

# Chisholm School District School Board Meeting Agenda

Monday, May 22, 2023 at 5:00 PM  
Regular Meeting  
Chisholm School Board Room

## I. Determination of Quorum and Call to Order

### II. Public Comment:

**Description:** Welcome to this meeting of the Board of Education Independent School District #695, Chisholm School District. We are extremely pleased that you have shown an interest in school district affairs by attending this meeting. The Board of Education allows public participation at its meeting, but at the same time has the responsibility for conducting its business in an orderly fashion. We will provide the audience with an opportunity to request to speak. We request that before you speak to announce your name. Each speaker will be allowed five minutes unless the time limit is waived by a majority of the board members present. At a public meeting of the board, no person shall orally initiate charges or complaints against individual employees of the district or challenge instructional materials used in the district. All such charges, if presented to the board directly, shall be referred to the Superintendent for investigation and report. We would also like to remind the public that the school board is not allowed to comment on your concerns. If there are no questions, we will open the public comment section of the board meeting.

## III. Recognition of Guests and Visitors

A. Alex Kaczor, Business Manager, FY24 Budget Presentation

## IV. Approve Agenda

## V. Reports

## VI. Consent Agenda

A. Minutes of the May 8, 2023, Regular meeting 3  
Minutes of the May 15, 2023, Special meeting.

### **Attachments:**

Minutes 5/8/2023 3  
Minutes 5/15/23 5

## VII. Action Agenda

A. Motion to approve the hiring of Kayla Schneuer as a 1.0 FTE Special Education Instructor, Vaughan Steffensrud, effective August 29, 2023. 7

### **Attachments:**

Hire K. Schneuer 7

|   |    |
|---|----|
| B. Motion to approve the hiring of Chelsy Schmitz, Level I Cross Country Coach, effective August 14, 2023.  | 8  |
| <b>Attachments:</b>   |    |
| Hire C. Schmitz as CC Coach   | 8  |
| C. Motion to approve payment to Renaissance in the amount of \$16,505.40 for the purchase of FastBridge, Renaissance Accelerated Reader and Renaissance Star 360. | 9  |
| <b>Attachments:</b>   |    |
| Fastbridge_Renaissance Quote 4_11_23  | 9  |
| <b>VIII. Discussion</b>   |    |
| A. A. Notice of Desire to Negotiate - Mike Fredeen, Facilities and Grounds Operations Supervisor  |    |
| B. July 24, 2023, meeting with Colosimo   |    |
| <b>IX. Information</b>  |    |
| A. Enrollment Numbers   | 14 |
| <b>Attachments:</b>   |    |
| May 2023 School Enrollment  | 14 |
| <b>X. Adjourn</b>   |    |

The Regular Meeting of the School Board, Independent School District No. 695, was called to order at 5:00 P.M. on May 8, 2023, in the Elementary Board Room. Members present: Directors Rice, Corradi Simon, Lappi, Casey, and Chair Rahja.  
Absent: Director Randa Sauter

**Public Comment:** None

**Recognition of Guests and Visitors:** InGensa Presented the updated drawings to the board.

#### APPROVE AGENDA

Moved by Director Lappi, supported by Chair Rahja to approve the agenda. Motion failed due to lack of support.

There was discussion to move an item to another time. Director Corradi Simon made a motion to move Item B back on the agenda, Director Casey supported. The board Chair added Item B to discussion. Motion passed unanimously.

#### REPORTS

Superintendent Norman updated the board regarding the following: North Homes is adding another staff member, Grant update.

#### APPROVE CONSENT AGENDA

Moved by Director Casey supported by Director Rice to approve the consent agenda which consists of the Minutes of the April 24, 2023, Regular Meeting and April 24, 2023, Special Meeting, and the following for the month of April 2023: Payrolls in the amount of \$660,682.51. Accounts Payable in the amount of \$218,416.48 and electronic fund transfers in the amount of \$1,500.805.60.

#### **Personnel:**

#### ACCEPT THE RESIGNATION FROM BRIAN VAJDL

Moved by Director Corradi Simon supported by Director Lappi to accept the resignation of Brian Vajdl, Transportation Foreman, Chisholm Public Schools, effective May 4, 2023. Motion carried unanimously.

