

Isanti Community School
Board of Education Regular Meeting
Wednesday, November 3, 2021

I. CALL THE MEETING TO ORDER - ROLL CALL

II. PUBLIC COMMENT ON AGENDA ITEMS

II.A. There will be a 3 minute time limit for each speaker and a total time limit of 30 minutes.

III. BUSINESS AFFAIRS - CONSENT AGENDA

III.A. Approve minutes of the October 4, 2021 Meeting of the Whole and Regular Board meeting

III.B. Approve the review of the following policies without changes:
1001 General Policy Statement
1002 Creation, Amendment, and Distribution of Board of Education Policies
1003 Mission Statement
2001 role of the Board of Education
2003 Development and Education of the Board Members
2004 Oath of Office
2006 Complaint Procedure

III.C. Approve Policy 2007 Reimbursement and Miscellaneous Expenditures with changes and additions

III.D. Outstanding Payables

IV. ACTION ITEMS

IV.A. Resignation of Redwing Thomas

IV.B. Authorized signatories for Farmers and Merchant state bank

V. ADJOURN

Board of Education Committee of the Whole Meeting

Santee Community School-Dakota Conference Room

Monday, October 4, 2021 @ 5:00 PM Central

Isanti Community School

Stacy Johnson: Present

Steve Moose: Present

Don Pike: Present

LindaRae Starlin: Present

Dewayne Wabasha: Present

Present: 5.

I. CALL THE MEETING TO ORDER - ROLL CALL

Present: Stacy Johnson, Steve Moose, Don Pike, LindaRae Starlin, Dewayne Wabasha. Present: 5.

II. DISCUSSION ITEMS

III. Lost At School (Restorative Practices)

Linda Richards did a presentation on the book Lost at School and showed a video.

How do policies help kids.

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IV. Regular Board Meeting Overview & Discussion

V. Committee Meetings

VI. Discussion on Committee on American Civics

VII. ADJOURN

Isanti Community School

Stacy Johnson: Present

Steve Moose: Present

Don Pike: Present

LindaRae Starlin: Present

Dewayne Wabasha: Present

Present: 5.

Dewayne Wabasha: Absent

Present: 4, Absent: 1.

I. CALL THE MEETING TO ORDER - ROLL CALL

Present: Stacy Johnson, Steve Moose, Don Pike, LindaRae Starlin, Dewayne Wabasha. Present: 5.

II. PUBLIC COMMENT ON AGENDA ITEMS

III. APPOINT NEW SCHOOL BOARD MEMBER

It was moved by Dewayne Wabasha and seconded by Don Pike to to appoint Sherri Henry to fill the school board vacancy for the completion of the term which is January 2023..

Roll call vote: Passed

Stacy Johnson: Yea, Steve Moose: Yea, Don Pike: Yea,
LindaRae Starlin: Yea, Dewayne Wabasha: Yea
Yea: 5, Nay: 0

IV. OATH OF OFFICE

V. BUSINESS AFFAIRS - CONSENT AGENDA

It was moved by Dewayne Wabasha and seconded by Stacy
Johnson to approve the Consent Agenda as presented.

Roll call vote: Passed

Stacy Johnson: Yea, Steve Moose: Yea, Don Pike: Yea,
LindaRae Starlin: Yea, Dewayne Wabasha: Yea
Yea: 5, Nay: 0

V.A. Approve minutes of the September 8, 2021 Budget
Hearing; Set Final Tax Request Hearing; Committee of the
Whole; and Regular Board Meeting

V.B. Treasurer Report

V.C. Outstanding Payables

V.D. Recognize the Santee Education Association as the
exclusive bargaining agent for the district's non-supervisory
certificated staff for the 2023-2024 schools year.

VI. REPORTS

VI.A. Superintendent

VI.A.1. Progress Plan Update

VI.A.2. Principal

VI.A.3. Business Office

VI.B. Committee Reports

VII. ACTION ITEMS

VII.A. BOARD POLICIES 4025 Superintendent and 2005
Conflict of Interest

It was moved by Don Pike and seconded by Dewayne
Wabasha to to approve the review of policies as
presented.

