 to our students in need program! Over 45 students and their families are the recipients of this gift and will enjoy gifts of food/grocery, gas, and clothing for the holiday season.
- BHS would like to thank Neighborhood National Bank for delivering treat bags to all staff at BHS in October!

- Thank you to Central Lakes College for donating a manual paper cutting machine to help create books made by our Artists Books students at BHS.

7. **Public Input via communications@isd181.org**

Cori Reynolds informed the board that eight comments have been received regarding the scoreboard for the new BHS pool. These comments will be reviewed at the next project oversight team meeting on January 5, 2021. Comments were from: Michelle Tatge, Becky Wirtz, Ryan Rosenwald, Stacy Deason & family, Chris Olson, Wade Haapajoki, Steve & Alissa Kuepers, and Jessamyn Foley.

8. **Approval of Minutes:**

A. *Moved by Director Nelson, second by Director Kern to approve the minutes from the Special School Board meeting held on November 30, 2020 as presented. Carried unanimously on a roll call vote with all six members voting in favor.*

9. **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 Campbell, second by Director Kern to approve the consent calendar as presented. Carried unanimously on a roll call vote with all six members voting in favor.

A. Staff Changes / Leaves

Certified New Hires

Jessie Shepherd - Sophomore Class Cabinet Advisor, BHS, Effective 10/7/2020

New Non-certified Hires

Chad Frink - Event Worker, BHS, Effective 8/17/2020

Matt Fischer - Event Worker, BHS, Effective 12/3/2020

Meaghan Northburg - Special Ed Paraprofessional, Transportation, Effective 10/1/2020

Nicholas Schneider - Assistant JH Nordic Ski Coach, FMS, Effective 12/21/2020

William Schultz - .5 Assistant JH Nordic Ski Coach, FMS, Effective 12/21/2020

Kib Wiedell - Custodian, BHS, Effective 10/20/2020

Separations

Christine Paumen - Food Service, Baxter, Effective 12/15/2020

Kathy Quackenbush - Substitute Teacher, District wide, Effective 12/01/2020

Hannah True - Youth Enrichment & Bus Aide, Community Ed & Transportation, Effective 10/13/2020

Jessica Turner - ABE Teacher, Community Ed, Effective 12/31/2020

B. Gifts / Grants - Gifts were received from the Bayley Family, Nisswa American Legion, Dorcas Community Center, Costco Warehouse, Inc., and Members Cooperative Credit Union.

10. **Presentations:**

COVID-19 Update: Angie Hamilton, Covid Coordinator, informed the board that the district continues to use the same data points for decision making purposes. The Crow Wing County numbers continue to decline and are projected to be reported around 110.56 for 10,000 as of December 5, 2020. This is the third week that we are seeing a decline in the number of positive cases. Angie will continue to be in contact with the county, MDH, and MDE to determine when students could return to a hybrid learning model. Currently, we have approximately 30 staff and 20+ students in quarantine and roughly 12 staff and 10 students who have tested positive since the last board meeting. The numbers are not guaranteed to be accurate due to the lack of information being received from staff and families due to distant learning.

Angie informed the board that there is a new self testing site at Central Lakes College this week. Participants will self administer their own nasal swab. Appointments are strongly recommended.

Superintendent Larson will be sending out her bi-monthly letter to the school community this week and will include information on the county case information, positive case rates, and the effects quarantines are having on the district.

11. **New Business:**

Presentation: Blueprint 181 Project Update: Damien Williams, Scott Whittemore, and Mike Angland.

BHS - Area Two work continues with flooring and finishes and it was noted that some fixtures were damaged during shipping. The auditorium has concrete ongoing, theatrical equipment and framing of walls has started. Area 10 (pool area) has footings and foundation work ongoing. It was noted that 2100 yards of clay was removed from the site and there is a possibility that more will need to be removed. Area 6 brick finishes have started. Area Eight the Terrazzo floors are done and hydronic piping for the pool is going in. Area Seven is finishing up with sheetrock and rough in work for the FACS labs.

A-wing project - Mike Angland explained the design detail of the academic wing at BHS. The changes include the opening up of the corridors, which will help with air circulation, some of the classrooms have increased in size and common areas have been created. Director Kern requested that a stairwell be considered in the south side of this block.

South Campus - Brainerd City Council approved the conditional use permit and construction documents are being reviewed. The board reviewed the complete renovation plans for the building. The project is tracking on budget and schedule. The MNDopli review will be after the first of the year. The bid opening is scheduled for January 21, 2020 at 2:00 p.m.

New Baxter Elementary - Punchlist should be completed by the end of the month and commissioning of HVAC continues.

