

Regular Meeting
Board of Education
Independent School District #300
June 18, 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 to the Flag was recited.

Clerk Nissen took roll call.

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

Board Absent: Tornow and Summerfield

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

Chair Jandt advised of the following donations to the District and expressed the appreciation of staff and students alike for the generosity of the benefactors:

- 1) Donation of 50 units of 19" LCD monitors from Gundersen Health System valued at approximately \$3000.
- 2) Anonymous donation of \$350 to the Random Acts of Kindness program earmarked for driver's training fees.

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

Parent Darla Krzoska, addressed the Board with concerns regarding the incoming 5th grade class sizes. While she acknowledged the District's budgetary concerns, she cited studies related to large class sizes and an association to lifelong negative impacts, and requested the Board reconsider the decisions they make now.

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

- A. School Board Minutes
May 7, 2014, Work Session
May 21, 2014, Regular Meeting
June 4, 2014, Work Session
- B. June, 2014 Bills Due for Payment
Expenditures by Object Codes/Percent of Budget
- C. Staff Resignation
Sheena Cook-Fuglsang - PE/Health Teacher – Effective end of 2013/14 school year

Jodi Petersen	- Spanish Teacher – Effective end of 2013/14 school year
Paul Johnson	- Science Teacher – Effective end of 2013/14 school year
Kristin Fee	- Paraprofessional – Effective end of 2013/14 school year
Jeremy Carlson	- JV Football Coach – Effective immediately.
D. Staff Employment	
Brad Groth	- Head Football Coach – Replacement
Martha Hollenbeck	- WAVE Curriculum Facilitator – Replacement
Tena Valiska	- Language Arts Curriculum Facilitator - Replacement
Nicole Greener	- 9 th Grade PLC Leader – Replacement
Martha Hollenbeck	- Senior Class Advisor - Replacement
BCLC Extended Year Program	
<i>Hokah Site – Senior Level</i>	
Justin Lang	- Teacher – Maximum of 113 hours
	- Assistant Site Director – Maximum of 18 hours
Heather Kowal	- Teacher – Maximum of 113 hours
Barb Woolley	- Teacher – Maximum of 113 hours
Chrissie Bass	- Paraprofessional – Maximum of 113 hours
<i>LaCrescent Middle School</i>	
Jon Rein)	- Teachers - Maximum of 90 hours total
Alison Knutson)	
<i>Lancer Academy</i>	
Janeen Wolter	- Teacher - Maximum of 46 hours
Amy Brinkman	- Teacher – Maximum of 39 hours
Shari Erdmann	- Teacher – Maximum of 40 hours
<i>Oak Street Academy</i>	
Shawn Harper	- Teacher - Maximum of 50 hours
	- Coordinator – Maximum of 20 hours
Hollie Briggs	- Teacher - Maximum of 50 hours
Kari Rusert	- Teacher - Maximum of 50 hours
Dave Kubicek	- Teacher- Maximum of 50 hours
Barb Sheehan	- Paraprofessional - Maximum of 40 hours
Kathy McCulloch	- Paraprofessional - Maximum of 40 hours
Barb Sheehan	- Paraprofessional – Maximum of 40 hours
Amy Jore	- Paraprofessional – Maximum of 40 hours
Laura Selke	- Paraprofessional – Maximum of 40 hours
<i>Caledonia Elementary</i>	
Mitch Mullins	- Teacher – Maximum of 38.4 hours
Nancy Mullins	- Teacher – Maximum of 48.4 hours
Trina Scanlon	- Teacher – Maximum of 38.4 hours
Cindy Staggemeyer	- Teacher – Maximum of 38.4 hours
<i>Rushford-Peterson Elementary/Middle Level</i>	
Becky Lind	- Teacher – Maximum of 100 hours
Margaret Marklowitz	- Teacher – Maximum of 100 hours
<i>Rushford-Peterson Senior Level</i>	
Cheri Vix	- Teacher - Maximum of 90 hours

Nina Torkelson - Teacher - Maximum of 88 hours
Molly Weiser - Teacher – Maximum of 90 hours
Mabel-Canton Elementary
Kelsey Morken - Teacher - Maximum of 40 hours
Mable-Canton Senior/Middle Levels
Bonnie Wenthold - Teacher – Maximum of 78 hours
Spring Grove Middle Level
Bethany Bergsgaard - Teacher - Maximum of 110 hours
Spring Grove Elementary
Bethany Bergsgaard - Teacher - Maximum of 75 hours
Casey Thompson - Paraprofessional) – Maximum of 50 hours
Lisa Bornholdt - Paraprofessional)
Spring Grove Senior Level
Lyndsey Mackie - Teacher – Maximum of 140 hours

E. Electronic Transfers

Bills & Payrolls

May 7	Health insurance		\$137,830
May 12	Payroll (gross) \$41,169	(net)	\$ 31,934
May 15	Payroll (gross) \$348,072	(net)	\$198,003
May 30	Payroll (gross) \$439,947	(net)	\$241,588
May	Bills		\$298,384
May 12	Fed/FICA/Med Withholding Tax		\$ 8,214
May 15	Fed/FICA/Med Withholding Tax		\$ 71,836
May 30	Fed/FICA/Med Withholding Tax		\$ 93,006
May 12	MN Withholding		\$ 1,021
May 15	MN Withholding		\$ 11,654
May 30	MN Withholding		<u>\$ 15,741</u>
Total			\$1,109,211

Superintendent Wilke advised that due to the resignation of Paul Johnson’s .2 FTE position, it was not necessary for the Board to pursue the placement of Lalisha Olson on unrequested leave of absence, leaving her at a 1.0 FTE for the 2014/15 school year.

