

## LANCASTER SCHOOL BOARD PROCEEDINGS

The Lancaster School Board met in regular session on Wednesday, December 20, 2023, at 7:00 p.m. in the Supt. Office. The following members were present: James Diamond, Lacey Lupien, Matt Nordin, Justin Peterson, Jim Scalese, and Brittany Swenson. Also present were Superintendent Nicole Thompson, Dean of Students/Activities Director Mark Bernstrom, Teacher Rep. Laura Reese, Kittson County Enterprise reporter Anna Jauhola, and Mendy Coffield.

Chairperson Diamond called the meeting to order and took roll call.

The Pledge of Allegiance was recited by those in attendance.

On a motion by Peterson, second by Scalese the agenda was approved as presented.

Visitor Comments were received via a letter from Caylie Nicholson regarding substitute and paraprofessional pay. A letter of support was also received from Tiffany Sjostrand on Nicholson's behalf. Board Chair Diamond stated that the long-term substitute pay issue is part of the Teacher Master Agreement. This is currently being negotiated with the Negotiations Team/Personnel Committee and once the contract is settled, Nicholson's letter will be addressed.

On a motion by Nordin, second by Scalese, the consent agenda was approved as presented. Items included:

\*The minutes of the November 28, 2023, regular meeting was approved.

\*Electronic Funds Transfers (EFTs) in the amount of \$101,915.93.

\*Payroll EFTs in the amount of \$129,247.72.

\*Credit Card EFTs in the amount of \$8,402.21.

\*Monthly bills for the regular and the activity account in the amount of \$67,457.99.

Check numbers 42794-42835.

\*The Budget Comparison and Treasurer's reports were reviewed.

On a motion by Peterson, second by Swenson, and carried: Be It Resolved, that the Board of Education of Independent School District 356, approves the Truth In Taxation information as presented by Supt. Thompson.

On a motion by Peterson, second by Swenson, and carried: Be It Resolved, that the Board of Education of Independent School District 356, certifies the taxes payable in 2024 as follows:

	<b>Taxes Payable</b>
General	\$ 857,844.93
Community Service	\$ 10,940.92
<b>Total</b>	<b>\$ 868,785.85</b>

The new Earned Sick and Safe Time (ESST) goes into effect January 1, 2024. Each position has been evaluated and the only new ESST leave that needs to be extended will be to substitutes. The required ESST notice was distributed in December to all employees, posted in the lounge, and also is available online.

On a motion by Lupien, second by Nordin, and carried: Be It Resolved, that the Board of Education of Independent School District 356, approves the sick leave donations for Tracy Klegstad, Lisa Lamberson, and Vada Gatheridge as presented.

On a motion by Nordin, second by Peterson, and carried: Be It Resolved, that the Board of Education of Independent School District 356, adopts the final budget for the 23/24 school year as follows:

	<b>Expenditures</b>	<b>Revenues</b>
01-General	\$ 4,029,032	\$ 4,093,283
02-Food Service	\$ 285,383	\$ 285,383
04-Community Education	\$ 114,515	\$ 114,515
<b>Total 01,02,04 Fund Budget:</b>	<b>\$ 4,428,930</b>	<b>\$ 4,493,181</b>
<b>Funds 01-04 Surplus:</b>	<b>\$64,251</b>	

Student Activity Fund	\$ 70,930	\$ 91,825
<b>Overall Total:</b>	<b>\$ 4,499,860</b>	<b>\$ 4,585,006</b>
<b>Overall Net:</b>	<b>\$ 85,146</b>	

On a motion by Peterson, second by Scalese, and carried: Be It Resolved, that the Board of Education of Independent School District 356, approves the use of the current signature plate until the new Officer's signatures are ready for use.

On a motion by Nordin, second by Swenson, and carried: Be It Resolved, that the Board of Education of Independent School District 356, designates The Kittson County Courthouse as the combined polling place for 2024.

On a motion by Diamond, second by Peterson, and carried: Be It Resolved, that the Board of Education of Independent School District 356, calls for bids to replace the main electric boiler located in the original building. Anticipated installation: TBD.

On a motion by Peterson, second by Scalese, and carried: Be It Resolved, that the Board of Education of Independent School District 356, approves amending the Lancaster School District #356 Seniority List for the current year to remove Tier I Teachers as they are not eligible for a continuing contract, or to be placed on the Seniority List.

