



**LAKE OF THE WOODS**  
*School*

Lake of the Woods School ISD #390

6/22/2020

Working Session @ 6:00 P.M.

Remotely Via Zoom, YouTube Live

**Working Session:**

**1. Citizen's Forum**

**2. Reports:**

**a. Board Committees**

**b. Superintendent/Elementary Principal (Jeff Nelson)**

- i. School Nurse Report
- ii. Update on High School Principal position
- iii. Update on summer programs
- iv. Update on planning for upcoming school year

**c. High School Principal (Brian Novak)**

- i. 2020-2021 High School Schedule draft
- ii. Weighted Grading

**d. Business Office (Crystal Olson)**

- i. Monthly Budget Report - May
- ii. FY21 (2020-2021) Budget Overview

**e. Activities Director (Chad Hazelton)**

**f. Buildings & Grounds (Seth Putz)**

- i. Sinkhole in main parking lot
- ii. Camera drainage system
- iii. Land lease
- iv. boiler valves and couplers

**g. Community Ed & Transportation (Brent Cole)**

- i. Update on driver's education
- ii. Summer Community Ed Programs

**h. Food Service (Cece Charlton)**

**3. Adjourn**





## WEEKLY BOARD REPORT

2019-2020

June 22, 2020

### Superintendent's Update

**School Nurse Report:** Please see attached report submitted by Mrs. Shaw. The report provides key health data of the student body from January 1 through March 17th when the school closure went into effect.

**High School Principal Search:** A hiring committee of twelve - made up of four teachers, one high school social worker, an office secretary, Community Ed Director, Business Manager, three school board members and myself reviewed 14 applicants. We have selected five finalists to interview on Wednesday, March 25th.

- Sharilyn Qual - has 18 years experience in education and has held roles including Dean of students and Special Education Teacher (Level I-IV EBD and Development/Cognitive Disabilities). She holds Tier 4 licensures in Emotional Behavior Disorders and Learning Disabilities and Principal K-12. She is currently the Dean of Students at Waubun Ogema White Earth Public School.
- Rebecca Kelley - holds MN licensure in Elementary Education, Learning Disabilities, Autism Spectrum Disorders, 5-8 Social Studies, and Teacher/Coordinator Work-based Learning. She has 18 years of experience and has taught in a variety of settings from elementary to high school special education. She has just finished her principalship program and will be licensed in July, 2020. She completed her administrative internship at the Waterville-Elysian-Morristown High school where she is currently a Special Education teacher.
- Chad Pederson - has 15 years of administrative experience at the middle and high school level. He has held several positions in a number of capacities including High School Principal, Middle School Principal and Alternative School Director. He holds MN Licensure in Life Science and K-12 Principal. Chad is currently an Instructional Facilitator at Cass Lake-Bena Public Schools.
- Mary Merchant - has over 19 years of administrative experience in the education field. She holds MN Licensure in Elementary Education, K-12 Principal and Superintendent. She has held the principal position at the elementary and secondary levels. She is currently the high school principal at Lake Park Audubon School District.
- Ryan Glow - holds MN licensure in Social Studies and has concluded all requirements for his administration degree and is licensed for K-12 Principal, Community Ed Director and Superintendent. Has taught high school and middle school Social Studies and is currently a Director of Community Services & Activities at Blackduck Public Schools.



**Planning for the 2020-2021 School Year** - On Thursday, June 18th MDE released their guidance for planning for the 2020-2021 School Year Planning. The guidance is 100 pages and is comprehensive and all encompassing. We will be planning for all three scenarios of delivering educational services to our students to ensure that we are able to quickly and effectively transition from one mode of delivery to another in the case of a spike in COVID cases locally, regionally, or by decree of the Governor at a state-wide basis. Here is a quick summary of each scenario:

- In-person learning for all students. This planning scenario would have schools plan for creating as much space between students and teachers as feasible, but would not be held to strictly enforcing 6 feet of social distancing. This scenario would be implemented assuming state COVID-19 metrics continue to stabilize and /or improve
- Hybrid learning with strict social distancing and capacity limits. This scenario would require schools to limit the overall number of people in the school building and buses to 50% maximum occupancy. Sufficient social distancing with at least 6 feet between people must occur at all times. If this cannot be achieved, than the number of occupants must be reduced. This scenario would also require schools to develop plans for providing contactless pick up and/or delivery of meals and school materials for days that students and staff are in the school building, as well as, implementation of school-aged care services for critical workers. This scenario would be implemented if COVID-19 metrics worsen at local, regional, or statewide level. For larger districts with multiple buildings, it may also be implemented with a school if they experience clusters of cases with a classroom or school.
- Distance learning only. This scenario would be implemented if local, regional, or statewide COVID-19 metrics worsen significantly enough to require suspension of in-person learning.

### July 2020

#### Board Committee Meetings, Events & Reminders

**Monday, July 27th > Board Night** (venue TBD)

**6:00-7:00 > Working Session**

**7:00-8:00 > Regular Board Meeting**

**Lake of the Woods School Nurse Report**  
 January 1, 2020 to **March 17, 2020**

Date: June 2, 2020  
 School Nurse Hours: 8-3

Enrollment:  
 ECS: 31  
 K-6: 230  
 7-12 229  
 Total: 490

**HEALTH ASSESSMENT:**

	<u>January</u>	<u>February</u>	<u>March</u>
Illness:	347	294	145
Injury:	157	160	99
Health Ed/Counsel:	174	176	134
Med Administration:	<u>206</u>	<u>165</u>	<u>93</u>
Total:	884	795	471
Average/day:	54	56	49
Sent home:	79	61	22
Dr. Referral:	3	0	2
Parent Contact:	220	164	104
Staff Contacts:	38	42	10

Total number of student contacts in the Health Office: **2,150**  
 Total number of parent contacts: **488**  
 Total number of staff contacts: **90**  
**Total Health Office Contacts: 2,728**

**COMMUNICABLE DISEASE:**

	<u>Screened</u>	<u>Identified</u>
Head Lice	2	1
Impetigo	0	0
Pinkeye	3	3
Ringworm	0	0
Scabies	0	0
Shingles	0	0
Varicella	1	1
Staph/MRSA	0	0

**IMMUNIZATION STATUS:**

K-6: 229 students in compliance with MN immunization laws.