#### **Administrative Business:**

#### APPROVE PAYMENT TO FRONTLINE EDUCATION

Moved by Director Corradi Simon supported by Director Rice to approve payment to Frontline Education in the amount of \$6,079.71 for Applicant Tracking effective 7/1/2023 – 6/30/2024. Motion carried unanimously.

#### ACCEPT DONATIONS

Moved by Director Lappi supported by Director Corradi to approve the Resolution to Accept Donations. Motion approved unanimously.

#### **Discussion:**

-After much discussion, the board chair gave the board permission to talk to Mr. Morrison regarding filling the Superintendent position. The board insisted the transition for an internal candidate to fill the position of Superintendent would be better for the district. Chair Rahja would like to continue working with Superintendent Norman instead of filling with another candidate. The board was not aware Superintendent Norman was interested in stay on in as Superintendent. They knew he would not leave the district High and Dry. The board will follow up with Mr. Morrison to discuss the position.

**Information:**

-Director Rice discussed the self-evaluation. When all directors are present, they will discuss during a working session.

-Enrollment numbers

ADJOURN

Moved by Director Lappi, supported by Chair Rahja to adjourn the meeting, Rahja declared the meeting adjourned at 5:47 PM.

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Danielle Randa Sauter, clerk

DRS/lea

The Regular Meeting of the School Board, Independent School District No. 695, was called to order at 5:00 P.M. on May 15, 2023, in the Elementary Board Room. Members present: Directors Randa Sauter, Rice, Corradi Simon, Lappi, Rahja, and Chair Casey.

#### APPROVE AGENDA

Moved by Director Lappi, supported by Director Randa Sauter to approve the agenda with the following changes: Item D, will read as follows: Motion to approve the hiring of Mark Morrison as Superintendent of Schools, effective July 1, 2023 – July 1, 2026, contingent upon successful completion of the negotiated contract. Any days worked prior to July 1, 2023, as Superintendent will be paid on a daily rate of pay based on the negotiated salary. Motion approved unanimously.

#### **Personnel:**

#### ACCEPT RESIGNATION FROM ROBERT RAHJA AS BOARD CHAIR

Moved by Director Rahja supported by Director Casey to accept the resignation of Robert Rahja, Chisholm School Board Chair, effective May 10, 2023. Motion carried unanimously.

#### NOMINATE BOARD CHAIR

Pro Tem Chair Corradi Simon asked for nominations, Director Rice nominated Director Casey. Director Casey nominated Pro Tem Chair Corradi Simon. There were no more nominations. Pro Tem Chair Corradi Simon asked for a motion to support Director Casey as board chair. Moved by Director Rice, supported by Director Randa Sauter to support Director Casey as board Chair. Motion carried unanimously. Director Corradi Simon said she will stay in her current position to support Chair Casey.

Pro Tem Chair Corradi Simon asked for nominations as Pro Tem Treasurer, Moved by Director Rahja, supported by Chair Casey to support Director Lappi as Pro Tem Treasure. Motion carried unanimously.

#### APPROVE THE THREE-YEAR LEAVE OF ABSENCE FROM MARK MORRISON

Moved by Director Lappi supported by Director Corradi Simon to approve the three-year professional leave of absence by Mark Morrison, High School Principal, effective July 1, 2023 – June 30, 2026. Motion passed with a 5 – 1 vote with Director Rahja abstaining.

#### HIRE MARK MORRISON AS SUPERINTENDENT

Moved by Director Randa Sauter supported by Director Corradi Simon to approve the hire of Mark Morrison as Superintendent of Schools effective July 1, 2023 – June 30, 2026, contingent upon successful completion of the negotiated contract. Any days worked prior to July 1, 2023, as Superintendent will be paid on a daily rate of pay based on the negotiated salary. Motion passed with a 5 – 1 vote with Director Rahja abstaining.

#### **Discussion:**

- Director Corradi Simon explained the need for the 3-year contract. It shows security to the district for a longer time than interim.
- Chair Casey discussed the need to rotate the board chair position. The board agreed.

ADJOURN

Moved by Director Rahja, supported by Director Corradi Simon to adjourn the meeting at 5:17 PM. Motion carried unanimously.

