

Tri-County School District ISD #2358

Board of Education Meeting

March 15, 2023 6:30 p.m.

Tri-County School Library



PRELIMINARY AGENDA for the regular meeting of the Board of Education to be held in the School Library at the Tri-County School site in Karlstad on Wednesday, March 15, 2023 at 6:30 p.m.

Auditing Committee: Karrah Oliver and Denise Sollund at (6:00 P.M.).

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. SETTING THE AGENDA
- 4.1 RECOMMENDATION TO ADD ITEMS TO THE AGENDA BY BOARD MEMBERS OR SCHOOL ADMINISTRATION
- 4.2. APPROVAL OF THE AGENDA
5. WE ARE PROUD
6. ACTION ON PREVIOUS BOARD MEETING MINUTES:
 - 6.1 APPROVAL OF FEBRUARY 15, 2023 REGULAR SCHOOL BOARD MEETING
7. BUSINESS SERVICES
 - 7.1 Approval to pay claims
8. VISITORS
9. OLD BUSINESS
 - 9.1 Review and Approval of 2023-2024 School Calendar option(s)
10. NEW BUSINESS
 - 10.1 Notice of Intent to Negotiate submitted by classified staff
 - 10.2 Reclassification of non-licensed Union to attain program supervisor positions and/or confidential employee status
 - 10.3 Approval to hire Head Baseball Coach
11. REPORTS AND COMMUNICATION:
 - 11.1 Board:
 - 11.1.1
 - 11.2 Superintendent:
 - 11.2.1 Purchase of Playground Equipment within existing budget(s) for summer 2023 installation
 - 11.2.2 Advertising efforts for staffing in 2022-2023 and moving forward to 2023-2024 include:
 - K-12 Music/Vocal Teacher - 1st Grade Teacher
 - Bus Driver - 4th Grade Teacher at *Tier I* licensure level
 - Para (Title I) - H.S. Social Studies in *Out of Field* placement licensure level
 - 11.2.3 The 2023 MN Legislative session and its impact on PreK-12 Public Education
 - 11.3 Principal:
 - 11.3.1 To be determined
12. ADJOURN

1. CALL TO ORDER:

2. ROLL CALL:

Board Members Present:

Board Members Absent:

Others Present:

3. PLEDGE OF ALLEGIANCE:

4. SETTING THE AGENDA:

4.1 Recommendation to add items to the Agenda by Board Members or School Administration

4.2 Suggested Board Action: Motion by _____ and seconded by _____ to approve the agenda of the March 15, 2023 Regular Board meeting as presented / amended.

5. WE ARE PROUD...

5.1 We are proud of Emily Barth for being selected to play in the Concordia Honor Band Festival which is being held April 14-16th. The Concordia honor band draws students from three states and the conductors are nationally renowned. Emily has been very busy this year. She auditioned and was chosen to play in the UND Honor band in January, and also just completed an audition for All-State Band which, in itself, is an accomplishment. She will find out if she is selected for the Minnesota All-State band at the end of April. She also takes online, weekly, private lessons on her French horn through MacPhail College in Minneapolis. Emily has worked very hard and that hard work and dedication to doing her very best work has really paid off.

6. ACTION ON PREVIOUS MINUTES:

6.1 Suggested Board Action: Motion by _____ and seconded by _____ to approve the minutes of the February 15, 2023 Regular Board Meeting.



Tri-County School District ISD #2358

Board of Education Meeting

February 15, 2023, 7:30 PM Tri-County School Library
Karlstad MN

The meeting was called to order by Chairperson Burkel at 6:30 PM and a quorum was determined. The Pledge of Allegiance was recited.

Members present were Burkel, Hanson, Koland, Murray, Oliver, Olson and Sollund, as well as Interim Superintendent Guggisberg.

Setting the Agenda:

Recommendation to add items to the Agenda by Board Members or School Administration

Suggested Board Action: Motion by member Hanson and seconded by member Oliver to approve the agenda of the February 15, 2023, Regular Board meeting as presented. UC

WE ARE PROUD...

Congratulations to FCCLA members for their performance at the area mid-winter STAR Event competition at the end of January. To advance to the State level, members must earn a gold or a silver rating at the area level. All competitors advanced in their events!

- Isabel Pearson will compete again with her Hospitality, Tourism and Recreation project. - Ada Pearson, Katie Clark and Brynlee Reese will compete at State with their Interior Design project. - Josephine Wade will go to State in the category of Job Interview.

