

Regular Meeting  
Board of Education  
Independent School District #300  
November 19, 2014

Chair Jandt called the regular meeting of the Board of Education of Independent School District #300 to order at 7:00 p.m. in the Middle & High School Media Center.

The Pledge of Allegiance was recited.

Clerk Nissen took roll call.

Board Present: Morken, Wright, Jandt, Tornow, Dockendorff, Summerfield, Nissen and Superintendent Wilke

Administration Present: Jay Woller, Elementary School Principal, Steve Smith, Middle School Principal, Julie Holman Business Manager, and Beth Theede, Community Education Director

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

Language Arts Teacher Kristine Sandy, Art Teacher Nicole Greener, and Band Director Jeff Copp provided a Showcase on the 2013/14 and 2014/15 Perpich Arts Integration Projects. The 2013/14 project reflected communication based projects and the 2014/15 project centers on Cultural Understanding. The Board was provided with background information on the project selection, examples of student's completed projects and their assessment of the projects.

Student Board Representative Allie Stoeffler reported that the Student Council was working to set a date for the Winter Dance in February and planning to get out into the community by participating in giving trees and ringing bells for the Salvation Army.

MOTION: Nissen moved, Wright seconded, to approve the following Consent Agenda:

- A. School Board Minutes
  - October 15, 2014, Regular Meeting
  - November 5, 2014, Work Session
  - November 7, 2014, Election Canvass
- B. November, 2014 Bills Due for Payment
- C. Staff Resignations
  - Larry Webinger - Assistant Cross Country - Effective 11/10/14.
  - Amy Geiwitz - Paraprofessional - Effective 11/27/14.
- D. Staff Employment
  - Mary Ann Graf - HS Building Secretary – Replacement
  - Carol Rask - Assistant Cook - Replacement
  - Eldred Jones - 7<sup>th</sup> Grade Boys Basketball Coach - Replacement
  - Erin Liljedahl - Assistant Gymnastics - Replacement
  - Jennifer Michalke - 8<sup>th</sup> Grade Girls Basketball Coach - Replacement
  - Matthew Turba - JV Boys Basketball Coach - Replacement

	Kathy Melbostad	- Paraprofessional - 7 hrs/day - New Position	
	Acieona Kovatch	- 7 <sup>th</sup> Grade Girls Basketball Coach - Replacement	
	Tad Schwartzhoff	- 9 <sup>th</sup> Grade Boys Basketball Coach - Replacement	
	Jared Boon	- Assistant Wrestling Coach - Replacement	
	Alex Koeller	- Assistant Boys Basketball Coach - Replacement	
E.	Medical Leave of Absence		
	Deb Trynowski	- Elementary Teacher - 12/1/14 to approximately 1/15/15	
F.	Leave Request		
	Amanda Jensen	- Resource Specialist - 2 <sup>nd</sup> Semester - 2015/16 School Year - Master's Degree Internship	
G.	Electronic Transfers		
	<u>Bills &amp; Payrolls</u>		
	October 7 Health insurance		\$145,898
	October 16 Payroll (gross) \$346,552	(net)	\$195,776
	October 31 Payroll (gross) \$411,485	(net)	\$223,280
	October Bills		\$417,302
	October 16 Fed/FICA/Med Withholding Tax		\$ 72,025
	October 31 Fed/FICA/Med Withholding Tax		\$ 83,852
	October 16 MN Withholding		\$ 11,791
	October 31 MN Withholding		<u>\$ 13,922</u>
	Total		\$1,163,851

Motion carried unanimously.

Based on M.S. 13D.05, Subd. 3c (3), Chair Jandt call for a motion to close the meeting to consider options for the purchase agreement for the sale of the Elementary School property.

Prior to closure, Member Tornow stated that he felt the Elementary School purchase proposal should have been reviewed at a Finance Committee meeting before requesting the full Board's approval.

MOTION: Dockendorff moved, Summerfield seconded, to close the meeting.  
 Voting Yes: Morken, Nissen, Wright, Jandt, Dockendorff, and Summerfield  
 Voting No: Tornow  
 Motion carried.

The meeting closed at 7:22 p.m. and re-opened at 7:50 p.m.

Chair Jandt representing the Elementary Development Committee brought forward a purchase proposal by Springbrook LLC for Board action.

MOTION: Dockendorff moved, Nissen seconded, to accept the proposal by Springbrook LLC as presented.

Discussion followed with each member providing input on the purchase process and acceptance of the offer. It was noted that Springbrook LLC plans aligned with those of the School District and would also benefit the community. The committee clarified it would make certain everything in the agreement is intact pertinent to Exhibit A property. Member Tornow restated that he felt there were

flaws in the agreement and a review by the Finance Committee should have occurred. A call of the motion followed.

Voting Yes: Morken, Nissen, Wright, Jandt, Dockendorff, and Summerfield

Voting No: Tornow

Motion carried.

