

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, September 21, 2015

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, September 21, 2015, 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: Bryan Rensenbrink, Todd Quaintance, Sarah Ploeger, Brandon Baker, Jeff Larson, Aimee Struffert. Those absent: none. Superintendent Tim Truebenbach was also present.

Changes to Agenda:

VI. Approval of the Consent Agenda

D. Personnel Items

2. Notice of Assignment / Change in Assignment / Replacement

pp. Hire Jennie Hippie, Paraprofessional (addition)

qq. Hire Christine Jensen, Transportation Paraprofessional (addition)

rr. Hire Deb Winkler, Transportation Paraprofessional (addition)

ss. Change in assignment for Pat Brannan, Paraprofessional (addition)

tt. Change in assignment for Justine Miller, Paraprofessional (addition)

uu. Change in assignment for Tiffany Ryan, Title One Teacher, 182-day contract (addition)

vv. Change in assignment for Connie Herges, Paraprofessional (addition)

ww. Hire Alicia Bah, Paraprofessional (addition)

xx. Hire Susan Bialka, ALC Math/Science Teacher (addition)

3. Resignation / Retirements / Seasonal Layoff / Termination

a. Accept the resignation of Anita Baron, Community Education/Activities Secretary (change in effective date)

4. Staff Leave Requests

g. Approve FMLA leave for Amy Goebel, Computer Technician (addition)

H. Approve the 2015-2017 Milaca Education Association Contract (addition)

VII. Principals/Directors/Coordinators Report

C. Activities Director

3. MSHSL Update (addition)

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

Committee Reports

T. Quaintance summarized the Teacher Negotiations Committee meeting held on August 19 and the August 25 Business Manager Negotiations Committee meeting.

J. Larson summarized the Committee of the Whole meeting held on September 2.

Public Forum

No one spoke at public form.

Consent Agenda

Motion by T. Quaintance, second S. Ploeger, to approve the consent agenda:

- Approval of the minutes from the Regular & Closed Meeting on August 17, 2015
- Approval of checks numbers 638949 through 639283 and wire transfers
- Approval of the liquid assets transfer to checking: \$430,000 on 8/13/15, MN Trust transfer liquid assets \$430,000 on 8/17/15, and the MN Trust transfers to checking: \$370,000 on 8/24/15, \$18,244.71 on 8/27/15, \$457,000 on 8/27/15
- Hire Laurie Fitzgerald, Dish Room (replacing Renee Bockoven), 11:00 a.m. – 1:15 p.m., 11.25 hours/week, \$11.65/hour, effective August 31, 2015
- Hire Cindy Reynolds, Food Service (replacing Conni Freudenberg), 10:00 a.m. – 12:00 p.m., 10 hours/week, \$11.65/hour, effective August 31, 2015
- Hire Kelly Bryson, Paraprofessional (replacing Amanda Hoffman), 8:15 a.m. – 3:00 p.m., 31.25 hours/week, \$10.70/hour, effective August 27, 2015 (previously approved with a August 17, 2015 start date)