On a motion by Nordin, second by Scalese, WHEREAS, the financial condition of the school district dictates that the school board must reduce expenditures immediately, and WHEREAS, there has been a reduction in student enrollment, and WHEREAS, this reduction in expenditure and decrease in student enrollment must include discontinuance of positions and discontinuance or curtailment of programs, and WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave without pay or fringe benefits in effecting discontinuance of positions, Be It Resolved, that the Board of Education of Independent School District 356, as follows:

That the School board hereby directs the Superintendent of Schools and administration

to consider the discontinuance of programs or positions, to effectuate economies in the school district and reduce expenditures, and, as a result of a reduction in enrollment, make recommendations to the school board for the discontinuance of programs, curtailment of programs, and discontinuance of positions or curtailment of positions.

The following voted in favor of: James Diamond, Lacey Lupien, Matt Nordin, Justin Peterson, Jim Scalese, and Brittany Swenson

The following voted against the same: None.

Whereupon said resolution was declared duly passed and adopted.

On a motion by Peterson, second by Scalese, and carried: Be It Resolved, that the Board of Education of Independent School District 356, accepts the resignation of Catie Jerome as KCC Varsity Girls' Track Coach effective immediately.

On a motion by Nordin, second by Swenson, and carried: Be It Resolved, that the Board of Education of Independent School District 356, approves the final reading of Wellness Policy #533, Triennial Assessment, Food Service Standards of Conduct, Food Service Procurement Procedures for Milk, Bread and Food, as presented by Wellness Coordinator Coffield.

On a motion by Nordin, second by Lupien, and carried: Be It Resolved, that the Board of Education of Independent School District 356, approves the single reading of Policies: #507 Corporal Punishment and Prone Restraint, #515 Protection and Privacy of Pupil Records Form, and #620 Credit for Learning, as presented by Supt. Thompson.

Dean of Students / AD Bernstrom presented his report:

a. Bernstrom commended the staff on how everyone works together and helps out where needed.

b. The Winter Concert went very well. Great job to everyone for their work!

c. The Robotics Team consists of two team members this year. They are doing well.

d. Senior High Knowledge Bowl has been practicing a few times a week and will start their Meets in January.

e. The Battle of the Classes will be held this Friday for high school. The kahoot/classroom portion will take place before lunch with the activities then happening 6th-8th hour.

f. The Colonial Speaker presentation for grades 4-6 went very well and was very interactive.

g. FCCLA & the Rome Trip members have had two Family Movie Nights in December. Popcorn, bake sales, gift wrapping, hot chocolate and meal all took place besides the movie.

h. Hoops for Heart went great for grades 2-6 last week.

i. Winter Sports are well underway.

j. Elementary Basketball has added additional practice days each week.

k. Basketballs gave been cleaned up and organized for all sports.

Superintendent Thompson presented her report:

a. We will continue to advertise for Paraprofessionals. We could use two full-time people. We currently have regular subs and some college students in the building assisting us.

b. Laura McNeill has received approval to teach College in the High School for College Algebra. She will start this spring with her Pre-Calc class.

On a motion by Peterson, second by Swenson, and carried: Be It Resolved, that the Board of Education of Independent School District 356, approves Laura McNeill as a UMN Crookston College in the High School (CIHS) Instructor.

c. The World's Best Work Force Report was presented for approval.

On a motion by Scalese, second by Nordin, and carried: Be It Resolved, that the Board of Education of Independent School District 356, approves the World's Best Workforce as presented by Supt. Thompson.

d. A memorandum from Southwest Minnesota State College was presented for approval. If any SWSC students want to student teach at Lancaster School, they will now be able to.

On a motion by Nordin, second by Swenson, and carried: Be It Resolved, that the Board of Education of Independent School District 356, approves the Southwest Minnesota State Colleges and Universities Memorandum of Agreement as presented.

e. MREA voting information was given to Diamond to complete online.

f. Ballots for the Region 1 Joint Powers Election were distributed.

g. The MSBA Convention is January 11th-12th. The group will depart around 11am on the 10th.

h. The next meeting is scheduled for January 17th at 7:00pm.

Diamond adjourned the meeting at 7:54 p.m.

James Diamond, Chairperson

Lacey Lupien, Clerk

## LANCASTER SCHOOL BOARD PROCEEDINGS

The Lancaster School Board met in special session on Wednesday, January 24, 2024, at 6:15 p.m. in the Supt. Office. The following members were present: James Diamond, Lacey Lupien, Matt Nordin, Justin Peterson, Jim Scalese, and Brittany Swenson. Also present were Superintendent Nicole Thompson, Dean of Students/Activities Director Mark Bernstrom, and Mendy Coffield.

Chairperson Diamond called the meeting to order and took roll call.

On a motion by Peterson, second by Scalese the agenda was approved as presented.

Chairperson Diamond turned the meeting over to Supt. Thompson who proceeded to review the Strategic Plan priorities. Discussion was held.

Diamond adjourned the meeting at 8:17 p.m.

James Diamond, Chairperson

Lacey Lupien, Clerk

**(February 7, 2024)**