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Danielle Randa Sauter, clerk

DRS/lea

## **Recommendation to Hire**

**Position: Job #222 1.0 FTE Special Education Instructor**

**Posting duration: 3/13/2023-4/15/2023**

**Advertising Location: Website/EdPost/Indeed**

**Number of Qualified: 1**

**Licensed Applications: Yes**

**Interview committee Names: Karla Winter, Ciri Falcone, Robbi Albert, Tara Anderson, Marissa Pessenda**

**Recommended for hire: Kayla Schneuer**

**Supervisor: Karla Winter**

## **Recommendation to Hire**

**Position: Job #226 Level I Cross Country Coach**

**Posting duration: 3/30/2023–4/15/2023**

**Advertising Location: Website/EdPost/Indeed**

**Number of Qualified: 1**

**Licensed Applications: Yes**

**Interview committee Names: Travis Vake, Hannah Barney, Teresa Allen, Frank Cerar, Tara Anderson**

**Recommended for hire: Chelsy Schmitz**

**Supervisor: Travis Vake**

PO Box 8036, Wisconsin Rapids, WI 54495-8036  
Phone: (800) 338-4204 | Fax: (877) 280-7642  
Federal I.D. 39-1559474  
[www.renaissance.com](http://www.renaissance.com)

### Chisholm Indep School Dist 695 - 161238

Reference ID: 617542

300 3rd Ave SW

Chisholm, MN 55719-2064

Contact: Adrian Norman - (218) 254-5726

Email: [anorman@chisholm.k12.mn.us](mailto:anorman@chisholm.k12.mn.us)

### Quote Summary

School Count: 3

|                                       |                        |
|---------------------------------------|------------------------|
| Renaissance Products & Services Total | \$16,505.40            |
| Shipping and Processing               | \$0.00                 |
| Sales Tax                             | \$0.00                 |
| <b>Grand Total</b>                    | <b>USD \$16,505.40</b> |

**This quote includes: FastBridge, Renaissance Accelerated Reader and Renaissance Star 360.**

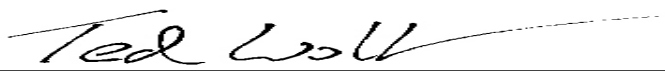
By signing below, Customer:

- acknowledges that the Person signing this Quote is authorized to do so;
- agrees that this Quote, any other quotes issued to Customer during the Subscription Period and Customer and its Authorized Users access to and use of the Products and Services are subject to the Renaissance Terms of Service and License located at <https://doc.renlearn.com/KMNet/R62416.pdf> which are incorporated herein by reference;
- acknowledges receipt of the Notice of Renaissance's Practices Relating to Children's Online Privacy <https://docs.renaissance.com/R63870> directed to you as the school official responsible for authorizing the use of the Renaissance Products and Services in the educational context; and,
- consents on behalf of parents/legal guardians to the collection, use, and disclosure of the personal information of children under the age of 13 with respect to use of the Renaissance Products and Services, as described in Renaissance's Children's Online Privacy Notice <https://docs.renaissance.com/R63871>

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Renaissance will issue an invoice for this Quote on the earlier of (a) the date You specify below or (b) the day before Your Subscription Period starts (Invoice Date). If You require a purchase order, You agree to provide one to Renaissance at least 15 days before the Invoice Date. You also agree to pay the invoice within 30 days of the Invoice Date.

Please check here if your organization requires a purchase order prior to invoicing: [ ]

|  |   |
|--|---|
| Renaissance Learning, Inc.   | Chisholm Indep School Dist 695 - 161238 |
|  | By:                                     |
| Name: Ted Wolf   | Name:                                   |
| Title: VP - Corporate Controller   | Title:                                  |
| Date: 4/11/2023  | Date:                                   |
|  | Invoice Date:                           |

Email: [electronicorders@renaissance.com](mailto:electronicorders@renaissance.com)

If your billing address is different from the address at the top of this Quote, please add that billing address below.

Bill To:

If changes are necessary, or additional information is required, please contact your account executive Rachel Bertagnoli at (952)746-0958, Thank You.