Roll call vote: Passed

Stacy Johnson: Yea, Steve Moose: Yea, Don Pike: Yea,
LindaRae Starlin: Yea, Dewayne Wabasha: Yea
Yea: 5, Nay: 0

VII.B. Superintendent Contract

It was moved by Don Pike and seconded by Dewayne
Wabasha to to approve the Superintendent Contract
from October 4, 2021 through June 30, 2023 as
presented.

Roll call vote: Passed

Stacy Johnson: Nay, Steve Moose: Yea, Don Pike: Yea,
LindaRae Starlin: Yea, Dewayne Wabasha: Yea

Yea: 4, Nay: 1

Stacy Johnson: Nay

VII.C. Computer Purchases

Absent: Dewayne Wabasha. **Present:** 4, **Absent:** 1.

It was moved by Don Pike and seconded by Stacy Johnson to to approve the purchase of 70 Ipads for \$30,416.40 and 200 HP Chromebooks with 100 power adapters and 200 Chrome OS Management Console for \$54,400..

Roll call vote: Passed

Stacy Johnson: Yea, Steve Moose: Yea, Don Pike: Yea,
LindaRae Starlin: Yea, Dewayne Wabasha: Yea

Yea: 5, Nay: 0

VII.D. Football Field Maintenance Agreement

It was moved by Don Pike and seconded by Stacy Johnson to to approve the maintenance agreement with Travis Berndt for \$6,000 for the remainder of the 2021 calendar year and \$15,000 for the 2022 calendar year for football field fertilizing, weed control and mowing as presented.

Roll call vote: Passed

Dewayne Wabasha: Absent, Stacy Johnson: Yea, Steve
Moose: Yea, Don Pike: Yea, LindaRae Starlin: Yea
Yea: 4, Nay: 0, Absent: 1

VIII. DISCUSSION ITEMS

IX. COMING EVENTS

X. ADJOURN

It was moved by Don Pike and seconded by LindaRae
Starlin to to adjourn at 6:40 PM.

Roll call vote: Passed

Dewayne Wabasha: Absent, Stacy Johnson: Yea, Steve
Moose: Yea, Don Pike: Yea, LindaRae Starlin: Yea
Yea: 4, Nay: 0, Absent: 1

1001 General Policy Statement

The organization, management, and control of this school district is vested in its board of education ("board"). To guide the board and school district operations, and to assist it and its designees in carrying out duties, the board will establish, maintain, and amend a set of policies.

Written board policies serve the following purposes:

1. Formally articulating the board's goals and long-term objectives.
2. Providing district administrators and staff with guidance in making decisions that affect students, employees and patrons of the district.
3. Informing the public of the manner that the board and district will conduct its business and its relationships with staff, pupils, parents and patrons.

To avoid unnecessary rigidity, these policies are stated in general terms. With the exception of statutory requirements or instances when the specific application of a policy is essential to the long-term welfare of the district, these policies are intended to provide administrators with the flexibility to apply them to a wide range of situations.

The policies are not the only guidelines for district operations. Specific regulations, procedures, and practices also help guide and govern actions and decisions. They must be consistent with policies, but serve a different purpose.

Exceptional Circumstances

The board cannot foresee every situation that may arise, and circumstances will occur when these policies provide inadequate guidance. In such circumstances, the superintendent should use his or her best judgment, and communicate with the board about the situation as soon as is convenient.

Validity of Policies

Each policy and its provision should be interpreted so that it is valid under applicable law. If a court determines that a provision of a policy is invalid, such invalidity shall not affect the remaining provisions of that policy.

Adopted on: _____

Revised on: _____

Reviewed on: _____

1002
Creation, Amendment, and Distribution of Board of Education Policies

Each of these policies shall become the official policy of the school district when the board has approved it by majority vote of the members present at any lawfully convened meeting of the board.

It shall generally be the practice of the board to adopt or amend any policy after a single reading at any regular or special board meeting. However, the board may, in its discretion, review policies at multiple meetings prior to taking action.

Each policy shall bear the date when it was adopted, revised or reviewed.

The superintendent shall distribute copies of these policies to all members of the board, maintain a master copy in the central office, and see to it that the policies are maintained on the school district's web site.

Annual Review

The board shall review all policies at least once every three years. Nebraska statutes require an annual review and/or hearing to solicit public comment on these specific policies:

Parental Involvement Policy

Title I Parental Involvement Policy

(NOTE: These first two are distinct parental involvement policies, and both must be reviewed annually.)

