

**INDEPENDENT SCHOOL DISTRICT NO. 2311
CLEARBROOK-GONVICK
Clearbrook-Gonvick School
Monday, October 23, 2006
Regular Meeting**

The regular meeting was called to order at 7 p.m. by Chairman Pete Kjolhaug. Present were: Stanley Sundquist, Pete Kjolhaug, Wes Rogstad, Steve Wraa, Karen Gebhardt, Corey Petterson and Dean Shaver. Also present were Superintendent Lehse and Dean of Students Ostrom.

The meeting was called to order by Chairman Pete Kjolhaug at 7 p.m.

4. Motion Sundquist/Petterson to approve the agenda as amended (add 10j. Leave Request and 10k. Teacher of the Year.) MCU.

5. Motion Petterson/Rogstad to approve minutes of 9/18/06. MCU.

6. Motion Sundquist/Wraa to approve payment of bills in the amount of \$169,679.56 (voucher numbers 22507-22582 and check numbers 50392-50485). MCU.

7.a. Motion Petterson/Shaver to accept the Treasurer's Report for September 2006. MCU.

7.b. Dean of Students Report was presented.

7..c. Secondary Principal's Report was presented.

7.d. Superintendent Lehse presented her report. Positive Feedback included congratulations to the football and volleyball teams and coaches for a tremendous season, and thanks to JLG for donating 20 tickets to the game at the Alerus Center, to TEAM Industries for donating \$5712 to support the School Readiness Program, to the Red Lake Tribe for donating \$13,640 in JOM monies to Clearbrook-Gonvick School, to the Clearbrook and Gonvick Fire Departments for bringing the smoke house to school and for sponsoring the poster contest and to Judy McGraw and volunteers for a successful Book Fair where over \$700 was raised to purchase books for the school's reading program. The school will be getting an All Hazard Radio for emergency use. The district has been selected to participate in the US Department of Education Civil Rights Data Collection for 2006. The Alworth Memorial Scholarship Dinner in Duluth included an excellent speaker from Superior High School who talked about looking at student strengths and matching them to various jobs. This could be an effective project for homeroom. Conferences will be the evening of November 9 and the morning of November 10. Scheduled conferences with the homeroom teachers will be held with 7th and 8th graders, in addition to scheduled elementary conferences. Steve Ballard has been participating in the pro-e training offered through the State. This will included free software for 300 computers and is part of the STEM initiative (Science, Technology, Engineering, Math) in Minnesota. It will be a good complement to Project Lead the Way. The District Revenues and Expenditures report has been published on the website and also sent to the newspaper. The auditors will be here at the November meeting. The High School English Department is establishing an at-home reading program with a goal of having students read two hours per week at home. The elementary is setting up an Accelerated Reader program and will have quarterly recognition for students who meet their goals. Elementary paras have set up a

walking program for students during their recess and several students have earned their 25-mile token. The Rolling Plains Art Museum will be here October 27 through November 2 featuring Native American Art. It will be open to the public from 6 to 8 p.m. on Monday, October 30. Cider and cookies will be provided by the Indian Parent Committee. The Veterans Day program will be Thursday, November 9 at 2 p.m. Speakers will include Steve Booth, Harry Hutchens and Claire Rydeen. The event is being planned by the Gonvick American Legion and Auxiliary. The school will be starting paper recycling through the special ed department. A meeting was held with Dan Hecht from the County and they have provided collection buckets. Job descriptions have been revised using previous descriptions and the state job match system. Copies have been given to staff and input requested.

8.a. Motion Petterson/Wraa to approve the Consent Agenda and add Glen Trembath to the certified substitute list. MCU.

9a. Board to Board Agreements – None

9.b. Gonvick Property – Discussion about the Gonvick property. Karen Gebhardt, Stanley Sundquist and Dean Shaver, along with Superintendent Lehse, were appointed to serve on an ad hoc committee to meet with representatives from the Gonvick City Council.

