

**Upper West Shore School District #33**  
**Board of Trustees**  
**Regular Board Meeting**  
**July 15th, 2024 at 5:30 p.m.**

**Call to Order: 5:32 PM**

Present: Trustee Ron Tjaden, Trustee Arnold Bjork (via Zoom), Superintendent Carolyn Hall, Principal Brycen Ek,  
Business Clerk RaSena Christopher. Absent: Trustee Greg Simonson

**Trustees:**

Proctor Project -

Superintendent Hall and Trustee Tjaden reported that the Proctor project is 98% complete, based on the remaining budget for the project.

The building still needs 220-volt outlets, secure doors, a stove, refrigerator, windows, and siding.

Although the building does not currently have an equipped kitchen, it is otherwise ready for students.

A quote for the exterior work has been requested. (Siding scraped and painted; Windows glazed; Exterior doors replaced.)

Carolyn Hall has requested that Peter Bower be considered as the general contractor for future projects.

Majestic Contractor has requested that a letter of completion be submitted to the owner.

Trustee Bjork motioned to release Majestic Contracting from the Proctor Building Project after the Building passes the State Inspection, Trustee Tjaden seconded the motion, motion passed.

Trustee Tjaden motioned to request Peter Bower to solicit bids on the metal doors and exterior needs of the Proctor Building, Trustee Bjork seconded the motion, motion passed.

**Approve June 17, 2024 Board Meeting Minutes**

Trustee Tjaden motioned to approve the June 17, 2024 minutes, Trustee Bjork seconded the motion, motion passed.

**Approve Warrants and PO's & JV's**

Trustee Tjaden motioned to approve the Warrants, PO's and JV's, Trustee Bjork seconded the motion, motion passed.

**IEC - No Report**

**Teachers: No Report**

**Dayton PTO: No Report**

**Principal report:** Brycen Ek

Principal Ek is projecting 39-45 students. He reported one resignation and is requesting 2 paraprofessionals be hired for the 2024-2025 school year. Brycen has a scheduled walk through with Payne West Insurance.

**Clerk:** RaSena Christopher

RaSena shared the Year End Report with the Board. An estimate of how much money would be transferred from Impact Aid was given.

A discussion was held on how to attract students for the 2024/2025 school year.

Trustee Bjork motioned to approve the year end report, Trustee Tjaden seconded the motion, motion passed.

Approval of 24-25 Transportation Contract

Trustee Bjork motioned to approve the 2024-2025 Transportation contracts, Trustee Tjaden seconded the motion, motion passed

Discussion of 24-25 Annual Budget

This discussion is tabled until August 12th, 2024.

**County Superintendent:**

**Superintend Hall is recommending the following staff contracts for the 2024-2025 School Year:**

Rachel McCollough - BA, 3 Years

Carol Scheer - BA, 3 Years

Heather Buske - BA 2 Years (We did not have the discussion about the salary schedule because of the late hire)

All three will remain frozen on the schedule for a total of 3 years from their first contract date, unless the salary schedule is renegotiated.

Trustee Bjork motioned to place and hire the 3 employees per Superintendent Hall's recommendation, Trustee Tjaden seconded the motion, motion passed.

All Certified Staff contracts will be brought to the August Board meeting for final approval and signatures.

**Audit Report from Denning, Downey and Associates** was presented, Trustee Bjork motioned to approve the audit as presented, Trustee Tjadend seconded the motion, motion passed.

**Out of District Applications:** Superintendent Hall presented 5 out of district applications that Principal Ek has recommended for approval.

Trustee Bjork motioned to approve the applications, Trustee Bjork seconded the motion, motion passed.

Trustee Bjork would like a survey sent to the community to see what they would like to see offered at the school and see what would be needed for them to bring their children to school at Upper West Shore. Superintendent Hall and Mr. Ek have agreed to work on this for the 24-25 year.

Ron inquired if we could apply for a levy in January 2025. Yes, that is when we would adopt that motion.

Trustee Bjork motioned to adjourn the meeting at 7:07pm, seconded by Trustee Tjaden, motion passed and the meeting was adjourned.

1. Out-of-District Applications 2024-25

Action

<b>Board Action</b>	<b>Motion</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Other</b>
Greg Simonson						
Ron Tjaden						
Arnold Bjork						

Trustee & Community Comment on non-Agenda items

Motion to Adjourn:

Action Item

<b><i>Board Action</i></b>	<b>Motion</b>	<b>Second</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Other</b>
Greg Simonson						
Ron Tjaden						
Arnold Bjork						