Student Fees Policy

Bullying

Multicultural Education

Student Assessment

Teacher Evaluation

Student Academic Performance

Safety and Security Committee

Attendance and Excessive Absenteeism

The board may update or add policies as needed. The board shall determine the number of copies of policies to be made and their distribution. The superintendent shall maintain an up-to-date master copy of the policies in the main administrative office. Unless otherwise directed by the board, the master copy shall be considered the official district policy manual.

Adopted on: _____

Revised on: _____

Reviewed on: _____

1003
Mission Statement

[Insert mission statement here -- see accompanying memorandum for guidance.]

Adopted on: _____

Revised on: _____

Reviewed on: _____

2001 Role of the Board of Education

The board of education (board) is charged by the Legislature with the duty of providing public elementary and secondary education to the citizens of the district. The Legislature has also created the State Board of Education and the State Department of Education, and has delegated certain regulatory and advisory functions to them. The board is responsible to these agencies as specified by law.

The board's primary duties are: (1) to establish a mission, goals, and policies; (2) to establish and maintain school facilities; (3) to select a superintendent; (4) to adopt a fiscally responsible budget; and (5) to evaluate programs.

1. Establishment of Mission, Goals and Policies

The board shall concern itself with broad questions of mission, goals and policy, rather than administrative details. The application of policies is an administrative task to be performed by the superintendent of schools and his or her administrative staff, who shall be held responsible for the effective administration and supervision of the entire school district.

2. Establishment and Maintenance of School Facilities and Other Resources

The board is the legal agency through which the community works to provide the physical facilities, curriculum, instructional supplies and staff to enable the district's mission and objectives to be carried out. The board will establish and maintain school facilities necessary to educate the students of the district.

3. Selection of the Superintendent of Schools

The board will employ a superintendent of schools as the chief executive to whom it will delegate the administration of the school program. As the chief administrator for the board, the superintendent will implement board policies and supervise the day-to-day operation of the school system. The superintendent will keep the board informed of the implementation of the plans and policies, and will recommend changes to policies as necessary. The superintendent will furnish educational leadership to the board, the school staff, and the community.

4. Fiscally Responsible Budget

The board will annually adopt a fiscally responsible budget that will permit the district to accomplish its goals and objectives. The management of the financial program and the development of the proposed budget for the district is delegated to the superintendent.

The board will work for adequate and dependable financial support of the public schools, promotion of effective and efficient organization, and administration of the district.

5. Evaluation of Program

The board will evaluate, or cause to be evaluated, the progress and results of the educational program on a continuous basis. In making these evaluations, the board will seek and give appropriate weight to the superintendent's analysis and recommendations.

Adopted on: _____

Revised on: _____

Reviewed on: _____

2003
Development and Education of Board Members

1. New Board Member Orientation
 - a. All new board members are strongly encouraged to attend new board member training and workshops.
 - b. Sitting board members and the superintendent will assist each new member-elect to understand the board's functions, policies, and procedures before he or she takes office.

2. Ongoing Development and Education
 - a. Board members provide the most effective service to the district when they are continuously updated on educational and legal issues. Attendance at meetings directly or indirectly related to education or school matters is encouraged for the value they have to the school system and the professional growth of board members.

 - b. Board members are encouraged to engage in continuing education such as:
 - i. Participation in local, regional and state conferences and workshops such as meetings of the Nebraska Association of School Boards, the Nebraska Rural Community Schools Association, and the Nebraska Council of School Administrators.

 - ii. Participation in legislative sessions and related activities.

 - iii. Participation in national conventions such as the National School Boards Association and/or the American Association of School Administrators on a rotating basis among the members.

 - iv. Examination of other school facilities and their programs.

The superintendent shall notify board members of all relevant conferences and workshops, other local and regional meetings, and/or in-service activities.

Board members should refer to Policy 2007 for information on reimbursement for attendance at continuing education and training.

Adopted on: _____

Revised on: _____

Reviewed on: _____

**2004
Oath of Office**

No board member is required to take an oath of office pursuant to Nebraska law. However, new board members may voluntarily take the following oath before entering into their official duties:

I,, do solemnly swear that I will support the Constitution of the United States and the Constitution of the State of Nebraska, against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely and without mental reservation or for purpose of evasion; and that I will faithfully and impartially perform the duties of the office of member of the board of education, according to law, and to the best of my ability. And I do further swear that I do not advocate, nor am I a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence; and that during such time as I am in this position I will not advocate nor become a member of any political party or organization that advocates the overthrow of the government of the United States or of this state by force or violence. So help me God.

