

# School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, March 17, 2014

6:30 p.m.

High School Media Center

The regular meeting of the Board of Education of Independent School District No. 912, Milaca, Minnesota was held in the High School Media Center on Monday, March 17, 2014 for the purpose of discussing Board business.

The meeting was called to order at 6:32 p.m. by Chairperson Mark Herzing.

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

M. Herzing noted the passing of Gary Larson and read an excerpt from his obituary.

## Changes to Agenda:

### V. Approval of the Consent Agenda

C. Approval of Wire Transfers (wire transfers added)

D. Personnel Items

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

1. Accept the resignation of Matt Follmuth, Grade 9 Baseball Coach (addition)

2. Approve FMLA leave for Sandra Peterson, Custodian (addition)

3. Accept the retirement of Joe Wildman, Physical Education Teacher (addition)

F. Approve the Early Childhood/School Readiness coordinator Job Description (revised enclosure)

J. Approve the Overnight Trip Request for FFA to Attend the MN State FFA Convention (addition)

### IX. Superintendent and Board Member Items

B. Board Member Items

3. Convening of Exceptional Performance Pay Committee

Motion by J. Chambers, second by J. Pearson, to approve the agenda with the above changes. Motion carried.

## Public Forum

Rich Melvin, Executive Director of Milaca Area Chambers of Commerce, thanked the School District and staff members for their support of the Chamber. He also thanked the Milaca Education Association for co-sponsoring the Community Expo this year and in the future.

Andrew Nelson, Music Teacher, asked the Board that if they have any questions on the music staffing item on the agenda to contact him.

## Consent Agenda

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

- Approval of the minutes of the Regular and Closed Meeting held on February 18, 2014
- Approval of the checks and wires
- Approval of wire transfers to checking: \$150,000 on 2/6/14, \$505,000 on 2/13/14, \$700,000 on 2/27/14
- Hire Sarah Staples, Assistant One Act Play Director, \$530, effective December 15, 2013
- Hire Colleen Bell, Prom Advisor, BA +30, Step 7, \$862
- Hire Katie Kampa, Paraprofessional, 8:15 a.m. – 3:00 p.m., 31.25 hours/week, \$10.61/hour, effective March 17, 2104
- Hire Amber Krotzer, Paraprofessional, 8:15 a.m. – 3:00 p.m., 31.25 hour/week, \$10.61/hour, effective March 18, 2014
- Hire Nicole Herr, Paraprofessional, 8:00 a.m. – 3:00 p.m., 32.5 hours/week, \$10.61/hour, effective March 24, 2014
- Correction to the hire of Anita Baron, 9th Grade Softball Coach, \$1,830 (was previously approved at \$1,765), effective March 10, 2014
- Hire Nicole Hoffman, Assistant Jr. High Track Coach, \$1,059, effective March 24, 2014
- Accept the resignation of Matt Follmuth, Grade 9 Baseball Coach, effective September 24, 2013
- Approve FMLA leave for Sandra Peterson, Custodian, effective February 10 – May 9, 2014
- Accept the retirement of Joe Wildman, Physical Education Teacher, effective at the end of the 2014 School Year. Thank you Joe for 34 years of service to Milaca Public Schools!
- Approve the Director of Student Achievement Job Description
- Approve the Early Childhood/School Readiness Coordinator Job Description

- Approve the 2014-2017 Superintendent Contract
- Approve the Overnight Trip Request for the Jr. High Marching Band Valleyfair Trip, June 21-22, 2014
- Approve the Overnight Trip Request for the 7<sup>th</sup> Grade Band Trip to Duluth, May 2-3, 2014
- Approve the Overnight Trip Request for FFA to attend the MN State FFA Convention, April 27-29, 2014

The consent agenda was unanimously approved.

#### Principals/Directors/Coordinators Report

The High School Principal congratulated Joe Wildman on his retirement and thanked him for his years of service. He also reported on the Horizons Conference that introduces girls to engineering.

The Elementary Principal reported that 161 kindergarteners are registered, 46 children registered for 3 year old Preschool and 91 registered for 4 year old Preschool. "I love to Read" month wrapped up with a total of 7,300 hours reading and just over \$2,000 for Pennies for Patients and a form was sent to parents to provide information about their child for teachers requests.

The Activities Director reported on the impact of adding a boys swimming and diving team and the 2013 football team received the Silver Academic Award for the MN State Coaches Association which requires the official roster to have a GPA of 2.75-2.99 for the past school year. He noted the passing of Gary Larson, the start of spring activities, and thanked Joe Wildman for his years of coaching.

The Community Education Director reported that youth basketball had 120 participants in grades 4-8 and ran more smoothly than past years, 72 students registered for firearm safety, and that the 21<sup>st</sup> Century Grant is complete and thanked Missy Tellinghuisen for her help writing the grant,

The Business Manager provided the Board with an update on the financial picture of the district.

#### Items on Which Board Discussion and Action is Requested

Motion by J. Chambers, second by B. Rensenbrink, to approve the Treasurer's Report. Motion carried.

