

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, September 17, 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, September 17, 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, Todd Quaintance, Bryan Rensenbrink, Aimee Struffert, Jeff Larson. Those absent: none. Superintendent Tim Truebenbach was also present. Chairperson Larson welcomed Rachelle Nelson, who was appointed to the board effective September 20, 2018 and was attending the meeting as a community member.

Changes to Agenda:

VII. Approval of the Consent Agenda

D. Personnel Items

2. Change in Assignment or Replacement

- w. Hire Rachelle Hanscomb, Paraprofessional, 12.5 hours/week (correction in hours)
- ee. Change in Assignment for Jane Ferber, Paraprofessional (addition)
- ff. Notice of Assignment for Jean Fritz, Food Server (addition)
- gg. Notice of Assignment for Teresa Nicholson, Food Server (addition)
- hh. Notice of Assignment for Trisha Morris, Food Server (addition)
- ii. Notice of Assignment for Tonni Huonder, Food Server (addition)
- jj. Hire Julie Herrity-Weidenborner, FCCLA Advisory (addition)
- kk. Hire Donna Olson, Homebound Teacher (addition)
- ll. Notice of Assignment for Blake Freudenberg, Kids Town Student Aide (addition)
- mm. Hire Nancy Rinkle, Paraprofessional (addition)
- nn. Hire Molly Schwartz, Paraprofessional (addition)
- oo. Change in Assignment for Sheila Dahlen, Paraprofessional (addition)

3. Resignations/Retirements/Seasonal Layoff/Termination:

- f. Accept the resignation of Deb Sumner, Paraprofessional (addition)

5. Lane Changes

- 5. Cassandra Wredberg, BA+10 to BA+20 (addition)

IX. Items on Which Board Discussion and Action is Requested

- C. Resolution Relating to \$2,460,000 General Obligation Taxable OPEB Refunding Bonds, Series 2018A; Authorizing the Issuance and Authorizing the Superintendent or Business Manager and Any Board Officer to Award the Sale Thereof and to take Such Action and Execute all Documents Necessary to Accomplish Said Award and Sale (revised resolution and enclosure)

Motion by J. Day, second by B. Rensenbrink, to approve the agenda with the above changes. Motion carried.

Public Forum

No one spoke at public forum.

Committee Reports

B. Baker reported on August 24 and September 13 the Community Relations Committee met to discuss operating levy/bond communication strategies.

T. Quaintance reported on August 28 the Building and Grounds Committee met to discuss roof repair options if the bond does not pass in November, the school safety/security grant, and the partnership with Nexus Solutions on past and future projects.

J. Day reported on August 28 the Finance Committee met to discuss equipment purchased with donated funds, teacher sub pay, Family TIES services, and enrollment.

J. Larson reported on September 10 the Committee of the Whole met for a presentation reviewing the ALICE training/protocol and to discuss the process for adding clubs.

T. Quaintance reported on September 11 the Administration Negotiations Committee met to begin negotiations with administrators.

Presentations

Trina Olson and Mary Hastings, High School Counselors, presented to the board the Comprehensive School Counseling program being implemented in the high school.

Consent Agenda

Motion by B. Rensenbrink, second by A. Struffert, to approve the consent agenda.

