

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Tuesday, August 20, 2013

6:30 pm

Board Room

A regular and closed meeting of the Board of Education of Independent School District No. 912, Milaca, Minnesota was held in the Board Room on Tuesday, August 20, 2013 for the purpose of discussing Board business. The meeting was closed to discuss negotiations (MN §13D.03).

The meeting was called to order at 6:30 p.m. by Chairperson Jeff Larson.

Upon Roll Call, the following members were present: Jody Chambers, Bryan Rensenbrink, Todd Quaintance, Judy Pearson, Jeff Larson, Jody Chambers. Those absent: Mark Herzing. Superintendent Jerry Hansen, was also present.

Changes to Agenda:

VI. Approval of the Consent Agenda

A. Approval of Minutes – revised June 18, 2013 Meeting Minutes

D. Personnel Items

Leave Requests/Resignations/Retirements/Seasonal Layoff/Termination:

19. Hire Damian Fish, After School ALC Math Teacher (addition)

20. Hire Connie Herges, Paraprofessional (addition)

21. Hire Jennifer Asher, Elementary Teacher (addition)

Motion by B. Rensenbrink, second by J. Chambers, to approve the agenda with the above mentioned changes. Motion carried.

Motion by J. Chambers, second by B. Rensenbrink, to amend the agenda. Motion carried.

Motion by T. Quaintance, second by A. Struffert to move the following items from section VIII (Items of Information and/or Discussion Only) to section VII (Items on Which Board Discussion and Action is Requested):

B) Health Service Staffing

C) Community Education Staffing: 2) Clerical Support

Motion carried.

Public Forum

Keith Anderson invited all Board Members to attend the August 26 Teacher Negotiations session.

Consent Agenda

Motion by J. Chambers, second by J. Pearson, to approve the consent agenda:

- Approval of the meeting minutes from the Regular and Closed meeting held on July 16, 2013
- Approval of the wires and check numbers 634113 through 634285 and wire transfers
- Approval of liquid asset transfers to checking: \$100,000 on 7/3/13, \$550,000 on 7/8/13, \$400,000 on 7/24/13, \$100,000 on 7/31/13
- Hire Melissa Eisenbraun, Class I Cleaner, 6:30 a.m. – 3:00 p.m., Monday-Friday during the summer, 2:45 – 11:15 p.m., Monday-Friday during the school year, \$10.50/hour, 40 hours/week, effective August 5, 2013
- Hire James Larson, Elementary Art Teacher, BA, Step 1, 0.31 FTE, \$10,215.74, effective August 21, 2013
- Hire Kalieka Hallerman, Special Ed Teacher, BA, Step 3, 1.0 FTE, \$35,073, effective August 21, 2013
- Change in hours for Amy Horrigan, District Office Receptionist/Accounts Payable, from 27.5 hours/week to 40 hours/week (7:30 a.m. – 4:00 p.m.), effective August 26, 2013
- Hire Martin Garber, Junior High Jazz Band Director, \$534, effective September 9, 2013
- Hire Laura Odden, Chamber Choir, \$2,089, effective September 9, 2013
- Hire Andrea Swenson, 7th Grade Volleyball Coach, \$1,647, effective September 4, 2013
- Hire Allie Johnson, 8th Grade Volleyball Coach, \$1,589, effective September 4, 2013
- Hire Kari Erickson, 9th Grade Volleyball Coach, \$3,473, effective August 12, 2013
- Change in hours due to enrollment for Becky Haukos, ECFE Teacher, 13.5 hours/week, BA, Step 9, \$30.35/hour, effective August 26, 2013
- Change in hours due to enrollment for Becky Haukos, School Readiness Teachers, Tuesday and Thursday, 8:00 – 11:00 a.m. and 11:45 a.m. – 3:15 p.m., +2.6 hours of prep, 15.6 hours/week, BA, Step 9, \$30.35/hour, effective August 26, 2013
- Change in hours due to enrollment for Amanda Johnson, School Readiness Teacher, Monday and Wednesday 8:00 – 11:00 a.m. and 11:45 a.m. – 3:15 p.m., Tuesday and Thursday 7:45 a.m. – 3:15 p.m., 32.4 hours/week, BA, Step 6, \$28.02/hour, effective August 21, 2013