9.c. Motion Sundquist/Shaver to hire Peggy Arluad as a part-time para at Step 1 at \$9.14 per hour. MCU.

9.d. Motion Wraa/Gebhardt to approve third reading and adoption of MSBA Policies. 103 COMPLAINTS – STUDENTS, EMPLOYEES, PARENTS, OTHER PERSONS

205 OPEN MEETINGS AND CLOSED MEETINGS

206 PUBLIC PARTICIPATION AT BOARD MEETINGS...

208 DEVELOPMENT, ADOPTION AND IMPLEMENTATION OF POLICIES

213 SCHOOL BOARD COMMITTEES

414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE

416 DRUG AND ALCOHOL TESTING (*all employees would be subject to testing*)

425 STAFF DEVELOPMENT (*change “twice a year” to “annually”*)

503 STUDENT ATTENDANCE (*make it consistent with truancy agreement*)

525 VIOLENCE PREVENTION

530 IMMUNIZATION REQUIREMENTS

601 SCHOOL CURRICULUM AND INSTRUCTION GOALS

602 ORGANIZATION OF SCHOOL CALENDAR AND SCHOOL DAY (*eliminate note regarding 240 day school calendar*)

606 TEXTBOOKS AND INSTRUCTIONAL MATERIALS

607 ORGANIZATION OF GRADE LEVELS (*identify groupings as elementary – grades K-6 and secondary grades 7-12*)

608 INSTRUCTIONAL SERVICES – SPECIAL EDUCATION

611 HOME SCHOOLING

612.1 DEVELOPMENT OF PARENTAL INVOLVEMENT POLICIES FOR TITLE I PROGRAMS

613 GRADUATION REQUIREMENTS (*use Option 3 – eliminate Options 1 and 2*)

615 BASIC STANDARDS TESTING

616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY (*insert curriculum review cycle; state that the Graduation Standards Implementation Committee will be comprised of the Advisory Committee; use August 1 as the date by which the Committee will meet.*)

617 SCHOOL DISTRICT ENSURANCE OF PREPARATORY AND HIGH SCHOOL STANDARDS (*drop this policy since it is no longer required*)

618 ASSESSMENT OF STANDARD ACHIEVEMENT (*drop this policy since it is no longer required*)

619 ON-LINE LEARNING OPTIONS

707 TRANSPORTATION OF PUBLIC SCHOOL STUDENTS

709 STUDENT TRANSPORTATION SAFETY POLICY (*delete language about the transportation safety committee*)

801 EQUAL ACCESS TO SCHOOL FACILITIES (*use our current form*)

802 DISPOSITION OF OBSOLETE EQUIPMENT AND MATERIAL

202 SCHOOL BOARD OFFICERS

423 EMPLOYEE-STUDENT RELATIONSHIPS

520 STUDENT SURVEYS

524 INTERNET ACCEPTABLE USE AND SAFETY POLICY

603 CURRICULUM DEVELOPMENT

605 ALTERNATIVE PROGRAMS

609 RELIGION

610 FIELD TRIPS

620 CREDIT FOR LEARNING

In addition, the second reading of policy from Clearwater County Attorney's Office:

413.b. STUDENT ASSAULT POLICY

MCU.

Motion Wraa/Gebhardt to approve handbook revisions Item 1 for this year (require home schooled students to meet the same eligibility requirements for extra-curricular activities as district students) and Item 2 for the handbook for next year (require homecoming attendants and class officers to be students in good standing and not have any chemical violations). MCU.

10.a. Coaches – Motion Sundquist/Rogstad to approve winter coaches – Jeff Ostrom Head Boys BB \$3950, Chris Westrum Asst Boys BB \$2500, Jacob Melby 8th Boys BB \$1600, Casey Kroulik 7th Boys BB \$1200; Ross Faldet Head Girls BB \$3950, Bob Westrum Asst Girls BB \$2500, Rochy Eck 8th Girls BB \$1600, Jim Lupke 7th Girls BB \$1200 (if sufficient numbers). MCU.

