

Regular Meeting
Board of Education
Independent School District #300
November 20, 2013

Chair Jandt called the regular meeting of the Board of Education of Independent School District #300 to order at 7:01 p.m. in the Middle & High School Band Room.

The Pledge of Allegiance was recited.

Clerk Nissen took roll call.

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

Board Absent: Dockendorff and Wright

Administration Present: Jay Woller, Elementary School Principal, Steve Smith, Middle School Principal, Rick Wolter, High School Principal, and Beth Theede, Community Education Director

Chair Jandt advised of four separate donations to the District; \$600 from the Mayo Health System toward the purchase of new band uniforms in 2014, five gift certificates from Sam's Club valued at \$250 for the purchase of classroom supplies, \$100 from Thorsen Graphics toward the purchase of t-shirts for the Lego League, \$1000 from the Boeing Gift Match program, through the efforts of Duane and Anne Heier, toward the funding of the High School Courage retreat offering, and 24 Cisco access points and 100 LCD monitors from the Mayo Health System, through the efforts of parent Todd Mumbleau, with an approximate value of \$11,800. The gratitude of the District for the benefactors' generosity was extended.

MOTION: Morken moved, Nissen seconded, to accept the donations as presented. Motion carried unanimously.

Lego League Leaders Becky Haack and Cyndy Reichgelt, along with seven participating 4th grade students, provided a description and demonstration of their current project depicting the effects of a Tsunami. The Board was informed that there are nine active teams in the District, eight of which compete. She noted that our District has the distinction of having the highest number of teams per capita in the State. The students, leaders, and volunteers were recognized for their service to the Lego League.

Due to the absence of Student Board Member Jennifer Ingvalson, no student report was provided.

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

- A. School Board Minutes
October 16, 2013, Regular Meeting
- B. November, 2013 Bills Due for Payment
- C. Position Authorization
Paraprofessional - 7 hrs/day – Student Contact Days – Provide one-on-one support for incoming student with an IEP.

- D. Staff Employment
 - Amy Geiwitz - Paraprofessional – 7 hrs/day – Replacement
 - Joan Wright - Operations Coordinator – Replacement/New Position
 - Bernadette Windschitl - MS Secretary – 3 hrs/day – Replacement
 - Testing Secretary – 382 hrs/year – Replacement
 - Dena Banse - Grade 1 Teacher – Long Term Substitute – Approximately 12/11/13 – 3/18/14
 - Ryan Tienhaara - 9th Grade Girls Basketball Coach – Replacement
 - Jack Gurholt - 9th Grade Boys Basketball Coach - Replacement
- E. Maternity/Child Care Leave
 - Melanie Zitzner - Special Services Teacher – Approximately 1/14/14 - 3/24/14
 - Maseray Severn - Speech Pathologist – Approximately 2/12/14 – 4/21/14
- F. Paternity Leave
 - Aaron Schaitel - HS Math Teacher – 10 days following birth of child – Beginning approximately 11/15/13

G. Electronic Transfers

<u>Bills & Payrolls</u>			
October 7	Health insurance		\$141,401
October 15	Payroll (gross)	\$360,469	(net) \$186,931
October 31	Payroll (gross)	\$375,618	(net) \$206,248
October	Bills		\$355,520
October 15	Fed/FICA/Med Withholding Tax		\$ 68,191
October 31	Fed/FICA/Med Withholding Tax		\$ 74,771
October 15	MN Withholding		\$ 11,129
October 31	MN Withholding		<u>\$ 12,507</u>
	Total		\$1,056,698

Motion carried unanimously.

Superintendent Wilke provided details on a lease-purchase agreement with Merchants Capitol Resources, Incorporated, for the purchase of technology equipment. The proposed agreement will finance a total equipment purchase of \$101,609.43 at a 1.78% interest rate over a three year lease purchase schedule.

MOTION: Nissen moved, Summerfield seconded, to approve the lease-purchase agreement with Merchants Capitol Resources as presented. Motion carried unanimously.

High School Principal Rick Wolter addressed a request for early graduation by Senior Sarah Selberg. He noted she would fulfill all graduation requirements by the end of the first semester and that she had his support to graduate early.

MOTION: Summerfield moved, Morken seconded, to approve the early graduation of Sarah Selberg. Motion carried unanimously.