# RENAISSANCE®

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Quote  
# 2950639

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United States government and agency transactions into Arizona: The Tax or AZ-TPT item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Arizona Transaction Privilege Tax ("TPT"). The incidence of the TPT is on Renaissance Learning for the privilege of conducting business in the State of Arizona. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

Hawaii residents only: Orders shipped to Hawaii residents will be subject to the 4.166% (4.712% O'ahu Is.) Hawaii General Excise tax. United States government and agency transactions into Hawaii: The Tax or General Excise Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the Hawaii General Excise Tax. The incidence of the General Excise Tax is on Renaissance Learning for the privilege of conducting business in the State of Hawaii. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply.

New Mexico residents only: Orders shipped to New Mexico residents will be subject to the 5.125% (Location Code: 88-888) Gross Receipts tax. United States government and agency transactions into New Mexico: The Tax or Gross Receipts Tax item(s) listed on this quote and subsequent invoice(s) is a charge to recover the cost of the New Mexico Gross Receipts Tax. The incidence of the Gross Receipts Tax is on Renaissance Learning for the privilege of conducting business in the State of New Mexico. Since the tax is not directly imposed on the United States, the constitutional immunity of the United States does not apply. Starting July 1, 2021 New Mexico requires sellers to collect tax on the state and local rate. This varies depending on the city and county.

Students can become their most amazing selves – only when teachers truly shine. Renaissance amplifies teachers' effectiveness in the classroom – transforming data into actionable insights to improve learning outcomes. Remember, we're here to ensure your successful implementation. Please allow 30-90 days for installation and set-up.

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### Quote Details

#### Chisholm Indep School Dist 695 - 161238

| Products & Services   | Subscription Period     | Quantity | Unit Price | Discount      | Total             |
|---|-------------------------|----------|------------|---------------|-------------------|
| <b>Applications</b>   |                         |          |            |               |                   |
| Onboarding, FastBridge Tier 1                                     | 08/01/2023 - 10/31/2024 | 1        | \$0.00     | \$0.00        | \$0.00            |
| FastBridge Subscription   | 08/01/2023 - 10/31/2023 | 423      | \$2.08     | \$0.00        | \$879.84          |
| FastBridge Subscription   | 11/01/2023 - 10/31/2024 | 423      | \$8.32     | \$0.00        | \$3,519.36        |
| <b>Professional Services</b>                                      |                         |          |            |               |                   |
| Knowledge Transfer Workshop, FastBridge                           |                         | 1        | \$500.00   | \$0.00        | \$500.00          |
| System Management Workshop, FastBridge <500 Students              |                         | 1        | \$500.00   | \$0.00        | \$500.00          |
| Virtual Initial Intensive Training, FastBridge                    |                         | 1        | \$3,000.00 | \$0.00        | \$3,000.00        |
| 90-minute Remote Session  |                         | 1        | \$450.00   | \$0.00        | \$450.00          |
| Renaissance Smart Start Product Training (included with purchase) |                         | 1        | \$0.00     | \$0.00        | \$0.00            |
| <b>Chisholm Indep School Dist 695 Total</b>                       |                         |          |            | <b>\$0.00</b> | <b>\$8,849.20</b> |

#### Chisholm Elementary School - 161241

| Products & Services   | Subscription Period     | Quantity | Unit Price | Discount      | Total             |
|---|-------------------------|----------|------------|---------------|-------------------|
| <b>Applications</b>   |                         |          |            |               |                   |
| Accelerated Reader Subscription                                   | 11/01/2023 - 10/31/2024 | 100      | \$7.70     | \$0.00        | \$770.00          |
| <b>Platform Services</b>  |                         |          |            |               |                   |
| Annual All Product Renaissance Platform                           | 11/01/2023 - 10/31/2024 | 1        | \$750.00   | \$0.00        | \$750.00          |
| <b>Professional Services</b>                                      |                         |          |            |               |                   |
| Renaissance Smart Start Product Training (included with purchase) |                         | 1        | \$0.00     | \$0.00        | \$0.00            |
| <b>Chisholm Elementary School Total</b>                           |                         |          |            | <b>\$0.00</b> | <b>\$1,520.00</b> |

