

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, November 18, 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 Monday, November 18, 2013 for the purpose of discussing Board business. The meeting was closed for the purpose of a student expulsion (MN §121A.43 to 121A.53).

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

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

Changes to Agenda:

VII. Items on Which Board Discussion and Action is Requested

F. Approval of the Procedure for Policy 902 (addition)

IX Superintendent and Board Member Items

A. First Reading of Policies: Policy 404 – Employment Background Checks (addition)

XIV. Expulsion Motion – motion added

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

Public Forum

No one spoke at Public Forum.

Consent Agenda

Motion by T. Quaintance, second by J. Chambers, to approve the consent agenda with item F pulled (approve adding an extra-curricular assistant high school One Act Play/Junior High One Act Director position to the C-Schedule at 4.5%)

- Hire Heather Beumer, Paraprofessional, 8:15 a.m. – 3:00 p.m., 31.25 hours/week, \$10.61/hour, effective October 28, 2013
- Hire Sarah Larsen, Paraprofessional, 7:45 a.m. – 3:00 p.m., 33.75 hours/week, \$10.61/hour, effective October 28, 2013
- Change in hours for Sherry Simon-Tolmie, Paraprofessional, 7:45 a.m. - 3:00 p.m., 33.75 hours/week (previously was 7:45 a.m. – 12:00 p.m., 23.75 hours/week), \$10.61/hour, effective October 28, 2013
- Hire Shelly Fournier, Homebound Teacher, \$24/hour, 3 hours/week, effective October 8, 2013
- Hire Brenda Dehart, Paraprofessional, 7:45 a.m. – 2:30 p.m., 31.25 hours/week, \$10.61/hour, effective October 29, 2013
- Hire Nita Blowers, Targeted Services Tutoring, \$24/hour, 47 hours total, effective October 23, 2013
- Hire Kari Erickson, Targeted Services Tutoring, \$24/hour, 47 hours total, effective October 23, 2013
- Hire Matt Follmuth, Targeted Services Tutoring, \$24/hour, 47 hours total, effective October 23, 2013
- Hire Tracy Hass, Targeted Services Tutoring, \$24/hour, 47 hours total, effective October 23, 2013
- Hire Chuck Henkemeyer, Targeted Services Tutoring, \$24/hour, 47 hours total, effective October 23, 2013
- Hire Ann Hoehn, Targeted Services Tutoring, \$24/hour, 74 hours total, effective October 23, 2013
- Hire Jessica Juntunen, Targeted Services Tutoring, \$24/hour, 47 hours total, effective October 23, 2013
- Hire Angela Koppendrayner, Targeted Services Tutoring, \$24/hour, 47 hours total, effective October 23, 2013
- Hire Sarah Larsen, Targeted Services Tutoring, \$24/hour, 74 hours total, effective October 23, 2013
- Hire Laura Rimbey, Targeted Services Tutoring, \$24/hour, 47 hours total, effective October 23, 2013
- Hire Missy Tellinghuisen, Targeted Services Tutoring, \$24/hour, 47 hours total, effective October 23, 2013
- Hire Sara Totzke, Targeted Services Tutoring, \$24/hour, 47 hours total, effective October 23, 2013
- Hire MaryJo Vickers, Targeted Services Tutoring, \$24/hour, 47 hours total, effective October 23, 2013
- Hire David Wedin, Targeted Services Tutoring, \$24/hour, 47 hours total, effective October 23, 2013
- Revised hire date for Ryan Bremer, Elementary Paraprofessional, 7:45 – 11:00 a.m., Monday & Wednesday, \$10.61/hour, effective October 14, 2013 (was October 9, 2013) (this is in addition to the 20 hours/week he works as a HS Paraprofessional)
- Hire Shannon Lepper, Targeted Services Tutoring, \$24/hour, 24 hours total, effective November 4, 2013
- Hire Wendy Hakes-Anderson, Targeted Services Tutoring, \$24/hour, 24 hours total, effective November 4, 2013
- Hire Jane Kaufman, Kids Town Paraprofessional, 6:30 – 8:15 a.m., 8.75 hours/week, \$15.18/hour, effective November 12, 2013 (this in addition to the 31.25 hours/week she works as an Elementary Paraprofessional)

