

Regular Meeting
Board of Education
Independent School District #300
January 21, 2015

The regular meeting of the Board of Education of Independent School District #300 was called to order at 7:02 p.m. by Clerk Nissen in the Middle & High School Media Center.

The Pledge of Allegiance to the Flag was recited.

Clerk Nissen took roll call.

Board Present: Nissen, Morken, Welper, Byom, Tornow, Dockendorff, Summerfield, and Superintendent Wilke

Administration Present: Jay Woller, Elementary Principal, and Beth Theede, Community Education Director

Superintendent Wilke proceeded to administer the oath of office to re-elect Board Member Summerfield, and newly elected Members Byom and Welper. All were welcomed to their positions as School Board Members.

Clerk Nissen advised it was necessary to elect a temporary chair to preside over nominations of officer of the School Board for calendar year 2015.

MOTION: Summerfield moved, Morken seconded to nominate Nissen as temporary chair.

Temporary chair Nissen advised it was necessary to elect the officers of the School Board for calendar year 2015 and called for nominations for the position of Chair to the Board of Education.

Summerfield moved, Morken seconded, to nominate Chuck Dockendorff for the position of Chair to the Board of Education.

Voting Yes: Morken, Nissen, Welper, Tornow, Byom, and Summerfield

Abstaining: Dockendorff

MOTION: Nissen moved, Morken seconded, to cease nominations. Motion carried unanimously with Chuck Dockendorff elected to the position of Chair to the Board of Education.

Chuck Dockendorff assumed the position of Chair and proceeded to conduct the meeting with a call for nominations for the position of Vice Chair to the Board of Education.

MOTION: Welper, moved, Byom seconded, to nominate Bryan Tornow for the position of Vice Chair to the Board of Education. Summerfield moved, Dockendorff seconded to nominate Ruth Nissen for position of Vice Chair to Board of Education. Motion went to a written vote, Tornow 4 votes, Nissen 3 votes. Tornow elected to the position of Vice Chair to the Board of Education.

MOTION: Dockendorff moved, Nissen seconded, to nominate Ruth Nissen to the position of Clerk to the Board of Education and Eric Morken to the position of Treasurer to the Board of Education.

MOTION: Morken moved, Nissen seconded, to cease nominations. A call of the motion was unanimous with Ruth Nissen elected to the position of Clerk to the Board of Education and Eric Morken elected to the position of Treasurer to the Board of Education.

Chair Dockendorff referenced the following donation of new equipment totaling \$1015.24 from Community Member Ron McKelvey to the Industrial Technology. He expressed his gratitude for this generous donation.

A call for a motion to accept the donations and approve the meeting agenda followed.

MOTION: Morken moved, Summerfield seconded, to accept the donations and approve the meeting agenda as presented. Motion carried unanimously.

Authorization of the District's use of a signature plate and continued use of the current plate until the 2015 plate is received.

MOTION: Summerfield moved, Nissen seconded to approve authorization of use of signature plate.

Appointment of Local Education Agency Representative – designation of Jay Woller as the Local Education Agency (LEA) Representative.

MOTION: Nissen moved, Morken seconded to approve Woller as LEA Representative.

A list of the District committees requiring Board participation was reviewed with the members identifying the committees they would represent. During the review, Wilke advised the board to look at the combining of committees. Welper made a motion to table the committee discussion until next meeting so more information could be learned on all the committees, Tornow seconded.

A review of the consent agenda preceded a motion of approval.

MOTION: Summerfield moved, Nissen seconded, to approve the following consent agenda:

- A. School Board Minutes
 - December 17, 2014, Regular Meeting
 - January 12, 2015, Special Meeting - Canvass
- B. January 2015 Bills Due for Payment
- C. Staff Resignation
 - Andrew Oliver - Assistant Track Coach - Effective 12/17/14
 - Aaron Schaitel - 7th Grade Math (.6 FTE) – Effective 1/20/15
- D. Staff Employment
 - Cynthia Sikora - Paraprofessional – 7 hrs/day – New Position
 - Timothy Reddan - 9th Grade Girls Basketball Coach - Replacement
 - Keagon Safstrom - 8th Grade Boys Basketball Coach - Replacement
- E. Medical Leave of Absence
 - Kathleen McCulloch - Paraprofessional – 1/13/15 to 2/12/15
- F. Electronic Transfers

Bills & Payrolls

December 6 Health insurance		\$144,832
December 15 Payroll (gross) \$337,402	(net)	\$191,302
December 31 Payroll (gross) \$387,705	(net)	\$210,597
December Bills		\$248,784
December 15 Fed/FICA/Med Withholding Tax		\$ 68,733
December 31 Fed/FICA/Med Withholding Tax		\$ 77,338
December 15 MN Withholding		\$ 11,250
December 31 MN Withholding		<u>\$ 12,837</u>
Total		\$ 965,673

Superintendent Wilke introduced Resolution 15:02, which directs administration to make recommendations for program reductions for the 2015-2016 school year. He advised that this resolution allows the District to meet timeline requirements should it be necessary to reduce faculty due to discontinuance of positions, lack of pupils in certain programs, and/or funding constraints.

MOTION: Morken moved, Nissen seconded, to adopt Resolution 15:02, Directing Administration to Make Recommendations for Program Reductions for fiscal year 2014/15, as presented. Motion carried unanimously.

Chair Dockendorff referenced the three individual 2014/15 seniority lists presented for approval, requesting the Board's consideration to act to approve all lists in one motion.

MOTION: Summerfield moved, Nissen seconded, to approve the 2014/15 Professional Support Staff, Licensed, and Community Education seniority lists as presented. Motion carried unanimously.

Superintendent Wilke advised on course changes at the High School.

MOTION: Nissen moved, Morken seconded to approve course changes at the High School. Motion carried unanimously.

Superintend Wilke provided commentary on copier service proposal. It was recommended that the five year copier contract be awarded to EO Johnson.

MOTION: Byom moved, Nissen seconded to approve the copier contract with EO Johnson. Motion carried unanimously.

Superintendent Wilke referenced the following District Policies noting they require an annual review by the School Board. He further advised that Policy 526 is presented for a first reading approval as it has many changes and lines up with the current bullying policy.

- 410 FAMILY AND MEDICAL LEAVE
- 413 HARASSMENT AND VIOLENCE
- 414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE
- 414 (FORM) MALTREATMENT OF MINORS BY SCHOOL PERSONNEL REPORTING FORM

- 415 MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS
- 506 STUDENT DISCIPLINE
- 514 BULLYING PROHIBITION POLICY
- 522 STUDENT SEX NONDISCRIMINATION
- 524 INTERNET ACCEPTABLE USE AND SAFETY POLICY
- 526 HAZING PROHIBITION
- 616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

MOTION: Nissen moved, Welper seconded, to approve the first reading of the presented policies for annual review and/or revisions. Motion carried unanimously.

Superintendent Wilke provided commentary on long range facility planning for the school district. He shared that with the outcome of the January 6th referendum it is clear that work needs to continue in order to address the facility needs across the district. It was recommended that the School Board continue with monthly work sessions to continue to address district facility needs.

Community Education Director, Beth Theede commented on the District Communication Plan stating that they are adapting a three year strategic plan with the help of a communications consultant.

Superintendent Wilke reported noted slight change in current pupil enrollment numbers and Jay Woller commented that elementary numbers are increasing.

Administrative, and Board member reports followed.

MOTION: Byom moved, Summerfield seconded, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 8:19 p.m.

Ruth Nissen, Clerk