

INDEPENDENT SCHOOL DISTRICT NO. 2168
BOARD OF EDUCATION
REGULAR MEETING
Monday, June 20, 2016, 6:30PM
Secondary Media Center

MINUTES

Agenda Items

1. **Call to Order**—Meeting called to order by Board Chair Rick Schultz at 6:32PM.
2. **Pledge of Allegiance**
3. **Roll Call:** Members present: JoAnn Maloney, Mike Moen, Michele Moxon, Lori Routh, Rick Schultz, Mark Tollefson and Superintendent Dale Carlson. Absent: Travis Routh. Also Present: Terry Engle, Dave Bunn, Doug Anderson, Karla Christopherson, Reed Waller, Kim Routh, Dan Stork, Carrie Petsinger, Daniel Petsinger, Theresa Buendorf and Sue Kulseth.
4. **Approve Agenda**--Moved by Michele Moxon, seconded by Mike Moen to approve the agenda as presented. Motion carried 6-0.
5. Teaching and Learning Feature—N/A
7. **Approve Minutes of Regular Meeting May 16, 2016**--Moved by Lori Routh, seconded by Michele Moxon to approve the minutes of the regular meeting of May 16, 2016 as presented. Motion carried 6-0.
8. **Consideration of Bills--\$537,401.00**--Moved by Mike Moen, seconded by Mark Tollefson that the bills in the amount of \$537,401.00 be approved as presented. Motion carried 6-0.
9. Administrators' Reports—can be found on the website.
12. **Unfinished Business**
13. **New Business**
 - a. **Elementary Playground**
 - (1) **Approve Donation:** Moved by Michele Moxon, seconded by Mike Moen to approve the donations from the NRHEG PTO for the Elementary Playground Equipment in the amount of \$24,035.64 as presented. Motion carried 6-0.
 - (2) **Approve Purchase:** Moved by Lori Routh, seconded by Mark Tollefson to approve the purchase of the Elementary Playground Equipment and installation from Play&Park Structures for Phase II in the amount of \$31,922.94 as presented. Motion carried 6-0.
 - b. **2016-2017 Resolution for membership to the Minnesota State High School League:** Moved by Mark Tollefson, seconded by Mike Moen to approve the renewal membership with the MSHSL for the 2016-2017 school year as presented by Dan Stork. A sportsmanship video was shown to the Board. Motion carried 6-0.
 - c. **Text book adoption for Language Arts, Social Studies, Math Intervention:** Moved by Lori Routh, seconded by JoAnn Maloney to approve text book adoption for Language Arts, Social Studies, Math Intervention as presented by Terri Engle in the amount of \$22,796.00. 2015-2016 Textbook/Curriculum Resource Proposal for LANGUAGE ARTS: Grade 6 Novel replacement/*The Giver* \$ 305.84, M.S/H.S. Grades 7-10/*Vocab Achievement Workbooks* \$1663.00. SOCIAL STUDIES: M.S. Geography/*World Geography (2012)* \$8856.97,

H.S. History/*United States History (2016)* \$6950.19. MATH: *Intervention Program/Do The Math (Grades 1-5)* \$5020.00. TOTAL \$22,796.00 Motion carried 6-0.

- d. Graduation Class of 2016:** Moved by JoAnn Maloney, seconded by Michele Moxon to approve the graduation class of 2016 as presented pending the completion of obligations and/or credits as presented. Motion carried 6-0.

Graduation Class of 2016

1. Michael Charles Altermatt
2. Anna Elizabeth Bailey
3. Trevor Paul Beckstrand
4. Mikayla Mae Besser
5. Ethan Charles Borwege
6. Abby Paige Christopherson
7. John Joseph Cole
8. Emily Ann Eder
9. Nicole Marie Edon
10. Elizabeth Kae English
11. Zeke Ronald Erickson
12. Jorey James Fischer
13. Sophia Emilie Ann Fischer
14. Wyatt Lewis fetterer
15. Lizzy Allison Hagen
16. Brody Wayne Hanson
17. Lucas William Herrmann
18. Destiny Rita Hill
19. Trey Clayton Hoppe
20. Cole Leo Ignaszewski
21. Ethan Brian Johnson
22. William Garret Johnson
23. Ryley Jeanne Koziolk
24. Nathan David Krause
25. Garrett Mark Kyllo
26. Katharine Ann Lewer
27. Grace Elizabeth Logan
28. Anna Grace Lundberg
29. Elijah James Lutgens.
30. Whittney Beth McCamish
31. Zachary James Mely
32. Kenneth William Miller
33. Marissa Ann Mortenson
34. Jessica Lynne Nafe
35. Clayton James Nelson
36. Hunter Michael O'Rourke
37. Luke Richard Overgaard
38. Nicholas Orien Pagni
39. Marshall Dale Pederson
40. Cordell Michael Peterson
41. Palmer Stanley Peterson
42. Bayli Ann Possin
43. Corrie Sandra Powelll
44. Christian James Schiltz
45. Tyler James Schlaak
46. Hailey Marie Schuller
47. Aaron John Seath
48. Nicholas Lee Shultz
49. Jack Jerome Skalicky
50. Karter Edward Sletten
51. Torrie Mae Stencil
52. Luke Allen Stenzel
53. SaraJo Rose Stewart
54. Brianna Pearl Strand
55. Taylar Lynn Tieskotter
56. Jessica Danielle Tonkin
57. Dempsey Kevin Tucker
58. Dillon Zeffereno Vela
59. Abby Arlene Wacholz
60. Nicole Renee Wallin
61. Jonathan Jordan Lambkins-Weller
62. Kayanna Elaine Wibben
63. Trai Michael James Wick

All requirements and obligations must be fulfilled for graduation. Note: some names listed above may have not completed all graduation requirements and are working to complete the requirements this summer.