7-12: 226 students in compliance with MN immunization laws.

**SCREENINGS:**

**EDUCATIONAL INFORMATION/DISEASE PREVENTION/MATERIALS PROVIDED**

1. Maturation presentation information/letters sent to parents of 5<sup>th</sup> grade students 3/2020. (NO maturation presentation given to 5<sup>th</sup> grade due to school closing March 17, 2020-COVID 19)
2. Reported Influenza-like Illness outbreak to Minnesota Department of Health meeting Threshold 1, 1/13/2020.
3. Minnesota State School Immunizations Laws/State Immunization records/Exempt Forms mailed to all students/parents Kindergarten & 7th grade, in need of immunizations by September 1, 2020.
4. Reported to Minnesota Department of Health of 1 positive case of Varicella in school population.

Student Health Plans: 8

Conducted weigh-ins for staff weight loss challenge 2020.

**School/nurse office closed March 17, 2020 due to COVID 19 recommendations. Online schooling implemented for the rest of 2019-2020 school year.**









# REVENUE & EXPENDITURE SUMMARY BY SOURCE, OBJECT SERIES & PROGRAM SERIES

LAKE OF THE WOODS | May 31, 2020

ACTIVITY - OTHER FUNDS	June 30, 2018		June 30, 2019		June 30, 2020		May 31, 2019		May 31, 2018		Current YTD vs. PYTD			
	Revenue	Expenditures	Revenue	Expenditures	Revenue	Expenditures	Received	% of Actuals	Received	% of Actuals	Received	% of Actuals	Received	% of Actuals
<b>REVENUE</b>														
FOOD SERVICE	335,578	327,839	319,073	327,839	311,641	327,839	185,478	59.52%	126,163	83.75%	85.36%	(81,749)	287,227	286,436
COMMUNITY EDUCATION	403,904	341,972	343,402	328,718	301,705	341,972	68,505	22.71%	233,200	23.99%	42.57%	(13,882)	82,387	171,949
CONSTRUCTION	0	202,117	0	0	0	0	0	0.00%	0	0.00%	0.00%	0	0	0
DEBT SERVICE	1,122,571	1,097,403	1,108,727	1,143,273	1,132,547	1,097,403	91,037	8.04%	1,041,510	8.34%	1.60%	(1,391)	92,428	17,995
TRUST	0	0	0	0	0	0	0	0.00%	0	0.00%	0.00%	0	0	0
<b>TOTALS</b>	<b>1,862,053</b>	<b>1,799,829</b>	<b>1,771,201</b>	<b>1,799,829</b>	<b>1,745,893</b>	<b>1,799,829</b>	<b>345,020</b>	<b>19.76%</b>	<b>1,400,873</b>	<b>24.96%</b>	<b>25.58%</b>	<b>(97,022)</b>	<b>442,042</b>	<b>476,380</b>
<b>EXPENDITURES</b>														
FOOD SERVICE	323,909	327,839	327,839	327,839	311,641	327,839	263,727	84.63%	47,914	85.92%	85.62%	(17,959)	281,686	277,321
COMMUNITY EDUCATION	341,972	341,972	328,718	328,718	301,705	341,972	270,341	89.60%	31,364	89.20%	79.96%	(22,891)	293,232	273,452
CONSTRUCTION	202,117	202,117	0	0	0	0	0	0.00%	0	0.00%	109.53%	0	0	221,374
DEBT SERVICE	1,097,403	1,097,403	1,143,273	1,143,273	1,079,005	1,097,403	1,048,158	97.14%	30,848	100.00%	100.00%	(95,115)	1,143,273	1,097,403
TRUST	0	0	0	0	0	0	0	0.00%	0	0.00%	0.00%	0	0	0
<b>TOTALS</b>	<b>1,965,400</b>	<b>1,799,829</b>	<b>1,799,829</b>	<b>1,799,829</b>	<b>1,692,351</b>	<b>1,799,829</b>	<b>1,582,225</b>	<b>93.49%</b>	<b>110,126</b>	<b>95.46%</b>	<b>95.12%</b>	<b>(135,965)</b>	<b>1,718,190</b>	<b>1,869,549</b>
<b>SUMMARY - ALL FUNDS</b>														
<b>SUMMARY</b>														
REVENUE	8,508,431	8,678,531	8,678,531	8,678,531	8,623,834	8,678,531	6,094,097	70.67%	2,529,737	79.17%	80.10%	(777,096)	6,871,193	6,815,176
EXPENDITURES	8,587,771	8,706,804	8,706,804	8,706,804	8,619,272	8,706,804	7,149,179	82.94%	1,470,093	80.75%	81.52%	118,198	7,030,980	7,000,871
SPENDING VARIANCE	(79,340)	(28,274)	(28,274)	(28,274)	4,562	(28,274)	(1,055,082)	N/A	N/A	N/A	N/A	(895,294)	(159,787)	(185,695)