Board members may affirm the oath orally or in writing. Copies of written oaths will be retained as official records of the school district in the main administrative office and such other places as may be required by law. Board members who give the oath orally will be noted in the minutes.

Adopted on: _____

Revised on: _____

Reviewed on: _____

2006 Complaint Procedure

Good communication helps to resolve many misunderstandings and disagreements. This complaint procedure applies to board members, patrons, students and school staff, unless the staff member is subject to a different grievance procedure pursuant to policy or contract. Individuals who have a complaint should discuss their concerns with appropriate school personnel in an effort to resolve problems. When such efforts do not resolve matters satisfactorily, including matters involving discrimination or harassment on the basis of race, color, national origin, sex, marital status, disability, or age, a complainant should follow the procedures set forth below.

A preponderance of the evidence will be required to discipline a party accused of misconduct. This means that the investigator must conclude that it is more likely than not that misconduct occurred.

Complaint and Appeal Process.

1. The first step is for the complainant to speak directly to the person(s) with whom the complainant has a concern. For example, a parent who is unhappy with a classroom teacher should initially discuss the matter with the teacher. However, the complainant should skip the first step if complainant believes speaking directly to the person would subject complainant to discrimination or harassment.
2. The second step is for the complainant to speak to the building principal, Title IX/504 coordinator, superintendent of schools, or president of the board of education, as set forth below.
 - a) Complaints about the operation, decisions, or personnel within a building should be submitted to the principal of the building.
 - b) Complaints about the operations of the school district or a building principal should be submitted in writing to the superintendent of schools.
 - c) Complaints about the superintendent of schools should be submitted in writing to the president of the board of education.

- d) Complaints involving discrimination or harassment on the basis of race, color, national origin, gender, marital status, disability, or age may also be submitted, at any time during the complaint procedure to the School District's Title IX/504 coordinator. Complaints involving discrimination or harassment may also be submitted at any time to the Office for Civil Rights, U.S. Department of Education: by email at OCR.KansasCity@ed.gov; by telephone at (816) 268-0550; or by fax at (816) 268-0599.
3. When a complainant submits a complaint to an administrator or to the Title IX/504 coordinator, the administrator or Title IX/504 coordinator shall promptly and thoroughly investigate the complaint, and shall:
- a) Determine whether the complainant has discussed the matter with the staff member involved.
 - 1) If the complainant has not, the administrator or Title IX/504 coordinator will urge the complainant to discuss the matter directly with that staff member, if appropriate.
 - 2) If the complainant refuses to discuss the matter with the staff member, the administrator or Title IX/504 coordinator shall, in his or her sole discretion, determine whether the complaint should be pursued further.
 - b) Strongly encourage the complainant to reduce his or her concerns to writing.
 - c) Interview the complainant to determine:
 - 1) All relevant details of the complaint;
 - 2) All witnesses and documents which the complainant believes support the complaint;
 - 3) The action or solution which the complainant seeks.
 - d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the

administrator or Title IX/504 coordinator received the complaint.

4. If either the complainant or the accused party is not satisfied with the administrator's or the Title IX/504 coordinator's decision regarding a complaint he or she may appeal the decision to the superintendent.
 - a) This appeal must be in writing.
 - b) This appeal must be received by the superintendent no later than ten (10) business days from the date the administrator or Title IX/504 coordinator communicated his/her decision to the complainant.
 - c) The superintendent will investigate as he or she deems appropriate. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.
 - d) Upon completion of this investigation, the superintendent will inform the complainant in writing of his or her decision. If the complaint involved discrimination or harassment, the superintendent shall submit the decision within 180 days after the superintendent received complainant's written appeal.

5. If either the complainant or the accused party is not satisfied with the superintendent's decision regarding a complaint he or she may appeal the decision to the board.
 - a) This appeal must be in writing.
 - b) This appeal must be received by the board president no later than ten (10) business days from the date the superintendent communicated his/her decision to the complainant.
 - c) This policy allows, but does not require the board to receive statements from interested parties and witnesses relevant to the complaint appeal. However, all matters involving discrimination or harassment shall be promptly and thoroughly investigated.