MOTION BY Judy Pearson to adopt the following resolution:

#### ADMINISTRATIVE PROFESSIONALS APPRECIATION WEEK

WHEREAS, we recognize the work performed by our Administrative Professionals within our school system within but not limited to managing the day to day office procedures,

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

WE DO DECLARE the week of April 21-25, 2014 Administrative Professionals Appreciation Week within the Milaca School District and we extend our appreciation to all Administrative Professionals who are a part of our system.

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

those absent: Todd Quaintance, Jeff Larson

and the following voted against the same: none

Signed on behalf of the Milaca School Board on March 17, 2014.

Member Aimee Struffert introduced the following resolution and moved its adoption:

#### RESOLUTION RELATING TO THE TERMINATION AND NONRENEWAL OF THE TEACHING CONTRACT OF JASON KAISER, A PROBATIONARY TEACHER.

WHEREAS, Jason Kaiser is a probationary teacher in Independent School District No. 912.

BE IT RESOLVED, by the School Board of Independent School District No. 912 that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Jason Kaiser, a probationary teacher in Independent School District No. 912, is hereby terminated at the close of the current 2013-2014 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

**NOTICE OF TERMINATION  
AND NON-RENEWAL**

Dear Mr. Kaiser:

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 912 held on March 17, 2014, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2014-2015 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because you do not meet the expectations of the district.

Yours very truly,

SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 912

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Clerk of the School Board

The motion for the adoption of the foregoing resolution was duly seconded by Judy Pearson and upon vote being taken thereon, the following voted in favor thereof: Aimee Struffert, Bryan Rensenbrink, Mark Herzing, Judy Pearson

the following abstained: Jody Chambers

the following were absent: Todd Quaintance, Jeff Larson

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

Member Aimee Struffert introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO THE TERMINATION  
AND NONRENEWAL OF THE TEACHING CONTRACT  
OF SARAH STAPLES, A PROBATIONARY TEACHER.**

WHEREAS, Sarah Staples is a probationary teacher in Independent School District No. 912.

BE IT RESOLVED, by the School Board of Independent School District No. 912 that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Sarah Staples, a probationary teacher in Independent School District No. 912, is hereby terminated at the close of the current 2013-2014 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

**NOTICE OF TERMINATION  
AND NON-RENEWAL**

Dear Mrs. Staples:

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 912 held on March 17, 2014, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2014-2015 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because you do not meet the expectations of the district.

Yours very truly,

SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 912

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Clerk of the School Board

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

the following were absent: Todd Quaintance, Jeff Larson

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

Member Aimee Struffert introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION  
AND NONRENEWAL OF THE TEACHING CONTRACT  
OF LAURA RIMBEY, A PROBATIONARY TEACHER.

WHEREAS, Laura Rimbey is a probationary teacher in Independent School District No. 912.

BE IT RESOLVED, by the School Board of Independent School District No. 912 that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Laura Rimbey, a probationary teacher in Independent School District No. 912, is hereby terminated at the close of the current 2013-2014 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION  
AND NON-RENEWAL

Dear Ms. Rimbey:

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 912 held on March 17, 2014, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2014-2015 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because you do not meet the expectations of the district.

Yours very truly,  
SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 912

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Clerk of the School Board

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

the following were absent: Todd Quaintance, Jeff Larson

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

The Board heard reports from the committees and noted the enrollment.

The Superintendent reported that due to weather related closures, April 16 will be a regular school day and June 6 will be a teacher make-up day. He updated the Board the education related bills being discussed at legislature.

The Board members discussed music staffing, building space for Kindergarten and Pre-School, and convening an ad hoc committee to discuss exceptional performance pay.

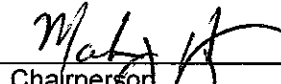
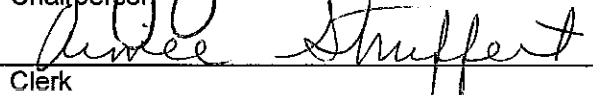
The Board heard the first reading of the following policies: Policy 417 – Chemical Use and Abuse, Policy 708 – Transportation of Nonpublic School Students, Policy 406 – Public and Private Personnel Data, Policy 414 – Mandated Reporting of Child Neglect or Physical or Sexual Abuse, Policy 506 – Student Discipline, Policy 509 – Enrollment of Nonresident Students, Policy 515 – Protection and Privacy of Pupil Records, Policy 503 – Student Attendance, Policy 504 – Student Dress and Appearance, Policy 505 – Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees, Policy 516 – Student Medication, Policy 521 – Student Disability Nondiscrimination, Policy 532 – Use of Peace Officers and Crisis Teams to Remove Students with IEPs From School Grounds, Policy 603 – Curriculum Development, Policy 607 – Organization of Grade Levels, Policy 615 – Testing, Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students, Policy 619 – Staff Development for Standards, Policy 624 – Online Learning Options, Policy 707 – Transportation of Public School Students, Policy 713 – Student Activity Accounting, Policy 904 – Distribution of Materials on School District Property by Nonschool Persons, Policy 906 – Community Notification of Predatory Offenders

The Board reviewed the student activities account.

Motion by J. Chambers, second by B. Rensenbrink, to adjourn the meeting. Motion carried.

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

 Chairperson	_____ April 21, 2014 Date
 Clerk	_____ April 21, 2014 Date