

Regular Meeting
Board of Education
Independent School District #300
July 16, 2014

Chair Jandt called the regular meeting of the Board of Education of Independent School District #300 to order at 7:02 p.m. in the Middle & High School Media Center.

The Pledge of Allegiance was recited.

Clerk Nissen took roll call.

Board Present: Jandt, Dockendorff, Tornow (arrived 7:30), Summerfield, Nissen, and Superintendent Wilke

Board Absent: Morken and Wright

Administration Present: Julie Holman, Business Manager, and Beth Theede, Community Education Director

Chair Jandt called for a review and approval of the meeting agenda.

MOTION: Summerfield moved, Nissen seconded, to approve the agenda as presented. Motion carried unanimously.

Rick Bubbers was recognized during Community Input and addressed the Board with concerns regarding the plans to build a new elementary school rather than building on the current site, the displacement of ball fields and their related replacement costs, and the actual need for more space. Chair Jandt requested he contact Superintendent Wilke to discuss and respond to his questions.

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

- A. School Board Minutes
 - June 18, 2014, Regular Meeting
 - July 2, 2014, Board Work Session
 - July, 2014 Bills Due for Payment
- B. Staff Resignation
 - Chou Yang - Network Technician – Effective 6/30/14
- C. Staff Employment
 - Tabitha Kemp - HS Guidance Counselor – 1.0 FTE - Replacement
- D. Electronic Transfers
 - Bills & Payrolls
 - June 6 Health insurance \$137,015

June 13	Payroll (gross) \$389,126	(net)	\$222,265
June 30	Payroll (gross) \$429,531	(net)	\$241,626
June	Bills		\$234,772
June 13	Fed/FICA/Med Withholding Tax		\$ 81,303
June 30	Fed/FICA/Med Withholding Tax		\$ 92,905
June 13	MN Withholding		\$ 13,502
June 30	MN Withholding		<u>\$ 15,696</u>
Total			\$1,039,084

Motion carried unanimously.

Chair Jandt advised that the dates, time and location of the School Board meetings should be set for the 2014/15 school year noting they are currently scheduled for the third Wednesday of each month, beginning at 7:00 p.m. in the Middle & High School Media Center, except those held during the Lenten Season, which impact the February and March meetings and are recommended to begin at 7:30 p.m. Continuation of the Work Sessions on the first Wednesday of each month was also recommended.

Motion: Dockendorff moved, Nissen seconded, to approve the scheduled dates, times, and location of the regular Board meetings and to continue the scheduled Work Sessions through January, 2015, as presented. Motion carried unanimously.

MOTION: Summerfield moved, Nissen seconded, to approve Agenda Items B through H as follows, noting they are standard operating procedures renewed at the first fiscal meeting of the school year:

- Set the school board members' compensation at \$200 per month per member.
- Authorization of the Superintendent to secure quotations for items such as snow removal, vehicles, and paper products, as well as items required by law (\$10,000 and \$100,000).
- Appointment of Pat Maloney of Ratwik, Roszak, and Maloney, P.A., as the school district attorney, and authorization, at the discretion of the Superintendent, to employ the firm of Knutson, Flynn, Deans, and Olsen, P.A., or a local attorney.
- Authorization of Ron Wilke and Julie Holman as the official school representatives for local, state, and federal signatures and to make school district investments and electronic transfers of district funds.
- Authorization of the superintendent to dispose of obsolete or outdated equipment as needed.
- Authorization to participate in the Federal School Lunch program and the Kindergarten Milk Program to name Joni Ralph as eligibility officer, Ron Wilke as hearing officer, and to set the 2014/15 school lunch prices as follows:

<i>Lunch</i>	
Elementary Students	\$ 2.30
Secondary Students	\$ 2.55
Reduced	\$ No Charge
Adults	\$ 3.45
<i>Breakfast</i>	
All Students	\$ 1.30

Reduced	No Charge
Adults	\$ 1.80
<i>Ala Carte Milk</i>	\$.50
<i>Beverage Break</i>	
Milk/Juice	\$28.00 per semester

- Set the 2014/15 out of district meal reimbursement rate at \$30.00 for both non-metropolitan and metropolitan areas.

Chair Jandt noted the need to set the 2014/15 Athletic Event fees. Superintendent Wilke advised that due to the move to the Three Rivers Conference, the student and adult fees decreased, but the yearly activity fees were recommended to remain at the 2013/14 rates as follows:

\$5.00 for adults per event/\$50 per school year
 \$3.00 for students per event/\$25.00 per school year.

MOTION: Nissen moved, Summerfield seconded, to set the Athletic Event fees as presented. Motion carried unanimously.

The following student athletic and activity fees were presented for approval for the 2014/15 school year:

Athletic Fees - \$140

Football	Golf	Volleyball	Cross Country
Track and Field	Baseball	Soccer	Softball
Basketball	Wrestling	Gymnastics	Hockey

Non Athletic Fees - \$85

Drama	Fall Play	Robotics	Legos
Jazz Band	Knowledge Bowl	Forensics/Speech	Math Team
Family Limit of \$625			

MOTION: Nissen moved, Dockendorff seconded, to approve the 2014/15 student athletic and activity fees as presented. Motion carried unanimously.

