

**LABOR / MANAGEMENT COMMITTEE
HEALTH AND SAFETY
MEETING
Monday, September 12, 2022
3:30 p.m. Board Room & Google Meet**

Minutes

Committee Members: Dan Adams, Bill Flynn, Matt Grose, Ben Hawkins, Pat Medure, Kara Lundin, Jenny Lund, Kasie VanQuekelberg, Darin Cherne, Clayton Lindner, Carol Copp, Sue Roy, Cari Haley, Esther Hoganson, Julie Rasmussen

Unable to attend: Darin Cherne, Kara Lundin, Pat Medure, Jenny Lund

1. Welcome new members:
 - a. Sue Roy, Secretary Unit
 - b. Cari Haley, ESP Unit
 - c. Carol Copp, Teacher Unit
2. There are three open unit representatives: Custodial, Teacher, Transportation
3. No additions or corrections were made to the agenda.
4. The 5/9/22 meeting minutes were unanimously approved by all members in attendance.
5. Superintendent's Report - Matt Grose
Finalizing plans for Southwest School. Construction to start at the start of the year with completion by the end of summer 2023.
6. Safe Environment
 - a. Health and Safety Report – Darin Cherne
 - i. Unable to attend; a written site visit summary was provided
7. Topic of Month
 - a. Enrollment
The district has seen an increase in enrollment this year from last year.
 - b. COVID-19 update – Matt G.
School districts have received very little guidance from MDE this year. Cases are being reported at the school level. Tests and masks are available to students and staff. At this time, we will not be receiving more tests from the State. A reminder will be sent to staff letting them know they are available in hopes they are distributed before the expiration date. The expiration date was extended by 4 months on most tests. The COVID dashboard that tracked weekly cases has been removed from the school district website. The last of the COVID dollars will need to be spent by 2024.
 - c. Electronic timecards – no report; The district needs to move toward a system that pays hourly employees for the time that they work. Electronic timecards provide more accuracy for budgeting and recording. The business office is transitioning from SMART to Skyward in January.
 - d. District construction update
No update from Darin C. A few district projects will be delayed due to budgeting constraints and to ensure the Bigfork project is completed. Bids are coming in high for the Bigfork construction project which changes the scope of the project. The availability of materials in a timely manner is also an issue. School Dudes should be sent in for general heating, cooling, and repair issues.
8. Annual Notifications update – Kasie V.

The Annual Notifications email went out to all staff at the beginning of the school year. They are mostly the same, with the addition of diversity and cyber security modules. These are due to be completed at the end of September. Over 400 of 600 staff have already completed the required notifications. Reminders will continue to be sent to staff who have not completed the required annual notifications.

9. Frontline Worker Compensation: The State expected 600,000 applications but received 1.2 million. 1 million were automatically disqualified. The remainder will go through an appeal process. \$500 payouts are expected to go out in late September to those qualifying.
10. Budget Forecast and Discussion
We are entering the levy season. The school board will take action on the proposed levy this fall with the final levy approved in December. Adjustments are continually made between now and the end of December. The 2020-22 audit will begin this month. It is likely that significant reductions will be needed next year, but the district is working on positive solutions to deficit spending. We have a balanced budget for the first time in 8 years, so that is progress. Passing a referendum will help the revenue problem the year after it is passed.
11. Legislative Review and Discussion – no report
12. Labor-Related Comments/Updates - none
13. Schedule Topic of the Month for 12/12/22
 - a. Enrollment – Kara L.
 - b. COVID-19 update – Matt G.
 - c. State of the District – Matt G.
 - d. Electronic timecards – Jenny L.
 - e. District construction update – Darin C.