

**OFFICIAL MINUTES OF REGULAR SCHOOL BOARD MEETING OF INDEPENDENT SCHOOL DISTRICT #2137 – Monday, June 20, 2022.**

**Please Note:** Due to COVID-19, the board chair and superintendent will conduct teleconferencing with the remaining five (5) board members to mitigate exposure to COVID-19. Minnesota School Boards Association provided the following guidance (<http://www.mnmsba.org/COVID-19/MeetingsByConferenceCall>):

On Friday, March 13, Gov. Walz issued Executive Order 20-01, which declared a peacetime state of emergency pursuant to his powers under Minnesota Statutes Chapter 12: Emergency Management. This step allows school boards to meet by conference call or other electronic means under [Minnesota Statutes 13D.021](#).

The following conditions must be met for the board to meet by conference call:

1. The “presiding officer, chief legal counsel, or chief administrative officer” of the school board “determines that an in-person meeting...is not practical or prudent because of a health pandemic or an officially-declared emergency”;
2. All school board members can hear one another and hear all discussion;
3. The public present at the regular meeting location can hear all discussion and all votes, unless attendance at the regular meeting location is not feasible due to the health pandemic or emergency declaration;
4. At least one member of the school board, chief legal counsel, or chief administrative officer is physically present at the regular meeting location, unless unfeasible due to the health pandemic or emergency declaration; and
5. All votes are recorded by roll call ([Minnesota Statutes 13D.021](#)).

Note that items three and four have a disclaimer for a health pandemic.

Kingsland Public Schools adopted a resolution on Monday, April 6, 2020 allowing the school board to meet by conference (teleconference) call.

**CALL TO ORDER:** Board Chair Jackie Horsman called the meeting to order at 6:02 p.m.

**ROLL CALL:**

**Members Present:** Jackie Horsman, Board Chair; Cindy Seabright, Clerk; Maranda Emig, Member; Pam Freet, Member

**Absent:** Kyle Rader, Vice Chair; Natasha Howard, Treasurer

**Other:** Gary Kuphal, Interim Superintendent; Scott Klavetter, Elementary Principal; Amber Uhlenhake, Payroll Manager (via Zoom); Julie Schreiber, Business Manager; Laurie Hendrickson, Teacher/A.D.

**Guests:** None.

**PLEDGE OF ALLEGIANCE:** Recited

**ANY ADDITIONS TO THE AGENDA?** None.

**THANK YOU AND RECOGNITIONS:** None.

**CONSENT AGENDA**

**Board Agenda:** As presented.

**Review Meeting Minutes:** Review workshop board meeting minutes from June 6, 2022.

**Policy Adoption - First Reading (Scheduled):** 202, 203, 203.1, 203.2, 203.5

**Annual Policy Review - Second Reading (Scheduled):** 410, 413/form, 414/form, 415, 506/form, 514, 522/form, 524/form, 616, 806/form.

### **Staff Updates**

Hires: Dana Beer – part-time SACC Assistant; Isaiah Minnich – HS Phy Ed Teacher; Ben Marcom – Floating Teacher; Tanna Farnsworth – Sped Para – rescinding resignation

Resignations: Resignations: Peggy Swenson – Media Para (Retirement); Ben Hansen – HS Science Teacher

Leaves: None.

Motion made by Maranda to approve Consent Agenda; seconded by Pam. Motion carried 4-0.

### **REPORTS (Updates Only):**

**Buildings and Grounds:** Scott reported June 30 will be Jason's last day; a replacement is still being sought.

**Activities Director:** Laurie reported that she's started receiving donations to cover the cost of the HUDL software.

**Superintendent:** Gary thanked the Board & Kingsland for the opportunity to work for the district and this was his time attending a Board meeting as Interim Superintendent. He suggested adding language to Policy 202 regarding the responsibilities of the Board Chair.

**OLD BUSINESS:** None.

### **NEW BUSINESS:**

**First Reading of 22-23 Handbooks:** Scott & Gary went over the Staff and PK-12 Student Handbooks.

- Student Handbook:
  - Excused absence reasons will reflect board approved attendance policy. Gary said, regarding Unexcused Absences: Activities and Student Handbooks list consequences for Unexcused Absences which differ from the policy; should also include 503 policy language: "not allowed to participate if they have a UA".
  - Possible consolidation of Tech, Activities, and Student handbook so there is one(1) handbook instead of three(3).
  - Dress Code. Hats are listed in the policy but jackets, sunglasses, & hoods were not.
  - Removing section regarding headlice in favor of following Fillmore County Public Health guidelines. Jackie suggested having FCPH's document available to parents as guidance.
- Staff Handbook: removing items that don't pertain to staff for alignment.

**Policy 430 Rehiring of Former Full-Time Employees:** Gary checked with SMS, MSBA, SSC, they suggested rescinding the policy; affects retired employees most. Amber said it would be up to board to keep, but to keep in mind the financial implications of doing so. Gary suggested having something in writing to negate effects. A Board directed procedure (not policy) to handle any hirings and/or limiting them; A return date could be added to the employee termination letter. Practice would spell out guidance to administration when hiring back. Scott said administration can't override board policy but can act within procedure. Motion made by Maranda to approve; seconded by Cindy. Motion carried 4-0.

**Set Lunch Prices:** Recommendation is 10 cent increase for student breakfast & lunch. Milk & juice increase 10 cents. Adult breakfast will increase to \$2.65, and lunch will increase to \$4.60 to meet state guidelines. Motion made by Pam to approve; seconded by Cindy. Motion carried 4-0.

**Approve Write-Offs for SACC accounts:** Total amount is \$1,672.09. Motion made by Pam to approve; seconded by Maranda. Motion carried 4-0.

**MSHSL Membership Renewal:** Motion made by Maranda to approve; seconded by Pam. Motion carried 4-0.

**Resignation of Jason Thompson, Building & Grounds Director:** Motion made by Maranda to approve; seconded by Pam. Motion carried 4-0.

**Community Open House/Informational Meeting:** Bruce Klaehn from SSC can provide a presentation, but will it be cost-effective? Low attendance from community during prior events. Jackie shared Kyle's suggestion of having the event off-site. Preference of dates: July 20 (1st), July 28 (2nd) July 27 (3rd), pending Bruce's availability.

**Resignation of Charlie Emig, Part-time SACC Assistant:** Vote by roll call: Pam – aye, Cindy – aye, Maranda – abstain, Jackie – aye. Motion carried 3-0.

**Approve 22-23 Preliminary Budget:** Amber gave an explanation of the budget. MDE requires approval by June 30 for the following fiscal year. Motion made by Maranda to approve; seconded by Pam. Motion carried 4-0.

**ANNOUNCEMENTS AND MEETING DATES:**

Next Work Session - Monday, July 18, 2022 – 6:00 PM - KES Conference Room/Zoom

Next Regular Board Meeting – Wednesday, July 6, 2022 - 6:00 PM - KES Conference Room/Zoom.

**ADJOURNMENT:**

Pam made a motion to adjourn the meeting; seconded by Cindy. Motion carried by a 4-0 vote. The meeting adjourned at 7:41 p.m.

Submitted electronically,  
Jill Ramaker, Administrative Assistant  
Thursday, June 23, 2022, at 10:15 a.m.