A call of the motion followed, carrying unanimously.

Superintendent Wilke followed up on the State directive for school district’s to develop a systemized approach to strategies planning and reporting to the State. He advised this requirement would streamline and align school district initiatives with State requirements, known as World’s Best Workforce, and provided an overview of the District’s draft plan.

MOTION: Nissen moved, Morken seconded, to approve the District’s World’s Best Task Force Plan as presented. Motion carried unanimously.

Member Wight suggested setting up a timeline for reviewing the Plan and continuing to insert the relevant commitment statements to Board meeting agenda items to keep them in mind with every step taken. She also suggested an annual review to address needed changes as the Plan is utilized.

Superintendent Wilke discussed updates to the District's Teacher Evaluation System to align it with new State requirements, along with continuing to meet QComp requirements. One of the new requirements is approval of the evaluation system by both the Teachers Union and School Board. Education Minnesota-LaCrescent provided their approval.

MOTION: Nissen moved, Dockendorff seconded, to approve the Teacher Development and Evaluation Plan as presented. Motion carried unanimously.

Business Manager Julie Holman referenced a Letter of Engagement from the firm of Hill, Larson, Walth & Benda, P.A. for the District's 2014 fiscal year audit. The Engagement Letter, which puts in writing all aspects of the audit that will be performed, requires Board approval. She noted that the District has seen a \$6000 savings with this firm over previous audit expenses.

MOTION: Dockendorff moved, Nissen seconded, to approve the Engagement Letter presented by Hill, Larson, Walth & Benda, P.A. for the completion of the District's 2014 fiscal year audit. Motion carried unanimously.

Julie Holman presented the proposed 2014/15 school district budget, individually reviewing all six funds for a proposed overall expenditure budget of just over 15 million. The General Fund contains all revenue and expenses for the general, day-to-day operations of the school district. The 2014-15 expenditures in the unassigned general fund exceed revenue by \$993,534. Continuation of deficit spending may deplete the fund balance below the policy level and is not recommended. Comments and questions were responded to during the presentation.

MOTION: Dockendorff moved, Nissen seconded, to approve the 2014/15 budget as presented. Motion carried unanimously.

Bluff Country Learning Center Principal Steve Smith and Superintendent Wilke addressed discussed proposed changes to the BCLC Program to address declining enrollment with the goal of continuing to provide support for the learning needs of students while maintaining fiscal responsibility. Part of the proposal was the relocation of the program to the High School campus. One lead teacher, along with technical assistance, will provide instructional needs.

MOTION: Nissen moved, Morken seconded, to approve the program changes to the Bluff Country Learning Center Program as presented. Motion carried unanimously.

Discussion and comments followed regarding the impact to current and future students in the combined setting location with the Middle & High School and the retention of a separate handbook and code of conduct.

Business Manager Julie Holman discussed the proposed Management Agreement with the LaCrosse School District for continuation of their supervision of the School Nutrition Program for the 2014/15 fiscal year. She advised the District receives the benefit of reduced food costs through their bidding process and bulk purchasing and that their expertise in recent changes to the introduction of healthier

foods and resulting menu changes have proven invaluable. The per meal rate costs will remain at the 2013/14 rate of \$.18/meal served.

MOTION: Dockendorff moved, Nissen seconded, to approve the 2014/15 Management Agreement with the LaCrosse School District as presented. Motion carried unanimously.

MOTION: Dockendorff moved, Wright seconded, to combine agenda items G through M into one motion to approve the second reading of the Elementary School, Middle School, High School, Bluff Country Learning Center, Activity and Chromebook Handbooks, and the High School Student Code of Conduct as presented. Motion carried unanimously.

Business Manager Julie Holman presented the Health and Safety Policy for the Board's annual review and approval. She noted the document includes a three year budget estimate and that the funds for Health and Safety projects are levied for annually.

MOTION: Morken moved, Wright seconded, to approve the Health and Safety Policy review as presented. Motion carried unanimously.

Superintendent Wilke referenced updates to Policy 515, Protection and Privacy of Pupil Records, on the recommendation of the Minnesota School Board Association and requested the Board's review for a first reading approval.

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

Superintendent Wilke provided the District's Q-Comp year-end report explaining the areas of reporting, which include career ladder, job-embedded professional development, teacher evaluations, and performance pay. He advised some testing data is not currently available, but will be included as it is received.

MOTION: Nissen moved, Morken seconded, to approve the 2013/14 year end Q-Comp report as presented. Motion carried unanimously.

Superintendent Wilke provided a Facilities update advising that one senior housing developer attended the pre-proposal conference on June 10th for the Elementary School and another has contacted the District with interest. More updates on the on the RFP will be discussed at the next Work Session of the Board on July 2nd. A representative of Springsted will also be available to provide debt scenarios for Board review.

Chair Jandt referenced a link to the year-end nursing report for the Board's individual review.

Superintendent Wilke advised that the pupil enrollment graph was eluded to in Business Manager Julie Holman's budget report.

Administrative, Board, and Education Minnesota reports followed.

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

The meeting adjourned at 9:04 p.m.

Ruth Nissen, Clerk