

**NORWAY JT. 7 SCHOOL DISTRICT
SCHOOL BOARD MEETING
Date: July 25, 2022 Minutes**

Board members present: Don Walter, John Gultch, Lindsey Drought, Ingrid Lang, and Chris Drought (virtual).
Staff Present: Carrie Reid, Marisa Joehnk

I. Open Meeting

- A. Meeting called to order 7:00 P.M.**
- B. Treasurer's Report/Cash Position**
District Bank Balance \$871,731.16; General Checking \$31,926.29;
- C. Review of Financial Packet**
Financial Packet reviewed.

II. Informational Items

- A. Staff and Student Handbook Updates:** The Board and administration discussed updates to the staff and student handbooks. Adam Scanlan will review each of them and come back with some consolidation and more clearly defined items in each handbook. In reviewing the handbook it was asked that Adam look at the student dress code to ensure that there is explicit language ensuring costumes, ears, tails, et cetera are not an approved and appropriate part of the school day. Adam will bring back updates to the next school board meeting.
- B. Buildings and Grounds Updates:** Adam gave an update on the buildings and grounds with anticipated projects and next steps. During this discussion Lindsey provided quotes on various trees to purchase. Adam will move forward with Josh to get the dying tree removed so that the land is ready for fall installation of new trees for the district.
- C. Staffing Updates:** Adam talked with the board regarding combining 4K and 5K classes and asked to move forward with a 1.0 FTE Special Education Teacher position for the 2022-2023 school year. Adam discussed the interview process of the Art teacher and indicated he was seeking approval of the contract later in the meeting.
- D. Marketing, Communications, and Media Updates:** A marketing and communications update was discussed including looking at how we could get devices that can be used for professional use without relying on contracted services with Waterford. Continued pushes on social media and having a strong online presence was indicated and Adam will move forward with designing, purchasing, and creating things to bring a stronger positive and known presence to our school.

III. Finance and Operations

- E. ESSER III Updates, Timeline, and Parameters:** Adam and Marissa began the process of outlining costs and areas of possible spending for upcoming ESSER III and EBIS spending. Adam was to talk with teachers and begin itemizing and prioritizing items to create a budget and move forward with the planning process. The administration went through the parameters and limits and began brainstorming ideas for the school.
- F. Signer Change - Town Bank:** With a change in Superintendency there was a needed change with Town Bank. This information was provided and action items were presented later in the meeting for this transactional change.
- G. Audit Updates:**

Marissa provided an update of the annual update and audit that was completed this summer.

V. Action Items

- a. **Approval of Teacher Resignation - Passed 5-0**
- b. **Signer Change - Town Bank - Passed 5-0**
- c. **Shared Agreement - North Cape - Passed 5-0**
- d. **BOE Financial Reports - Passed 5-0**

VI. Visitor Concerns (limited to 2 minutes per concern): No visitors were present

VII. Board closed session for personnel – State Statute 19.85(1) - Motion made by Don Walter at 8:07 pm to adjourn meeting to closed session. Motion 2nd by John Gultch; Board voted 5-0 in favor; Motion carried.