

# **School Board Meeting Minutes**

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Tuesday, November 13, 2012

5:30 pm

Board Room

A regular meeting of the Board of Education of Independent School District No. 912, Milaca, Minnesota was held in the Board Room on Tuesday, November 13, 2012, for the purpose of discussing Board.

The meeting was called to order at 5:32 pm by Chairperson, Jeff Larson.

Upon Roll Call, the following members were present: Mark Herzing, Judy Pearson, Jeff Larson, Aimee Struffert, Jody Chambers, Bryan Rensenbrink, Todd Quaintance. Those absent: none. Superintendent Jerry Hansen was also present.

## **Changes to the Agenda**

### **V. Approval of the Consent Agenda**

#### **D. Personnel Items**

Employment Approval/Hours Adjusted/Position Created

20. Hire Julie Quayle, Homebound Instructor (addition)

### **VII. Items on Which Board Discussion and Action is Requested**

B. Adopt the Resolution Canvassing Returns of Votes of School District General Election (numbers updated)

C. Adopt the Resolution Canvassing Returns of Votes of School District Special Election (numbers updated)

### **VIII. Items of Information and/or Discussion Only**

Enrollment number for ALC added

### **IX. Superintendent and Board Members Items**

C. First Reading of the Entrance Age Policy (revised enclosure)

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

## **Public Forum**

No one spoke at Public Forum.

## **Consent Agenda**

Motion by J. Pearson, second by J. Chambers, to approve the consent agenda:

- Approval of the meeting minutes from the Regular and Closed Meeting held on October 16, 2012
- Approval of check numbers 632198 through 632465 and wire transfers
- Approval of liquid asset transfers to checking: \$120,000 on 10/5/12, \$470,000 on 10/9/12, \$170,000 on 10/16/12, \$542,000 on 10/23/12, \$394,000 on 10/25/12
- Change in hours for Judy Olson, Preschool Educational Aide (Learning Readiness), from 6.5 hours/day to 7 hours/day, Monday – Thursday, 35 hours/week, 7:45 a.m. – 3:15 p.m., effective October 22, 2012
- Hire Tarah Brenny, Targeted Services Tutoring, 46.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire Kari Erickson, Targeted Services Tutoring, 46.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire Matt Follmuth, Targeted Services Tutoring, 46.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire Alicia Hedstrom, Targeted Services Tutoring, 46.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire Ann Hoehn, Targeted Services Tutoring, 46.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire Jessica Juntunen, Targeted Services Tutoring, 46.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire Angela Koppendrayner, Targeted Services Tutoring, 46.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire Sarah Larsen, Targeted Services Tutoring, 73.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire Shannon Lepper, Targeted Services Tutoring, 46.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire Michelle Lyrenmann, Targeted Services Tutoring, 73.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire Missy Tellinghuisen, Targeted Services Tutoring, 46.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire MaryJo Vickers, Targeted Services Tutoring, 46.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire Dave Wedin, Targeted Services Tutoring, 46.5 hours total, \$24.00/hour, effective October 29, 2012
- Hire Donelle Welch, Targeted Services Tutoring, 46.5 hours total, \$24.00/hour, effective October 29, 2012
- Increase in hours for Kendra Gapinski, ECFE Teacher, from 4.25 to an average of 15 hours/week, \$24.14/hour, effective October 8, 2012
- Hire Scott Nelson, Interim Employee paid mileage at Federal Rate and \$37.50/hour for special projects

- Hire John Fradette, Grade 9 Co-Wrestling Coach (shared with Paul Arens), \$1,148, effective November 19, 2012
- Hire Paul Arens, Grade 9 Co-Wrestling Coach (shared with John Fradette), \$1,148, effective November 19, 2012
- Hire Julie Quayle, Homebound Instructor, \$24/hour, effective October 24, 2012 for 1 session
- Native American Parent Committee Resolution

The consent agenda was unanimously approved.

#### Principal/Directors/Coordinators Reports

The High School Principal reported another technology survey has been sent to students and a technology time study survey has been sent out to staff and students.

The Elementary Principal reported that the 6<sup>th</sup> Grade students are getting ready for the Deep Portage trip and that the first Deep Portage pizza fundraiser of the year has finished.

The Activities Director made a recommendation to hire an assistant 7<sup>th</sup> grade girl's basketball coach and an assistant 8<sup>th</sup> grade girl's basketball coach.

The Superintendent presented the financial picture of the district.

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

Motion by T. Quaintance, second by A. Struffert, to approve the Treasurer's Report. Motion carried.

Member Aimee Struffert moved the adoption of the following resolution:

#### RESOLUTION CANVASSING RETURNS OF VOTES OF SCHOOL DISTRICT GENERAL ELECTION

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

1. It is hereby found, determined and declared that the general election of the voters of the district held on November 6, 2012, was in all respects duly and legally called and held.
2. As specified in the attached Abstract and Return of Votes Cast, a total of 6,879 voters of the district voted at said election on the election of three school board members for four year term vacancies on the board caused by expiration of term on the first Monday in January next following the general election as follows:

Aimee Struffert	3,172
Jeff Larson	3,145
Bryan Rensenbrink	3,257

3. Aimee Struffert, Jeff Larson, Bryan Rensenbrink, having received the highest number of votes, are elected to four year terms beginning the first Monday in January, 2013.