- Approval of the minutes from the August 20, 2018 Regular Board Meeting
- Approval of check numbers 646045 through 646248 and wire transfers
- Approval of PMA Transfers to First National Bank: \$700,000 on 8/14/18, \$600,000 on 8/28/18
- Hire Damian Fish, Homebound Teacher, 6 hours/week, \$30.00/hour, effective September 4, 2018 – January 18, 2019
- Recall from layoff Jane Ferber, Paraprofessional (replacing Devon Long), 31.25 hours/week, \$14.06/hour, effective August 27, 2018. Retains recall rights to an additional 1.25 hours/week.
- Hire Josie Tabatt, School Readiness Care Aide (replacing Jamie Grimm), 30 hours/week, schedule varies, \$11.00/hour, effective August 27, 2018
- Notice of assignment for Josie Tabatt, School Readiness Care Aide, approximately 30 hours/week, \$11.00/hour, effective August 27, 2018
- Hire Lauren Mycue, School Readiness Care Aide (replacing Rachel Sichler), 30 hours/week, schedule varies, \$11.00/hour, effective August 27, 2018
- Notice of assignment for Lauren Mycue, School Readiness Care Aide, approximately 30 hours/week, \$11.00/hour, effective August 27, 2018
- Hire Amanda Buss, School Readiness Care Aide (replacing Karen Fettes), 30 hours/week, schedule varies, \$11.00/hour, effective August 27, 2018
- Notice of assignment for Amanda Buss, School Readiness Care Aide, approximately 30 hours/week, \$11.00/hour, effective August 27, 2018
- Hire Cally Haukos, Kids Town Student Aide, 15-20 hours/week, hours vary, \$9.65/hour, effective July 1, 2018 – June 30, 2019
- Notice of assignment for Cally Haukos, Kids Town Student Aide, not to exceed 20 hours/week, \$9.65/hour, effective July 1, 2018 – June 30, 2019
- Hire Jamie Lange, Kids Town Level I Aide, 6-10 hours/week, hours vary, \$9.65/hour, effective July 1, 2018 – June 30, 2019
- Notice of assignment for Jamie Lange, Kids Town Level I Aide, \$9.65/hour, not to exceed 10 hours/week, effective July 1, 2018 – June 30, 2019
- Hire Zoey Katke, Kids Town Level I Aide, approximately 9 hours/week, hours vary, \$10.15/hour, effective July 1, 2018 – June 30, 2019
- Notice of assignment for Zoey Katke, Kids Town Level I Aide, not to exceed 10 hours/week, hours vary, \$10.15/hour, effective July 1, 2018 – June 30, 2019
- Hire Judith Swenson, Kids Town Level I Aide (\$10.35/hour) and ECFE Aide (\$12.70/hour), up to 40 hours/week, effective July 1, 2018 – June 30, 2019
- Notice of assignment for Judith Swenson, ECFE Aide (\$12.70/hour) and Kids Town Level I Aide (\$10.35/hour), approximately 40 hours/week, effective July 1, 2018 – June 30, 2019
- Hire Brandi Katke, School Readiness Care Supervisor, 30 hours/week, \$14.00/hour, effective July 1, 2018
- Hire Brandi Katke, Kids Town Level II Aide, 10 hours/week, \$12.00/hour, effective August 27, 2018
- Notice of assignment for Brandi Katke, School Readiness Care Supervisor (\$14.00/hour, effective July 1, 2018 – June 30, 2019)/Kids Town Level II Aide (\$12.00/hour, effective August 27, 2018 – June 30, 2019)
- Notice of Assignment for Kathleen Fitschen, Give Me Five, Special Olympics, and F.I.R.E. Coordinator, approximately 32 hours/week, \$14.30/hour, effective July 1, 2018 – June 30, 2019
- Hire Josh Franklin, Grade 7 Head Football Coach (replacing Keith Anderson), BA+20, Step 1, \$2,096.80, effective August 27, 2018
- Hire Chelsie Skorich, Home Based Instruction, 54 hours total, \$30/hour, effective September 4 – November 2, 2018
- Hire Bennett Lerud, Head Boys Basketball Coach (replacing Doug Reetz), \$4,612.96, effective November 19, 2018
- Hire Rachelle Hanscomb, Paraprofessional (replacing Deb Gilchrist), 12.5 hours/week, \$14.06/hour, effective September 4, 2018
- Additional hours for Lana Carlson, Paraprofessional, 40 hours/week (previously 32.5 hours/week), \$17.38/hour, effective September 4, 2018
- Hire Kelly Neubarth, Paraprofessional (replacing Richard Cope), 31.25 hours/week, \$14.06/hour, effective September 4, 2018