Nisswa Elementary - Punchlist should be completed by the end of the month and commissioning of HVAC continues.

Warrior Early Learning Center - Exterior framing and paneling and drywall continues, masonry work is finishing up, and still planning to complete on schedule.

Harrison Elementary - Punchlist should be completed by the end of the month and commissioning of HVAC continues.

Garfield Elementary - Phase 1 punchlist should be completed by the end of the month and commissioning of HVAC continues. Phase 2 will begin on the first of the year.

Lowell Elementary - Casework, grills, diffusers, registers and Terrazzo floors are being installed in the administrative area. Gym equipment installation is being completed.

Riverside Elementary - Planning for summer 2021 continues

Director Nelson requested to have building tours again in January.

1. Approval of the preliminary design for the Brainerd High School Academic Wing (A-wing) and move into Schematic Design for Blueprint 181 as presented.

Moved by Director Nystrom, second by Director Campbell to approve the preliminary design for the Brainerd High School Academic Wing (A-wing) and move into Schematic Design for the Blueprint 181 project as presented. Carried unanimously on a roll call vote with all six members voting in favor.

2. Approve the Construction Documents for South Campus at Brainerd High School (building is future Lincoln Educational Center, Transitions Plus, and STARS Program) and authorize construction managers to solicit bids as per Blueprint 181.

Moved by Director Nystrom, seconded by Director Black Lance to approve the construction documents for South Campus at Brainerd High School (building is future Lincoln Educational Center, Transitions Plus, and STARS Program) and authorize construction managers to solicit bids as per Blueprint 181 as presented. Carried unanimously on a roll call vote with all six members voting in favor.

Presentation: World's Best Workforce Plan (WBWF) - Tim Murtha, Director of Teaching and Learning, informed the board that the World's Best Workforce legislation is the starting point for the district's continuous improvement work. This boils down to 5 different goals set in different areas for the district. (1) All students ready for school (2) All students in third grade achieving grade level literacy (3) Close the achievement gap between student groups (4) All students are career and college ready by graduation (5) all student graduate in four years.

With the inability to collect MCA results last spring along with other summative assessment tools and a one year delay in collecting graduation results we have no data to present. We are required by law to present the information but there is no information to present at this time, so the solution is to roll the goals over for next year as presented.

3. Approval of the Resolution for the adoption of the ISD#181 2020-2021 World's Best Workforce Plan as presented.

Moved by Director Nelson, second by Director Black Lance to approve the resolution for the adoption of the ISD #181 2020-2021 World's Best Workforce Plan, combined integration and achievement plan, as presented. Carried unanimously on a roll call vote with all six members voting in favor.

4. Approval of the second amendment to the Pupil Transportation Services Agreement between Reichert Enterprises, Inc. and ISD #181 as presented.

Superintendent Larson informed the board that after a significant number of meetings with Reicherts an amendment has been agreed upon. Superintendent Larson explained the changes that have been agreed upon between Reicherts and the district. The amendment is suitable for both entities and is a fair compromise for both.

Transportation is still being used for special needs students, emergency care students, delivery of supplies and delivery of meals.

Moved by Director Campbell, second by Director Nystrom to approve the second amendment to the Pupil Transportation Services Agreement between Reichert Enterprises, Inc. and ISD #181, as presented. Carried unanimously on a roll call vote with all six members voting in favor.

5. Approval of resolution establishing combined polling places for multiple precincts and designating hours during which the polling places will remain open for voting for School District elections not held on the day of a statewide election as presented.

Superintendent Larson informed the board that this approval for establishing polling places for multiple precincts is an annual requirement due to changes to M.S. 205A.11, Subd. 2 requiring all School Districts using combined polling places for standalone elections to designate polling places for the combinations by December 31 of each year regardless of whether or not there is an election scheduled.

Moved by Director Nelson, second by Director Kern to approve the resolution establishing combined polling places for multiple precincts and designating hours during which the polling places will remain open for voting for School District elections not held on the day of a statewide election as presented. Carried unanimously on a roll call vote with all six members voting in favor.

6. Approval of the New Baxter Elementary School Stormwater Facilities Maintenance Agreement as presented.

Reid Thiesse, Director of Buildings and Grounds, informed the board that this agreement outlines the district's responsibilities in maintaining the required stormwater management pond at Baxter Elementary School. This is required by the City of Baxter and the Minnesota Pollution Control Agency.

Moved by Director Black Lance, second by Director Campbell to approve the New Baxter Elementary School stormwater facilities maintenance agreement as presented. Carried unanimously on a roll call vote with all six members voting in favor.

