

**NRHEG PUBLIC SCHOOL ISD #2168
BOARD OF EDUCATION
REGULAR MEETING
Monday, August 19, 2019, 6PM
Secondary Media Center**

MINUTES

1. **Call to Order**—Meeting called to order by Vice Chair, Dan Schmidt. The School Board of Ind. School District #2168 met in regular session on August 19, 2019 at 6PM.

3. **Roll Call:**
Members present: Karen Flatness, Rich Mueller, Luke Routh, Travis Routh, Neil Schlaak, Dan Schmidt, and Superintendent, Dale Carlson. Absent: Rick Schultz.

4. **Approve Agenda**—Moved by Karen Flatness, seconded by Travis Routh to approve the agenda as presented. Motion Carried 6-0.

10. **Approve Consent Agenda**—Moved by Rich Mueller, seconded by Karen Flatness to approve the Consent Agenda as presented. Motion carried 6-0.

a. Minutes of School Board Meeting July 15, 2019

b. Finance

1) **Board Bills:** \$536,565.05

2) **Donations:**

Olson Excavating	Panther Power-Up	\$200
Dobberstein Backhoe	Clay Target	\$100
Sportsman’s Stop	Clay Target	\$100
Xcel Energy	Clay Target	\$1,000
Darrol & Pauline Sponberg Fund	General Fund	\$1,000
Amy Louks/Allina Health	Elementary Fund	\$100
NRHEG Football Boosters	Transportation	\$382.95
Randy & Sherry Schott	Reach Program	\$50
NRHEG PTO	Leveled Readers	<u>\$5,002.41</u>
	Total:	\$7,935.36
	Total to Date:	\$14,184.80

3) **Catastrophic Insurance for 2019-2020:** This coverage is for students in grades 6-8 participating in co-curricular programs. The total cost for the coverage will be \$600. This is the same amount as the 2018-2019 school year.

a. Workforce

- 1) **Employment:** The Board approved the following contracts for the 2019-2020 school year.
 - a) Megian Bell – Secondary Paraprofessional Step 3
 - b) Cathy Breitbarth—Secondary Paraprofessional Step 7
 - c) Paula Conklin – Elementary Paraprofessional Step 3
 - d) Lyndsey Egge – Secondary Paraprofessional Step 3
 - e) Lee Ann Hojberg--Elementary Paraprofessional Step 3
 - f) Kara Kahle—4 & 5 Year Old Preschool Teacher—Community Education
 - g) Jennelle Olson – Secondary Paraprofessional Step 3

- h) Rachel Powell-Elementary Paraprofessional Step 3
- i) Alyssa Richardson – Elementary Paraprofessional Step 3
- j) Ashley Tolzman—Secondary Paraprofessional Step 3

These contracts are contingent on acquiring proper licensure, official transcripts and a successful background check.

- 2) Contract Renewals:** The Board approve the following contract renewals for the 2019-2020 school year.
- a) Sue Kulseth—Administrative Assistant to the Superintendent: Recommendation is to increase Ms. Kulseth’s hourly wage from \$18.15 in 2018-2019 to \$18.69 (3.0%) for 2019-2020 and \$19.16 (2.5%) for 2020-2021.
 - b) Matt Groskreutz – Transportation Maintenance Worker: Recommendation is to increase Mr. Groskreutz’s hourly wage from \$17.17 in 2018-2019 to \$17.51 (2.0%) for 2019-2020 and \$17.86 (2.0%) for 2020-21. Mr. Groskreutz will receive fewer hours as he will no longer have the responsibility of scheduling bus drivers for student activities.
 - c) Nate Jensen—Technology Assistant / Bus Trip Driver Scheduler: Recommendation is to increase Mr. Jensen’s hourly wage from \$18.87 in 2018-2019 to \$19.34 (2.5%). Mr. Jensen will also receive additional hours to assume the responsibility of scheduling bus drivers for student activities.
 - d) Terri Engel—C & I Director: A Return to Work Agreement is included in your Board Packet that serves as the agreement between the District and Terri Engel as Terri assumes a part-time position as Curriculum and Instruction Coordinator for the 2019-2020 school year as approved by the Board in the staffing process last May. Highlights of the agreement include:
 - The work calendar will include a minimum of 93 contract days or 744 hours (includes 30-minute lunch) to be worked as determined by the building principals and/or superintendent.
 - This Agreement will exclusively govern the terms and conditions of Terri Engel’s employment during the 2019-2020 school year.
 - Terri Engel’s gross annual salary will be thirty-three thousand eight hundred fifty dollars and zero cents (\$33,850.00), less applicable withholdings and deductions. This is about 50% of the salary amount Ms. Engel would have received if she had continued in a 1.0 FTE position.
 - The District will contribute \$307.50 monthly toward the premium for single health insurance for Engel and the full amount of the premium for a \$35,000 life-insurance policy.
- 3) Fall Coaching Contracts:** The following coaching contract was recommended by administration for the 2019 fall season.
- Onika Peterson—Varsity Volleyball Coach
- 4) Resignations:** The following resignations were recommended to be accepted with gratitude.
- a) Karina Gaona – Secondary Paraprofessional who joined the School District at the start of the 2018-2019 school year.
 - b) Miriam Hanna – Secondary Paraprofessional who has been with the School District for 2 years.
 - c) Heidi Thomas – Elementary Paraprofessional who has been with the School District for 15 years.
- 5) Rescinding of 3rd Year Probation:**

