

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Tuesday, January 20, 2015

6:30 pm

High School Media Center

The reorganizational and regular meeting of the Board of Education of Independent School District No. 912, Milaca, Minnesota was held in the High School Media Center on Tuesday, January 20, 2015 for the purpose of reorganization of the School Board and discussing Board business.

The meeting was called to order at 6:30 p.m. by Vice - Chairperson Jeff Larson.

Upon Roll Call the following members were present: Judy Pearson, Jeff Larson, Aimee Struffert, Bryan Rensenbrink, Todd Quaintance. Superintendent Jerry Hansen, was also present.

Changes to Agenda:

VI. Reorganization of School Board

- A. 2014 Vice Chairperson: Jeff Larson (correction)

VIII. Approval of the Consent Agenda

D. Personnel Items

2. Change in Assignment or Replacement:

- g. Change in position for Jane Marquardsen, Student Services Secretary (replacing Sara Scherer), 7:00 a.m. – 3:30 p.m., 40 hours/week, \$18.53/hour, effective December 16, 2014 (rate of pay correction)

3. Resignations / Retirements / Seasonal Layoff/ Termination

- a. Accept the resignation of Christine Hostrawser, School Readiness Teacher, effective December 8, 2014 to accept 1.0 ECSE position (revised effective date)

4. Staff Leave Requests

- a. Approve paternity leave for Matt Follmuth, Elementary Teacher (Addition)

X. Items on Which Board Discussion and Action is Requested

- B. Approval to Hire a 7th Grade Assistant Boys Basketball Coach (Revised from 8th Grade Boys Basketball Coach)

X. Items on Information and/or Discussion Only

- A. Construction Project and the 2015-2016 Budget (addition to item)

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

Oath of Office for New School Board Members:

- 1) Brandon Baker
- 2) Judy Pearson
- 3) Sarah Ploeger
- 4) Todd Quaintance

Reorganization of the School Board

Election of School Board Officers by paper ballot:

Judy Pearson nominated Jeff Larson as Chairperson. Sarah Ploeger nominated Todd Quaintance as Chairperson. Motion carried to appoint Jeff Larson as Chairperson, 6:1.

Todd Quaintance nominated Aimee Struffert as Vice-Chairperson, Aimee declined. Bryan Rensenbrink nominated Todd Quaintance. Aimee Struffert nominated Judy Pearson. Motion carried to appoint Judy Pearson as Vice-Chairperson, 6:1.

Bryan Rensenbrink nominated Aimee Struffert as Clerk. Sarah Ploeger nominated Todd Quaintance. Motion carried to appoint Aimee Struffert as Clerk, 4:3.

Todd Quaintance nominated Bryan Rensenbrink as Treasurer. Bryan Rensenbrink nominated Todd Quaintance as Treasurer. Motion carried to appoint Todd Quaintance as Treasurer, 5:2.

Public Forum

Mike Larson and Christine Schlenker addressed the Board regarding their concerns on the RRN/ALC/ECFE building construction project.

Reorganization of the School Board (continued)

Motion by B. Baker, second by A. Struffert, to maintain current rate of pay for Board Members. J. Pearson offered a friendly amendment to increase the rate of pay for meetings less than 4 hours to \$50 and leave the rate of pay for meetings longer than 4 hours at \$75. B. Baker accepted this amendment. Motion carried to set the rate of pay at \$50 for meetings under 4 hours and \$75 for meetings in excess of 4 hours per day with no annual pay for officers. Motion carried.

Motion by B. Rensenbrink, second by J. Pearson, to designate the *Mille Lacs County Times* as the newspaper for all official school business. Motion carried.

Motion by S. Ploeger, second by T. Quaintance, to appoint the firm of Kennedy-Graven as legal counsel for the District. Motion carried.

Motion by B. Rensenbrink, second by S. Ploeger, to authorize the Superintendent and/or Business Manager to make short-term investments, deposits, transfers, withdrawals and electronic funds transfer from savings to other financial institutions. Authorize the Superintendent and/or Business Manager to make wire transfers of school district funds to approve financial institutions. Authorize the Business Manager to use facsimile signatures for all school district checks and orders. Authorize the Superintendent to lease, purchase, and contract for goods and services within the general budget categories pursuant to MS 123B.52, Subd. 2. Motion carried.

Motion by A. Struffert, second by B. Baker, to designate First National Bank of Milaca as the local depository for school funds. Motion carried.

Motion by J. Pearson, second by B. Rensenbrink, to designate Associate Bank/MN Trust/PMA Financial as a local depository for aid anticipation funds. Motion carried.

Motion by S. Ploeger, second by J. Pearson, to accept the agenda and consent agenda format. Motion carried.

