

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday October 21, 2013

6:30 pm

Board Room

A regular meeting of the Board of Education of Independent School District No. 912, Milaca, Minnesota was held in the Board Room on Monday, October 21, 2013 for the purpose of discussing Board business.

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

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

Changes to Agenda:

V. Approval of the Consent Agenda

D. Personnel Items

Employment Approval/Hours Adjusted/Position Creation:

9. Increase for Robert Sumner, Community Education Director (addition)

10. Hire Clay Hoeck, Assistant 7th Grade Football Coach (addition)

T. Approve the Employment and Training Agreement with Mille Lacs County (strike)

VI. Principal/Directors/Coordinators Report

A. High School Principal

1. Homecoming (addition)

D. Community Education Director

1. ABE/GED Contract (addition)

2. Director's License (addition)

3. Youth Basketball Update (addition)

Motion by A. Struffert, B. Rensenbrink, to approve the agenda with the above changes. Motion carried.

Public Forum

No one spoke at Public Forum.

Consent Agenda

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

- Approval of the meeting minutes from the Regular September 16, 2013 meeting and the Special and Closed September 18, 2013 meeting
- Approval of check numbers 634456 through 634673 and wire transfers
- Approval of liquid asset transfers to checking: \$100,000 on 9/3/13, \$133,378.46 on 9/30/13 and MN Trust Transfers to checking: \$847,985.94 on 9/12/13 and \$410,000 on 9/27/13
- Correction in hours and hire date for Carrie Vesel, School Readiness Aide, \$9.44/hour, 7:45 a.m. – 3:15 p.m., 28 hours week, effective September 5, 2013
- Hire Cassie Wredberg, Kids Town Paraprofessional, hours dependent on parent pickup, 3:00 – 6:00 p.m., \$11.00/hour, effective September 5, 2013
- Hire David Grilz, ALC Math Teacher, Quarter 1, Monday & Wednesday, \$24/hour, effective September 4, 2013
- Hire Andrea Swenson, Kids Town Aide, 3:00 – 4:45 p.m., Monday – Thursday, 3:00 – 6:00 p.m., every other Friday, 10-12 hours/week, \$9.88/hour, effective November 1, 2014
- Hire Ryan Bremer, Elementary Paraprofessional, 7:45 – 11:00 a.m., Monday & Wednesday, \$10.61/hour, effective October 9, 2013 (this is in addition to the 20 hours/week he works as a HS Paraprofessional)
- Revision in start date for Michelle Fournier, Homebound Instructor, \$24/hour, 24 hours total, effective September 6, 2013 (was September 9, 2013)
- Hire Craig Talberg, 7th Grade Boy's Basketball Coach, BA, Step 15, \$2,405, effective October 28, 2013
- Increase for Robert Sumner, Community Education Director, per his contract for completing his licensure, \$5,000, effective October 16, 2013
- Hire Clay Hoeck, Assistant 7th Grade Football Coach, \$1,279, effective September 17, 2013
- Approve FMLA for Jane Kaufmann, Paraprofessional, effective August 26 – September 23, 2013
- Approve FMLA for Jane Kaufmann, Paraprofessional, effective September 23 – October 21, 2013
- Approve maternity leave for Kendra Gapinski, School Readiness Teacher, effective December 10, 2013 – February 3, 2014
- Approve FMLA for Sharon DeVries, Paraprofessional, effective October 17, 2013 – January 9, 2014

- Accept the resignation of Jerry Westphal, 7th Grade Basketball Coach, effective October 14, 2013
- Third Reading and Approval 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 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
- Agreement to Extend Probationary Period for a Member of the Paraprofessional Unit
- Approve the Assurance of Compliance with the State and Federal Law Prohibiting Discrimination
- Approve the Working Agreement with Lakes and Pines for Space
- Annual Review of the Following Policies: Policy 410 - Family and Medical Leave Policy, Policy 413 - Harassment and Violence, Policy 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse, Policy 415 - Mandated Reporting of Maltreatment of Vulnerable Adults, Policy 506 - Student Discipline, Policy 514 - Bullying Prohibition Policy, Policy 522 - Student Sex Nondiscrimination, Policy 524 - Internet Acceptable Use and Safety Policy, Policy 616 - School District System Accountability, Policy 806 - Crisis Management Policy
- Approve the SAR Committee (Curriculum and Student Achievement Committee) Membership Roster:

Local Advisory Committee Membership 2013-2014

Administration:

Steve Voshell, Elementary Principal
 Damian Patnode, High School
 Principal
 Charles Plumadore, Curriculum
 Director
 Steve Bistrup, Technology

Parent/Community:

Tracy Shoemaker
 Lisa Greninger
 Lisa Hakes
 Amy Goebel
 Karl Norvell
 Barbara Shaw

Teachers:

Cory Greninger, Elementary Teacher
 Megan Vetter, Secondary Teacher

Students:

Hannah Walters
 Ashley Haukos

- Approve the Notices of Assignment for Brandi Katke, Kids Town Level Two Aid and ECFE/School Readiness Aid
- Approve the Notices of Assignment for Carrie Vesel, ECFE/School Readiness Aid
- Approve the Notices of Assignment for Kathy Riebel, ECFE/School Readiness
- Approve the Notices of Assignment for Nicole Hartung, Kids Town, Youth Development, and Adult Enrichment Coordinator
- Approve the Notices of Assignment for Connie Belanger, Kids Town Level One
- Approve the Notices of Assignment for Judith Swenson, ECFE/School Readiness Aid
- Approve the Notices of Assignment for Lisa Lester, Kids Town Level One Aid
- Approve the Notices of Assignment for Sam Dullinger, Kids Town Student Aid
- Approve the Notices of Assignment for Kathleen Fitschen, Give Me Five, Club House, and F.I.R.E. Coordinator
- Approve the ABE Agreement with Mille Lacs County

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

The High School Assistant Principal reported on homecoming.

The Elementary Principal reported on the Milaca Elementary Focus School designation.

The Activities Director reported that last spring the softball team and the boys' and girls' track team was awarded the gold award for academic excellence, provided a fall sports wrap up, and reported on the creation of an assistant Theater Director position paid on the c-schedule.

The Community Education Director reported that Pine Technical College has requested more hours for GED/ABE training and the contract will be brought to the Board next month, he has completed and received his CE Director licensure, and youth/traveling basketball formed Milaca Youth Basketball organization.

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 J. Chambers, 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 withdrawn. Policy committee to review the procedure.

MOTION BY Todd Quaintance to adopt the following resolution:

WHEREAS, we recognize the work performed by the bus drivers within our school system within but not limited to transporting students and staff,

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

WE DO DECLARE the week of October 21-25, 2013 Bus Driver Appreciation Week within the Milaca School District and we extend our appreciation to all Bus Drivers who are a part of our system.

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

and the following voted against the same: none

Signed on behalf of the Milaca School Board on October 21, 2013.

MOTION BY Jody Chambers to adopt the following resolution:

WHEREAS, we recognize the work performed by our IT Professionals within our school system within but not limited to managing and solving students and staff iPad and computer problems,

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

WE DO DECLARE the week of November 4 - 8, 2013 IT Professional Appreciation Week within the Milaca School District and we extend our appreciation to all IT Professionals 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: Bryan Rensenbrink, Todd Quaintance, Mark Herzing, Judy Pearson, Jeff Larson, Aimee Struffert, Jody Chambers

and the following voted against the same: none

Signed on behalf of the Milaca School Board on October 21, 2013.

Motion by T. Quaintance, second by A. Struffert, to proceed with the facility study with Wold architects. Motion carried.

Motion by T. Quaintance, second by M. Herzing, to proceed with the demographic study with Ann Thomas and Jim Sheehan. Motion carried.

MOTION BY Judy Pearson to adopt the following resolution:

WHEREAS, a contract entered into for the purchase of computer equipment consisting of 260 iPads, 270 Griffin Survivor protective cases, 2 ActivBoard 587 with accessories and installation and 2 Mitsubishi TW11U DLP projectors with 2 Mitsubishi projector lamps at a total cost to the Independent School District #912 of Milaca of \$140,320.08;

AND WHEREAS, Minn. Stat. 123B.61 authorizes the Independent School District #912 of Milaca to issue certificates of indebtedness within the existing debt limits to finance such a purchase of computer equipment,

AND WHEREAS, the proposed issue amount is less than 0.15 percent of the market value of taxable property in the city.

BE IT RESOLVED BY THE INDEPENDENT SCHOOL DISTRICT #912 BOARD OF EDUCATION, MILACA, MINNESOTA:

The Independent School District #912 hereby determines that it will issue certificates of indebtedness in the amount of \$140,320.08, payable in Six (6) equal semiannual installments commencing April 1, 2014, with interest thereon payable semiannually at a rate not to exceed 1.75% per annum to finance to purchase of this computer equipment.

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: Bryan Rensenbrink, Judy Pearson, Jeff Larson, Aimee Struffert, Jody Chambers

and the following voted against the same: Todd Quaintance, Mark Herzing

Adopted by the Independent School District #912 this 21st day of October, 2013.

Motion by T. Quaintance, second by B. Rensenbrink, to approve an increase in the severance insurance premium of \$26,715.00, based on the recommendation from KDV. Motion carried.

The Board noted the enrollment numbers and heard committee reports.

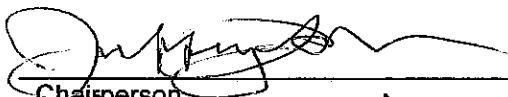
The Community Education Director reported he is reviewing a staffing model that will better meet the needs of the community and staff, which he will bring to the board in upcoming months.

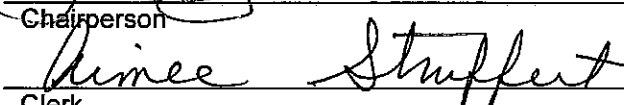
The Technology Director reported he would be bringing a staffing request to the Board for a full time technology position to help support the iPad initiative.

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

The meeting adjourned at 7:44 p.m.

Respectfully submitted,



Chairperson


Clerk

November 18, 2013
Date

November 18, 2013
Date