- e. **General Obligation Crossover Refunding Bonds Sales:** Moved by Michele Moxon, seconded by Mike Moen to approve the resolution ratifying the award of the sale, determining the form and details, authorizing the execution, delivery and registration, and providing for the payment of \$1,300,000.00 General Obligation Crossover Refunding Bonds, Series 2016A as presented. Maturities February 1, 2019 through February 1, 2023 will be called for redemption on February 1, 2018, at a price of par plus accrued interest. Motion carried 6-0.
- f. **Bakery Bid for 2016-2017:** Moved by Mark Tollefson, seconded by Mike Moen to approve Pan O Gold Baking Company as the supplier for bakery products for the 2016-2017 school year as per quote as presented. Whole Grain White Bread (24oz) at \$1.27, 4" whole Grain White Hamburger (30 ct) \$3.30, 6" whole Grain White Coney Bun Bulk (30 ct) \$3.30, Whole Grain White Hot Dog (30 ct) \$3.30, 6" Whole Grain White Steak bun (No Sesame Seeds, 24 ct) \$3.50, whole Grain White Dinner rolls (12 ct) \$1.30. Motion carried 6-0.
- g. **Dairy Bid for 2016-2017:** Moved by Michele Moxon, seconded by JoAnn Maloney to approve Dean Foods as the supplier for dairy products for the 2016-2017 school year as per quote as presented. 1% Milk (50ct, 8oz) \$0.1658, Skim Milk (50ct, 8oz) \$0.1499, Skim Chocolate (50ct, 8oz) \$0.1707. Motion carried 6-0.
- h. **Lunch and Milk Prices for 2016-2017:** Moved by Michele Moxon, seconded by Mike Moen to approve the breakfast and lunch prices for the 2016-2017 school year. Breakfast for Grades K-12 will be \$1.25; Lunch for Grades K-5 will be \$2.50; Lunch for Grades 6-12 will be \$2.65; Lunch for Adults will be at the Federal Government Rate; Milk will be \$0.35 as presented. Motion carried 6-0.
- i. **Elementary School Walk-in Freezer Purchase:** Moved by Mark Tollefson seconded by Mike Moen to approve Elementary School Walk-in Freezer purchase and installation in the amount of \$28,651.52 from Fountain Refrigeration in Albert Lea as presented. Motion carried 6-0.
- j. **Parking Lot Resurfacing/Painting Summer 2016 Proposal:** Moved by JoAnn Maloney, seconded by Lori Routh to approve Reynolds Asphalt Maintenance in Faribault for Maintenance of the parking lots as presented at a quoted cost of \$12,380.00. The work includes: rout and seal cracks in east and west lots of the Secondary site -- \$580, seal and coat east lot of Secondary site -- \$8,735, stripe east lot of Secondary site -- \$950, rout and seal cracks in both lots at Elementary Site -- \$2,115. Motion carried 6-0.
- k. **Fencing Purchase and Installation Summer 2016 Proposal:** Moved by Mark Tollefson, seconded by Mike Moen to approve administration to select a vendor, based on the lowest quote, for the purchase and installation of fencing for the Secondary School building that meet specifications. The cost to purchase and install should not exceed \$8,000.00 as presented. Motion carried 6-0.
- l. **NRHEG ASFCME Agreement for 2016-2018:** Moved by Michele Moxon, seconded by Lori Routh to approve the 2016-2018 NRHEG ASFCME Agreement for 2016-2018 as presented by Dr. Dale Carlson. Highlights of the agreement include: Ability to carry over up to five (5) days of unused vacation, insert a mediation step in the grievance process, 8.05% compensation package increase that includes: Wage rate increase averaging 3% each of the two years of the agreement and a full step movement recognizing years of service for each year of the agreement. Motion carried 6-0.
- m. **Revised Budget for 2015-2016:** Moved by JoAnn Maloney, seconded by Rick Schultz to approve the revised 2015-2016 budget as presented with a projected revenue of \$10,746,150.00 and expenditures of \$10,737,876. Motion carried 6-0.
- n. **Proposed Budget for 2016-2017:** Moved by Michele Moxon, seconded by Mike Moen to approve the proposed 2016-2017 budget as presented with a projected revenue of \$10,731,430.00 and expenditures of \$10,703,206. Motion carried 6-0.

o. Employee Contracts

(1) New (upon receiving acceptable background checks and licensure completion):

(a) Moved by Mark Tollefson, seconded by Lori Routh to approve hiring Dena Summer, EBD-SLD-LD Teacher. Dena will start at BA +0 Step 1 of the 2015-2017 EM Master Agreement, she will start at \$37,720 as presented. Motion carried 6-0.