4. The school district clerk is hereby authorized to certify the results of the election to the county auditor of each county in which the school district is located in whole or in part.

The motion for the adoption of the foregoing resolution was duly seconded by Member Jody Chambers and upon vote being taken thereon, the following voted in favor thereof: Mark Herzing, Judy Pearson, Jeff Larson, Aimee Struffert, Jody Chambers, Bryan Rensenbrink, Todd Quaintance

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

Member Aimee Struffert moved the adoption of the following resolution:

#### RESOLUTION CANVASSING RETURNS OF VOTES OF SCHOOL DISTRICT SPECIAL ELECTION

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

1. It is hereby found, determined and declared that the special election of the voters of this school district held on November 6, 2012 in conjunction with the state general election, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, at said election a total of 6,879 voters of the school district voted on the question of renewing the referendum revenue authorization of the school district for taxes payable in 2013 and thereafter (SCHOOL DISTRICT BALLOT QUESTION 1), of which 3,381 voted in favor, 2,172 voted against the same, and there were 292 completely blank or defective ballots. Said proposition, having received the approval of at least a majority of such votes, is hereby declared to have carried.

3. The clerk is hereby directed to certify the results of the election to the county auditors of each county in which the school district is located in whole or in part. The clerk is also directed to report the results of the referendum revenue authorization election to the Commissioner of Education within fifteen (15) days of the date hereof.

The motion for the adoption of the foregoing resolution was duly seconded by Member Todd Quaintance and upon vote being taken thereon, the following voted in favor thereof: Mark Herzing, Judy Pearson, Jeff Larson, Aimee Struffert, Jody Chambers, Bryan Rensenbrink, Todd Quaintance

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

Member Todd Quaintance introduced the following resolution and moved its adoption:

**RESOLUTION DIRECTING THE ADMINISTRATION  
TO MAKE RECOMMENDATIONS FOR REDUCTIONS  
IN PROGRAMS AND POSITIONS AND REASONS  
THEREFOR.**

WHEREAS, the financial condition of the school district dictates that the school board must reduce expenditures immediately, and

WHEREAS, this reduction in expenditure must include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

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

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member Bryan Rensenbrink and upon vote being taken thereon, the following voted in favor thereof: Mark Herzing, Judy Pearson, Jeff Larson, Aimee Struffert, Jody Chambers, Bryan Rensenbrink, Todd Quaintance

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

Motion by T. Quaintance, second by J. Chambers, to uncommit Committed Severance funds in the amount of \$61,895 from the district balance sheet. Motion carried.

Motion by T. Quaintance, second by J. Chambers, to approve the FY 2011-2012 audit. Motion carried.

Motion by J. Chambers, second by T. Quaintance, to hire an additional 7<sup>th</sup> grade girls basketball coach paid at 4% of the C-schedule for 7 out of 8 weeks pay. Motion carried.

Motion by T. Quaintance, second by J. Chambers, to hire an additional 8<sup>th</sup> grade girls assistant basketball coach paid at 4% of the C-schedule for 7 out of 8 weeks pay. Motion carried.

The Board heard reports from the committees and reviewed the enrollment numbers.

A representative from PMA presented to the Board regarding the district bonds.

Motion by J. Chambers, second by M. Herzing, to add the bond resolution to the agenda.

Member Todd Quaintance introduced the following resolution and moved its adoption, which was seconded by Member Bryan Rensenbrink:

**RESOLUTION RELATING TO \$6,975,000 GENERAL OBLIGATION CROSSOVER  
REFUNDING BONDS, SERIES 2013A; AUTHORIZING THE ISSUANCE AND**

AUTHORIZING ANY BOARD OFFICER AND THE SUPERINTENDENT TO  
AWARD THE SALE THEREOF AND TO TAKE SUCH ACTION AND EXECUTE  
ALL DOCUMENTS NECESSARY TO ACCOMPLISH SAID AWARD AND SALE

BE IT RESOLVED by the School Board of Independent School District No. 912 (Milaca), Minnesota (the District) as follows:

**SECTION 1. PURPOSE.** It is hereby determined to be in the best interests of the District to issue its General Obligation Crossover Refunding Bonds, Series 2013A, in the aggregate principal amount of \$6,975,000 (the Bonds), subject to adjustment in accordance with the Notice of Sale. The proceeds of the Bonds will be used, together with any additional funds of the District which might be required, to refund in advance of maturity and prepay, on February 1, 2019, the 2020 through 2029 maturities, aggregating \$6,220,000 in principal amount, of the District's outstanding \$7,125,000 General Obligation Alternative Facilities Bonds, Series 2009B, originally dated July 9, 2009 (the Refunded Bonds) in a "crossover refunding" as defined in Minnesota Statutes, Section 475.67, Subdivision 13.

