

**NRHEG PUBLIC SCHOOL ISD #2168  
BOARD OF EDUCATION  
REGULAR MEETING  
Monday, March 20, 2017, 6:30 PM  
Elementary Media Center**

**MINUTES**

1. **Meeting called to order** by Chair, Rick Schultz. The School Board of Ind. School District #2168 met in regular session on March 20, 2017 at 6:30PM.
2. **Pledge of Allegiance**
3. **Roll Call**--Members present: Karen Flatness, JoAnn Maloney, Travis Routh, Dan Schmidt, Rick Schultz, Mark Tollefson and Superintendent, Dale Carlson. Neil Schlaak arrived at 6:35PM. Also present: Karla Christopherson, Mark Domeier, Jennie Bunn, Deb Bently, Robin Eder, Brooke Krohn, Dena Summer, Ann Howe, Jacob Bender, Sue Stieglbauer, Terri Engel, Jill Freeman, Doug Anderson, Dave Bunn and Sue Kulseth.
4. **Approve Agenda**—Moved By Dan Schmidt, seconded by JoAnn Maloney to approve the agenda as presented. Motion Carried 6-0.
7. **Approve Minutes of Regular Meeting February 21, 2017**—Moved by JoAnn Maloney, seconded by Travis Routh to approve the minutes of the regular meeting of February 21, 2017 as presented. Motion carried 7-0.
8. **Consideration of bills - \$467,132.04**—Moved by Karen Flatness, seconded by Neil Schlaak to approve the bills in the amount of \$467,132.04 as presented. Motion carried 7-0.

**13. New Business**

**a. Student Achievement:**

1. **Cancelled School Days and Make-up Plan:** the cancelled school days of February 24 (inclement weather) and March 15 (Girls Basketball State Tournament) are to be reschedule for students by Option A.  
**Option A:** Extend the student day seven (7) minutes in response to February 24 and not reschedule the March 15 cancelled day – This option extends the length of the student day for each of the 45 days of Quarter 4 this school year in lieu of rescheduling an additional instructional day on June 7 in response to the February 24 cancelled school day. Specifically, each day would be extended by seven (7) minutes beginning Monday, April 3. The student day would begin five (5) minutes earlier at 8:25 am and end two (2) minutes later at 3:07. Students at the Elementary School who are normally released at 3:20 pm. will be dismissed at 3:22 pm. We do not believe it is necessary to adjust the morning pick-up times for students who ride the bus. Extending the instructional day for students preserves quality learning time, has a minimal impact on the start or end of the day, and prevents having to add an additional day beyond June 6. At the February 21, 2017, School Board meeting, the Board approved considering the possibility of adding minutes to the school day in lieu of scheduling an additional day at the end of the school year.

This option also “waives” the rescheduling of the March 15 cancelled school day. This would be the third day where no instructional time would be rescheduled out of a total of six cancelled school days this year. The decision to close school was due to the limitations we have with transportation including both the number of buses available, as well as the number of substitute drivers available on the day in order to run our regular routes while at the same time sending buses to the State Tournament. Teachers did work the day by reporting to their building and/or by attending the game and assisting with supervision of students. Paraprofessionals were given the option to work the day as well. If the day is not rescheduled, we will still be above the minimum number of instructional hours required by the state, but not by much. After considering cancelled days not rescheduled, late starts, early dismissals, and the option of extending the days in Quarter 4 by 7 minutes, we will have approximately 1,025 hours of instruction scheduled for students. This is a correction to earlier communications I had shared with Board members where I indicated we would still be more than 20 hours over the state requirement. 1,020 hours of

instruction are required for grades 9-12. Fewer hours are required for grades K-8. Not rescheduling school for a cancelled day due to the state tournament has been the past practice of the school district.

Option A is the recommendation by administration. While it does not fully recognize the loss of instructional time from both days, it preserves some of the time without adding a day at the end of the year, and it continues to the practice of the district of not rescheduling a closed day due to participation at the state tournament.

Moved by Mark Tollefson, seconded by Neil Schlaak, to choose Option A. Motion carried 7-0.

2. **Flexible Learning Day Recommendation for 2017-2018 School Year:** Moved by Travis Routh, seconded by Dan Schmidt, to schedule up to three (3) Flexible Learning Days for the 2017-2018 school year to be used in the event students and staff are unable to report to their building due to inclement weather or some other unplanned event as presented. Motion carried 7-0.
3. **2017-2018 School Year Calendar:** Moved by Neil Schlaak, seconded by Karen Flatness, to approve the 2017-2018 School Year Calendar as presented. Motion carried 7-0.

**b. Finance:**

**1. Policies:**

- a. **Policy 714:** Moved by Mark Tollefson, seconded by Karen Flatness, to approve the first reading of Policy 714 (Fund Balance) as presented. Motion carried 7-0.
- b. **Policy 721:** Moved by JoAnn Maloney, seconded by Neil Schlaak, to approve the first reading of Policy 721 (Uniform Grant Guidance) as presented. Motion carried 7-0.

2. **Donation:** Moved by Travis Routh, seconded by Mark Tollefson, to approve the donations from NRHEG PTO for Artist in Residence/Elementary for \$4,444.05, and the following for Sponsor/Donations Clay Target: Eagle Concrete for \$50, Todd Norton Construction for \$100, Channel Seed/Mike DenHerder for \$500, Colony Court for \$100 and Golf Carts & More for \$200, grand total of \$5,394.05.

**c. Workforce:**

1. **Employee Contract:** Moved by Travis Routh, seconded by Neil Schlaak, to approve the contract of Riley Holmes-Secondary School Family and Consumer Science Teacher. She will start the 2017-2018 school year at a salary of \$37, 729 (BA, Step 1) of the 2015-2017 Education Minnesota-NRHEG Master Agreement. The salary will be adjusted upon successful approval of the 2017-2019 Master Agreement as presented. Motion carried 7-0.
2. **Resignation:** Moved by Neil Schlaak, seconded by JoAnn Maloney to approve the resignation of Kathy Peterson, Secondary Cook Assistant/Salad Bar effective March 3, 2017, with gratitude and Mychelle Lynch, Secondary Paraprofessional effective March 20, 2017. Motion carried 7-0.
3. **Job Share Requests for 2017-2018:** Moved by Neil Schlaak, seconded by Travis Routh to approve the Job Share teams of Karen Nafe/Donna Olson and Judith Tweeten/Lori Tomsche at the Secondary Building as presented. Motion carried 7-0
4. **Title 1 Program LEA for 2017-2018 School Year:** Moved by Karen Flatness, seconded by Dan Schmidt to approve Doug Anderson, Elementary School Principal as the Title 1 Program LEA for the 2017-2018 school year. Motion carried 7-0.

**14. Adjournment**—Moved by Chair, Rick Schultz to adjourn the meeting. Meeting adjourned at 8:54PM.

Submitted by \_\_\_\_\_, Clerk

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Karen Flatness, Clerk