

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, December 19, 2016

6:30 pm

High School Media Center

The regular meeting of the Board of Education of Independent School District No. 912, Milaca, Minnesota was held in the High School Media Center on Monday, December 19, 2016 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, Jeff Larson, Jere Day, Aimee Struffert, Bryan Rensenbrink, Sarah Ploeger. Those absent: Todd Quaintance. Superintendent Tim Truebenbach was also present.

Changes to Agenda:

V. Presentations

3. Community Engagement – Nexus Solutions (enclosure added)

VI. Committee Reports

5. Building and Grounds Committee (addition)

VII. Approval of the Consent Agenda

D. Personnel Items

1. New Positions

- b. Hire Ariel Sorlie, Targeted Services Tutor (revised start date)

2. Change in Assignment or Replacement

- k. Notice of Assignment for Teresa Nicholson, Food Server (duplicate - strike)
- k. Revision to the Hire of Jennifer Anderson, Long Term Substitute (addition)

3. Resignations / Retirements / Seasonal Layoff / Termination

- c. Accept the retirement of Randy Zimmer, Elementary Teacher (corrected from resignation to retirement)

4. Staff Leave Requests

- b. Revision to the maternity leave for Becca Barland, ECCE Teacher (addition)

XI. Superintendent and Board Member Items

B. Board Member Items

1. Legislative Committee Report (addition)

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

Public Forum

No one spoke at Public Forum.

Presentations

Truth in Taxation Presentation by Business Manager Robyn Vosberg-Torgerson. As per Minnesota Truth in Taxation Law, each property owner must be mailed a notice on tax levies proposed by city, county, and school district, what percent increase/decrease such as a levy would mean, and hold a public hearing for property owners to voice their concerns. The school district levy is increasing by \$106,951.08 (3.31%). Mr. Fenner, a recreational property owner, and Mr. Rinkle, a Milaca School District resident, both voiced concerns in regards to their school district levy taxes.

Caroline Stutsman from Bergan/KDV presented the audit results from 2015-2016. General fund revenue of \$19.7 million and expenditures of \$20 million resulting in deficit spending of \$211,707. As of June 30, 2016 the unassigned fund balance represents 11.2% of expenditures (\$2.24 million). The Board approved the 2015-2016 audit.

Dan Huffman from Nexus Solutions presented on community engagement. The key of community engagement is to understand what the community knows about the District and an opportunity for the District to share with the community the District needs and the equipment needed to provide those needs. Community engagements components include: community work groups (18-20 people), community presentations (open invite), community forum/open house (open invite), public opinion polling. If the District moves forward with the community engagement process, it must be willing to listen to the community input. After completing the community engagement process and determining the next steps, Nexus would help draft plans and offer solutions.

Committee Reports

A. Struffert reported on the November 22 Policy Committee meeting. The committee reviewed policies, two of which have been added to the agenda for first review and four for second review

S. Ploeger reported on the Calendar Committee meetings and community meetings. The Calendar Committee conducted community meetings and staff meetings to gather input regarding a Flexible Learning Year calendar model on November 22, 28, 29, and December 1. On December 2 the Calendar Committee met and decided not to, based on the input, pursue a Flexible Learning Year calendar.

J. Larson reported the Committee of the Whole met on December 5 and discussed the Nexus Solutions community engagement process, received an update from Calendar Committee on the Flexible Learning Year community/staff input, and in the interest of transparency, any item that falls under the "Other" category during the work session will be reported at the next upcoming Board meeting.

Superintendent Truebenbach reported the Paraprofessional Negotiations Committee met on December 9 for mediations with the paraprofessionals. A tentative agreement has been reached with an increase of 10.23% and will be brought to the Board in January for approval.

B. Baker reported the Building and Grounds Committee met on December 6 to discuss requesting scoreboard quotes, sizes, and selling ad space to help fund the project; installing an electronic message board marquee outside, location to be determined; the construction ground breaking has taken place and construction has started; parking lot construction; fencing.