The Board Chair made the following committee assignments.

Committee Name

2015 Committee Members

- | | |
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| a. <i>Building and Grounds</i> | <i>B. Rensenbrink, A. Struffert, B. Baker, Superintendent</i> |
| b. <i>Budget Committee</i> | <i>Committee of the Whole Board</i> |
| c. <i>Negotiations Committee</i> | |
| i. <i>Teacher Negotiations</i> | <i>T. Quaintance, J. Larson, S. Ploeger, Superintendent</i> |
| ii. <i>Clerical, District Office</i> | <i>T. Quaintance, J. Pearson, B. Baker, Superintendent</i> |
| iii. <i>Paraeducators</i> | <i>T. Quaintance, A. Struffert, J. Pearson, Superintendent</i> |
| iv. <i>Food Service</i> | <i>T. Quaintance, B. Rensenbrink, A. Struffert, Superintendent</i> |
| v. <i>Custodial</i> | <i>T. Quaintance, B. Rensenbrink, B. Baker, Superintendent</i> |
| vi. <i>Administration, Activity Director, Business Manager, Technology Coordinator, Computer Technician, Superintendent, Food Service Manager, Principals, Community Ed Director</i> | <i>T. Quaintance, J. Pearson, J. Larson, Superintendent</i> |
| d. <i>Transportation Committee (2)</i> | <i>B. Rensenbrink, T. Quaintance</i> |
| e. <i>Superintendent Evaluation</i> | <i>J. Larson, T. Quaintance, J. Pearson</i> |
| f. <i>Policy Committee</i> | <i>J. Pearson, B. Rensenbrink, A. Struffert, Superintendent</i> |
| g. <i>Teacher Meet and Confer</i> | <i>J. Larson, B. Baker</i> |
| h. <i>Health Insurance Committee</i> | <i>S. Ploeger, J. Larson</i> |
| i. <i>Teacher Development and Evaluation Committee</i> | <i>B. Rensenbrink, J. Pearson</i> |

Board Representatives / Agencies

2015 Representative

- | | |
|---------------------------------------|---|
| a. <i>Legislative Report</i> | <i>J. Larson</i> |
| b. <i>MN State High School League</i> | <i>T. Quaintance</i> |
| c. <i>ECMECC (Cable TV)</i> | <i>A. Struffert (alt. B. Rensenbrink), Superintendent</i> |
| d. <i>Economic Development</i> | <i>B. Baker, Superintendent</i> |
| e. <i>Community Education</i> | <i>J. Pearson, S. Ploeger</i> |
| f. <i>Calendar Committee</i> | <i>T. Quaintance, B. Baker, S. Ploeger</i> |
| g. <i>ALC Rep</i> | <i>A. Struffert, J. Pearson</i> |
| h. <i>Wellness</i> | <i>J. Pearson, B. Rensenbrink, M. Zens</i> |
| i. <i>E Team/Safety/Drug Free</i> | <i>J. Larson, T. Quaintance</i> |
| f. <i>Rum River Special Ed Co-op</i> | <i>B. Rensenbrink</i> |

Motion by S. Ploeger, second by B. Baker, to set the regular board meeting dates for the 3rd Tuesday of the month at 6:30 p.m. in the High School Media Center. Motion carried.

Motion by A. Struffert, second by B. Rensenbrink, to approve postponing Board Meetings scheduled on days that school is canceled, released early, or when evening activities are canceled, or has a late start, to the next day at the same place and same time. Motion carried.

Committee Reports

The Board heard reports from the Building and Grounds Committee, Teacher Development and Evaluation Committee, Negotiations Committee, and Committee of the Whole Board.

Consent Agenda

Motion by T. Quaintance, second by B. Rensenbrink, to approve the consent agenda:

- Approval of the minutes from the December 15, 2014 Regular Board Meeting
- Approval of checks numbers 636952 through 637675 and the wire transfers
- Approval of the PMA Transfers to checking: \$200,000 on 12/3/14, \$200,000 on 12/11/14, \$650,000 on 12/29/14, and LA Transfers to checking: \$750,000 on 12/12/14
- Hours adjusted for Diane Erickson, GED/ABE School Services Teacher, Monday: 2:30-5:00 p.m., Wednesday: 3:30-8:30 p.m., Thursday: 3:30-8:30 p.m., 12.5 hours/week, \$25.92/hour, effective January 6, 2014
- Hire Bill Ruis, Quarter 3 & 4 ALC Math Teacher (replacing Bridgett Corbett), 8:00 a.m. – 3:00 p.m., Tuesdays and Thursday, MA +10, Step 15, \$11,403.36, effective January 19, 2015
- Change in assignment for Rebecca Winkleman, Title I Teacher (from 130 to 182 day contract, replacing Tiffany Ryan), \$24.92/hour, effective February 2, 2015
- Hire Megan Herges, 148-day Title I Teacher (replacing Rebecca Winkleman), \$24.92/hour, effective February 2, 2015
- Hire Linda Nelson, Paraprofessional (replacing Randy Sahlstrom), 8:15 a.m. – 3:00 p.m., 31.25 hours/week, \$10.70/hour, effective February 2, 2015
- Change in hours for Diane Erickson, ABE Teacher, Wednesday: 1:00 – 5:00 p.m., Thursday: 1:00 – 5:30 p.m., 8.5 hours/week, \$26.96/hour, effective January 12, 2015
- Change in hours for Teresa Nelson, ABE/GED Teacher (Mille Lacs County Jail), 9:00 – 11:00 a.m. & 12:30 – 2:30 p.m., 16 hours/week +3.5 hours/prep = 19.25 hours/week, \$25.41/hour, effective January 12, 2015
- Change in position for Jane Marquardsen, Student Services Secretary (replacing Sara Scherer), 7:00 a.m. – 3:30 p.m., 40 hours/week, \$18.53/hour, effective December 16, 2014
- Change in position for Jenny Wiener, HS Class II Secretary (replacing Jane Marquardsen, 7:45 a.m. – 4:15 p.m., 40 hours/week, \$15.36/hour, effective December 16, 2014
- Accept the resignation of Christine Hostrawser, School Readiness Teacher, effective December 8, 2014 to accept 1.0 ECSE position
- Accept the resignation of Bonnie Hoebelheinrich, Food Service, effective December 30, 2014
- Accept the resignation of Diane Erickson, ABE Teacher, effective January 30, 2015
- Approve paternity leave for Matt Follmuth, Elementary Teacher, approximately March 20-26, 2015
- Lane Changes
 - o Tarah Kipka, BA+10 to BA+20, \$40,180
 - o Jessica Juntunen, BA+10 to BA+20, \$40,180
 - o Leann Pietrzak, BA+10 to BA+20, \$45,463
- Third Reading and Approval of the following policies: Policy 616 – School District System Accountability, Policy 514 – Bully Prohibition Policy

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

The High School Principal reported on the passing of Mary Thomsen, Chemistry Teacher. High School Counselors, Mary Hastings and Trina Olson, reported on the National Counseling Model.

The Elementary Principal updated the Board on the STAR Reading Club and thanked Donelle Welch for her time and help and reported on the Professional Development day activities.

The Activities Director reported on adding a 7th Grade Boys Basketball Coach based on participation numbers, the National Honor Society Induction Ceremony, and the Swim Team were recipients of the Silver Academic Award.

The Community Education Director reported thanked Diane Erickson, ABE/GED Teacher, for her years of service to Milaca Schools and on the new online registration software.

The Director of Student Achievement presented on the Explore and Plan results.

The Business Manager provided the Board with an update on the financial picture of the district.

Items on Which Board Discussion and Action is Requested

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

Motion by B. Rensenbrink, second by S. Ploeger, to hire a 7th Grade Assistant Boys Basketball Coach. Motion carried.

Motion by A. Struffert, second by J. Pearson, to extend the ALC/ECFE lease to August 2016. J. Larson offered a friendly amendment with an option of a second year to extend the lease until August 2017. Amendment accepted. Roll call vote. Those voted in favor: J. Pearson, J. Larson, A. Struffert, B. Baker, B. Rensenbrink, S. Ploeger. Those voted against: T. Quaintance. Motion carried.

Items of Information and/or Discussion Only

The Superintendent reported on the construction project and how it would affect the 2015-2016 budget.

The Board noted the enrollment numbers.

Superintendent and Board Members Items

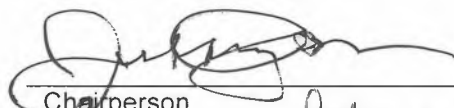
The Superintendent reported there is a workshop being offered for Board Chairs, Clerks and Treasurers.

The Board reviewed the student activities account.

Motion by T. Quaintance, second by S. Ploeger, to adjourn the meeting. Motion carried.

The meeting adjourned at 9:09 p.m.

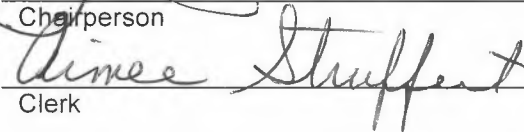
Respectfully submitted,



Chairperson

February 17, 2015

Date



Clerk

February 17, 2015

Date