- Rachel Levenhagen and Gracie Boen will compete with their project in Focus on Children. - Hailey Bothum, Harleigh Chapin and Greta Rominski moved forward with their project, also in Focus on Children. Congratulations, FCCLA! The FCCLA Advisor is Justina Pietruszewski.

Keegan Krantz and I are proud of the 2022 - 2023 Subsection 31 Champions, the cast of the one act contest play, "I Remember." Cast members include Seniors, Jaxon Klegstad and Jadith Andrade; Junior, Ella Kasprowicz; Sophomores, Lydia Hanson, Josephine Wade, Rachel Levenhagen, Ari Kuznia, Max Severson, and Marianna Folland; 8th graders, Jaxon Melcher and Braelyn Gonshorowski; and 7th grader, Eli Klegstad.

This cast was composed of hard-working individuals who diligently endured a challenging script and early morning practices, while also being receptive to feedback from their directors. The cast also put in long days while balancing other activities, jobs, and responsibilities. This whole group was very deserving of a Subsection title and more. We were very proud of how our cast competed at Section competition, where they held their own against older casts, larger schools, and just overall, great competition. A special thank you goes out to our dedicated Seniors, Jaxon Klegstad and Jadith Andrade. We thank you for your hard work and leadership. You will be missed next year!

February is School Board Recognition Month

School Board members throughout the State have the most important volunteer jobs and face some of the most difficult challenges in elected American government. All Board members are ordinary citizens with extraordinary dedication towards governing our public schools.

A Board member's "job" is to establish a vision for the education program, design a structure to achieve that vision with available resources, ensure schools are accountable to the community and advocate for continuous improvement in student learning. That job entails an endless string of meetings and school functions to attend, reams of reports, agendas, proposals, and other information to read and study; and a host of difficult decisions to make.

School Board members wear a collective hat when they get down to the business of leading their school district. Board members must pull together as a team toward a common goal – helping students achieve. Though they may individually disagree on certain issues, their role as a board is to consistently strive toward that goal. Board members collectively contribute hundreds of hours each year as decision-makers of their school. Whether it be developing school policies, hiring administrators, listening to staff and student concerns or recognizing outstanding programs, board members always keep their eyes on the goal of improving student programming and achievement. The time spent in board meetings represent a fraction of the hours school board members spend towards leading their school district. They also attend seminars and training sessions to keep abreast of the latest trends in educational leadership, are deeply involved in community activities and spend many hours in the schools at extracurricular events. Their passion for learning, and concern and caring for students, staff and community drives board members’ desire to lead so students can achieve.

Minnesota school board members are chosen by their communities through election or appointment to manage local schools. They oversee multi-million-dollar budgets which fund education programs for more than 825,000 students in approximately 2,000 schools. Their personnel decisions affect more than 52,000 teachers and thousands of administrators and support workers. *Source: MSBA*

Suggested Board Action: Motion by member Burkel and seconded by member Sollund to approve the minutes of the January 18, 2023, Regular Board Meeting.

See attached Bill register. February pay claims.

Fund Description	Total
01 General	\$88,749.33
02 Food Service	10,595.82
04 Community Service	756.33
21 Student Activities	2,850.53
Report Total	\$102,952.01

Suggested Board Action: Motion by member Koland and seconded by member Burkel to approve the February Pay Claims. UC

Old Business

School Bus purchase

The Board tabled a school bus purchase during its January 2023 Board meeting.

It is suggested the elements to be addressed prior to the purchase of a School Bus include:

- 1) Gasoline or Diesel engine.
- 2) Type C Bus passenger size (54 passenger or 71 passenger); and
- 3) Storage of Bus (winter storage)
 Bus Garage [consider extending the existing outer wall of the bus garage to accommodate extended bus sizes];
 [Red] Shed Storage; or
 Outside Storage with frost plug/ block/oil pan heater

Suggested Board Action: Continue with Tabling School Bus purchase, however, provide permission for the School Administration to seek an approximate cost quote from a local contractor to extend the existing bus garage and bring cost estimates back to the board for review and consideration.