Consent Agenda

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

- Approval of the minutes from the November 21, 2016 Regular Board Meeting
- Approval of checks numbers 642223 through 642419 and wire transfers
- Approval of the transfers from PMA to First National: \$700,000.00 on 11/9/16, \$500,000.00 on 11/21/16, \$300,000.00 on 11/23/16; and transfers from LA Account to First National: \$60,997.50 on 11/23/16
- Hire Donna Olson, Targeted Services Tutor, 15 hours total, \$24/hour, effective November 28, 2016 – February 27, 2017
- Hire Ariel Sorlie, Targeted Services Tutor, 16.5 hours total, \$24/hour, effective December 1, 2016 – February 27, 2017
- Hire Megan Herges, Targeted Services Tutor, 15 hours total, \$24/hour, effective November 28, 2016 – February 27, 2017
- Hire Susan Shepard, Targeted Services Tutor, 16.5 hours total, \$24/hour, effective November 28, 2016 – February 27, 2017
- Hire Peg Lawrence, Homebound Teacher, up to 10.5 hours total, \$24/hour, effective December 5, 2016
- Hire Jess Kunst, Homebound Teacher, up to 10.5 hours total, \$24/hour, effective December 5, 2016
- Change in assignment for Amanda Buss, Paraprofessional (replacing Leah Hjort), 31.25 hours/week (change in start/end time), \$10.70/hour, effective December 2, 2016
- Hire Sandra Dahler, Paraprofessional (replacing Mindy Zych), 32.50 hours/week, \$10.70/hour, effective December 5, 2016
- Hire Tyler Haugen, Grade 7 & 8 Theater Coach/Assistant (replacing Richard Cope), \$1,800.59, effective October 1, 2016
- Hire Devon Long, Paraprofessional (replacing Nicole Herr), \$10.70/hour, 31.25 hours/week, effective December 1, 2016
- Change in assignment for Andrea Dahlen, Van Paraprofessional, 12 hours/week (added to her previous 8 hours/week for a total of 20 hours/week), \$10.70/hour, effective November 21, 2016
- Notice of Assignment for Teresa Nicholson, Food Server, 2.75 hours/day, not to exceed 14 or more hours/week, \$13.42/hour, effective November 28, 2016
- Change in hours for Deb Winkler, Paraprofessional, 32.5 hours/week (was 38.25 hours/week), \$15.45/hour, effective December 5, 2016
- Change in hours for Christine Jenson, Paraprofessional, 42 hours/week (was 40 hours/week), \$15.45/hour, effective December 5, 2015
- Hire Mike Sorenson, Homebound Teacher, \$24.00/hour, 7.5 hours total, effective December 1, 2016
- Revision to the hire of Jessica Anderson, Long Term Substitute for Becca Barland, \$27.25/hour, effective November 21, 2016 through February 20, 2017 (previously approved with a February 15, 2017 end date)
- Accept the resignation of Leah Hjort, Paraprofessional, effective December 1, 2016
- Accept the resignation of Jeremy Milka, Assistant Varsity Football Coach, effective December 2, 2016
- Accept the retirement of Randy Zimmer, Elementary Teacher, effective December 22, 2016. Thank you Randy for 36 years of service!
- Approve FMLA leave for Amy Goebel, Computer Technician, effective December 5, 2016 – January 16, 2017
- Revision to the maternity leave for Becca Barland, ECFE Teacher, effective November 21, 2016 – February 20, 2017 (previously approved as November 23, 2016 through February 15, 2017)
- Approve the Agreement with Pine Technical & Community College to Assist the School Nurse with Vision and Hearing Screening

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

The High School Principal reported on changes to course offerings for 2017-18 including an Introduction to Coding elective for grades 7 and 8, eliminating study hall elective for Grades 7 & 8, and adding Introduction to Automobile Technology (via ITV); applied for and received a variance for Career Technical Education (CTE) licensure of Construction Careers for Tony Vesledahl, which will provide additional funding to the District; presented a service called Parchment to automate the transcript process which he will explore; shared an article from the front page of the *St. Cloud Times* featuring Tony Vesledahl's Building Trades class.

The Elementary Principal reported the sixth grade returned from another successful Deep Portage trip. This was the ninth year of the trip. The cost to students was \$20 each, with the rest having been raised by the Heggies pizza fundraisers. He thanked the staff that helped make this trip possible. Commented on the passing of Allison Helmin, a fourth grader, who battled brain cancer for 2 years. The Helmin family requested a balloon release in her honor. Fourth graders, along with Allison's family members, released balloons to honor Allison. Mr. Voshell thanked Becky Hoffman-Miller for donating the helium for the balloons. He also thanked Physical Education Teacher, Karen Beckman, who first noticed the coordination difficulties in Allison 2 years ago and encouraged her family to see a doctor, which lead to the diagnosis.