- Hire Joe Mellgren, ALC Physical Education Teacher, \$24/hour, 3:15 – 4:45 p.m., Monday & Wednesday, effective November 6, 2013 – January 15, 2014
- Hire Shirley Perry, Targeted Services Tutoring, \$24/hour, 46.5 hours total, effective October 23, 2013
- Hire Allie Johnson, Targeted Services Tutoring, \$24/hour, 45 hours total, effective November 11, 2013
- Hire Teresa Nelson, ABE/GED Pine Tech Employment Training Center Teacher, \$24.43/hour, 17 hours total, November 8 – December 31, 2013
- Revision in the hire Cassandra Wredberg, Kids Town Paraprofessional, hours dependent on parent pickup, 2:55 – 5:30 p.m. (revised hours), \$11.00/hour, effective September 5, 2013
- Hire Derek Miller, Assistant JV Boys Basketball Coach, \$2,825, effective November 11, 2013
- Accept the resignation of Melissa Merwin, ALC English Teacher, effective 11-14-13 if a replacement has been hired. If no replacement has been hired, she will work until one is found.
- Accept the resignation of Dillon Naumann, Assistant JV Boys Basketball Coach, effective November 12, 2013
- Approve the Minnesota State Colleges and Universities Guest Lecturer/Presenter Agreement
- Approve Adding an Extra-Curricular Assistant High School One Act Play/Junior High One Act Director Position to the C-Schedule at 4.5%
- Native American Parent Committee Resolution

The consent agenda was unanimously approved.

Motion by J. Chambers, second by J. Pearson, to approve adding an extra-curricular assistant high school One Act Play/Junior High One Act Director position to the C-Schedule at 4.5%. J. Chambers clarified the motion as follows: approve restoring the 7th & 8th Grade Theater Coach and Assistant which includes the duties of the Assistant High School One Act Play Coach, the Fall Play and the Junior High One Act Director. Roll call vote. Those voted in favor: T. Quaintance, M. Herzing, J. Pearson, A. Struffert, J. Pearson, B. Rensenbrink. Those voted against: J. Larson. Motion carried.

Principals/Directors/Coordinators Report

The High School Assistant Principal reported that ASVAB testing was held this month and thanked Andy Nelson and Laura Odden for the fantastic Veteran's Day concert.

Mary Jo Vickers, Lisa Willman and Rachel Arens from the Elementary presented on the math wolf program.

The Elementary Assistant Principal reported on Bullying Awareness week.

The Activities Director reported on the winter activities participation.

The Community Education Director reported on staffing and on the Special Olympics program.

The Curriculum Director reported on the SAR committee and a Language Arts curriculum purchase.

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 T. Quaintance, second by A. Struffert, to approve the Treasurer's Report. Motion carried.

Motion by J. Chambers, second by T. Quaintance, to approve the procedure for Policy 610 – Field Trips. Motion carried.

Motion by T. Quaintance, second by B. Rensenbrink, to approve the procedure for Policy 903 – Visitors to School District Buildings and Sites. Motion carried.

Adopt the Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefor:

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

RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFOR.

WHEREAS, the financial condition of the school district dictates that the school board must reduce expenditures immediately, and

WHEREAS, this reduction in expenditure must include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District No. 912, as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

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

and the following voted against the same: Todd Quaintance

whereupon said resolution was declared duly passed and adopted.

Adopt the Resolution Amending the 125 Flexible Benefits Plan Definition of "Spouse":

Member Jody Chambers introduced the following resolution and moved its adoption:

WHEREAS, the Milaca School District (the "District") currently maintains a cafeteria plan pursuant to the requirements of Section 125 of the Internal Revenue Code called the Milaca #912 Flexible Benefits Plan (the Plan), which provides for premium conversion benefits, health care reimbursement benefits and dependent care benefits; and

WHEREAS, the District wishes to amend the Plan to conform the definition of "spouse" in Article II, paragraph 2.43 to be applied consistent with the applicable regulatory guidance, including IRS Revenue Ruling 2013-17.

NOW, THEREFORE, BE IT RESOLVED, that the District's Board of Education hereby approves this Resolution and amends the District's Flexible Benefits Plan and its component parts, such change is effective as of September 16, 2013.

BE IT FURTHER RESOLVED, that the appropriate designees of the District are hereby authorized and directed to execute and deliver all documents necessary for the proper implementation of the Plan to ensure that the amended restated Plan, hereby approved is in effect.

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

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

Motion by T. Quaintance, second by M. Herzing, to approve the procedure for Policy 902 – Use of School District Facilities and Equipment. Motion carried.

The Board noted the enrollment numbers and heard committee reports.

The Superintendent provided a building facility update, the teacher development evaluation planning committee meetings, and the demographic study will be presented in December.

The Board read the first readings of Policy 704 – Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Account System and Policy 404 – Employment Background Checks.

The Board reviewed the student activities account.

Motion by J. Chambers, second by A. Struffert, to close the regular meeting for the purpose of discussing a student expulsion (MN §121A.43 to 121A.53). Motion carried. Meeting closed at 7:28 p.m.

