

## **MINUTES OF THE REGULAR MEETING OF THE NIAGARA BOARD OF EDUCATION**

Held on Wednesday, January 15, 2025, at 5:00 p.m.  
Niagara High School, Room 113

**PRESENT:** Mrs. Teresa Clement, Mrs. Lisa Swanson, Mrs. Kim Dumke, Mr. Joe Champeau, Mr. Brock Payette

**BY PHONE:** Mrs. Debra Tauriainen

**ABSENT:** Mrs. Karie Curran

**OTHERS PRESENT:** Nathaniel Burklund, Shawna Lindow, Rachael Butler, Terry Hanson, Scott Trevillian, Sherri Petschar

The meeting was called to order by Clement at 5:00 p.m.

Roll call was taken by Ms. Butler with members present as mentioned above.

Motion by Swanson/Tauriainen to approve the consent agenda. Unanimous.

### **COMMUNICATION FROM THE PUBLIC**

#### **Correspondence**

- No correspondence to report.

#### **Gifts, Grants and Bequests**

- No gifts, grants, or bequests to report.

#### **Public Appearances**

- No public appearances to report.

#### **Approve Hiring of William Moreau as Transportation Coordinator**

A motion was made by Swanson and seconded by Champeau to approve the hiring of William Moreau as Transportation Coordinator. Clement abstained from voting, citing a family relationship and, therefore, a conflict of interest. The motion passed unanimously, with all other members in favor.

#### **Approve Hiring of Derrell Coates as Bus Driver and Custodian**

A motion was made by Clement and seconded by Dumke to approve the hiring of Derrell Coates as Bus Driver and Custodian. The motion passed unanimously.

#### **Approve Hiring of Leah Suazo as Part-Time Special Education Paraprofessional**

A motion was made by Clement and seconded by Swanson to approve the hiring of Leah Suazo as a part-time Special Education Paraprofessional. The motion passed unanimously.

#### **Approve First Reading of Neola Policy Update Vol. 34-1: Policies for the Board; Table 6235**

A motion was made by Tauriainen and seconded by Dumke to approve the first reading of Neola Policy Update Vol. 34-1: Policies for the Board, with Policy 6235 tabled. The motion passed unanimously.

#### **NEOLA Policy Vol. 31-4 Technical Corrections**

Mr. Burklund provided a brief overview of the technical corrections made to Policy 31-4.

#### **Approve the Number of Regular Education Spaces Available for Open Enrollment for the 2025-2026 School Year**

The board corrected a technical error in the agenda and supporting document, updating the referenced school year from 2024-2025 to 2025-2026. A motion was made by Champeau and seconded by

Swanson to approve the number of regular education spaces available for open enrollment for the 2025-2026 school year. The motion passed unanimously.

### **Approve the Number of Special Education Spaces Available for Open Enrollment for the 2025-2026 School Year**

The board corrected a technical error in the agenda, updating the referenced school year from 2024-2025 to 2025-2026. A motion was made by Dumke and seconded by Swanson to approve the number of special education spaces available for open enrollment for the 2025-2026 school year. The motion passed unanimously.

### **Date of Next Budget & Finance Committee Meeting**

Mrs. Lindow discussed the tentative timing for the next Budget & Finance Committee Meeting, suggesting early February. Mr. Burklund stated he would connect with the board via email to propose specific dates and times.

## **ADMINISTRATOR REPORTS**

### **Finance Manager**

Mrs. Lindow provided an update on the transition following Gayle Zychowski's retirement, noting that the transition to the new Payroll and Accounts Payable Specialist, Jamie Tinti, has been going smoothly. She also highlighted progress on completing year-end payroll tasks and shared that the team is ahead of schedule in issuing staff W-2 forms.

### **Director of Pupil Services**

Mr. Hanson reviewed the highlights of the Pupil Services Report, including:

- Early Childhood Child Development Days: Met with staff to discuss options and plan for March 18 & 20.
- Family Literacy Night: Collaborated with Mrs. Smith and elementary staff to plan this year's event, scheduled for Thursday, March 13. The theme is "Racing into Reading."
- Scholastic Book Fair: Scheduled for March 10–14.
- AIMSweb Plus Implementation: Collaborating with Mr. Burklund, Mrs. Petschar, and Mr. Trevillian for the January 17 in-service regarding the new universal reading and math screener.

### **Principal**

Mr. Trevillian reviewed the highlights of the Principal's Report, including:

- Winter sports are at the midway point. He is also working on the spring sports schedule for this year and the fall/winter sports schedule for next year (including the new scoreboard installation and training).
- Overseeing exams and reviewing exam waiver procedures.
- Organizing Career Day on January 24, which will allow students to visit three local businesses: Systems Control, Billerud, and the VA Hospital.
- The School Spelling Bee is scheduled for January 22.

### **Superintendent**

Mr. Burklund reviewed the highlights of the Superintendent's Report, which included providing background on Career Days and the district's efforts to keep the program fresh and engaging for students. He also discussed preparations for the upcoming teacher in-service later this week. Additionally, Mr. Burklund shared his time spent with Ms. Butler, from the school, and Mr. Baneck from Neola, where they reviewed policy updates and technical corrections.

### **Future Meeting**

Wednesday, February 19, 2025, at 5:00 p.m. – Regular School Board Meeting, in room 113.

A motion was made by Swanson and seconded by Dumke to adjourn the regular meeting and go into closed session at 5:37 p.m.