

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Tuesday, August 21, 2012

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 Tuesday, August 21, 2012, for the purpose of discussing Board business.

The meeting was called to order at 6:30 pm by Vice-Chairperson, Judy Pearson.

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

Changes to the Agenda

V. Approval of the Consent Agenda

D. Personnel Items

Employment Approval/Hours Adjusted/Position Created

27. Increase in hours for Laura Fagerstrom, Food Service

28. Increase in hours for Pat Peterson, Food Service

29. Hire Andrea Swenson, Grade 9 Volleyball Coach

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

5. Accept the resignation of Ashlyn Kreifels, Kids Town

6. Accept the resignation of Shannon Johnson, Elementary Art Teacher

7. Accept the resignation of Sarah Ploeger, Community Education Secretary

VI. Principals/Directors/Coordinators Report

B. Elementary Principal

2. Bullying Presentation

3. School Improvement Plan

C. Activities Directors

1. Volleyball Coach

IX. Superintendent and Board Member Items

A. Superintendent Report

2. Community Education

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

Public Forum

No one spoke at Public Forum.

Consent Agenda

T. Quaintance pulled the extended school year (15 additional days) for Mary Hastings and Trina Olson from the consent agenda. Motion by J. Chambers, second by B. Rensenbrink, to approve the remainder of the consent agenda:

- Approval of the meeting minutes from the Regular Meeting held on July 17, 2012
- Approval of check numbers 631637 through 631783 and wire transfers
- Approval of liquid asset transfers to checking: \$429,000 on 7/9/12, \$344,715 on 7/23/12, \$270,000 on 7/26/12
- Hire Charlie Plumadore, Overload for Curriculum (2012-2013 SY), \$7,256
- Hire Paul Arens, Physical Education/Health Teacher, MA, Step 8, 1.0 FTE, \$48,373, effective August 22, 2012
- Hire Jason Kaiser, English Teacher, BA, Step 1, 1.0 FTE, \$32,954, effective August 22, 2012
- Hire Jean Johnson, Child Nutrition – District Clerk, \$17.00/hour, 7:30 a.m. – 3:30 p.m., 37.5 hours/week, effective July 17, 2012 (This hire was previously approved in July. Correction made to rate of pay and start date.)
- Hire James Taylor, Head Volleyball Coach, \$5,878, effective August 13, 2012
- Hire Gwen Garber, Assistant JV Volleyball Coach, \$4,275, effective August 13, 2012
- Hire Damian Fish, ALC Math Summer School Teacher, \$24.00/hour, effective July 16 – August 9, 2012, 8:15 a.m. – 11:30 a.m.
- Extend Title I Tutor, Bonnie Ash, contract days from 180 to 182, \$24.43/hour, effective August 27, 2012
- Extend Title I Tutor, Jen Asher, contract days from 180 to 182, \$24.43/hour, effective August 27, 2012
- Extend Title I Tutor, Diane Billmark, contract days from 180 to 182, \$24.43/hour, effective August 27, 2012