Motion by T. Quaintance, second by B. Rensenbrink, to open the closed meeting. Motion carried. Meeting opened at 7:33 p.m.

The Board discussed a student expulsion.

Motion by B. Rensenbrink, second by J. Chambers, to close the closed meeting for the purpose of voting on the student expulsion. Motion carried. Meeting closed at 7:57 p.m.

Motion by J. Chambers, second by B. Rensenbrink, to open the regular meeting. Motion carried. Meeting opened at 7.58 p.m.

Board Member Todd Quaintance introduced the following Resolution and moved its adoption:

**RESOLUTION RELATING TO THE PROPOSED
EXPULSION OF THE STUDENT IDENTIFIED
IN THE ATTACHMENTS HERETO
AND REFERRED TO AS THE "STUDENT"**

WHEREAS, the Student was proposed for expulsion pursuant to the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40 through 121A.56; and

WHEREAS, a hearing upon the proposed expulsion of the Student was held before Steven Rutzick, an independent hearing officer appointed by the School District; and

WHEREAS, said Hearing Officer has submitted his Findings of Fact, Conclusions and Recommended Decision to the School Board; and

WHEREAS, the School Board has reviewed the evidence, along with any pertinent files, records and proceedings, including the Hearing Officer's Findings of Fact, Conclusions and Recommended Decision.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 912 as follows:

1. Based upon its review of the record of the proceedings, the School Board hereby accepts the Findings of Fact of the Hearing Officer as supported by substantial evidence on the record, including, but not limited to, the Finding that: the School District's Weapons Policy, including the minimum one-year expulsion for possession of a firearm, is consistent with the Minnesota Pupil Fair Dismissal Act, and specifically Minn. Stat. §121A.44(a).
2. Under the applicable provision of the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §121A.44(a), a minimum one-year expulsion for possession of a firearm is required, unless the length of the expulsion is modified by the School Board on a case-by-case basis. Therefore, the Student's expulsion, as proposed by the School District's administration, was required and appropriate.
3. The School Board takes exception with the Hearing Officer's Conclusion No. 5 that the Student's intent should determine whether the proposed expulsion is appropriate. The School Board hereby orders that the expulsion of the Student be imposed immediately pursuant to the Hearing Officer's Recommended Decision; however, the following conditions shall apply: (a) the Student must cooperate in alternative education during the period of expulsion; (b) the Student must remain law-abiding; and (c) the Student must comply with all school rules, regulations and policies upon readmission to school.
4. The Clerk of the School Board is directed to provide written notice of the expulsion to the Student and the Student's parents in substantially the form as provided in the attached Exhibit B.
5. It is further ordered that pursuant to proper request, the School District shall provide a copy of this Resolution. However, any release of said Resolution shall not include the exhibits or attachments hereto, as the School Board hereby finds that such materials constitute "private data on individuals" pursuant to the Minnesota Government Data Practices Act, Minn. Stat. § 13.32.

The motion for the adoption of the foregoing Resolution was duly seconded by Board Member Bryan Rensenbrink.

Motion by Judy Pearson to amend the motion to set the expulsion period at one year with an early return on Monday, November 25, 2013 with the following conditions: (a) the Student attends homebound instruction; (b) the Student remains law-abiding; and (c) the Student must comply with all school rules, regulations and policies upon readmission to school. Motion seconded by Aimee Struffert and upon vote being taken thereon, the following voted in favor thereof: Judy Pearson

and the following voted against the same: Todd Quaintance, Mark Herzing, Jeff Larson, Aimee Struffert, Jody Chambers, Bryan Rensenbrink

whereupon, said amendment failed.

Upon vote being taken thereon the original motion, the following voted in favor thereof: Mark Herzing, Judy Pearson, Jeff Larson, Aimee Struffert, Jody Chambers, Bryan Rensenbrink

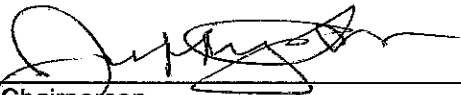
and the following voted against the same: Todd Quaintance

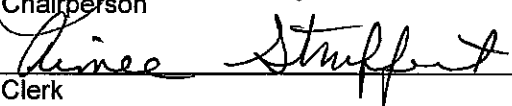
whereupon said Resolution was declared and duly passed and adopted.

Motion by T. Quaintance, second by B. Rensenbrink, to adjourn the meeting. Motion carried.

The meeting adjourned at 8:31 p.m.

Respectfully submitted,



Chairperson


Clerk

December 16, 2013

Date

December 16, 2013

Date