

# School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, June 18, 2018 6:30 pm

Area Learning Center Meeting Space

A regular meeting of the Board of Education of Independent School District No. 912, Milaca, Minnesota was held at the Milaca Area Learning Center meeting space on Monday, June 18, 2018, 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: Brandon Baker, Jere Day, Sarah Ploeger, Todd Quaintance, Bryan Rensenbrink, Aimee Struffert, Jeff Larson. Those absent: none. Superintendent Tim Truebenbach was also present.

## Changes to Agenda:

### VI. Presentations

- 2. Election – Enclosure added

### VII. Approval of the Consent Agenda

#### D. Personnel Items

##### 2. Change in Assignment or Replacement

- aaa. Hire Brandon Kiel, Head Boys Basketball Coach, \$4,775.43 (pay rate correction)
- bbb. Hire Marianne Hasselberg, ALC Summer Session Teacher (addition)
- ccc. Hire Kyle Shepard, ALC Summer Session Teacher (addition)
- ddd. Hire Damian Fish, ALC Summer Session Teacher (addition)
- eee. Hire Jamie Lange, ALC Summer Clerical (addition)

#### H. Approval of the Central Minnesota Adult Basic Education Consortium Membership (strike)

### IX. Items on Which Board Discussion and Action is Required

#### D. Approval of the FY18 Budget (revised enclosure)

### XI. Superintendent and Board Member Items

#### E. First Reading of Policy (addition)

Motion by S. Ploeger, second by A. Struffert, to approve the agenda with the above changes. Motion carried.

## Public Forum

No one spoke at public forum.

## Committee Reports

B. Baker referred to Superintendent Truebenbach to report on the June 4 Finance Committee meeting. The Superintendent reported the committee discussed the fiscal year budgets.

J. Larson reported on June 4 the Committee of the Whole viewed a presentation on the weather station, discussed future election steps, and reviewed Policy 714 – Fund Balances.

T. Quaintance reported on June 5 the Building and Grounds Committee met to review LTFM requests and discussed roof repairs and assessments. Superintendent Truebenbach reported a school safety and security grant passed legislation and the application deadline is July 23. The committee discussed school safety and security projects that could be applied toward the grant.

J. Larson reported on June 6 the Superintendent Evaluation Committee discussed the superintendent evaluation process and timeline.

## Presentations

The ALC Director, Steve Hammero, updated the board on the Area Learning Center program.

Superintendent Truebenbach and Rob Brown, from Nexus, presented options for board review when considering a November 2018 special election.

## Consent Agenda

Motion by S. Ploeger, second by T. Quaintance, to approve the consent agenda. B. Baker requested to pull the hire of Brandon Kiel, Head Boys Basketball Coach, from the consent agenda.