7. Approval of the Oscar Kristofferson Park Lease Agreement as presented.

Reid Thiesse, Director of Buildings and Grounds, informed the board that previous to this request there has not been any formal agreement between the City of Baxter and ISD 181 that outlines the city's use of ISD 181 property. This agreement puts together general responsibilities and secures the use of the facility for a set period of time.

Moved by Director Nystrom, second by Director Black Lance to approve the Oscar Kristofferson Park Lease Agreement as presented. Carried unanimously on a roll call vote with all six members voting in favor.

Presentation: 2019-2020 Annual Audit Report - Mary Reedy, CliftonLarsonAllen, LLC., informed the board that the business office staff did a wonderful job with everything being completed virtually. Mary reviewed with the board the required communications under generally accepted auditing standards, which included review of internal accounting controls and compliances. Mary explained that they conduct a risk-based audit approach that reviews larger transactions and discuss risk with staff. A summary of the financial statement show a “clean” financial statement and the information coming from the business office is reliable.

The 2019-20 General Fund ended better than originally projected. The unassigned fund balance increased by \$114,000 rather than decreasing by \$730,000 as originally projected. This was due to unexpected forfeited tax sales, donations, new charges for services that were not budgeted and savings due to distance learning. The Long Term Facility Maintenance (LTFM) fund balance decreased an additional \$900,000 due to the Blueprint181 projects. Operating capital increased an additional \$293,000 due buildings and grounds spending less than projected. The Food Service Fund ended with a \$303,000 deficit instead of \$50,000 excess due to the change to distance learning starting in March. A new legal compliance finding was bills were not paid within 35 days of receipt of invoice due to untimely submission to Business Services. Staff will be reminded that all receipts and invoices should be promptly submitted.

8. Approval of the 2019-2020 Annual Audit Report as presented by Mary Reedy.

Moved by Director Nelson, second by Director Campbell to approve the 2019-2020 annual audit report as presented. Carried unanimously on a roll call vote with all six members voting in favor.

12. **Informational**

- a. Brainerd Public Schools Foundation - Director Campbell reported that the board met virtually December 7th. The meeting focused around the “The Big Event - Hook, Line, and Sink”. He stated that everyone has done an amazing job planning. Grant applications are completed and there are some leftover funds that will be held over. The foundation board has voted to discontinue working on the Hall of Fame, so other options will need to be looked at. Director Nystrom will be replacing Director Campbell on the board.
- b. Business Services Report – Marci Lord, Director of Business Services, informed the board that student enrollment KG - Gr.12 is down 188 from the preliminary budget projections. The October financial statement was corrected and posted and there is

nothing to note. Ms. Lord stated that now that the audit is done she will begin building the 2021-2022 budget. The first revision for the 2020-2021 budget will be presented in January 2021. Marci also informed the board that 20,678 meals went out last week.

- c. Superintendent's Report – Superintendent Larson informed the board that her second bimonthly letter to the school community will be sent out this week. On December 22, 2020, there will be a small informal holiday open house in the hallway by the Superintendent's office for anyone who would like to stop by. The district offices will be closed over the holidays.

Laine thanked Directors Kern and Campbell for their dedication and commendable work over the years while serving on the School Board. They will be missed.

Director Campbell graciously thanked everyone and stated it will be bittersweet for him to be leaving his position after so many years to ISD 181. He is looking forward to spending time with family, the days ahead and the COVID-19 vaccination.

Director Kern also thanked everyone and has enjoyed her time on the board and is looking forward to getting the students back into school.

13. Future Meetings

December 14, 2020	Regular School Board Meeting @ 6:00 p.m - Virtual
Dec. 17 & 18, 2020	MSBA Phase II - Part II Workshops - Virtual
Dec. 24 & 25, 2020	District Offices Closed
December 31, 2020	District Offices Closed
January 1, 2021	District Offices Closed
January 5, 2021	Project Oversight Team Meeting @ 8:00 a.m. - Virtual
January 11, 2021	Organizational School Board Meeting @ 5:30 p.m.
January 11, 2021	Regular School Board Meeting @ 6:00 p.m.
January 14-15, 2021	MSBA Leadership Conference will be Virtual
January 21, 2021	South Campus Bid Opening @ 2:00 - WESB/Virtual
February 6, 2021	BPSF "The Big Event - Hook, Line, and Sinker" - Virtual

14. *Moved by Director Campbell, second by Director Kern to adjourn the meeting. Carried unanimously on a roll call vote with all six members voting in favor.*

Adjourned at 8:07 p.m.

Ruth Nelson, Clerk
Janet Horn, Recording Secretary