

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, August 20, 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, August 20, 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, Todd Quaintance, Bryan Rensenbrink, Aimee Struffert, Jeff Larson. Those absent: Jere Day. Superintendent Tim Truebenbach was also present.

Changes to Agenda:

VII. Approval of the Consent Agenda

D. Personnel Items

1. New Positions

c. Revision to the Hire of Jodie Gladis, School Counselor (addition)

2. Change in Assignment or Replacement

j. Hire Doug Reetz, English Teacher (Long Term Substitute) (addition)

3. Resignations / Retirements / Seasonal Layoff / Termination

e. Accept the resignation of Deanna Printy, Lifeguard (addition)

f. Accept the resignation of Robin Nelson, Summer Kids Town Aide (addition)

H. Approve the 2017-2019 Principal Contract (addition)

I. Approve the 2019-2021 Principal Contract (addition)

J. Approve the Principal Contract Memorandum of Understanding (addition)

Motion by B. Baker, second by T. Quaintance, to approve the agenda with the above changes. Motion carried.

Public Forum

No one spoke at public forum.

Committee Reports

B. Rensenbrink reported on July 24 the Building and Grounds Committee discussed roof repairs and assessment and the 2017 construction warranty walkthrough.

A. Struffert reported on July 31 the Policy Committee met to review district policies and continue to work on the social media policy for first reading in October.

J. Larson reported at the August 9 Committee of the Whole meeting the board attended the Community Task Force listening session.

T. Quaintance reported on August 15 the Administration Negotiations Committee met to negotiate with the principal group. The group reached a tentative agreement for two 2-year contracts and a memorandum of understanding that allows to reopen the 2019-21 contract if necessary.

Presentations

No presentations.

Consent Agenda

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

- Approval of the minutes from the July 16, 2018 Regular Meeting and August 9, 2018 Special Meeting
- Approval of check numbers 646045 through 646248 and wire transfers
- Approval of transfers from Liquid Assets to First National Bank: \$750,000 on 7/12/18; and from MN Trust to First National Bank: \$675,000 on 7/27/18, \$150,000 on 7/30/18
- Hire Val Tesch, Summer Food Service, hours vary, \$14.63/hour, effective June 4, 2018
- Hire Trisha Tramel, Kindergarten Teacher, BA, Step 1, \$38,986, effective August 21, 2018