- Change in hours due to enrollment for Kathy Riebel, School Readiness/ECFE Classroom Aide, Monday-Thursday, 7:45 a.m. – 3:15 p.m., Friday 8:00 a.m. – 11:00 a.m., 31 hours/week, \$10.10/hour, effective August 26, 2013
- Change in hours due to enrollment for Judith Swenson, School Readiness/ECFE Classroom Aide, Monday: 8:30 – 10:00 a.m., 10:30 - 11:30 a.m., 12:30 – 2:30 p.m., 5:30 – 7:00 p.m., Tuesday 6 hours of School Readiness, Wednesday: 9:00 – 10:45 a.m., 10:30 - 11:30 a.m., 3 hours School Readiness, Friday 9:30 a.m. – 12:00 p.m., additional miscellaneous hours (sanitizing, shopping, etc.), 26.5 hours/weekly, \$11.35/hour, effective August 26, 2013
- Change in hours due to enrollment for Kendra Gapiniski, School Readiness Teacher, Monday-Thursday 7:45 a.m. – 3:15 p.m., Friday 8:00 a.m. – 11:00 a.m., +6 hours prep, 37.2 hours/week, \$24.92/hour, effective August 21, 2013
- Change in FTE for Bridget Corbett, ALC Math Teacher, from .184 FTE to .524 FTE, BA, Step 1, \$17,267.90, effective August 26, 2013
- Hire Randy Sahlstrom, Paraprofessional, 8:15 a.m. - 3:00 p.m., 31.25 hours/week, \$10.61/hour, effective August 26, 2013
- Hire Justine Miller, Paraprofessional, 8:15 a.m. - 3:00 p.m., 31.25 hours/week, \$10.61/hour, effective August 26, 2013
- Hire Damian Fish, After School ALC Math Teacher, \$24/hour, effective September 4, 2013
- Hire Connie Herges, Paraprofessional, \$10.61/hour, 8:00 a.m. – 3:00 p.m., Monday – Friday, 32.5 hours/week, effective August 26, 2013
- Hire Jenifer Asher, Elementary Teacher, BA, Step 1, 1.0 FTE, \$32,954, effective August 21, 2013
- Approve FMLA leave for Melvin Hartung, Custodian, effective July 2 – July 22, 2013
- Accept the resignation of Melissa Elbert, Paraprofessional, effective July 25, 2013
- Accept the resignation of Heather Hoeck, 7th Grade Volleyball Coach, effective July 30, 2013
- Accept the resignation of Andrea Swenson, 9th Grade Volleyball Coach, effective July 30, 2013
- Accept the resignation of Judy Olson, ECFE Assistant, effective August 1, 2013
- Accept the resignation of Karen Vance, Special Ed Teacher, effective August 5, 2013
- Accept FMLA for Brenda Rueckert, Paraprofessional, August 26 through approximately October 4, 2013
- Accept the resignation of Michelle Lyrenmann, Elementary Teacher, effective August 11, 2013
- Accept the resignation of Gretchen Ploeger, Kids Town, August 23, 2013
- First Reading of the Following Policies: Policy 203.5 School Board Meeting Agenda, Policy 205 Open Meetings and Closed Meetings, Policy 405 Veteran's Preference, Policy 406 Public and Private Personnel Data, Policy 407 Employee Right to Know – Exposure to Hazardous Substances, Policy 413 Harassment and Violence, Policy 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse, Policy 417 Chemical Use and Abuse, Policy 418 Drug-Free Workplace/Drug-Free School, Policy 419 Tobacco-Free Environment, Policy 422 Policies Incorporated by Reference, Policy 425 Staff Development, Policy 506 Student Discipline, Policy 509 Enrollment of Nonresident Students, Policy 515 Protection and Privacy of Pupil Records, Policy 515 Public Notice, Policy 523 Policies Incorporated by Reference, Policy 524 Internet Acceptable Use and Safety Policy, Policy 526 Hazing Prohibition, Policy 532 Use of Peace Officers and Crisis Teams to Remove Students with IEPs From School Grounds, Policy 533 Wellness, Policy 602 Organization of School Calendar and School Day, Policy 604 Instructional Curriculum, Policy 609 Religion, Policy 610 Field Trips, Policy 703 Annual Audit, Policy 707 Transportation of Public School Students, Policy 709 Student Transportation Safety Policy, Policy 710 Extracurricular Transportation, Policy 711 Video Recording on School Buses, Policy 712 Video Surveillance Other Than on Buses, Policy 801 Equal Access to School Facilities, Policy 802 Disposition of Obsolete Equipment and Material, Policy 902 Use of School District Facilities and Equipment
- Approve the 2012-2014 Health Office Licensed Practice Nurse Contract
- Approve the 2012-2014 Food Service Director Contract

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

The High School Principal updated the Board on the hiring process, reported that the testing embargo will be released on September 27 and that Milaca was not accepted as an ACT testing site on April 22 because there are enough sites offered in the area.