- Approval of the minutes from the May 21, 2018 Regular and Closed Meeting
- Approval of check numbers 645720 through 645945 and wire transfers
- Approval of transfers from MN Trust to First National Bank: \$400,000 on 5/1/18, \$400,000 on 5/10/18, \$600,000 on 5/15/18; \$800,000 on 5/19/18
- Hire Jodie Gladis, School Counselor, MA, Step 3, 1.0 FTE, \$50,473.13 (\$46,630 + \$3,843.13 for extended contract days), effective August 21, 2018
- Hire Jodi Linder, Special Education Teacher, BA+20, Step 1, 1.0 FTE, \$41,936, effective August 21, 2018. Contingent upon receiving variance from MDE.
- Hire Juliet Herrity-Weidenborner, FCS Teacher (replacing Paula Bolt/Ashley Nelson), BA+10, Step 15, 1.0 FTE, \$53,874, effective August 21, 2018
- Hire Jennifer Warne, CE/ECFE Summer Aide, \$9.88/hour, 60 hours total maximum, effective June 4 – July 19, 2018
- Notice of Assignment for Jennifer Warne, CE/ECFE Aide, \$9.88/hour, not to exceed 60 hours total, effective June 4 – July 19, 2018
- Change in assignment for Colleen Bell, Co-Prom Advisor (shared with Jess Kunst - previously was full Prom Advisor), BA+20, Step 11, \$534.32, effective September 5, 2017
- Hire Jess Kunst, Co-Prom Advisor (shared with Colleen Bell), BA+20, Step 1, \$409.13, effective September 5, 2017
- Hire Jane Kaufmann, Summer School ECSE 3 Paraprofessional, \$16.87/hour, 4.25 hours/day, 85 hours total, effective June 4 – August 9, 2018
- Hire Sarah Larsen, Summer School ECSE 3 Paraprofessional, \$15.14/hour, 4.25 hours/day, 85 hours total, effective June 4 – August 9, 2018
- Hire Brenda DeHart, Summer School ECSE 4 Paraprofessional, \$15.14/hour, 5.25 hours/day, 105 hours total, effective June 4 – August 9, 2018
- Hire Connie Herges, Summer School ECSE 4 Paraprofessional, \$15.14/hour, 5.25 hours/day, 105 hours total, effective June 4 – August 9, 2018
- Hire Jody Meixell, Summer School ECSE 4 Paraprofessional, \$13.92/hour, 5.25 hours/day, 105 hours total, effective June 4 – August 9, 2018
- Hire Sherri Simon-Tolmie, Summer School ECSE 4 Paraprofessional, \$16.46/hour, 5.25 hours/day, 105 hours total, effective June 4 – August 9, 2018
- Hire Jeannie Manthie, Summer School ESY Paraprofessional, \$16.87/hour, 5.25 hours/day, 84 hours total, effective June 4 – July 19, 2018
- Hire Cindy Johnson, Summer School ESY Paraprofessional, \$17.22/hour, 5.25 hours/day, 84 hours total, effective June 4 – July 19, 2018
- Hire Cory Anderson, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time), effective June 4 – July 19, 2018
- Hire Rachel Arens, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time), effective June 4 – July 19, 2018
- Hire Rose Ash, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time), effective June 4 – July 19, 2018
- Hire Brittney Boatman, ESY Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time), effective June 4 – July 19, 2018
- Hire Vanessa Eekhoff, ESY Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time), effective June 4 – July 19, 2018
- Hire Krystal Forbord, ECSE 3 Teacher, \$30.00/hour, 4.25 hours/day, 89 hours total (including 4 hours planning time), effective June 4 – August 9, 2018
- Hire Tracy Hass, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time), effective June 4 – July 19, 2018
- Hire Corey Greninger, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time), effective June 4 – July 19, 2018
- Hire Michelle Gerads, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time), effective June 4 – July 19, 2018
- Hire Wendy Hakes-Anderson, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time), effective June 4 – July 19, 2018
- Hire Chuck Henkemeyer, ESY Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time), effective June 4 – July 19, 2018
- Hire Christie Hostrawser, ECSE 4 Teacher, \$30.00/hour, 5.25 hours/day, 109 hours total (including 4 hours planning time), effective June 4 – August 9, 2018
- Hire Brent Jergens, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time), effective June 4 – July 19, 2018
- Hire Sarah Larsen, Targeted Services Teacher (shared with Sasha Koenig), \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time) – hours divided with Sasha Koenig, effective June 4 – July 19, 2018