Superintendent Wilke advised that minor revisions made to the original SEMVA Joint Powers agreement required School Board review and approval. One of the changes removes the Kasson-Mantorville School District from the Agreement, as it is no longer a member. A brief discussion followed on the enrollment numbers and shared costs of the participating districts.

MOTION: Nissen moved, Summerfield seconded, to approve the updated SEMVA Joint Powers Agreement as presented. Motion carried unanimously.

A second reading of the Chrome Book Handbook was presented to the Board for their approval. Superintendent Wilke noted several minor language revisions were made to the Handbook since its first reading, including the addition of a user agreement distinguishing the responsibility of repair costs between the District and student/parent.

MOTION: Nissen moved, Summerfield seconded, to approve the second reading and implementation of the Chrome Book Handbook as presented. Motion carried unanimously.

It was noted that the development of the Chrome Book is a learning experience and that alterations could be brought to the Board as needs arise. Special recognition was given to Lois Cox for her extensive efforts in developing the Handbook.

Middle School Principal Steve Smith addressed a second reading of the Annual Report on Curriculum, Instruction, and Supervision, advising that no revisions were made following the first reading approval.

MOTION: Morken moved, Nissen seconded, to approve the second reading of the Annual Report on Curriculum, Instruction, and Supervision as presented. Motion carried unanimously.

Superintendent Wilke provided an update on the LancerLearningHD and 1:1 Computing Initiative, noting that I-Pads are being used in a second grade classroom and Chromebooks will be utilized at the 9th grade level beginning with the second semester. Teaching staff are pursuing Professional Development related to integrating the electronics in the classrooms. Technical Integrationist Lois Cox provided information on the teaching tool SAMR Model (acronym for Substitution, Augmentation, Modification, Redefinitions) that offers a method of seeing how computer technology might impact teaching and learning. Examples of the four levels were provided by the administrative staff.

Parent Caryn Peterson, along with fellow project committee members Deon Donlon and Summer Thorsen, was present to provide background information and a PowerPoint illustration of their proposal to renovate the east entrances to the high school. Aspects of the proposal, such as vision, costs, development timelines, and maintenance, were discussed. It was noted that the project would be green based as well. The group requested the Board's approval of their proposal prior to proceeding with their plans.

MOTION: Summerfield moved, Nissen seconded, to move the review item to an action item. Motion carried unanimously.

MOTION: Morken moved, Summerfield seconded, to support the committee's continuation of their high school entrance renovation proposal. Motion carried unanimously.

Rick Wolter, Buildings and Grounds Director, provided a summary of the previous year's projects. He noted that several areas of the buildings and grounds responsibilities involve the use of technology and provided examples. The recent appointment of Chief Custodian John Lambert to a District level position has seen positive results in both efficiency and cost savings to the District.

Superintendent Wilke reported the administration is moving forward to revamp the District crisis plan with the employment of a consulting service, Agape Security Consulting Associates, to assess our needs and review current plans and protocols. Employment of the service, funded by Health and Safety dollars, would be an initial step in assuring the safety and security of our buildings. The Crisis Team would then be pulled together to review the plans.

The next steps of the Feasibility Survey were discussed by Superintendent Wilke. Following the presentation of the survey results at the November 14th special meeting, the Administrative Team developed additional questions to consider. Superintendent Wilke advised he would send the electronic version of the survey workbook to Board members and requested they document questions they may have in preparation for a work session to consider the next steps to be taken. It was suggested the referendum dollar amount be determined to assist in the facility planning efforts. Superintendent Wilke will contact the members with potential study session dates and invite a Springsted representative to attend the meeting.

Board Members were reminded of the MSBA Leadership Conference scheduled for January 16th and 17th and requested they notify the District Office of their intent to attend for registration and housing purposes. Due to the timeline of the conference and the regularly scheduled board meeting (January 15th), it was suggested the January meeting date be rescheduled.

MOTION: Tornow moved, Summerfield seconded, to move the January, 2014, regular School Board meeting to Wednesday, January 22nd. Motion carried unanimously.

Superintendent Wilke stated that the pupil enrollment count for the District is slightly down.

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 9:13p.m.

Ruth Nissen, Clerk