#### Chisholm High School - 372071

| Products & Services   | Subscription Period     | Quantity | Unit Price | Discount | Total      |
|---|-------------------------|----------|------------|----------|------------|
| <b>Applications</b>   |                         |          |            |          |            |
| Star 360 Subscription   | 11/01/2023 - 10/31/2024 | 240      | \$14.89    | \$0.00   | \$3,573.60 |
| <b>Platform Services</b>  |                         |          |            |          |            |
| Annual All Product Renaissance Platform                           | 11/01/2023 - 10/31/2024 | 1        | \$750.00   | \$0.00   | \$750.00   |
| <b>Professional Services</b>                                      |                         |          |            |          |            |
| Renaissance Smart Start Product Training (included with purchase) |                         | 1        | \$0.00     | \$0.00   | \$0.00     |

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|                                   |               |                   |
|-----------------------------------|---------------|-------------------|
| <b>Chisholm High School Total</b> | <b>\$0.00</b> | <b>\$4,323.60</b> |
|-----------------------------------|---------------|-------------------|

| Vaughan Steffensrud School - 161235                               |                         |          |            |               |                   |
|---|-------------------------|----------|------------|---------------|-------------------|
| Products & Services   | Subscription Period     | Quantity | Unit Price | Discount      | Total             |
| <b>Applications</b>   |                         |          |            |               |                   |
| Accelerated Reader Subscription                                   | 11/01/2023 - 10/31/2024 | 138      | \$7.70     | \$0.00        | \$1,062.60        |
| <b>Platform Services</b>  |                         |          |            |               |                   |
| Annual All Product Renaissance Platform                           | 11/01/2023 - 10/31/2024 | 1        | \$750.00   | \$0.00        | \$750.00          |
| <b>Professional Services</b>                                      |                         |          |            |               |                   |
| Renaissance Smart Start Product Training (included with purchase) |                         | 1        | \$0.00     | \$0.00        | \$0.00            |
| <b>Vaughan Steffensrud School Total</b>                           |                         |          |            | <b>\$0.00</b> | <b>\$1,812.60</b> |

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## 2022-2023 Enrollment

| Grade | Sept | Oct | Nov | Dec | Jan | Feb | March | April | May |
|-------|------|-----|-----|-----|-----|-----|-------|-------|-----|
| VPK   | 13   | 13  | 13  | 13  | 14  | 14  | 16    | 14    | 14  |
| KG    | 47   | 47  | 47  | 48  | 47  | 45  | 46    | 45    | 44  |
| 1st   | 48   | 46  | 46  | 48  | 46  | 44  | 45    | 45    | 46  |
| 2nd   | 48   | 48  | 49  | 47  | 49  | 50  | 50    | 50    | 50  |
| 3rd   | 44   | 43  | 42  | 44  | 41  | 42  | 42    | 42    | 42  |
| 4th   | 52   | 52  | 52  | 51  | 52  | 52  | 53    | 53    | 53  |
| 5th   | 39   | 39  | 38  | 39  | 38  | 38  | 38    | 38    | 38  |
| 6th   | 46   | 46  | 46  | 46  | 47  | 46  | 47    | 47    | 47  |
| 7th   | 46   | 45  | 45  | 46  | 45  | 46  | 46    | 44    | 45  |
| 8th   | 76   | 75  | 75  | 76  | 74  | 74  | 74    | 73    | 73  |
| 9th   | 60   | 59  | 58  | 60  | 57  | 55  | 55    | 55    | 55  |
| 10th  | 57   | 58  | 58  | 57  | 58  | 54  | 54    | 53    | 53  |
| 11th  | 52   | 53  | 53  | 52  | 52  | 52  | 52    | 51    | 51  |
| 12th  | 43   | 41  | 40  | 43  | 40  | 40  | 40    | 40    | 40  |

|              |            |            |            |            |            |            |            |            |            |
|--------------|------------|------------|------------|------------|------------|------------|------------|------------|------------|
|              |            |            |            |            |            |            |            |            |            |
| <b>Total</b> | <b>671</b> | <b>665</b> | <b>662</b> | <b>670</b> | <b>660</b> | <b>650</b> | <b>658</b> | <b>650</b> | <b>651</b> |