Staffing in 2022-2023 and moving forward to 2023-2024 [to / may] include:

- K-12 Music/Vocal Teacher - 1st Grade Teacher
- Bus Driver - 4th Grade Teacher at *Tier I* licensure level
- Para (Title I) - H.S. Social Studies in *Out of Field* placement licensure level -

New Business

Renewal of Property & Liability [Cyber] Insurance includes a multi-factor authentication requirement

The District's current Property & Liability insurance carrier *Vaaler Insurance/Marsh & McLennan Agency* has an

insurance rider to protect the school against ransomware attacks. The district has been informed that in order to renew Property & Liability insurance effective July 1, 2023, the District must implement cyber security efforts including multi-factor authentication efforts for its domain. "Multi-factor authentication (MFA) is a critical security control to reduce risk across an enterprise. By ensuring that users not only use a password, but also a secure token, an organization can significantly reduce phishing attempts, credential stuffing attacks, and ransomware incidents. MFA should be enabled for email, VPN, and critical system access." *source: Vaaler Insurance, A Marsh & McLennan Agency*

Suggested Board Action: none requested – informational. District requirement to implement effective July 1, 2023 as a condition of renewing Property & Liability [Cyber] Insurance.

Request by Greenbush Middle River School District to form a MN State High School League Wrestling Cooperative with the Tri-County School District effective 2023-2024.

The Greenbush Middle River (GMR) Wrestling program has seen a decline in its participation, in part, because of the District's declining enrollment trend.

Participation in girls and boys wrestling will be across 13 weight divisions each beginning with the 2023-2024 season following approval of the Minnesota State High School League's Board of Directors. In recent years, the GRM wrestling program has not had enough participation in its program to "fill" an entire wrestling competition roster.

TCS Activities Director will report on a TCS student interest survey towards a desire to participate in wrestling.

Activities Director report to include:

- (a) Existing TCS sports cooperatives.
- (b) Process to form an athletic cooperative.
- (c) IF TCS participates in the B/GMR Wrestling Cooperative, participants to be responsible for their own transportation; and
- (d) Determining the School's cost-sharing of cooperative (per participant).

The Greenbush Middle River & Tri-County Athletic Directors have developed a plan to implement a cooperative agreement for Wrestling effective with the Fall 2023 school year.

The GMR and TCS Athletic Directors recommend approving a cooperative high school Wrestling Agreement with the [Badger] Greenbush Middle River School District. The GMR School District would be the sponsoring school district.

Suggested Board Action: If discussion leads to agreement...RESOLUTION TO FORM WRESTLING COOPERATIVE with [Badger] Greenbush middle River High School.

Suggested resolution: Member Koland introduced the following resolution and moved its adoption:

RESOLUTION APPROVING COOPERATIVE SPONSORSHIP AGREEMENT

WHEREAS, a proposed Agreement has been negotiated regarding the cooperative sponsorship of a joint high school Wrestling program between Tri-County and the [Badger] Greenbush Middle River School Districts.

NOW, THEREFORE BE IT RESOLVED by the School Board of Independent School District No. 2358, as follows:

1. The Cooperative Sponsorship Agreement be and hereby is approved.
2. That the Chairman and Clerk are hereby authorized to execute the Cooperative Sponsorship Agreement and to make the required application to the Board of Directors of the Minnesota State High School League.

The motion for the adoption of the foregoing resolution was duly seconded by.

Member Oliver and upon vote being taken thereon, the following voted in favor thereof: Oliver, Sollund, Olson, Hanson, Burkel, Murray and Koland.

And the following voted against the same: None.

Whereupon said resolution was declared duly passed.

Suggested Board Action:

Pursuant to due call and notice thereof,
a regular meeting of the School Board of
Independent School District No. 2358, Tri-County School District, Minnesota
was held on the 15th day of February 2023 at 7:30 p.m. for the purpose, in part, to

**APPROVE RESOLUTION FOR DESIGNATION OF AN IDENTIFIED OFFICIAL
WITH AUTHORITY FOR EDUCATION IDENTITY ACCESS MANAGEMENT**

The following Board members were present: Murray, Koland, Burkel, Hanson, Olson, Sollund, Oliver

and the following were absent: None.

Member Hanson introduced the following resolution and moved its adoption:

BE IT RESOLVED by the School Board of Independent School District No.2358, State of Minnesota, as follows:
Designation of an Identified Official with Authority for Education Identity Access Management The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

The Tri-County School Board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for its organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local educational agency or organization (the superintendent or exec. director) is designated as the IOwA. The IOwA will grant the IOwA Proxy role(s). Designation of the Identified Official with Authority for Education Identity and Access Management Organization Name: Tri-County School Board

6-Digit or 9-Digit Organization Number 2358-01

Superintendent or Exec. Director Name: Larry S. Guggisberg, ED.D.