- a) Amy Johns — We were recently notified that Elementary Teacher Amy Johns' license for 2019-2020 would be a Tier 2 license (Grades K-6) set to expire June 30, 2021. Based on the Tier 2 License status, a teacher cannot be classified as "probationary" as the teacher does not have continuing contract rights. As a result, the Board needs to rescind its action taken at the June 2019 School Board meeting and not advance Amy Johns to a 3rd year of probation. At this time, Ms. Johns will not be listed as probationary with the District in reference to seniority.

b. Student Achievement

- 1) **1:1 Mobile Device Handbook for 2019-2020:** The Board approved the handbook. There are no changes from the previous year handbook.

- c. **Statewide Enrollment Options:** Three (3) students, from two families living in another district and choosing our District to attend school.

Item 11 Recommended Actions

a. Student Achievement

- 1) **Student Handbooks 2019-2020:** Moved by Neil Schlaak, seconded by Travis Routh, to approve the Elementary and Secondary Handbooks as presented. Motion carried 6-0.
- 2) **2019-2020 School Calendar:** Moved by Neil Schlaak, seconded by Luke Routh, to approve the 2019-2020 School Calendar with an increase of Flexible Learning days from three to five and the reduction of one student instructional day from 174 to 173 due to construction prep. Motion carried 6-0.

b. Finance

- 1) **2019-2021 Driver Wage Schedule:** Moved by Neil Schlaak, seconded by Travis Routh, to approve the 2019-2021 Driver Wage Schedule as presented with a 2% increase for 2019-2020 and a 2% increase for 2020-2021. Motion carried 6-0.
- 2) **2019-2021 Community Education Wage Schedule:** Moved by Karen Flatness, seconded by Neil Schlaak, to approve the 2019-2021 Community Education Wage Schedule as presented with a 5% increase for 2019-2020 and a 2% increase for 2020-2021. Motion carried 6-0.
- 3) **Handicap Lift Van Purchase:** Moved by Neil Schlaak, seconded by Karen Flatness, to accept the quote from Cummings Mobility Conversion Supply, Inc. in Albertville, MN, to purchase a 2019 van with lift for a total amount of \$43,046.55 Motion carried 6-0.

c. Board Governance

- 1) **2019-2020 Resolution for Membership to the Minnesota State High School League (MSHSL):** Moved by Neil Schlaak, seconded by Karen Flatness, to continue our membership with MSHSL. Motion carried 6-0.
- 2) **Policies – 1st Reading:**
 - a) NRHEG Policy 630—Class Size: Moved by Travis Routh, seconded by Neil Schlaak, to approve the first reading of NRHEG Policy 630—Class Size as recommended and presented by the Policy Committee. Motion carried 6-0.
 - b) NRHEG Policy 635 – Independent Educational Evaluation: Moved by Luke Routh, seconded by Karen Flatness, to approve the first reading of NRHEG Policy 635-Independent Educational Evaluation as recommended and presented by the Policy Committee. Motion carried 6-0.
 - c) MSBA Revised Policies: Moved by Neil Schlaak, seconded by Karen Flatness, to approve the First Reading of the MSBA Recommended Revised Policies as recommended and presented by the Policy Committee. Motion carried 6-0.

Legislative and Recommended Changes to Policies

- i. Tobacco-Free Environment—419
- ii. Use of Peace Officers—532
- iii. Curriculum Development—603
- iv. Home Schooling—611
- v. School District Accountability—616
- vi. Assessment of Achievement—618
- vii. On-Line Learning—624
- viii. Student Activity Accounting—713

Non-substantive Changes to Policies

- ix. Open Meeting & Closed Meeting--205
- x. Disability Nondiscrimination—402
- xi. Employee-Student Relations—423
- xii. Student Discipline—506
- xiii. Policies Incorporated—523

Policies that must be reviewed annually by the School Board

- xiv. Family & Medical Leave Policy-410
- xv. Harassment & Violence-413
- xvi. Mandated Reporting of Child Neglect or Physical or Sexual Abuse-414
- xvii. Mandated Reporting of Maltreatment of Vulnerable Adults-415
- xviii. Student Discipline-506
- xix. Bullying Prohibition Policy-514
- xx. Student Sex Nondiscrimination-522
- xxi. Internet Acceptable Use & Safety Policy-524
- xxii. School District System Accountability-616
- xxiii. Crisis Management Policy-806

14. Adjournment: Moved by Neil Schlaak, seconded by Travis Routh to adjourn the meeting. Motion carried 6-0. Meeting adjourned at 8:33PM.

Submitted by _____, Clerk
Karen Flatness