- Extend Title I Tutor, Shirley Geurkink, contract days from 180 to 182, \$24.43/hour, effective August 27, 2012
- Extend Title I Tutor, Sharon Jamison, contract days from 180 to 182, \$24.43/hour, effective August 27, 2012
- Extend Title I Tutor, Ann Westphal, contract days from 180 to 182, \$24.43/hour, effective August 27, 2012
- Hire Ashley Davis, Kids Town, 3 hours/day, 3:00 – 6:00 p.m. (Mon, Wed., some Fri.), approximately 9 hours/week, \$9.88/hour, effective September 4, 2012
- Hire Lisa Lester, Kids Town, 3 hours/day, 3:00 – 6:00 p.m. (Tues., Thurs., some Fri.), approximately 9 hours/week, \$9.88/hour, effective September 4, 2012
- Change in hours for Lois DeBoer, Paraprofessional, from 18.75 hours to 20 hours/week, 8:00 a.m. – 12:00 p.m., \$15.03/hour, effective August 27, 2012
- Hire Michelle Ehlen, Paraprofessional, 8:00 a.m.-3:00 p.m., 32.5 hours/week, \$10.51/hour, effective August 27, 2012
- Hire Justine Miller, Paraprofessional, 8:30 a.m.-12:30 p.m., 20 hours/week, \$10.51/hour, effective August 27, 2012
- Change in for Deb Winkler, Paraprofessional, from 28.75 hours to 32.5 hours, 8:00 a.m. – 3:00 p.m., \$10.90/hour, effective August 27, 2012
- Hire Deb Beckers, Paraprofessional, 8:45 a.m. – 12:30 p.m., 18.75 hours/week, \$10.51/hour, effective August 27, 2012
- Hire Cassandra Wredberg, Paraprofessional, 8:30 a.m. – 2:45 p.m., 28.75 hours/week, \$10.51/hour, effective August 27, 2012
- Approve adjusting the hours for Julie Rhoda from 29.8 hours/week to 1.5 hours/week, ECFE Teacher, effective July 25, 2012
- Hire Kari Erickson, 7th Grade Volleyball Coach, \$2,405, effective September 4, 2012
- Hire Amanda Johnson, Elementary Preschool Teacher, \$28.02/hour, effective August 22, 2012
- Increase in hours for Laura Fagerstrom, Food Service, from 4.5 to 6 hours/day (7:45 a.m. – 1:45 p.m.), \$10.91/hour, effective September 4, 2012
- Increase in hours for Pat Peterson, Food Service, from 2.5 to 2.75 hours/day (11:00 a.m. – 1:45 p.m.), \$10.91/hour, effective September 4, 2012
- Hire Andrea Swenson, Grade 9 Volleyball Coach, \$2,295, effective August 13, 2012
- Accept the resignation of Amy Milbradt, Early Childhood Program Coordinator, effective August 20, 2012
- Accept the resignation of James Taylor, Assistant JV Volleyball Coach, effective August 3, 2012
- Accept the resignation of Michelle Peterson, Paraprofessional, effective August 31, 2012
- Accept the resignation of Kim Strand, Paraprofessional, effective August 7, 2012
- Accept the resignation of Ashlyn Kreifels, Kids Town, effective August 24, 2012
- Accept the resignation of Shannon Johnson, Elementary Art Teacher, effective August 15, 2012
- Accept the resignation of Sarah Ploeger, Community Education Secretary, effective September 10, 2012
- Approval of the Clerical Contract revision

The consent agenda was unanimously approved.

Motion by T. Quaintance, second by J. Chambers, to approve the hire of Mary Hastings, Extended School Year (15 additional days), MA+30, Step 15, \$5,335 and the hire Trina Olson, Extended School Year (15 additional days), MA+15, Step 11, \$4,559. Motion carried.

Principal/Directors/Coordinators Reports

The High School Principal introduced the new High School Assistant Principal, Joel Foss, and reported on the implementation of the iPad initiative.

The Elementary Assistant Principal reported on the testing results and gave a presentation on bullying.

The Elementary Principal reported on the school improvement plan.

The Activity Directory reported that activities started on August 13, that there are enough girls participating in volleyball to warrant the hire of another coach and the hockey co-op discussion with Mora is continuing.

Motion by J. Chambers, second by T. Quaintance, to hire an Assistant Volleyball Coach paid at 4.5%. Motion carried.

The Community Education Director reported that there were recently 2 resignations.

The Business Manager presented the financial picture of the district, updated the Board on the automated time keeper management system and that the dump truck needs repairs which the Building and Grounds Committee should meet to discuss.

Items on Which Board Discussion and Action is Requested

Motion by A. Struffert, second by J. Chambers, to approve the Treasurer's Report. Motion carried.

Motion by T. Quaintance, to adopt the following resolution:

**RESOLUTION RELATING TO RENEWING THE EXPIRING REFERENDUM REVENUE
AUTHORIZATION OF THE SCHOOL DISTRICT AND CALLING AN ELECTION THEREON**

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

1. The Board hereby determines and declares that it is necessary and expedient for the school district to renew its existing referendum revenue authorization of \$1.02 per resident marginal cost pupil unit which is scheduled to expire after taxes payable in 2012. As provided by law, the ballot question must abbreviate the term "per resident marginal cost pupil unit" as "per pupil". The additional revenue will be used to finance school operations and the property tax portion thereof will require an estimated referendum tax rate of approximately 0.00022% of the referendum market value of the school district for taxes payable in 2013, the first year it is to be levied. The proposed referendum revenue authorization would be applicable for ten (10) years unless otherwise revoked or reduced as provided by law. The question on the approval of this referendum revenue authorization shall be School District Ballot Question 1 on the school district ballot at the special election held to approve said authorization.

2. The ballot question or questions of the school district shall be submitted to the qualified voters of the school district at a special election, which is hereby called and directed to be held in conjunction with the state general election on Tuesday, November 6, 2012.

3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and the polling places for this special election are those polling places and precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as those for the state general election.

