

# Minutes of Regular Meeting

## The Board of Trustees Crosslake Community Schools

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A Regular Meeting of the Board of Trustees of Crosslake Community Schools was held Monday, February 11, 2019, beginning at 5:00 PM in the CCS Room 204.

1. Call Meeting to Order at 5:03 p.m.
2. Pledge of Allegiance
3. Roll Call and Establish a Quorum  
Mitch Swaggert, Mara Powers, Lisa Steffen, Beverly Loeffler, Lance Swanson, Todd Lyscio, Kysa Corbett (at 5:18 p.m.), Cheryl Cole, Erin Bornett (pineandlakes.com)
4. Additional Items  
Cleaning schedule review for next month  
Draft calendar  
Financial packet/minutes
5. Public Comment
6. Agenda  
Lisa Steffen motioned, Beverly Loeffler seconded; motion passes 6-0
  - A. Consent Agenda: Lori Scharenbroich (2 minutes)  
All items listed below are considered to be routine by the Crosslake Community School Board and will be acted upon by one motion; however, any board member may request that items on the Consent Agenda be removed from it for independent consideration. Any items so identified will be moved to the Action Item portion of the Agenda
    1. Minutes from 1/7/2019 Board meeting
    2. Finance - Meeting on 1/14/2019 and 2/11/2019
    3. Community Engagement Committee Meeting Notes
    4. Environmental Education Committee Meeting Notes
    5. Health and Wellness/Nutrition
    6. Personnel
    7. Other  
Beverly Loeffler motioned, Lisa Steffen seconded; motion passes 6-0
  - B. Board Training (10 minutes)
    1. Boardbook Discussion: Lori Scharenbroich (10 minutes)  
Lori Scharenbroich will lead a discussion on the features of Boardbook and we will have time to give feedback and ask questions.
  - C. Reports: (50 minutes)

1. EE Committee Report: Lance Swanson (5 minutes)  
Push to get composting going in larger quantities.
2. Curriculum Committee: Mara Powers (5 minutes)  
Math curriculum for next year; two different bids.

Discussion regarding changing resource company to help us with our curriculum. For 5-year cycles, money in the line is just maintenance in the last five years; Evening for Education provided the dollar piece. Primary did not purchase last year; does that mean primary doesn't look at Language Arts for 10 years?

1. What is the most effective way to determine allocation of funds? Start with a wishlist from the faculty, or a budget from the Board or Finance Committee? Consensus seems to be it is best to start with a budget.
2. What do we need to supplement with?
3. Then look at what we really need?

3. Director Report: Todd Lyscio (5 minutes)  
Enrollment: Current enrollment of 254; budgeted enrollment is 260  
(See attachment for details)  
Attendance: 96.6% for the month of January. Goal is 92% or higher  
  
Correction under enrollment at 263 as of 2/11/19; no winter graduation ceremony but five did graduate.

Other – cabin fever event received 2-3 applications; attendance was down; maybe sell buttons ahead of time (save a dollar); is this a Community Engagement event; how do we market; when do we market?

4. Finance Committee Report: Beverly Loeffler/Joe Aliperto (15 minutes)  
Budget Revisions (Joe Aliperto did not attend)  
Discussions regarding energy line; drop enrollment to 260 vs 264.
5. Academic Performance/Assessment Results: Bev Loeffler (5 minutes)  
STAR done; results were up; couple of students have been added to Title 1; not seeing some students as much. MCAs are in April.
6. Wellness Committee: Kathy Faust (5 minutes)  
No report.
7. Community Engagement Committee: Lisa Steffen (5 minutes)  
St. Patrick's day event; partnering with PTO; sell parking spaces for \$20 each; circle drive is for staff only; fundraiser will go to the playground; 11-1 is carnival in gym; rent a bouncy house; jenga game; popcorn; hot dogs and pizza; float in parade.
8. Marketing Committee: Lori Scharenbroich (5 minutes)  
Approved by Todd Lyscio to spend \$500 for a mailing to target enrollment.
9. Director Evaluation Committee: Lori Scharenbroich (5 minutes)  
Survey results will impact evaluation.

D. Information/Discussion Items: (45 minutes)

1. Parent/student/teacher survey: Kysa Corbett (10 minutes)
    - Student surveys can be done at any time;
    - Teacher can go any time;
    - Parents for conference week.

2 surveys – online and seat based program.  
 Question 9 was different; other questions make it easy to compare data.  
 Discussion regarding new parents’ questions; how did you hear about us? and why did you choose Crosslake Community School?  
 Before school/after school care; separate this question.  
 Give option to rank responses to questions..  
 Added rec sports; change Spanish question to world languages
  2. 2019-2020 School Year Calendar: Todd Lyscio (10 minutes)
    - Discussion regarding new calendar; staff in-service days; winter break days.
      - a. 2018-2019 Make-Up Days
        - i. Per Governor, make up days do not have an effect from a funding standpoint. Any additional non-school days will have to be made up.
        - ii. Charter Schools are assessed on number of hours offered in a school year, not number of days. If additional hours need to be cancelled, CCS will need to consider eliminating early outs for remainder of year.
      - b. 2019-2020 School Year Calendar
        - i. Consider options for extending Winter Break
        - ii. Calendar to be revised prior to presenting to CCS staff
  3. Policy review (5 minutes)
    - a. Policy 101: Student Admissions (leave policy alone)
      - Set grade level limits at 19; however we provide the Director flexibility to approve class limits without approval from the board. Take into consideration the grade before and the grade after.
    - b. Policy 420: Communicable Diseases first read
      - Student rights, employee rights,
      - Action item – personalize with our school; Director will do more research to determine if it is a requirement. Remove Board part out of training.
    - c. Policy 422: Policies Enforced by Reference
  4. Strategic Plan Discussion: Lori Scharenbroich (20 minutes)
    - Action item - move to next month (move to the top of the agenda)
- E. Action Items: Lori Scharenbroich (20 minutes)
1. Set class/grade level limits
    - Lori Scharenbroich motioned to set grade level limit at 19 for the 2019-2020 school year but provide flexibility for the Director to consider “unique and compelling” circumstances to exceed the Board approved grade and/or class size limits without the need for approval from the board. Kysa Corbett motioned to set grade level limit at 19. Discussion from Mara Powers and Mitch Swaggert in support of increasing class size to 20; Lisa Steffen seconded; 7-0.

7. Next Meeting Preparation: Lori Scharenbroich (10 minutes)

A. Suggestion for discussion topics

Strategic Plan at top

Joe Alperito: Rules of Order/other options

Erin Anderson: 20 minute presentation on Audubon (talk to Erin regarding attendance in April)

Consent Agenda: raise depreciation limit

Surveys

Action ask Jen Miller to have survey results for next board meeting

Review calendar

Set student survey next month

B. Action Items will be:

1. 102: Equal Education Opportunity

2. 801: Facilities Usage

8. Board meeting evaluation

No action.

9. Adjourn the Regular Meeting at 7:42. p.m.

Lori Scharenbroich motioned; Beverly Loeffler seconded; 7-0

Next meeting: March 11, 2019