- Notice of assignment for Nicole Tellefson, Kids Town, Youth Development, and Adult Enrichment Coordinator, 38 hours/week, 225 days/year, \$14.30/hour, effective July 1, 2018 – June 30, 2019
- Hire Melissa Baron, Food Server (replacing Kelly Neubarth), 11.25 hours/week, \$14.03/hour, effective September 14, 2018
- Notice of Assignment for Melissa Baron, Food Server, not to exceed 14 hours/week, \$14.03/hour, effective September 14, 2018
- Hire Leslie Ploeger, Long Term Substitute for Amanda Loidolt, BA, Step 1, 1.0 FTE, October 1 – December 20, 2018
- Hire Blake Freudenberg, Kids Town Student Aide, 15-20 hours/week, hours vary, \$9.65/hour, effective August 27, 2018
- Change in Assignment for Jane Ferber, Paraprofessional, 33.75 hours/week (previously 31.25 hours/week), \$14.06/hour, effective September 17, 2018
- Notice of Assignment for Jean Fritz, Food Server, not to exceed 14 hours/week, \$14.03/hour, effective August 27, 2018
- Notice of Assignment for Teresa Nicholson, Food Server, not to exceed 14 hours/week, \$14.03/hour, effective August 27, 2018
- Notice of Assignment for Trisha Morris, Food Server, not to exceed 14 hours/week, \$14.03/hour, effective August 27, 2018
- Notice of Assignment for Tonni Huonder, Food Server, not to exceed 14 hours/week, \$14.03/hour, effective August 27, 2018
- Hire Julie Herrity-Weidenborner, FCCLA Advisory, BA+20, Step 10, \$2,149.56, effective September 10, 2018
- Hire Donna Olson, Homebound Teacher, 2 hours/week, \$30/hour, effective September 12, 2018
- Notice of Assignment for Blake Freudenberg, Kids Town Student Aide, approximately 15 hours/week, \$9.65/hour, effective July 1, 2018 – June 30, 2019
- Hire Nancy Rinkle, Paraprofessional (replacing Jane Ferber), 31.25 hours/week, \$14.06/hour, effective September 17, 2018
- Hire Molly Schwartz, Paraprofessional (replacing Amy Johnson), 31.25 hours/week, \$14.06/hour, effective September 17, 2018
- Change in Assignment for Sheila Dahlen, Paraprofessional, 31.25 hours/week (previously 16.25 hours/week), \$14.06/hour, effective September 17, 2018
- Accept the resignation of Richard Cope, Paraprofessional, effective August 21, 2018
- Accept the resignation of Brandi Katke, Sibling Care, effective August 28, 2018
- Accept the resignation of Shelly Ash, FCCLA Advisor, effective August 28, 2018
- Accept the resignation of Amy Johnson, Paraprofessional, effective August 30, 2018
- Accept the resignation of Kelly Newbarth, Food Server, effective September 4, 2018
- Lane Changes:
 - o Kalieka Hallerman, MA to MA+10, \$57,630
 - o Chelsie Skorich, BA to BA+10, \$41,802
 - o Cassandra Smith, BA to BA+20, \$44,886
 - o Deborah Peterson, MA to MA+10, \$55,751
 - o Cassandra Wredberg, BA to BA+10, \$41,802
 - o Jody Brenteson, BA to BA+10, \$41,802
 - o Aaron Samuel, BA+30 to MA, \$50,116
 - o Brent Jergens, BA+30 to MA, \$53,605
 - o Jackie Barland, BA to BA+20, \$52,264
 - o Christina Moscho, BA to BA+20, \$44,886
 - o Rosemary Nelson, BA to BA+20, \$43,413
 - o Jenny Wihlm, BA to BA+20, \$61,116
 - o Jill Vivant, MA to MA+20, \$53,874
 - o Cody Farrand, BA+30 to MA+20, \$49,849
 - o Cassandra Wredberg, BA+10 to BA+20, \$43,413
- Approve the Overnight Trip Request for FFA to attend the National FFA Convention in Indianapolis, October 24-26, 2018
- Approve the Overnight Trip Request for Cross Country to attend the Swain Cross Country Meet in Duluth, October 6-7, 2018

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

The High School Principal reported on the first weeks of school; met with senior class officers; piloting ehallpass, a digital hallpass system; homecoming week events; Eric Timm will be the guest speaker at the Olweus Kick-off and present to elementary and high school students.

The Elementary Principal reported 94% attendance at Milaca Connect; daily sixth grade Wolves' Den to celebrate student successes, build relationships, discuss barriers, and develop a caring culture; enrollment update; PTO basketball court project is complete; fifth and sixth grade students attended the social media assembly presented by Pemberton Law; Mr. Voshell and Amy Goebel will host "Hacking for Hooligans" at the Elementary Fun Night to educate families about social media.