In consideration of setting the substitute pay scales, Superintendent Wilke advised that a research was made of rates paid by local school districts. The following proposed rates would put our District in line with those schools and the Teachers on Call staffing service to assure our ability to obtain substitutes. Business Manager Julie Holman also noted that with the minimum wage increases each August through 2016, some of these rates will need to be increased again.

Substitute Teachers	-	\$105.00 per day
Substitute Secretaries	-	\$ 10.00 per hour
Substitute Assistants	-	\$ 9.75 per hour
Substitute Custodians	-	\$ 9.25 per hour
Substitute Food Service	-	\$ 8.25 per hour
Substitute Groundskeeper	-	\$ 8.75 per hour

MOTION: Dockendorff moved, Nissen seconded, to approve the substitute pay rates as presented. Motion carried unanimously.

MOTION: Dockendorff moved, Summerfield seconded, to combine the approval of Items L-M-N, as follows, in one motion.

- Authorize continuation in the District's membership in the Minnesota School Boards Association, Southeast Service Corporation, Schools for Equity in Education, and Minnesota State High School League.
- Designation of the Merchants Bank, Home Federal Savings and Loan, State Bank Financial, Minnesota Liquid Assets Fund, Associated Bank, and PMA Securities as the District depositories.
- Designation of the Houston County News as the District's official newspaper.

Motion carried unanimously.

Superintendent Wilke presented the District's World's Best Workforce Plan for second reading approval offering to respond to any questions. He noted following the Plan's approval, it would be placed on the District website as a public and guidance document.

MOTION: Nissen moved, Summerfield seconded, to approve the second reading and implementation of the World's Best Workforce Plan as presented. Motion carried unanimously.

Revisions to Policy 515, Protection and Privacy of Student Records, were presented by Superintendent Wilke for a second reading approval.

MOTION: Nissen moved, Dockendorff seconded, to approve the second reading of Policy 515, Protection and Privacy of Student Records, as presented. Motion carried unanimously.

An overview of the proposed 2014/15 Purchase of Service Agreement with the Hiawatha Valley Education District was provided by Business Manager Julie Holman. Costs for the service are estimated at \$256,000, a decrease over the previous year. The agreement provides the District access to staffing for low incidence service needs.

MOTION: Dockendorff moved, Summerfield seconded, to approve the 2014/15 Purchase of Service Agreement with the Hiawatha Valley Education District as presented.

Proposed adjustments to the 2014/15 School Calendar, approved at the January 22nd Board meeting, were presented by Superintendent Wilke. The revisions involve a change from early release days to full student days on October 15th and the last day for students on June 3rd. This revision will align the total number of staff and student contact days with the current Education Minnesota Master Agreement.

MOTION: Nissen moved, Summerfield seconded, to approve the revisions to the 2014/15 School Calendar as presented. Motion carried unanimously.

Superintendent Wilke provided the most recent cost estimates and project descriptions discussed during the July 2nd Work Session and requested the Board set the maximum project dollar amount for the

facilities project to move forward with tasks and timelines for a January referendum. He emphasized that setting the maximum amount does not mean it cannot be reduced, but that it cannot be increased. The recommended maximum dollar amount resulting from the Work Session is \$23,847,561.

MOTION: Dockendorff moved, Summerfield seconded, to set the maximum dollar amount for the facilities project at \$23,847,561. Motion carried unanimously.

Several Members noted that much time and consideration has been given to the facility plans over many years and the decisions being made were the result of those years of study. It was further noted, it was their task to educate the public on the rationale of their decisions.

Community Education Director Beth Theede and Kids' Company Coordinator Meghan Wall provided background information on their proposal to revise the Kids' Company staff wage system. The new system considers experience, education, and responsibilities and establishes a system for employee evaluations and raises. A comparison of rates with the programs of local districts places the proposed rates in the middle of the range.

MOTION: Summerfield moved, Nissen seconded, to approve the Kids' Company wage scale as proposed, with thanks for their efforts. Motion carried unanimously.

Chair Jandt referenced an out of order ruling against the Education Minnesota Representative during the June 28th Board meeting as a result of the presentation of personal views and interpretations of an item not on the agenda. In response to that ruling, a letter of reprimand to Education Minnesota representative of the Board as a whole was presented for approval.

MOTION: Nissen moved, Summerfield seconded, to approve the letter of reprimand be submitted as presented. Motion carried unanimously.

Administrative and Board reports followed.

Based on M.S. 13D05, Subd. 3c (3), Chair Jandt called for a motion to close the meeting to discuss the Requests for Proposal on the Elementary School site.

MOTION: Summerfield moved, Dockendorff seconded, to close the meeting. Motion carried unanimously.

The closed session opened at 7:45 p.m. with Nissen, Jandt, Tornow, Dockendorff, Summerfield and Superintendent Wilke in attendance.

Discussion followed on the Requests for Proposals received for the Elementary School site.

MOTION: Tornow moved, Summerfield seconded, to open the meeting. Motion carried unanimously.

The meeting re-opened at 9:09 p.m.

MOTION: Summerfield moved, Dockendorff seconded, to form a committee to negotiate with Springbrook and develop a purchase agreement. Motion carried unanimously.

Members Tornow, Dockendorff, and Jandt volunteered to serve on that committee.

MOTION: Tornow moved, Dockendorff seconded, to adjourn the meeting. Motion carried unanimously.

The meeting adjourned at 9:10 p.m.

Ruth Nissen, Clerk