- Hire Sasha Koenig, Targeted Services Teacher (shared with Sarah Larsen), \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning time) – hours divided with Sarah Larsen, effective June 4 – July 19, 2018
- Hire Shannon Lepper, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning), effective June 4 – July 19, 2018
- Hire Julie Quayle, ECSE 4 Teacher, \$30.00/hour, 5.25 hours/day, 109 hours total (including 4 hours planning), effective June 4 – August 9, 2018
- Hire Erica Reiners, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning), effective June 4 – July 19, 2018
- Hire Susan Shepard, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning), effective June 4 – July 19, 2018
- Hire Chelsie Skorich, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning), effective June 4 – July 19, 2018
- Hire Missy Tellinghuisen, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning), effective June 4 – July 19, 2018
- Hire Mary Jo Vickers, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning), effective June 4 – July 19, 2018
- Hire Jill Vivant, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning), effective June 4 – July 19, 2018
- Hire Betsy Wall, ECSE Teacher, \$30.00/hour, 30 hours/week, effective June 1 – August 30, 2018
- Hire Geri Wild, ESY Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning), effective June 4 – July 19, 2018
- Hire Kim Wendt, ECSE Teacher, \$30.00/hour, 24 hours/week, effective June 1 – August 30, 2018
- Hire Rebecca Winkelman, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning), effective June 4 – July 19, 2018
- Hire Cassie Wredberg, Targeted Services Teacher, \$30.00/hour, 5.25 hours/day, 88 hours total (including 4 hours planning), effective June 4 – July 19, 2018
- Hire Bailey Bussman, Assistant Color Guard Coach (shared with Cole Wredberg – replacing Amy Horrigan), \$818.26, effective April 30, 2018
- Hire Cole Wredberg, Assistant Color Guard Coach (shared with Bailey Bussman – replacing Amy Horrigan), \$818.26, effective April 30, 2018
- Hire Brittney Boatman, Special Education Teacher (replacing Mary Freeberg-Wilson), BA, Step 2, 1.0 FTE, \$38,986.00, effective August 21, 2018
- Hire Lindsey Rueckert, Summer Painting, 400 hours shared with Brenda Rueckert, \$12.00/hour, effective June 6, 2018
- Hire Brenda Rueckert, Summer Painting, 400 hours shared with Lindsey Rueckert, \$13.00/hour, effective June 6, 2018
- Revision to the hire of Luke Oakes, Assistant Grade 7 Softball Coach, \$1,227.39 (previously approved at \$886.45), effective April 17, 2018
- Hire Kim Lubrant, Summer School Nurse, \$30.00/hour, 5.5 hours/day, 110 hours total, effective June 4, 2018
- Hire Cathy Dullinger, Summer Kids Town Paraprofessional, \$16.87/hour, 47.5 hours/week, effective June 11, 2018
- Hire John Krzyska, Business Teacher (replacing Bryan Pederson), BA+20, Step 1, 1.0 FTE, \$41,936, effective August 21, 2018. Contingent upon receiving official college transcripts and teaching license.
- Hire Joyce Geving, Special Education Teacher (replacing Mike Sorenson), MA, Step 9, 1.0 FTE, \$57,092, effective August 21, 2018. Contingent upon receiving official college transcripts.
- Hire John Hodson, Physical Education/Health Teacher (replacing Evan Bartlett), MA+20, Step 5, 1.0 FTE, \$53,874, effective August 21, 2018.
- Hire Marianne Hasselberg, ALC Summer Session Teacher, \$30.00/hour, 59 hours total, effective June 4, 2018
- Hire Kyle Shepard, ALC Summer Session Teacher, \$30.00/hour, 62 hours total, effective June 4, 2018
- Hire Damian Fish, ALC Summer Session Teacher, \$30.00/hour, 59 hours total, effective June 4, 2018
- Hire Jamie Lange, ALC Summer Clerical, \$17.07/hour, 51 hours total, effective June 4, 2018
- Accept the resignation of Jeremy Grant, Junior High Swim Coach, effective May 21, 2018
- Accept the resignation of Colleen Bell, Co-Prom Advisor, effective May 23, 2018
- Accept the resignation of Aimee Mertz, Assistant Varsity Girls Track, effective May 23, 2018
- Accept the resignation of Bryan Pederson, Grade 9 Baseball Coach, effective May 23, 2018
- Accept the resignation of Evan Bartlett, Physical Education Teacher, effective June 11, 2018
- Accept the resignation of Cory Ploeger, JV Softball Coach, effective May 24, 2018
- Third reading and approval of policies: Policy 515 – Protection and Privacy of Pupil Records, Public Notice 515, Policy 516 – Student Medication, Policy 704 – Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System
- Approval of Policy 515 Public Notice (Directory Information) and Policy 520 Public Notice (Student Surveys) for 2018-2019
- Annual review and approval of the following policies: Policy 503 – Student Attendance, Policy 604 – Instructional Curriculum, Policy 617 – School District Insurance of Preparatory and High School Standards
- Approval of the 2018-2019 membership with Schools for Equity in Education, \$2,664.40

The consent agenda was unanimously approved.

#### Principals/Directors/Coordinators Report

The High School Principal reported having completed hiring for next school year and on a legislative update/legal workshop he attended with Superintendent Truebenbach and the elementary principal. Workshop topics were legislative changes and the impacts and consequences of social media. The principal is scheduling a guest speaker to present to students, staff, and community on the social media aspects from the workshop.

The Elementary Principal reported arranging for a guest speaker on bullying prevention; negotiating quotes for the PTO basketball court project; completed hiring for next school year; curriculum writing; submitted the Literacy Plan and Read Well by 3<sup>rd</sup> Grade to MDE; scheduled "post-game" with elementary leadership team to review previous year school data and will schedule a "pre-game" meeting to plan for upcoming year; summer school is half over and attendance has been consistent.

The Curriculum and Instruction Coordinator received notification from MDE there are no concerns after the MTAS audit; completed post-test editing requiring accountability for each student; test scores will be delivered to the district at the end of July and school ratings will be released at the end of August; negotiated contract with NWEA to save \$2,200; re-evaluated which grade levels will AIMS test resulting in savings of \$2,000; reported on summer curriculum writing and on the Teacher Development and Evaluation committee meeting; and provided Flexible Professional Development update.

The Assistant Principal of Student Activities reported girls golf are repeat conference champions; Elaina Davis and Ellie Banks competed at the state golf meet; Gage Thomas-Ferry (300 meter hurdles) and Bethany Ten Haken (800 meter run) competed at the state track meet; provided an update on the process of allocation of donated funds.

The Community Education Director/Facilities Manager provided a report for the board to review in his absence: summer programming has started and classroom and building summer cleaning is progressing well.

The Business Manager reported on FY2019 preliminary budgets, FY2019 ten-year capital plan, FY2018 year-end wrap up, the preliminary audit will be July 19-20, FY2019 Title funding has been approved at a higher rate than last year allowing the program to be self-sustaining, the summer meal program has been well attended, and presented the financial picture of the district.