The Curriculum and Instruction Coordinator updated the Board on the status of the curriculum maps and shared information on the standardized testing opt-out option. Ten students have currently opted out and another 5-6 requested additional information. To date, these opt-out numbers are similar to previous years.

The Assistant Principal of Student Activities updated the Board on participation numbers in girls' basketball (27), boys' basketball (45), and wrestling (36). The teams are doing well, both the boys' and girls' basketball teams defeated Albany for the Granite Ridge Conference traveling trophy. Milaca sent students to participate in the All Conference Band and Choir practice in Zimmerman. They will perform in January at St. Cloud State. J. Day asked about the donations from events. Mr. Kdovit reported it is "hit or miss". For example, the first wrestling match donations were over \$150 and the second wrestling match donations were \$19. Donations seem to be dependent on the competition.

The Community Ed Director/Facilities Manager reported the Winter 2017 brochure contains many new programs for youth and adults and will be in mailboxes on December 27 and the P & I Grant presentation will be at the January meeting. He provided a construction update: footings were delayed by a week due to the cold weather and will be poured this week along with tying in a new water line; over break a new door will be cut into the hallway from Mr. Garber's room.

The Business Manager reported insurance open enrollments are complete; gathering information for the Pay Equity report and the actuarial study; facilities request forms have been sent to staff; working on assumptions for FY2018 and the FY2017 revised budget; and provided a financial picture of the District.

Items on Which Board Discussion and Action is Requested

Motion by B. Baker, second by S. Ploeger, to approve the Treasurer's Report. Motion carried.

Motion by S. Ploeger, second by B. Rensenbrink, to approve the agreement to engage Nexus Solutions in the Community Engagement Process. Motion carried.

Motion by B. Baker, second by J. Day, to approve the agreement to approve the 2015-2016 Audit. Motion carried.

Motion by A. Struffert, second by B. Baker, to certify the 2016 Payable 2017 levy for a total amount of \$3,339,058.43. Motion carried.

Items of Information and/or Discussion Only

The Board noted the enrollment numbers.

Superintendent and Board Members Items

The Superintendent reported the calendar committee will meet on December 20 to start planning the 2017-2018 calendar with a post Labor Day start; excited to work with Nexus Solutions on community communications and engagement; using the P & I Grant survey to determine the communities preferred mode of communication; the P & I Grant presentation will be at the January meeting; official ground breaking on the ALC/additional classroom space took place on December 1; tentative agreement with the paraprofessionals; gathering information on staff retention.

Superintendent Truebenbach also commented about spending time in Deep Portage with the sixth grade. He offered kudos to Mr. Rademacher, Ms. Udsten, Mr. Vedders, Ms. Moscho, Mr. DeBoer, Ms. Black, and the parent volunteers who made the trip possible. It is a great opportunity for the students and it was fun to see the class dynamic change by setting aside some of their differences and operate as a team.

B. Baker reported on the Legislative Committee meeting on December 2 with Schools for Equity in Education (SEE). SEE has release their annual lobbying platform which includes addressing tax relief and reform, adequate funding, education policy, early learning/universal preschool, teacher shortage, concurrent enrollment concerns. Milaca's SEE Day at the Capitol is March 1, 2017. On SEE Day at the Capitol, schools of similar size meet with legislators to raise awareness of their concerns.

The Board reviewed the first reading of the following policies:

Policy 620 – Credit for Learning

Policy 707 – Transportation of Public School Students

The Board reviewed the second reading of the following policies:

Policy 410 – Family and Medical Leave Policy

Policy 414 – Mandated Reporting of Child Neglect or Physical or Sexual Abuse

Policy 415 – Mandated Reporting of Maltreatment of Vulnerable Adults

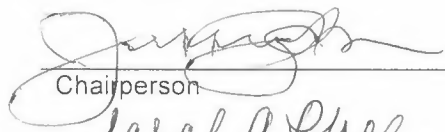
Policy 522 – Student Sex Nondiscrimination

The Board reviewed the Student Activities account.

Motion by B. Rensenbrink, second by S. Ploeger, to adjourn the meeting. Motion carried.

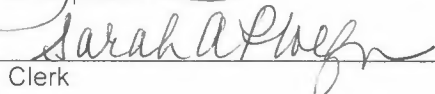
The meeting adjourned at 8:14 p.m.

Respectfully submitted,


Chairperson

January 17, 2017

Date


Clerk

January 17, 2017

Date