Will act as the IOwA? Yes No

The above-mentioned resolution was seconded by Board Member Sollund and upon roll call vote; The

following voted in favor thereof: Oliver, Sollund, Olson, Hanson, Burkel, Murray, Koland and the following voting in opposition: None

Thereby the resolutions passed.

Board Approval for overnight student field trip sponsored by Polk, Kittson, Marshall (PKM) Power Company.

Suggested Board Action: Motion by member Hanson and seconded by member Burkel to approve a student overnight field trip sponsored by PKM Power Company, April 19-20, 2023. UC

Development of 2023-2024 School Calendar

Board Action: Review calendar options. Adoption in the March School Board meeting or other future Board meeting.

Note: MN Statute does not permit school (student days) to start before Labor Day which falls on the first Monday in September.

Date Holiday

September 4, 2023	Labor Day 2023
September 2, 2024	Labor Day 2024
September 1, 2025	Labor Day 2025
September 7, 2026	Labor Day 2026
September 6, 2027	Labor Day 2027
September 4, 2028	Labor Day 2028
September 3, 2029	Labor Day 2029
September 2, 2030	Labor Day 2030
September 1, 2031	Labor Day 2031
September 6, 2032	Labor Day 2032
September 5, 2033	Labor Day 2033

2023-2024 School Calendar option(s) to be attached.

REPORTS AND INFORMATION:

Board Report

Representatives of the Joint Powers Board – status of Superintendent search effort(s)

NEWS RELEASE

(LONE FINALIST)

FOR IMMEDIATE RELEASE:

Contact: Kurt Stenberg, GMRTC Joint Powers Chair

GMRTC Joint Powers Selects Superintendent

Karlstad, MN — At a special board meeting on February 13, 2023, the GMRTC Joint Powers Board voted to select Barb Muckenhirn as the next superintendent for the Greenbush-Middle River School District and the Tri-County School District. “Barb brings a wealth of experience as a school administrator in both small rural settings

and larger regional centers,” said Kurt Stenberg, Board Chair. “Her variety of successful experiences and her dedication to public education will be a real asset for our school districts. We look forward to working with her.” The Joint Powers Board will be conducting contract negotiations with Ms. Muckenhirn, and a contract is expected to be approved by the Board at a special board meeting later this week.

The pending start date for Barb will be July 1, 2023.

The next Joint Powers Meeting is Friday, Feb. 17, @ 6:00 pm in the Greenbush Library for the purpose of approving the contract.

School Board Training Opportunities through the MN School Boards Association

- Negotiations with employee groups
- Board Officer(s) Training

Report by Board representatives: A *Meet & Confer* session between Board representatives and TCS licensed staff representatives was held on Feb. 15, 2023, at 7:00 pm

Interim Superintendent’s Report:

Public schools strive for on-going development and progress of goals within [at least] six key areas:

- 1) curriculum, instruction and assessment;
- 2) personnel & policy
- 3) school community;
- 4) budget and finance;
- 5) facilities; and
- 6) safety and security.

Tri-County School Board Meeting Agenda(s) now and in the future will include all aspects within the above-mentioned categories.

Awareness to consider purchase of Playground Equipment [replacement] within existing budget(s)

\$30,000 in Long Term Facilities Maintenance Revenue in FY 23 (ending June 30, 2023)

\$36,000 in ESSER III Funds in FY 23

\$30,000 expected in Long Term Facilities Maintenance Revenue in FY 24 (starting July 1, 2023)

School Administrators and / or its representatives are seeking quotes for playground equipment options for Board consideration in a future meeting.

Inventory age of curriculum used in classroom(s)

Classroom teachers report curriculum materials are old / aging and are seeking up-dated curriculum School Administration suggests:

[a] an “inventory” of curriculum age and then prioritize replacement; and

[b] wait until 2023 MN Legislative session adjourns. Current legislation (if passed) may include new curriculum or graduation requirements.

The 2023 MN Legislative session and its impact on PreK-12 Public Education

Principal Report

February 17, 2023, Staff Development events and activities

Not long ago, the school reached the midpoint of the current school year. The school administration is already starting to make plans for the next (2023-2024) school year which include but are not limited to:

- Development of a 2023-2024 school calendar
- 2023-2024 High School student registration and Master Schedule
- Plan for staffing in 2023-2024 (based on enrollment and academic programming)

- Scheduling of activities and events in 2023-2024
- Creating 2023-2024 activity calendar
- Review of curriculum materials
- Kindergarten round-up in Spring 2023

Motion by member Oliver and seconded by Burkel to adjourn.