- Revision to the hire of Jodie Gladis, School Counselor, \$50,473.13, MA, Step 3, effective August 15, 2018 (previously approved start date: August 21, 2018)
- Hire Sarah Dahlberg, Physical Education Teacher (replacing Karen Beckman), BA, Step 1, 1.0 FTE, \$38,986, effective August 21, 2018
- Hire Debra Streeter, Special Education Teacher (Long Term Substitute for Jennifer Asher), BA+40/MA, Step 15, 1.0 FTE, \$21,528.20, effective September 25 – December 18, 2018
- Hire Cassandra Wredberg, Grade 7/8 Swim Coach (replacing Jeremy Grant), BA+20, Step 1, \$1,887.12, effective August 13, 2018
- Hire Vanessa Eekhoff, Grade 7 Volleyball Coach (replacing Karen Beckmann), BA+20, Step 1, \$1,887.12, effective August 13, 2018
- Change in hours for Sharon DeVries, Paraprofessional, 33.75 hours/week (previously 38.75 hours/week), \$17.38/hour, effective September 1, 2018
- Hire Jennifer Burroughs, Co-Head Swim Coach (replacing Joe Wildman), BA+20, Step 14, \$5,665.80, effective August 13, 2018
- Hire Joe Wildman, Co-Head Swim Coach (replacing Joe Wildman), \$5,806.02, effective August 13, 2018
- Hire John Hodson, Grade 7/8 Cross Country Coach (replacing Emma Bolt), BA+20, Step 3, \$2,170.65, effective August 13, 2018
- Hire Keith Anderson, Assistant JV Football Coach (replacing Eric Tye), BA+20, Step 15, \$3,972.54, effective August 13, 2018
- Hire Doug Reetz, English Teacher (Long Term Substitute for Maggie Stellmach), MA, Step 15, 1.0 FTE, \$17,074.09, effective August 27 – November 2, 2018
- Approve the retirement of Teresa Nelson, ABE/GED Teacher, effective December 31, 2018. Thank you, Teresa, for approximately 5 ½ years of service to Milaca Public Schools!
- Accept the resignation of Deb Gilchrist, Paraprofessional, effective August 13, 2018
- Accept the resignation of Devon Long, Paraprofessional, effective August 13, 2018
- Accept the resignation of Keith Anderson, Head Grade 7 Football Coach, effective August 13, 2018
- Accept the resignation of Deanna Printy, Lifeguard, effective July 23, 2018
- Accept the resignation of Robin Nelson, Summer Kids Town Aide, August 20, 2018
- Revision to leave request for Amanda Loidolt, October 1 – December 21, 2018 (previously approved as October 21 – December 21, 2018)
- Leave request for Nikki Tellefson, December 25, 2018 – February 5, 2019
- Leave request for Troy Gilbert, July 30 – August 9, 2018
- Third reading of Policy 714 – Fund Balances
- Approve the 2018-2019 Joint Agreement with Princeton Public Schools for a Native American Indian Liaison
- Approve the Overnight Trip Request for the Youth Leadership Academy (P & I Grant) to Attend Youth Leadership Academy in Brainerd, MN, October 15 - 16, 2018
- Approve the 2017-2019 Principal Contract
- Approve the 2019-2021 Principal Contract
- Approve the Principal Contract Memorandum of Understanding

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

The High School Principal provided a staffing update; reported targeted services daily attendance was 13.5 students; ESY daily attendance was 6 students; Data Analysis/Goal Setting, Olweus, and CCR/Ramp Up groups have met to prepare for the school year; alumni Laura Stobb is a finalist for the National American Star Farmer Award and the Milaca Chapter FFA is interested in attending this event being held in Indianapolis.

The Elementary Principal provided a staffing update; reported the MES Writing Task Force will train teachers on the new writing process; year 3 of ECFE Milaca Connect assessments and conferences; adverse childhood experiences (ACEs) training being held at teacher workshop; family fun night is Oct. 11; as of Aug. 8 PreK-6 enrollment is 1040; 25% of enrolled PreK-6 students are special education.

The Curriculum and Instruction Coordinator reported MCA results have been received but are embargoed until Aug. 30; renegotiated NWEA contract and other contracts resulting enough in savings to continue providing the ACT test free to students; curriculum spaces and continued curriculum writing; flexible professional development update; literacy focus in elementary is writing and in high school is reading across content areas and vocabulary; social emotional learning with an additional school counselor in the high school and ACEs training; Milaca hosted Lake ECMECC.

The Assistant Principal of Student Activities reported new timing system, starting blocks, pace clocks, and tile work installed or ordered for the pool area; new uniforms, weight room equipment, and athletic equipment purchased with the Gorecki donation; fall sports began on Aug. 13.

The Community Education Director/Facilities Manager reported the fall brochure will be delivered week of August 20; completed facility upgrades include outdoor lighting, effis repair, and installation of music storage system.

The Business Manager reported preliminary audit work complete; audit fieldwork scheduled for October 15-19; working on completing year-end reports; new school menu program will show nutrition information; 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.

Board Member B. Baker, moved the adoption of the following resolution:

RESOLUTION FILLING SCHOOL BOARD VACANCY BY APPOINTMENT

WHEREAS, a vacancy exists in the office of school board member with a term expiring the first Monday in January, 2019; and

WHEREAS, the vacancy occurred less than ninety (90) days prior to the first Tuesday after the first Monday in November of the third year of the vacant term or on any date during the fourth year of the vacant term;

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

Pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b, Rachelle Nelson is hereby appointed to fill the vacancy and to serve the remainder of the unexpired term and until a successor is elected and qualified. The appointment shall be effective thirty (30) days after the adoption of this resolution unless a valid petition to reject the appointee is filed with the school district clerk pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b(b) within that thirty (30) day time period.

