

The West Central Area Board of Independent School District No. 2342, Barrett, Minnesota met for a committee meeting on Wednesday, November 1, 2023, at 5:30 PM in the secondary school media center. The meeting was called to order at 5:30 PM by the Chair of the Board, Michelle Nessman. The meeting started with the Pledge of Allegiance.

Members present: Michelle Nessman, Kayla Sanstead, Sara Strunk, and Miah Ulrich

Members absent: Terry Christenson and Gary Sabolik

Roll call was taken. A quorum was determined.

Motion by Kayla Sanstead, seconded by Miah Ulrich to adopt the modified agenda with the following modifications:

- Add 5.2 - Resignation of Aisha Payne
- Remove 5.3 - Consider Approve the .50 FTE Community Relations Specialist/.50 FTE Instructional Coach Position to a 1.0 FTE Instructional Coach Position
- Remove 5.4 - Consider Approving Replacement of the Administrative Assistant Position with a 1.0 FTE Communications Manager
- Remove 2. Administrative Assistant Vacancy from the Discussion portion of the agenda

Motion Carried.

The following administrative reports were presented:

Elementary Principal	Written and Verbal
Secondary Principal	Written and Verbal
Activities Director	Written
Community Education	Written and Verbal
Technology Coordinator	Verbal
Buildings and Grounds Director	Written and Verbal
Business Manager	Verbal
Superintendent	Written and Verbal

Motion by Miah Ulrich, seconded by Kayla Sanstead to approve the Consent Agenda which included the following items:

- New Hire
  - Anna Arndt - Custodian
- Resignation
  - Aisha Payne - Paraprofessional

New Business:

The first reading of the following policies was presented:

- Policy #703 - Annual Audit
- Policy #704 - Develop and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System

- Policy #705 - Investments
- Policy #706 - Acceptance of Gifts

Motion by Miah Ulrich, seconded by Kayla Sanstead to approve the resignation of School Board Member Jared Olson. Motion Carried.

Discussion was held regarding the vacant school board seat. An application will be placed on the school district website and applications will be reviewed at the December committee meeting.

Motion by Sara Strunk, seconded by Miah Ulrich to adjourn the meeting at 5:58 PM. Motion Carried.

Approved on November 15, 2023, by:

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Michelle Nessman, Chair

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Sara Strunk, Clerk