Next Joint Powers Board meeting is scheduled for February 17, 2023 @ 6:00 pm in the Greenbush Middle River School Library for the purpose of approving the Superintendent contract.

Next Regular Board meeting is scheduled for March 15, 2023, 6:30 pm in the Tri-County School Library.

Respectfully submitted by Mark Koland, Clerk _____

7. PAY CLAIMS:

See attached Bill register. The March pay claims.

7.1 Suggested Board Action: Motion by _____ and seconded by _____ to approve the March Pay Claims in the amount of \$98,276.93

**Tri-County Public Schools
Detail Payment Register By Check
Fund Summary**

Fund Description	Total
01 General	\$83,726.26
02 Food Service	\$12,231.94
04 Community Services	\$122.20
21 Student Activities	\$2,196.53
Report Total	\$98,276.93

8. VISITORS:

9. OLD BUSINESS:

9.1 Review and discussion of previously presented [Feb. 2023 Board meeting] 2023-2024 School Calendar option(s)

Suggested Board Action: Motion by _____ and seconded by _____ to approve Calendar option _____ for the 2023-2024 school year. If necessary, the school calendar may be amended at a later time.

Note: MN Statute does not permit school (student days) to start before Labor Day which falls on the first Monday in September.

<u>Date</u>	<u>Holiday</u>
September 4, 2023	Labor Day 2023 ▲
September 2, 2024	Labor Day 2024
September 1, 2025	Labor Day 2025
September 7, 2026	Labor Day 2026
September 6, 2027	Labor Day 2027
September 4, 2028	Labor Day 2028
September 3, 2029	Labor Day 2029
September 2, 2030	Labor Day 2030
September 1, 2031	Labor Day 2031
September 6, 2032	Labor Day 2032
September 5, 2033	Labor Day 2033

2023-2024 School Calendar option(s) to be attached

9. 2 Up-date on staffing in 2022-2023 and moving forward to 2023-2024 [to / may] include:

Position	Time Frame	Advertising effort(s)
K-12 Music/Vocal Teacher	2023-2024 School year	ED POST thru St. Cloud State University Northern Watch North Star News
Elementary Teacher(s)	2023-2024 School year	ED POST thru St. Cloud State University Northern Watch North Star News
Bus Driver	Immediately	Northern Watch North Star News
Substitute Teachers	Immediately	Northern Watch North Star News

- Para (Title I)
- H.S. Social Studies at *Out of Field* placement licensure level
- Business Education Teacher

10. NEW BUSINESS:

10.1 A *Notice of Intent to Negotiate* has been submitted by classified staff. The TCS District Office received notification from the Union [Minnesota School Employee Association (MSEA)] representing non-licensed school employees for their desire to negotiate a new Employment Agreement for the 2023-2024 & 2024-2025 School year. The MN School Boards Association is recommending schools wait for the 2023 MN Legislature to adjourn before entering negotiations. The basis for the recommendation is due to legislation introduced that specifically pertains to non-licensed staff. The MN Legislature is scheduled to adjourn on or before May 22, 2023.

10.2 Supt. Guggisberg will report to the Board his recommendation for Reclassification of up-to three (3) current non-licensed Union positions to attain program supervisor positions and/or confidential employee status.

10.3 Approval to hire Head Baseball Coach

Suggested Board Action: Motion by _____ and seconded by _____ to approve. Hunter Gullickson as the Head Baseball Coach.

11. REPORTS AND INFORMATION:

11.1 Board Report

- To be determined

11.2 Superintendent

11.2.1 During the February School Board meeting, it was reported to the Board an interest in moving forward to purchase Playground Equipment [replacement] within existing and already Board-approved budget(s):

\$30,000 in Long Term Facilities Maintenance Revenue in FY 23 (ending June 30, 2023)

\$36,000 in ESSER III Funds in FY 23

\$30,000 expected in Long Term Facilities Maintenance Revenue in FY 24 (starting July 1, 2023)

The equipment was ordered within budget. In-fact a remaining balance will be used to purchase safe-surface (wood shavings) to be placed on the ground at the base of the new playground equipment.

11.2.3 The 2023 MN Legislative session and its impact on PreK-12 Public Education

11.3 Principal Report

11.3.1 To-be-determined

12. ADJOURN:

Motion by _____ and seconded by _____ to adjourn.

Supt. Guggisberg will be out of the office on March 23, 2023 for routine medical appointment

Next Regular Board meeting is scheduled for April 19, 2023, 6:30 pm in the Tri-County School Library.