- Hire Amy Johnson, Paraprofessional (replacing Josh Flikkema), 8:15 a.m. – 3:00 p.m., 31.25 hours/week, \$10.70/hour, effective August 27, 2015 (previously approved with a August 17, 2015 start date)
- Change in assignment for Laura Fagerstrom, from Food Server to First Cook (replacing Melissa Palmquist), 6:15 a.m. – 2:00 p.m., 38.75 hours/week, \$15.62/hour, effective August 25, 2015
- Hire Julie Herges, School Readiness Classroom Aide, 7:45 a.m. – 3:15 p.m., 35 hours/week, \$9.50/hour, effective August 31, 2015
- Hire Richard Cope, Crossing Guard Paraprofessional, 7:45 – 8:15 a.m. and 3:00 – 3:15 p.m., 3.75 hours/week, \$11.24/hour, effective September 8, 2015
- Hire Micki Nelson, Paraprofessional (replacing Terra Koster), 7:45 a.m. – 2:30 p.m., 31.25 hours/week, \$10.70/hour, effective August 31, 2015
- Hire Megan Herges, Elementary Teacher (replacing Kara Barry), BA, Step 1, 1.0 FTE, \$34,898, effective August 31, 2015
- Hire Amanda Loidolt, Art/Technology Teacher (replacing Carrie Anderson), BA, Step 1, 1.0 FTE, \$34,898, effective August 31, 2015. Contingent upon receiving official college transcripts.
- Hire Leah Hjort, Paraprofessional (replacing Micki Nelson), 7:45 a.m. – 2:30 p.m., 31.25 hours/week, \$10.70/hour, effective September 8, 2015
- Hire Hope Schendel, School Readiness/ECFE Aide (replacing Gloria Struck), 7:45 a.m. – 3:15 p.m., 35 hours/week, \$9.50/hour, effective September 14, 2015
- 2015-2016 School Year Notice of Assignment for Hope Schendel, ECFE/School Readiness Aide, \$9.50/hour, approximately 35 hours/week
- 2015-2016 School Year Notice of Assignment for Teresa L. Nelson, Kids Town Level One Aide, \$10.07/hour, not to exceed 10 hours/week
- 2015-2016 School Year Notice of Assignment for Brandi Katke, Kids Town Level Two Aide, \$11.14/hour, 28.75 hours/week, and ECFE/School Readiness Aide, \$10.46/hour, approximately 10 hours/week
- 2015-2016 School Year Notice of Assignment for Cassie Wredberg, Kids Town Level One Aide, \$10.07/hour, not to exceed 12 hours/week
- 2015-2016 School Year Notice of Assignment for Judith Swenson, ECFE/School Readiness Aide, \$12.34/hour, and Kids Town Level One Aide, \$10.07/hour, approximately 30 hours/week total
- 2015-2016 School Year Notice of Assignment for Kalysta Katke, Kids Town Student Aide, \$9.00/hour, not to exceed 15 hours/week
- 2015-2016 School Year Notice of Assignment for Zoey Katke, Kids Town Level One Aide, \$9.88/hour, not to exceed 15 hours/week
- 2015-2016 School Year Notice of Assignment for Emily Mulvey, Kids Town Student Aide, \$9.00/hour, not to exceed 15 hours/week
- 2015-2016 School Year Notice of Assignment for Ellie Hartung, Kids Town Student Aide, \$9.00/hour, not to exceed 15 hours/week
- 2015-2016 School Year Notice of Assignment for Annalesta Carter, Kids Town Student Aide, \$9.88/hour, not to exceed 15 hours/week
- 2015-2016 School Year Notice of Assignment for Nicole Hartung, Kids Town, Youth Development, and Adult Enrichment Coordinator, \$13.73/hour, 38 hours/week
- 2015-2016 School Year Notice of Assignment for Kathleen Fitschen, Give Me Five, Club House, Special Olympics and F.I.R.E. Coordinator, \$13.70/hour, approximately 32 hours/week
- 2015-2016 School Year Notice of Assignment for Julie Herges, ECFE/School Readiness Aide, \$9.50/hour, approximately 36 hours/week
- 2015-2016 School Year Notice of Assignment for Carrie Vesel, ECFE/School Readiness Aide, \$10.03/hour, approximately 28 hours/week
- Hire Derek Miller, Head Boys Basketball Coach (replacing Dustin Naumann), \$4,169, effective November 9, 2015
- Hire Laura Odden, Homecoming Advisor, \$909, September 8, 2015
- 2015-2016 School Year Notice of Assignment for Sandra Switzer, Food Server, \$13.41/hour, not to exceed 14 hours/week, effective August 31, 2015
- 2015-2016 School Year Notice of Assignment for Candice Nelson, Food Server, \$15.14/hour, not to exceed 14 hours/week, effective August 31, 2015
- 2015-2016 School Year Notice of Assignment for Cindy Reynolds, Food Server, \$11.65/hour, not to exceed 14 hours/week, effective August 31, 2015
- 2015-2016 School Year Notice of Assignment for Laurie Fitzgerald, Food Server, \$11.65/hour, not to exceed 14 hours/week, effective August 31, 2015
- 2015-2016 School Year Notice of Assignment for Linda Moyer, Food Server, \$15.14/hour, not to exceed 14 hours/week, effective August 31, 2015
- 2015-2016 School Year Notice of Assignment for Robin Nelson, Food Server, \$11.65/hour, not to exceed 14 hours/week, effective August 31, 2015
- Hire Mindy Zych, Kids Town Paraprofessional, 3:00 – 4:30 p.m., Monday, Tuesdays, every other Friday, 3.75 hours/week, \$15.45/hour, effective September 14, 2015
- Hire Sherri Freese, Community Ed/Activities Secretary, 7:30 a.m. – 4:00 p.m., 4 days/week, 32 hours/week during school year (20 hours CE, 12 hours Activities) and 20 hours/week CE during the summer, effective September 21, 2015