The motion for the foregoing resolution was seconded by A. Struffert

The following voted in favor of the resolution: B. Baker, T. Quaintance, B. Rensenbrink, A. Struffert, J. Larson

The following were absent: J. Day

The following voted against the resolution: None

WHEREUPON said resolution was duly declared passed and adopted.

Chairperson Larson administered the oath of office to Rachelle Nelson. Her term will be effective September 20, 2018 – January 7, 2019.

The board discussed the resolution pertaining to running an operating and bond election in November. The board determined to including the following questions in the resolution: Question 1: Approval of School District Referendum Revenue Authorization increase in the districts general election revenue by \$415 per pupil, subject to an annual increase at the rate of inflation; and Question 2: Required Capital Maintenance to issue general obligation of school building bonds in an aggregate amount not to exceed \$4,105,000 for acquisition and betterment of school sites and facilities, including various required capital maintenance projects inclusive of roofing, pool, windows and security.

Member B. Baker introduced the following resolution and moved its adoption, which motion was seconded by Member T. Quaintance: Resolution Relating to Determining the Necessity of Approving a New Referendum Revenue Authorization Increasing the General Education Revenue of the School District and Issuing General Obligation Bonds; Calling a Special Election Thereon. Upon vote being taken thereon, the following voted in favor thereof: B. Baker, 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.

The Board reviewed the enrollment numbers.

Superintendent and Board Member Items

Superintendent Truebenbach reported the Principals and the Curriculum and Instruction Coordinator will be presenting the assessment results at the September meeting. He is pleased to report the scores are generally heading in the right direction.

Superintendent Truebenbach presented at the annual Chamber of Commerce picnic to over 60 people. During his presentation, Amber Kent gave a summary of the P and I Grant and its mission. This provided an opportunity to recruit additional Community Coalition members for the upcoming year.

Superintendent Truebenbach reported that the policy committee is drafting a social media policy. The committee will bring the first reading of the policy to the board by the October 15 meeting.

Superintendent Truebenbach was approached by City Councilmember Dave Dillan. The City of Milaca is taking bids on painting the water tower. They will paint an American eagle on one side of the water tower and the Milaca sports wolf logo with "Home of the Wolves" on the other side.

Superintendent Truebenbach attended the committee meeting for Family TIES and was elected chairperson for the committee. He is working with Family TIES to determine what level of service will be available for Milaca, since the district is not paying the requested \$14,000 for services.

Superintendent Truebenbach accompanied Homeland Security as they conducted a school facilities assessment. Homeland Security will provide a list of continued improvements to work on throughout the school year to continue to ensure safety for our school community.

Superintendent thanked Jeremy Mikla, Steve Bistrup, Amy Goebel, and MaryJo Vickers for their work in hosting Lake ECMECC and congratulated those who recognized in the Town and Country Best edition: Shannon Lepper, Best Teacher; Damian Patnode, Best Principal, and Milaca School District, Best School District.

Board Member Items:

B. Baker requested scheduling a community relations meeting to start discussions regarding the election.

T. Quaintance toured the building with administrators and Homeland Security. Both the visitors from Homeland Security and T. Quaintance recognized and commented on how nice the building looks.

A. Struffert reported on September 15 at 5:30 p.m. is the MSBA Advocacy Tour in Sartell. She encouraged and invited board members to attend with her.

The board reviewed the Student Activities Accounts.

The board reviewed the first 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.

Motion by B. Baker, second by T. Quaintance, to adjourn. Motion carried. Meeting adjourned at 7:41 p.m.

Respectfully submitted,


Chairperson

September 17, 2018

Date


Clerk

September 17, 2018

Date