4. The clerk is hereby authorized and directed to cause written notice of said special election to be provided to the county auditor of each county in which the school district is located, in whole or in part, and to the Commissioner of Education at least seventy-four (74) days before the date of said election. The notice shall specify the date of said special election and the title and language for each ballot question to be voted on at said special election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said special election to be posted at the administrative offices of the school district at least ten (10) days before the date of said special election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said special election and to cause two sample ballots to be posted in each polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot.

The clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the school district, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of the election.

The notice of election so posted and published shall state each question to be submitted to the voters as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is hereby authorized and directed to cause a notice of the election to be mailed by first class mail to each taxpayer in the school district at least fifteen (15) but no more than thirty (30) days prior to the date of the special election. The notice shall contain the required projections and the required statement specified in Minnesota Statutes, Section 126C.17, subdivision 9, paragraph (b). The clerk is also directed to cause a copy of this notice to be submitted to the Commissioner of Education and to the county auditor of each county in which the school district is located in whole or in part at least fifteen (15) days prior to the day of the election.

The clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with state, city, township and county election authorities conducting the state general and other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate municipal and county officials regarding preparation and distribution of ballots, election administration and cost sharing.


5. The clerk is further authorized and directed to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

SPECIAL ELECTION BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 912

NOVEMBER 6, 2012

INSTRUCTIONS TO VOTERS

To vote, completely fill in the oval(s) next to your choice(s) like this: 

To vote for a question, fill in the oval next to the word "YES" on that question.
To vote against a question, fill in the oval next to the word "NO" on that question.

**SCHOOL DISTRICT BALLOT QUESTION 1
RENEWAL OF EXPIRING
REFERENDUM REVENUE AUTHORIZATION**

The board of Independent School District No. 912 (Milaca Public Schools) has proposed to renew the school district's existing referendum revenue authorization of \$1.02 per pupil which is scheduled to expire. The proposed referendum revenue authorization would be applicable for ten years unless otherwise revoked or reduced as provided by law.



YES

Shall the increase in the revenue proposed by the board of Independent School District No. 912 be approved?



NO

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE
VOTING TO EXTEND AN EXISTING PROPERTY TAX
REFERENDUM THAT IS SCHEDULED TO EXPIRE.**

Optical scan ballots must be printed in black ink on white colored material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

6. The individuals designated as judges for the state general election shall act as election judges for this special election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit the results to the school board for canvass in the manner provided for other school district elections. The election must be canvassed by the school board between the third and the tenth day following the election.

The motion for the adoption of the foregoing resolution was duly seconded by M. Herzing and upon vote being taken thereon the following voted in favor thereof: A. Struffert, J. Chambers, B. Rensenbrink, T. Quaintance, M. Herzing, J. Pearson

those absent: J. Larson

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

Motion by J. Chambers, second by B. Rensenbrink, to approve the resolution relating to \$4,100,000 General Obligation Aid Anticipation Certificates of Indebtedness Series 2012A; Authorizing the Issuance Establishing the Terms Thereof, and Authorizing the Chairperson and Superintendent to Award the Sale Thereof and to Take Such Action and Execute All Documents Necessary to Accomplish Said Award and Sale. Roll call vote: Those voted in favor: A. Struffert, J. Chambers, B. Rensenbrink, T. Quaintance, M. Herzing, J. Pearson. Those absent: J. Larson. Those voted against: none. Motion carried.

Motion by J. Chambers, second by A. Struffert, to approve the 2012-2013 ALC school calendar. Motion approved.

Motion by A. Struffert, second by J. Chambers, to approve the student parking plan. Motion carried.

The Board heard reports from the committees and reviewed the enrollment numbers.

The Superintendent asked the Board to review the notice of election mailing, discussed Community Education staffing and that the printing cost per district calendar was \$0.71 each.

Motion by J. Chambers, second by A. Struffert, to post/hire a Community Education Director. Motion withdrawn.

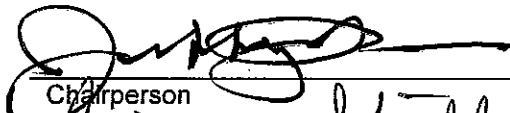
The Board heard the second reading of Policy 205 – Open Meetings and Closed Meetings.

The Board reviewed the student activities account.

Motion by T. Quaintance, second by J. Chambers, to adjourn the meeting. Motion carried.

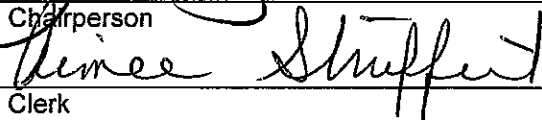
The meeting adjourned at 8:15 p.m.

Respectfully submitted,



Chairperson

Clerk



September 18, 2012

Date

September 18, 2012

Date