- Hire Jeff Kiel, 9th Grade Volleyball Coach, \$2,526, effective August 17, 2015 for the 2015-2016 school year only
- Hire Tracy Hass, Homebound Teacher, 6 hours/week, \$24/hour, effective October 1, 2015
- Hire Carol Kragt, ECFE/School Readiness Aide, 7:45 a.m. – 3:15 p.m. on Fridays, \$9.50/hour, 7 hours/week, effective September 18, 2015
- 2015-2016 School Year Notice of Assignment for Carol Kragt, ECFE/School Readiness Aide, \$9.50/hour, approximately 7 hours/week
- Hire Jeannie Manthie, Kids Town Paraprofessional, 3:00 – 4:30 p.m., Wednesday, Thursday, and every other Friday, 3.75 hours/week, \$15.45/hour, effective September 8, 2015
- Hire Jennie Hippie, Paraprofessional, 8:15 a.m. – 3:00 p.m., 31.25 hours/week, \$10.70/hour, effective September 17, 2015
- Hire Christine Jensen, Transportation Paraprofessional, 6:45 – 7:45 a.m., 5 hours/week, \$15.45/hour, effective September 8, 2015
- Hire Deb Winkler, Transportation Paraprofessional, 3:00 – 4:00 p.m., 5 hours/week, \$14.20/hour, effective September 8, 2015
- Change in assignment for Pat Brannan, Paraprofessional, 7:45 a.m. – 3:00 p.m. (was 8:15 a.m. – 3:00 p.m.), \$11.24/hour, 33.75 hours/week, effective September 17, 2015
- Change in assignment for Justine Miller, Paraprofessional, 8:00 a.m. – 3:00 p.m. (was 8:15 a.m. – 3:00 p.m.), \$13/hour, 33.75 hours/week, effective September 17, 2015
- Change in assignment for Tiffany Ryan, Title One Teacher, 182-day contract, (was 149 day contract), \$24.92/hour, effective September 8, 2015
- Change in assignment for Connie Herges, Paraprofessional, 8:00 a.m. – 3:00 p.m. (was 8:00 a.m. – 4:00 p.m.), \$12.00/hour, 32.5 hours/week, effective September 15, 2015
- Hire Alicia Bah, Paraprofessional (replacing Amber Krotzer), 8:15 a.m. – 3:00 p.m., 31.25 hours/week, \$10.70/hour, effective October 8, 2015
- Hire Susan Bialka, ALC Math/Science Teacher, BA, Step 3, 0.766 FTE, \$25,590.64, effective September 21, 2015. Contingent upon receiving official college transcripts.
- Accept the resignation of Anita Baron, Community Education/Activities Secretary, effective September 30, 2015
- Terminate Peter Lahr, ALC Math Teacher, effective August 26, 2015
- Accept the resignation of Megan Herges, Title One Teacher, effective August 28, 2015 to accept the Elementary Teacher position
- Accept the resignation of Shanna Calander, Paraprofessional, effective August 24, 2015
- Accept the resignation of Karry Barry, Elementary Teacher, effective August 24, 2015
- Accept the resignation of Micki Nelson, Paraprofessional, effective September 1, 2015
- Accept the resignation of Gloria Struck, ECFE Aide, effective September 10, 2015
- Accept the resignation of Derek Miller, JV Boys Basketball Coach, \$4,169, effective September 9, 2015
- Approve FMLA leave for Amber Krotzer, Paraprofessional, effective August 19 – October 14, 2015
- Approve a leave of absence for Amber Krotzer, Paraprofessional, effective October 15 – June 30, 2015
- Accept paternity leave for Mitch Vedders, Elementary Teacher, effective approximately September 15-21, 2015
- Approve medical leave for Jeannie Manthie, Paraprofessional, effective October 14-25, 2015
- Approve medical leave for Aimee Peterson, 9th Grade Volleyball Coach, effective 2015-2016 school year
- Approve maternity leave for Jackie Barland, Kindergarten Teacher, effective approximately February 21 – May 22, 2016
- Approve FMLA leave for Amy Goebel, Computer Technician, effective October 19 – November 29, 2015
- Lane Change Requests
 - o Allie Johnson, from BA to BA+10, \$36,218
 - o Mitch Vedders, from BA+10 to MA, \$41,741
 - o Jessica Juntunen, from BA+20 to MA, \$43,302
 - o Tarah Kipka, from BA+20 to MA, \$43,302
 - o Ronda Elnes-Schepper, from BA to BA+10, \$48,225
 - o Cory Pedersen, from MA to MA+10, \$44,862
 - o Geri Warner Wild, from BA to MA, \$51,106
 - o Sue Souba, from MA+10 to MA+20, \$55,428
 - o Laura Braun, from BA+20 to MA, \$43,302
 - o Leann Pietzak, from BA+20 to MA, \$49,545
 - o Michelle Stupar, from BA+20 to BA+30, \$41,741
 - o Audrey French, from MA to MA+10, \$59,990
 - o Paul Arens, from MA to MA+10, \$54,948
- Approval of the Mille Lacs County Family Services Collaborative Contract for Interagency Family Facilitator Services for July 1, 2015 - June 30, 2016
- Approval the 2015-2016 Business Manager Contract with Robyn Vosberg-Torgerson (replacing Bernice Humnick)
- Approval the Budget Timeline for the 2015-2016 Budget Year
- Approval the 2015-2017 Milaca Education Association Contract