Superintendent Wilke advised that it is necessary for the School Board to appoint election judges to serve at the Special Election scheduled for January 6<sup>th</sup> and referenced a list of trained individuals who have consented to serve in that capacity.

MOTION: Dockendorff moved, Nissen seconded, to appoint the judges for the January 6<sup>th</sup> Special Election as listed. Motion carried unanimously.

Resolution 14:13 Establishing a Ballot Board, was presented by Superintendent Wilke. He advised that this is a State requirement to address the receipt of absentee ballots for an election not held in conjunction with a general election.

MOTION: Dockendorff moved, Nissen seconded, to approve Resolution 14:13, Establishing a Ballot Board, as presented. Motion carried unanimously.

Business Manager Julie Holman addressed a proposed Purchase of Service Agreement with the Hiawatha Valley Education District for temporary 1:1 paraprofessional support at the WIN Program. An employee of the District would be sub-contracted for a portion of his services to serve in that capacity. The Agreement would extend to approximately December 1<sup>st</sup> and HVED be billed for actual hours worked.

MOTION: Morken moved, Nissen seconded, to approve the Purchase of Service Agreement with the Hiawatha Valley Education District as presented. Motion carried unanimously.

A request for second reading approval of the World's Best Workforce, Annual Report on Curriculum and Instruction was addressed by Superintendent Wilke, noting that no changes to the first reading were requested. No additional questions were expressed.

MOTION: Dockendorff moved, Summerfield seconded, to approve the second reading of the World's Best Workforce, Annual Report on Curriculum and Instruction as presented. Motion carried unanimously.

An overview of the World's Best Workforce Report Summary was provided by Superintendent Wilke and Middle School Principal Steve Smith. The summary ties into the WBWF Data Report provided at the October Board meeting and summarizes all student programs currently in place. Upon approval, the report will be submitted to the Minnesota Department of Education.

MOTION: Summerfield moved, Morken seconded, to approve the World's Best Workforce Report summary as provided. Motion carried unanimously.

Superintendent Wilke and the School Board Policy Committee discussed proposed revisions to District Policy 514, Bullying Prohibition, as recommended by the Minnesota School Boards Association. The

policy was reviewed by the both administration and the Board Policy Committee. Superintendent Wilke advised that due to shortened timelines at the State level, submission of the revised policy is now due and requested the Board's consideration to approve the policy at this its first reading. He further noted that this policy requires an annual review in January and additional revisions could be addressed at that time.

MOTION: Wright moved, Dockendorff seconded, to approve the revisions to Policy 514, Bullying Prohibition, as presented for implementation. Motion carried unanimously.

Business Manager Julie Holman provided information on the 2014-2015 Post-Employment Valuation Report. This report is necessary to comply with the reporting and disclosure requirements under the GASB Statements 43 and 45 for liabilities of post-retirement health benefits. She noted that the market assets currently exceed liabilities by approximately \$40,000, a good position for the District.

MOTION: Dockendorff moved Summerfield seconded, to approve the Post-Employment Valuation Report as presented. Motion carried unanimously.

The proposed Lease Extension Agreement with the City of LaCrescent, tabled during the September School Board meeting to clarify language, was readdressed by Superintendent Wilke. The revised agreement provides for the extension of the lease between the School District and the City of LaCrescent for the portion of Abnet Field occupied by the Community Ice Arena. The agreement with the Lancer Hockey Association for their lease of the hockey rink was also reviewed.

MOTION: Nissen moved, Wright seconded, to approve the Lease Extension Agreement with the City of LaCrescent as presented. Motion carried unanimously.

Community Education Director Beth Theede presented a proposed benefits package for School Age Childcare staff attaining full-time status. The package was developed to comply with Affordable Care Act requirements.

MOTION: Wright moved, Nissen seconded, to approve the benefits package for fulltime School Age Childcare employees as presented. Motion carried unanimously.

Superintendent Wilke noted the upcoming public informational meetings and provided updates on ongoing meetings provided to staff and community service groups. The public meetings will be moderated by Mike Cunningham, with a question and answer period included. Architect Doug Ramsey and Contractor Jeff Wieser will also be available for a portion of the meetings. In consideration of the public meetings scheduled, it was decided the December 3<sup>rd</sup> Work Session would be cancelled.

Due to the absence of Buildings and Grounds Director Rick Wolter, Superintendent Wilke advised that the yearly report would be forwarded to the December meeting.

Board Members were reminded of the MSBA Leadership Conference scheduled for January 15<sup>th</sup> and 16<sup>th</sup> and requested they notify the District Office of their intent to attend for registration and housing purposes.

Business Manager Julie Holman referenced the current student enrollment numbers noting that there was a drop of one student from the previous month.

Reports by Education Minnesota, Administration, and School Board Members followed.

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

The meeting adjourned at 8:29 p.m.

---

Ruth Nissen, Clerk