10.b. Motion Petterson/Gebhardt to adopt a Resolution Approving Cooperative Sponsorship Agreement with Red Lake County Central for a joint high school wrestling program. Voting yes: Rogstad, Wraa, Shaver, Petterson, Gebhardt, Sundquist and Kjolhaug. Voting against: none. Resolution adopted.

10.c. Motion Rogstad/Petterson to approve Agreement with the Clearbrook Police Department and authorize Mrs. Lehse and Mr. Burgess to be the designated contacts. MCU.

10.d. Motion Rogstad/Wraa to approve Agreement with Clearwater Health Services. MCU.

10.e. 21st Century Grant – Motion Rogstad/Shaver to pursue 21st Century Grant opportunity including working with the Clearwaters Life Center. MCU.

10.f. Motion Rogstad/Wraa to purchase a shed from Fosston Schools for \$976.50. MCU.

10.g. Motion Sundquist/Shaver to authorize Superintendent to bid on the handicapped-accessible van owned by Clearwater County. MCU. Corey Petterson and Dean Shaver will assist.

10.h. Safety Issues – Motion Petterson/Rogstad to accept quotes from Wiebolt Electric for \$1325 for installing a switch and Fargo Glass and Paint for \$875 for locks. MCU.

10.i. Next Meeting – The next meeting to certify the election will be Monday, November 13 at 7 p.m.

10.j. Motion Wraa/Rogstad to approve leave of absence request from Sheri Burnette for up to one year with a 30-day notification of returning. This will not establish a precedent. MCU.

10.k. Teacher of the Year – Information was distributed on Teacher of the Year.

9.e. Superintendent Evaluation Summary – The Chair presented a summary of the evaluation conducted at the September meeting.

Motion Wraa/Shaver to adjourn at 9:05 p.m. MCU.

SUPERINTENDENT EVALUATION SUMMARY REPORT – October 23, 2006

At the September 18 regular school board meeting, a discussion was held in regard to eight professional standards that superintendents need to address. All board members completed the superintendent evaluation form with a numeric rating system for each of the standards, which were then averaged for a final performance indicator and summary rating. Comments were then provided by board members and superintendent. The following is a summary of the discussion.

In the areas of leadership, Mrs. Lehse provides good leadership qualities with vision to develop educational opportunities whenever possible. She also has a strong interest in developing multicultural educational opportunities.

Mrs. Lehse has an understanding of public school governance and management and makes a concerted effort to incorporate that with local community needs and desires. An area for improvement would be working with the board by discussing board expectations as new members are elected, as well as what to communicate and not to communicate according to the boards' needs and desires.

Communciations are probably the most important role of the superintendent whether with school board, staff or community as a whole. Stronger communciation is desired with the public and staff. A student school paper and a parent advisory board might be steps in that direction.

We are in the process of improving our use of test data to help formulate plans for improving the education process Mrs. Lehse does a very good job with a limited budget and exhibits excellent fiscal management. Mrs. Lehse might delegate more duties to staff and thereby provide additional employee ownership to their jobs and the school district.

Curriculum planning and development is difficult for board members to assess without being involved in it directly. The school district is currently on a curriculum rotation and needs to involve all necessary and appropriate staff in the decision-making process. Mrs. Lehse has done a good job involving the staff in this process through the Modern Red SchoolHouse.

Mrs. Lehse is on top of best practices in the classroom and very open to implementation to improve student performance. We as a district need to be able to then evaluate best practices and change our instructional strategies accordingly. Our district does a good job gathering the data but could improve upon the utilization of that data.

We are in the process of evaluating all school district staff, including school board, and to develop methods to improve performance. Accountability is an area that needs strengthening.

Mrs. Lehse does an excellent job as a role model, involving herself in school and community activities, by incorporating programs that allow us to raise our level of performance and raising our educational standards and values.