The Curriculum and Instruction Coordinator reported MCA results will be presented to the board in October; fall MCA testing has begun; new iPads rolled out to the elementary to replace outdated versions; over the summer high school English department worked toward ways to improve English and vocabulary for better success on the ACT; Teacher Development and Evaluation committee reviewed the plan and will be brought to the board in October for ratification; Social Emotional Learning group met; teachers participated in Adverse Childhood Experiences (ACEs) training during teacher workshop; expanding district and building improvement plan to include elementary, high school, and district wide plans.

The Assistant Principal of Student Activities reported on upcoming events and homecoming week; received call from the activities director after the away Albany football game to complement the behavior of Milaca coaches and players; dropdown volleyball net being installed before homecoming week.

The Community Education Director/Facilities Manager met with Nexus Solutions to finalize the 12-month walkthrough; attempting to hire custodial replacement from a summer resignation with no response, so contacted Prostaff for assistance; presented Dolly Parton's Imagination Library, which is a free program that distributes monthly books to children ages 0 to 5. Milaca has participated in Imagination Library since 2011.

The Business Manager reported it is the health insurance open enrollment period; no change in renewal for life insurance; LTD insurance cost reduced, guaranteed for 3 years, resulting in savings of \$6,700/year; fiscal year audit is October 15-19; and provided a 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. Baker, second by B. Rensenbrink, to certify the proposed pay 19 levy at the maximum amount. Motion carried.

Member B. Baker introduced the following resolution and moved its adoption, which motion was seconded by Member T. Quaintance: Resolution Relating to \$2,460,000 General Obligation Taxable OPEB Refunding Bonds, Series 2018A; Authorizing the Issuance and Authorizing the Superintendent or Business Manager and Any Board Officer to Award the Sale Thereof and to take Such Action and Execute all Documents Necessary to Accomplish Said Award and Sale: Upon vote being taken thereon, the following voted in favor thereof: B. Baker, J. Day, T. Quaintance, B. Rensenbrink, A. Struffert, J. Larson; and the following voted against the same: none; whereupon the resolution was declared duly passed and adopted.

Motion by A. Struffert, second by J. Day, to approve the revised agreement with Verizon Wireless to install a cellular tower on a parking lot light pole. After discussion, A. Struffert accepted a friendly amendment to table the until October. J. Day seconded the friendly amendment. Motion carried to table until October.

The Board reviewed the enrollment numbers.

Superintendent and Board Member Items

Superintendent Trubenbach invited the board to the Hall of Fame Ceremony on October 6 to honor Tracy (Kiel) Bowdish, Joel Erickson, Bill Herranen, Amber Manke, Travis Peterson, Melissa (Nelson) Terpstra, Joe Wildman, Marlyn Wolbert, Marlys (Mattson) Wolbert, and Randy Zimmer.

Superintendent Truebenbach reported operating/levy communications are being developed and the first will run in that week's Union Times.

Superintendent Truebenbach reminded the board that part of the agenda of the next Committee of the Whole meeting is to set his yearly goals. He also reminded the board of the MSBA Advocacy Tour on September 18 in Sartell.

Superintendent Truebenbach continues to be amazed at efforts of staff and community to plan homecoming week. He is thankful for their homecoming efforts, which leads to instilling pride in our community.

Board Member Items:

J. Day and the Business Manager reported the Insurance Committee met with the staff and Blue Cross/Blue Shield on September 6. Although the district's insurance consultant recommended the district fully move to PIEP, individual bargaining groups choose to remain with Blue Cross/Blue Shield.

The board reviewed the second readings of the following policies: Policy 504 – Student Dress and Appearance, Policy 616 – School District System Accountability, Policy 902 – Use of School District Facilities and Equipment.

The board reviewed the Student Activities Accounts.

Motion by B. Baker, second by B. Rensenbrink, to adjourn. Motion carried. Meeting adjourned at 7:54 p.m.

Respectfully submitted,



Chairperson

October 15, 2018

Date



Clerk

October 15, 2018

Date