- d) The board will notify the complainant in writing of its decision. If the complaint involved discrimination or harassment, the board shall submit its decision within 180 days after it received complainant's written appeal.
 - e) There is no appeal from a decision of the board.
6. When a formal complaint about the superintendent of schools has been filed with the president of the board, the president shall promptly and thoroughly investigate the complaint, and shall:
- a) Determine whether the complainant has discussed the matter with the superintendent.
 - 1) If the complainant has not, the board president will urge the complainant to discuss the matter directly with the superintendent, if appropriate.
 - 2) If the complainant refuses to discuss the matter with the superintendent, the board president shall, in his or her sole discretion, determine whether the complaint should be pursued further.
 - b) Strongly encourage the complainant to reduce his or her concerns to writing.
 - c) Determine, in his or her sole discretion, whether to place the matter on the board agenda for consideration at a regular or special meeting.
 - d) Respond to the complainant. If the complaint involved discrimination or harassment, the response shall be in writing and shall be submitted within 180 days after the president received the complaint.

No Retaliation. The school district prohibits retaliation against any person for filing a complaint or for participating in the complaint procedure in good faith.

Bad Faith or Serial Filings. The purpose of the complaint procedure is to resolve complaints at the lowest level possible within the chain of command. Individuals who file complaints (a) without a good faith intention to attempt to resolve the issues raised; (b) for the purpose of adding administrative burden; (c) at a volume unreasonable to expect

satisfactory resolution; or (c) for purposes inconsistent with the efficient operations of the district may be dismissed by the superintendent without providing final resolution other than noting the dismissal. There is no appeal from dismissals made pursuant to this section.

Adopted on: _____

Revised on: _____

Reviewed on: _____

2007
Reimbursement and Miscellaneous Expenditures

1. Board members, employees, and volunteers of the school district are expected to maintain and enhance their effectiveness by being well-informed on issues affecting education. They are encouraged to attend education workshops, conferences, training programs, official functions, hearings, and meetings sponsored by the school district or state and national educational organizations which are helpful to them in performing their duties or which are in the best interests of the school district.

2. This board hereby gives prior approval for board members to attend meetings described in the preceding paragraph. Upon approval by the board president, or the superintendent or designee when the board president is unavailable, such board members may attend authorized meetings without further action or approval by the board, and shall be paid or reimbursed for registration costs, tuition costs, fees or charges, travel expenses, and costs of meals and lodging as permitted by law.
 - a. The superintendent or the superintendent's designee may authorize employees and volunteers to attend meetings described in the first paragraph and may authorize the payment of such registration costs, tuition costs, fees, charges, travel expenses, costs of meals, and/or costs of lodging as he or she deems appropriate and as permitted by law.

 - b. Expenses for attendance at any of the above activities shall be paid by the school district as allowed by law. The Board shall pay or reimburse attendees for expenses that are actually, necessarily, and reasonably incurred in attending educational seminars, conventions, and workshops; conferences; training programs; official school functions, hearings or meetings, provided that such reimbursement is permitted by law.

 - c. The superintendent may elect, for activities described in the preceding paragraphs, to approve the use of an accountable reimbursement plan, where attendees will be given the IRS rate for meals, incidental expenses and mileage. The attendees will be required to sign a expense sheet detailing

the funds received and the IRS rate, but will not be required to show receipts for expenses incurred.

- d. The board authorizes the expenditure of funds for non-alcoholic beverages for individuals attending public meetings of the board and non-alcoholic beverages and meals for individuals while performing or immediately after performing relief, assistance, or support activities in emergency situations, and for any volunteers during or immediately following their participation in any activity approved by the board.
- e. It is in the best interest of this school district to recognize service by board members, employees, and volunteers. The board authorizes the president, superintendent or the superintendent's designee to determine when and to whom plaques, certificates of achievement, flowers or other items of value should be granted, provided that no such plaque, certificate, flowers or other item of value shall cost more than \$100.00.
- f. Funds may be spent for one recognition dinner each year for elected and appointed officials, employees or volunteers of the school district. The maximum cost per person for such a dinner shall not exceed \$50.00.

Adopted on: _____

Revised on: _____

Reviewed on: _____