

# School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, December 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, December 17, 2018, for the purpose of discussing board business.

The meeting was called to order at 6:31 p.m. by Chairperson Jeff Larson.

Upon roll call the following members were present: Brandon Baker, Jere Day, Rachelle Nelson, Todd Quaintance, Bryan Rensenbrink, Aimee Struffert, Jeff Larson. Those absent: none. Superintendent Tim Truebenbach was also present.

## Changes to Agenda:

### V. Committee Reports

2. Finance Report – reported by the Business Manager

### VII. Approval of the Consent Agenda

#### D. Personnel Items

2. Change in Assignment or Replacement
2. Hire Jodi Allen, Paraprofessional (addition)

- E. Approve the 2018-2019 World's Best Workforce Plan – revised enclosure

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

## Public Forum

Ron Rinkel apologized for not attending the December 3 Truth and Taxation. He questioned the board on the total debt load and the interest paid on it annually. The Business Manager explained \$803,780 in interest is budgeted to be paid for FY19 and provided him a copy of the Truth and Taxation presentation. Mr. Rinkel also asked about the ALC funding. T. Quaintance explained the ALC program is self-sustaining and does not contribute to the debt load.

## Committee Reports

T. Quaintance reported the Building and Grounds Committee met on November 27 to review the Co. Rd. 112 and 3<sup>rd</sup> Ave. & 2<sup>nd</sup> St. SW projects; asked Policy Committee to develop policy regarding staff memorials; discussed Give Me Five aluminum recycling trailer; discussed developing funding plan for large capital maintenance projects by assigning an amount of the budget to a separate fund to be applied to these projects; Business Manager provided updated budget assumptions for review.

The Business Manager reported the Finance Committee met on November 27 to review the audit, levy certifications, and budget calendar.

A. Struffert reported the Policy Committee met on November 27 to review policies.

## Presentations

The high school counselors, Jodie Gladis, Trina Olson, and Mary Hastings, presented the progress of the changes implemented in the counseling program. The program goals focus on behavioral, academic, and attendance data with weekly meetings to review data trends.

## Consent Agenda

Motion by R. Nelson, second by T. Quaintance, to approve the consent agenda.

- Approval of the minutes from the November 19, 2018 Regular Board Meeting and December 3, 2018 Special Board Meeting
- Approval of check numbers 646781 through 646967 and wire transfers
- Approval of PMA Transfers to First National Bank: \$300,000 on 11/1/18, \$800,000 on 11/8/18, \$1,100,000 on 11/27/18
- Hire Jessica Crafton, ABE/GED Teacher (replacing Teresa Nelson), BA, Step 1, .96 FTE, \$27.85/hour, effective December 3, 2018
- Hire Jodi Allen, Paraprofessional (replacing Tessa Jenson), 32.50 hours/week, \$14.06/hour, effective January 3, 2019
- Approve the 2018-2019 World's Best Workforce Plan

The consent agenda was unanimously approved.

#### Principals/Directors/Coordinators Report

The High School Principal reported attending and being impressed with an eighth grade counseling classroom lesson; Steve Hammero, ALC Director, and Sarah Marte, Works Skills Teacher, were selected to help develop MDE employability skills curriculum project; Career & Technical Education Students toured Hennepin Technical College and Caterpillar; congratulated Andrew Nelson, Band Director, for receiving the VFW Teacher Award; thanked T. Quaintance and B. Baker for their service on the board.

The Elementary Principal reported Janice Landreville (Grandma Jan) celebrated her 10<sup>th</sup> year as a volunteer in the Foster Grandparent program; 6<sup>th</sup> grade students and staff returned from Deep Portage; highlighted donation programs students and staff participated in; thanked T. Quaintance and B. Baker for their support and service on the board.

The Curriculum and Instruction Coordinator reported MAP (NWEA) testing is in January; Free & Reduced and Special Education challenge index percentages comparing districts; elementary literacy curriculum/instructional audit to improve literacy; seven Milaca teachers attended, and four presented at, the TIES conference; World's Best Workforce meeting in December.

The Assistant Principal of Student Activities was not present but provided the following report: completed banner project in main gyms; \$116,597.47 of the \$250,000 Gorecki donation has been spent.

The Community Education Director/Facilities Manager thanked Teresa Nelson, GED/ABD instructor, for 5 years of service and congratulated her on retirement; Jessica Crafton accepted GED/ABE Instructor position; work being done on the building over winter break; met with Nexus, Wold Architects, and structural engineers regarding HS addition seam separation; thanked T. Quaintance and B. Baker for their service on the board.

The Business Manager reported working on FY20 budget assumptions and FY19 revised budgets; wrapping up calendar year end; presented financial picture of the district; thanked T. Quaintance and B. Baker for their service on the school board.

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

Motion by B. Baker, second by J. Day, to approve the Treasurer's Report. Motion carried.

Motion by B. Rensenbrink to approve the following resolution:

#### ACKNOWLEDGEMENT OF GIFTS/DONATIONS

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
11/21/18	David & Elizabeth Eickhoff	Music Department: Drums	Monetary	\$5,000
10/29/18	Anonymous	1) Safety modifications	Monetary	\$2,013,379.90
		2) Underprivileged children attending Milaca Schools		
		3) As school officials see a need		

T. Quaintance suggested the board put the \$2M donation in a fund for future projects. He has had conversations with staff/community believing due to the donation there is no need to make cuts. T. Quaintance believes this would not be in the best interest of the district. Superintendent Truebenbach commented it is the board's discretion as to how the donation is spent and recommends the Finance Committee make recommendations for the full board to consider. R. Nelson asked if the donor allocated specific amounts for each of the reasons listed in the donation. Superintendent Truebenbach clarified they did not.

The motion for the adoption of the foregoing resolution was duly seconded by T. Quaintance and upon vote being taken thereon the following voted in favor thereof: B. Baker, J. Day, R. Nelson, 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.

B. Baker thanked community members for continuing to donate to support the district and all donations, regardless of the amount, are appreciated.

Motion by B. Baker, second by T. Quaintance, to certify the 2018 payable 2019 levy. Motion carried.

The Board reviewed the enrollment numbers.

Superintendent and Board Member Items

Superintendent Truebenbach drew the board's attention to the concert programs which are utilizing P&I grant funds to spread their positive message while providing a professional, color program.

Superintendent Truebenbach reported ECMECC is working with MSBA to create a universal social media policy. Once MSBA has created the policy, it will be brought forward for board review.

Superintendent Truebenbach asked the board to review the 2019 School for Equity in Education (SEE) legislative platform, which addresses many of the issues Milaca faces.

From around the district, Superintendent Truebenbach thanked the custodians for their flexibility during this busy building use season. Superintendent Truebenbach also thanked B. Baker and T. Quaintance for their time and service as board members.

Board Member Items:

The board reviewed the Student Activities Accounts.

J. Larson thanked B. Baker and T. Quaintance for their work on the board. B. Rensenbrink and A. Struffert seconded J. Larson's comment.

A. Struffert participated in the delegate assembly which focused on special education funding.

B. Baker thanked the board for the opportunity to serve with them. B. Baker attended Phase I training with the new board members and is confident in the abilities of the new board.

The board heard the first readings of policies:

- Policy 102 Equal Educational Opportunity
- Policy 205 Open Meetings and Closed Meetings
- Policy 206 Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations

Motion by T. Quaintance, second by J. Day, to adjourn. Motion carried. Meeting adjourned at 7:44 p.m.

Respectfully submitted,



Chairperson



Clerk

January 22, 2019

Date

January 22, 2019

Date