

Regular Meeting  
Board of Education  
Independent School District #300  
July 17, 2013

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: Jandt, Nissen, Wright, Dockendorff, Morken, Summerfield, and Superintendent Wilke

Board Absent: Tornow

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

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

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

Parents Jill Welch and Pauline Hogan addressed the Board expressing their appreciation of the communication provided over the past month regarding their concern about 4<sup>th</sup> grade Looping assignments. Both emphasized parental support of the District and a commitment to doing what it takes to support the Elementary School.

MOTION: Morken moved, Wright seconded, to approve the following consent agenda:

- A. School Board Minutes
  - June 19, 2013, Regular Meeting
  - June 28, 2013, Special Meeting
  - July 8, 2013, Special Meeting
- B. July, 2013 Bills Due for Payment
- C. Position Authorization
  - BCLC Extended Year Program Revision**
  - Teacher - Maximum of 66 hours (increase of 21 hours)
  - Teacher - Maximum of 64 hours (increase of 19 hours)
  - Paraprofessional – Maximum of 60 hours (increase of 40 hours)
- D. Staff Resignation
  - Julie Beddow-Schubert - Elementary Principal – Effective 7/17/13

Shay Mahoney - Middle School Football Coach – Effective immediately.  
 Carl Ekern - 10<sup>th</sup> Grade Boys Basketball Coach – Effective immediately.

E. Leave of Absence  
 Barbara Bennett - CE Adult/Youth/Facilities Coordinator – Approximately 7/22/13 to 8/30/2013

F. Electronic Transfers

Bills & Payrolls

June 7	Health insurance		\$159,561
June 14	Payroll (gross) \$355,830	(net)	\$202,976
June 28	Payroll (gross) \$400,547	(net)	\$224,904
June	Bills		\$302,548
June 14	Fed/FICA/Med Withholding Tax		\$ 72,540
June 28	Fed/FICA/Med Withholding Tax		\$ 86,612
June 14	MN Withholding		\$ 11,857
June 28	MN Withholding		\$ 14,352
Total			\$1,075,350

Motion carried unanimously.

Chair Jandt advised that the dates, time and location of the School Board meetings should be set for the 2013/14 school year and recommended they continue to be scheduled for third Wednesday of the month, beginning at 7:00 p.m. in the Middle & High School Media Center, except for the March and April meetings which will begin at 7:30 p.m. in observance of the Lenten season.

Motion: Nissen moved, Dockendorff seconded, to approve the scheduled dates, times, and location of the Board meetings as presented. Motion carried unanimously.

Chair Jandt requested consideration to set the school board members’ meeting compensation to cover mileage and expenses. Member Dockendorff noted that the compensation had been reduced in previous years to accommodate budget restrictions, but felt it should be increased to recognize the hours contributed by the members.

MOTION: Dockendorff moved, Nissen seconded, to set the School Board per diem to \$200 per month per member.

Discussion continued with considerations that the additional amount may encourage the involvement of community members requiring child care to participate and the ease of bookkeeping with a set amount as opposed to tracking individual meetings. It was also noted that some members donate their earnings back to the District.

A call of the motion followed and carried unanimously.

MOTION: Dockendorff moved, Nissen seconded, to approve Action Items C through J as follows,

noting they are standard operating procedures renewed at the first fiscal meeting of the school year:

- 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 Mil Program to name Joni Ralph as eligibility officer, Ron Wilke as hearing officer, and to set the 2013/14 school lunch prices as follows:

*Lunch*

Elementary Students	\$ 2.20
Secondary Students	\$ 2.45
Reduced	\$ .40
Adults	\$ 3.35

*Breakfast*

All Students	\$ 1.20
Reduced	No Charge
Adults	\$ 1.70

<i>Ala Carte Milk</i>	\$ .40
-----------------------	--------

*Beverage Break*

Milk/Juice	\$28.00 per semester
------------	----------------------

- Set the 2013/14 out of district meal reimbursement rate at \$30.00 for both non-metropolitan and metropolitan areas.
- Set the District's athletic event fees at the rate of \$6.00 for adults per event/\$50 per school year and \$4.00 for students per event/\$25.00 per school year.
- Set the student athletic and activities fees as follows:

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 carried unanimously.

In consideration of setting the substitute pay scales, Superintendent Wilke advised there has been increasing difficulty in obtain substitute teachers due to the District's lower rate of pay than

surrounding districts. In lieu of that issue, he proposed increasing the daily rate to \$100 and the 16<sup>th</sup> day rate to \$110. It was noted this rate of pay has not increase in over 10 years.

MOTION: Summerfield moved, Nissen seconded, to approve the substitute rates of pay as follows, with the recommended increase to the teacher substitute rate as proposed:

		<u>Base Rate</u>	<u>After 15 Days</u>
Substitute Teachers	-	\$100.00 per day	\$110.00
Substitute Secretaries	-	\$ 9.00 per hour	\$ 10.25
Substitute Assistants	-	\$ 9.00 per hour	\$ 9.50
Substitute Custodians	-	\$ 8.50 per hour	\$ 9.75
Substitute Food Service	-	\$ 7.25 per hour	\$ 8.50
Substitute Groundskeeper	-	\$ 8.00 per hour	\$ 9.25

MOTION: Dockendorff moved, Summerfield seconded, to combine the approval of Items L-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.

Bluff Country Learning Center Principal Steve Smith referenced the second reading of the 2013/14 BCLC Student/Parent Handbook and requested the Board’s approval. He advised no policy changes were requested or made to the first reading copy.

MOTION: Nissen moved, Wright seconded, to approve the second reading of the 2013/14 BCLC Student/Parent Handbook as presented. Motion carried unanimously.

Business Manager Julie Holman provided the proposed Speech and Language Purchase of Service Agreement with the Hiawatha Valley Education District for the 2013/14 school year. She advised the contract provides for birth to three services for District residents by our staff member for up to 113 hours. HVED purchases the service from the District.

MOTION: Summerfield moved, Nissen seconded, to approve the HVED Speech and Language Purchase of Service Agreement for 2013/14 as presented. Motion carried unanimously.

The proposed 2013/14 Purchase of Service Agreement with the Hiawatha Valley Education District was also presented by Business Manager Julie Holman. Cost for the service is estimated at approximately \$229,000 for the year, a decrease from the previous year. In order to reduce costs of staffing for low incidence services, the District contracts with HVED for these special education providers.

MOTION: Dockendorff moved, Nissen seconded, to approve the 2013/14 Purchase of Service Agreement with the Hiawatha Valley Education District as presented.

Superintendent Wilke advised that the Board had been provided a first draft of the Facilities Feasibility survey and requested to provide comment and questions to guide editing and adjustments in the survey questions. The first draft was developed by a subcommittee of the Board and Dr. Brad Senden of the Center for Community Opinion, engaged by Springsted. The draft survey will be shared with the Marketing and Outreach Committee at their upcoming meeting for their input. The completed draft will be reviewed with Dr. Senden upon its completion.

Administrative and Board reports followed.

Based on Minnesota Statute 471.705, subd. 13D.03, Chair Jandt called for closure of the meeting to discuss negotiation strategies.

MOTION: Summerfield moved, Dockendorff seconded, to close the meeting. Motion carried unanimously, with the meeting closing at 7:30 p.m.

MOTION: Wright moved, Summerfield seconded, to reopen the meeting. Motion carried unanimously and the meeting opened at 8:26 p.m.

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

The meeting adjourned at 8:26 p.m.

---

Ruth Nissen, Clerk