**SECTION 2. AWARD OF SALE.** The District has retained PMA Securities, Inc., in Albertville, Minnesota (PMA), as independent financial advisor in connection with the sale of the Bonds. The Board desires to proceed with the sale of the Bonds by direct negotiation to Northland Securities, Inc., in Minneapolis, Minnesota (the Purchaser). Any Board officer and The Superintendent, in consultation with and upon the advice of representatives of PMA, are hereby authorized and directed to award the sale of the Bonds to the Purchaser and execute a contract on the part of the District for the sale of the Bonds, provided that the aggregate principal amount of the Bonds shall not exceed \$6,975,000, the total net savings is at least \$550,000, the savings meet the 3% savings test as set forth in Minnesota Statutes 475.67, Subdivision 12, and the true interest cost does not exceed 2.500% per annum. This Board shall meet at its next regularly scheduled meeting to adopt a bond resolution prepared by the District's bond counsel ratifying the sale of the Bonds and incorporating the terms and conditions of the proposal so accepted.

**SECTION 3. STATE CREDIT ENHANCEMENT PROGRAM.** (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provision of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivisions 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

**SECTION 4. EXPIRATION.** The authorization provided in Section 2 hereof shall expire on June 30, 2013.

Upon vote being taken thereon, the following voted in favor thereof: Mark Herzing, Judy Pearson, Jeff Larson, Aimee Struffert, Jody Chambers, Bryan Rensenbrink, Todd Quaintance

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

Member Todd Quaintance introduced the following resolution and moved its adoption, which was seconded by Member Jody Chambers:

RESOLUTION RELATING TO \$3,250,000 TAXABLE GENERAL OBLIGATION  
CROSSOVER REFUNDING BONDS, SERIES 2013A; AUTHORIZING THE  
ISSUANCE AND AUTHORIZING ANY BOARD OFFICER AND  
THE SUPERINTENDENT TO AWARD THE SALE THEREOF AND TO TAKE SUCH  
ACTION AND EXECUTE ALL DOCUMENTS NECESSARY TO ACCOMPLISH  
SAID AWARD AND SALE

BE IT RESOLVED by the School Board of Independent School District No. 912 (Milaca), Minnesota (the District) as follows:

**SECTION 1. PURPOSE.** It is hereby determined to be in the best interests of the District to issue its Taxable General Obligation Crossover Refunding Bonds, Series 2013B, in the aggregate principal amount of \$3,250,000

(the Bonds), subject to adjustment in accordance with the Notice of Sale. The proceeds of the Bonds will be used, together with any additional funds of the District which might be required, to refund in advance of maturity and prepay, on February 1, 2014, the 2015 through 2020 maturities, aggregating \$2,935,000 in principal amount, of the District's outstanding \$5,110,000 General Obligation School Building Refunding Bonds, Series 2003B, originally dated November 13, 2003 (the Refunded Bonds) in a "crossover refunding" as defined in Minnesota Statutes, Section 475.67, Subdivision 13.

**SECTION 2. AWARD OF SALE.** The District has retained PMA Securities, Inc., in Albertville, Minnesota (PMA), as independent financial advisor in connection with the sale of the Bonds. The Board desires to proceed with the sale of the Bonds by direct negotiation to Northland Securities, Inc., in Minneapolis, Minnesota (the Purchaser). Any Board officer and The Superintendent, in consultation with and upon the advice of representatives of PMA, are hereby authorized and directed to award the sale of the Bonds to the Purchaser and execute a contract on the part of the District for the sale of the Bonds, provided that the aggregate principal amount of the Bonds shall not exceed \$3,250,000, the total net savings is at least \$125,000, the savings meet the 3% savings test as set forth in Minnesota Statutes 475.67, Subdivision 12, and the true interest cost does not exceed 2.500% per annum. This Board shall meet at its next regularly scheduled meeting to adopt a bond resolution prepared by the District's bond counsel ratifying the sale of the Bonds and incorporating the terms and conditions of the proposal so accepted.

**SECTION 3. STATE CREDIT ENHANCEMENT PROGRAM.** (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provision of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivisions 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

**SECTION 4. EXPIRATION.** The authorization provided in Section 2 hereof shall expire on June 30, 2013.

Upon vote being taken thereon, the following voted in favor thereof: Mark Herzing, Judy Pearson, Jeff Larson, Aimee Struffert, Jody Chambers, Bryan Rensenbrink, Todd Quaintance

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

The Superintendent schedule a Board Work Session for January 7<sup>th</sup>.

The Board reviewed the first reading of the Entrance Age Policy.

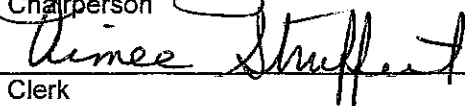
The Board reviewed the student activities account.

Motion by B. Rensenbrink, second by M. Herzing, to adjourn the meeting. Motion carried.

The meeting adjourned at 7:22 p.m.

Respectfully submitted,

  
Chairperson

  
Clerk

December 18, 2012

Date

December 18, 2012

Date