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

The Director of Student Achievement reported on 2014-2015 assessment data.

The High School Principal reported on a concurrent enrollment concern and math PLC.

The Elementary Principal reported that Open House was well attended. Mrs. Welch presented to the Board on the reading recovery program.

The Activities Director reported on coaches development day/days, the need for an additional Jr. High Volleyball coach due to participation levels, and a MSHSL update.

The Community Education Director reported on Summer Kids Town.

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

Motion by T. Quaintance to approve the following resolution:

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
8/25/15	Milaca Football		Donation towards blocking sled	\$2,911
9/24/15	Princeton Insurance	District	Back to School Breakfast	\$100
9/24/15	First National	District	Back to School Breakfast	\$150
9/24/15	Nexus Solutions	District	Back to School Breakfast	\$200

The motion for the adoption of the foregoing resolution was duly seconded by A. Struffert and upon vote being taken thereon the following voted in favor thereof: B. Rensenbrink, T. Quaintance, S. Ploeger, B. Baker, J. Larson, A. Struffert

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

Motion by T. Quaintance, second by B. Baker, to approve the proposed 10-year facilities plan. Motion carried.

Motion by S. Ploeger, second by T. Quaintance, in order to certify the proposed 2015-2016 levy at the "maximum" amount to be signed by the clerk at a later date. Motion carried.

Motion by T. Quaintance, second by S. Ploeger, to hire an additional Jr. High volleyball coach. Motion carried.

Motion by S. Ploeger to approve the following resolution:

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the District #912 School Board recognizes the value of students in participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist school district in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Milaca School Board supports the District's application to the Minnesota High School League Foundation for a FORM A grant to offset student activity fees.

The motion for the adoption of the foregoing resolution was duly seconded by B. Rensenbrink and upon vote being taken thereon the following voted in favor thereof: B. Rensenbrink, T. Quaintance, S. Ploeger, B. Baker, J. Larson, A. Struffert

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

Items of Information and/or Discussion Only

The Board noted the enrollment.

Superintendent and Board Members Items

The Superintendent reported on the economic development meeting and the Rum River Executive Council meeting, reminded the Board about the MSBA Statewide Advocacy Tour at 5:00 p.m., September 22 in Sartell; reported on the Nexus Solutions building tour, he will attend the MSSA conference on Sept. 27-29, and thanked everyone who was involved in planning homecoming week.

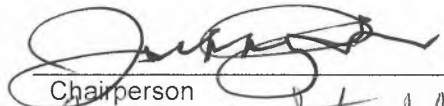
The Board reported on the ECMECC meeting, voted on the ballot for delegate for MNMSBA, and scheduled the October 7 work session.

The Board reviewed the Student Activities account.

Motion by T. Quaintance, second by B. Baker, to adjourn the meeting. Motion carried.

The meeting adjourned at 8:22 p.m.

Respectfully submitted,



Chairperson



Clerk

October 19, 2015

Date

October 19, 2015

Date