The IT Director and Curriculum Director updated the board on the 1:1 Technology Initiative.

The Elementary Principal updated the board on the hiring process.

The Activities Director updated the Board on the fall sports.

The Community Education Director reported on the fall course registration and that Kids Town enrollment is up for the fall. The Business Manager provided the Board with an update on the financial picture of the district and a budget update.

Items on Which Board Discussion and Action is Requested

Motion by T. Quaintance, second by B. Rensenbrink, to approve the Treasurer's Report. Motion carried.

MOTION BY Jody Chambers to adopt the following resolution:

WHEREAS, we recognize the work performed by the custodial group within our school system within but not limited to the area of waxing floors, cleaning lockers, classrooms and offices, maintaining the grounds and the building,

WHEREAS, we appreciate the services rendered to both Milaca staff and students,

WE DO DECLARE the week of September 9-13, 2013 Custodial Week within the Milaca School District and we extend our appreciation to all those custodians who are a part of our system.

The motion for the adoption of the foregoing resolution was duly seconded by Todd Quaintance and upon a roll call vote being taken, thereon, the following voted in favor thereof: Jody Chambers, Bryan Rensenbrink, Todd Quaintance, Mark Herzing, Judy Pearson, Jeff Larson, Aimee Struffert

and the following voted against the same: none

Signed on behalf of the Milaca School Board on August 20, 2013.

Motion by T. Quaintance, second by B. Rensenbrink, to approve the 2013-2014 Food Service notice of assignments. Motion carried.

Motion by J. Chambers, second by T. Quaintance, to approve increasing meal prices by \$0.10 effective at the start of the 2013-2014 school year.

Motion by T. Quaintance, second by B. Rensenbrink, to add an LPN at 7 hours/day. Motion carried.

Motion by T. Quaintance, second by J. Chambers, to increase the Activities Secretary position to 32 hours/week during the school year. Motion withdrawn.

Motion by T. Quaintance, second by J. Pearson, to increase the Activities Secretary position to 32 hours/week during the school year and 20 hours/week during the summer. Motion carried.

The Board heard reports from the Committees.

The Board reviewed information on a CE Enrichment and ECFE Coordinator position.

The Superintendent updated the Board on the construction projects, E.A.R. levy, demographic/facility study interviews, OPEB, health reimbursement accounts, the upcoming health insurance rates and on Hazard Mitigation funds.

The Board members discussed the following items: Board Meetings move to 6:30 p.m. in the High School Media Center on the 3rd Monday of the month beginning September 16 and scheduling a work session before the September meeting.

Motion by T. Quaintance, second by B. Rensenbrink, to close the regular meeting. Motion carried. Regular meeting closed at 7:52 p.m.

Motion by T. Quaintance, second by B. Rensenbrink, to open the closed meeting. Motion carried. Closed meeting opened at 8:11 p.m.

The board discussed negotiations.

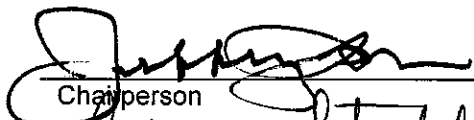
Motion by T. Quaintance, second by B. Rensenbrink, to close the closed meeting. Motion carried. Closed meeting closed at 9:23 p.m.

Motion by B. Rensenbrink, second by J. Chambers, to open the regular meeting. Motion carried. Regular meeting re-opened at 9:23 p.m.

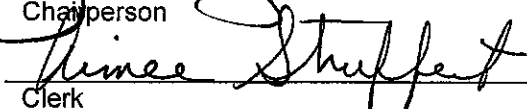
Motion by A. Struffert, second by J. Chambers, to adjourn the meeting. Motion carried.

The meeting adjourned at 9:46 p.m.

Respectfully submitted,



Chairperson



Clerk

September 16, 2013

Date

September 16, 2013

Date