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

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

Motion by B. Rensenbrink to approve the following resolution:

WHEREAS, School Board Policy #706 establishes guidelines for the acceptance of gifts/donations to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and

BE IT RESOLVED that the School Board of Independent School District No. 912 accept with appreciation the following gifts/donations and permit their use as designated by the donor(s).

Date	From	Site	Item/Nature of Donation/Gift	Value/Amount
5/22/18	Gloria Cessna	Food Service	Food Service Summer Program	\$1,200

The motion for the adoption of the foregoing resolution was duly seconded by J. Day and upon vote being taken thereon the following voted in favor there of: B. Baker, J. Day, S. Ploeger, T. Quaintance, B. Rensenbrink, A. Struffert, J. Larson

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

J. Larson thanked Gloria Cessna for the donation.

Board Member B. Baker introduced the following Resolution and moved its adoption: Resolution Relating to the Election of School Board Members and Calling the School District General Election. The motion for the adoption of the foregoing resolution was duly seconded by A. Struffert and upon vote being taken thereon the following voted in favor there of: B.

Baker, J. Day, S. Ploeger, T. Quaintance, B. Rensenbrink, A. Struffert, J. Larson; and the following voted against the same: none; whereupon said resolution was declared duly passed and adopted.

Motion by B. Baker, second by A. Struffert, to approve the FY19 budget. Motion carried.

Member T. Quaintance introduced the following resolution and moved its adoption: Resolution Reauthorizing a Previously Authorized Board Approved Referendum Authority. The motion for the adoption of the foregoing resolution was duly seconded by B. Rensenbrink and upon vote being taken thereon the following voted in favor there of: B. Baker, J. Day, S. Ploeger, T. Quaintance, B. Rensenbrink, A. Struffert, J. Larson; and the following voted against the same: none; whereupon said resolution was declared duly passed and adopted.

Member B. Baker introduced the following resolution and moved its adoption, which motion was seconded by Member T. Quaintance: Resolution to Amend Resolution Relating to \$3,035,000 General Obligation Facilities Maintenance and Tax Abatement Bonds, Series 2017A; Authorizing the Issuance, Awarding the Sale, Prescribing the Form and Detail and Providing for the Payment Thereof. Upon vote being taken thereon the following voted in favor there of: B. Baker, J. Day, S. Ploeger, T. Quaintance, B. Rensenbrink, A. Struffert, J. Larson; and the following voted against the same: none; whereupon said resolution was declared duly passed and adopted.

Motion by S. Ploeger, second by T. Quaintance, to hire Brandon Kiel (replacing Doug Reetz), Head Boys Basketball Coach, \$4,775.43, effective November 19, 2018. Roll call. Those voted in favor: S. Ploeger, T. Quaintance. Those voted against: B. Baker, J. Day, B. Rensenbrink, A. Struffert, J. Larson. Motion failed.

The Board reviewed the enrollment numbers.

#### Superintendent and Board Member Items

Superintendent Truebenbach reported the Milaca parade is June 21. He is working with the Chamber to coordinate the event and Milaca Schools will be well represented in the parade.

Based on parent input from the May board meeting public forum, Superintendent Truebenbach is proposing to engage the public on the topic of bullying. He suggested structuring the July 9 committee of the whole meeting as a presentation from the principals, Olweus coordinators, and himself to offer explanation and education on what Milaca Schools does to address bullying, share information from a social media workshop he attended with the principals, and present Olweus survey data. At that meeting he is also proposing a public forum for parents and community to express bullying concerns and ideas for action.

Superintendent Truebenbach noted the budget was presented. He also reported the governor vetoed most of the bills brought forth; however, a pension bill and a school safety bill passed.

From around the district, Superintendent Truebenbach thanked Mandy Zens and the food service staff for their work in the summer meal program.

#### Board Member Items:

S. Ploeger respectively submitted a verbal resignation as a member of the school board. She stated her reason for resigning was she could not stand behind a board that will not approve a hire based on rumor and gossip.

S. Ploeger dismissed herself from the meeting at 8:36 p.m.

The board reviewed the Student Activities Accounts.

The board reviewed the second reading of Policy 905 – Advertising.

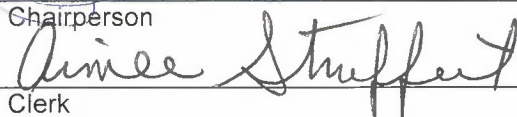
The board reviewed the first reading of Policy 714 – Fund Balances.

Motion by B. Baker, second by B. Rensenbrink, to adjourn. Motion carried. Meeting adjourned at 8:37 p.m.

Respectfully submitted,



Chairperson



Clerk

July 16, 2018

Date

July 16, 2018

Date