(b) Moved by Mark Tollefson, seconded by Lori Routh to approve hiring Theresa Buendorf, Social Studies Teacher. Theresa will start at a MA +0 Step 6 of the 2015-2017 EM Master Agreement, she will start at \$47,026 as presented. Motion carried 6-0.

(c) Moved by Mark Tollefson, seconded by Lori Routh to approve hiring Carrie Petsinger, School Nurse. Carrie will start at a BA + 0 Step 4 of the 2015-2017 EM Master Agreement, she will start at \$40,189 as presented. Motion carried 6-0.

(d) Moved by Mark Tollefson, seconded by Lori Routh to approve hiring Virginia Raimann, Lead Cook Secondary School. Virginia will start at Step 6, Year 10 of the 2014-2016 Master Agreement (2016-2018 ASFCME Master Agreement is pending), she will start at \$14.92 per hour as presented. Motion carried 6-0.

(e) Moved Mark Tollefson, seconded by Lori Routh to approve hiring Lonna Broitzman, Lead Cook Elementary School. Lonna will start at Step 6, Year 1 of the 2014-2016 Master Agreement (2016-2018 ASFCME Master Agreement is pending), she will start at \$11.47 per hour as presented. Motion carried 6-0.

(f) Moved by Mark Tollefson, seconded by Lori Routh to approve hiring Katherine Waters, Early Childhood Special Education Teacher. Katherine will start at BA +0 Step 3 of the 2015-2017 EM Master Agreement, at a salary of \$39,369.00 as presented. Motion carried 6-0.

(2) Renewed

(a) Moved by Michele Moxon, seconded by Mike Moen to renew the contract of Sue Kulseth, the Superintendent's Administrative Assistant's hourly wage will be \$17.19 for the 2016-2017 fiscal year as presented. Motion carried 6-0.

(b) Moved by Michele Moxon, seconded by Mike Moen to renew the contract of Brad Edwards, Technology Assistant's hourly wage will be \$24.34 for the 2016-2017 fiscal year as presented. Motion carried 6-0.

(c) Moved by Michele Moxon, seconded by Mike Moen to renew the contract of Barb Morgan, Licensed Practical Nurse hourly wage will be 16.22 for the 2016-2017 fiscal year and \$16.87 for the 2017-2018 school year reflecting an average wage increase of 4% for each of the two years as presented. Motion carried 6-0.

p. Agreement with JWP for Staff Sharing of COTA: Moved by Rick Schultz, seconded by Mark Tollefson to approve the agreement with JWP for Instructional Staff Sharing of the COTA for the 2016-2017 school year as presented. The COTA, under employment contract with the NRHEG School District, will spend a minimum of 40% of the contracted time in the JWP School District. The NRHEG School District will pay the entire employment costs to include salary, benefits, travel, and other related program costs. The JWP School District will reimburse the NRHEG School District an estimated amount of \$15,545.27 according to the following schedule and subject to final salary and fringe contract settlements. Travel/workshop costs will be billed under separate cover. 1st Payment due January 15, 2017 for \$7,772.63. 2nd Payment due June 15, 2017 for \$7,772.63. Clean-up Payment due December 16, 2017. Motion carried 6-0.

- q. **COTA Contract:** Moved by Michele Moxon, seconded by JoAnn Maloney to approve the Certified Occupational Therapist Assistant contract for Naomi Elmhurst for the 2016-2017 school year. We share Naomi's services with JWP; NRHEG at 60% time and JWP 40% time as presented in the amount of \$28,816. Motion carried 6-0.
- r. **Resignations:** Moved by Lori Routh, seconded by JoAnn Maloney to approve the resignation of: Emily Schultz, paraprofessional, effective at the end of the 2015-2016 school year, as presented with gratitude. Motion carried 6-0.
- s. **Unrequested Leave for 2016-2017:**
(1) Member Rick Schultz introduced the following resolution and moved its adoption:
Resolution Proposing To Place Onika Peterson on Unrequested Leave Of Absence for 0.33 of FTE Position due to Lack of Variance by a Senior Teacher and Financial Limitations.
- The motion for the adoption of the foregoing resolution was duly seconded by Member Mike Moen and upon roll call vote the following voted in favor thereof:
- (JoAnn Maloney, Mike Moen, Michele Moxon, Lori Routh, Rick Schultz, and Mark Tollefson)
- and the following voted against the same: 6-0.
- whereupon said resolution was declared duly passed and adopted.
- (1) Member Lori Routh introduced the following resolution and moved its adoption:
Resolution Proposing To Place Marlene Schoenrock on Unrequested Leave Of Absence for 0.1 of FTE Position due to Reduction in Student Enrollment.
- The motion for the adoption of the foregoing resolution was duly seconded by Member Michele Moxon and upon roll call vote the following voted in favor thereof:
- (JoAnn Maloney, Mike Moen, Michele Moxon, Lori Routh, Rick Schultz, and Mark Tollefson)
- and the following voted against the same: 6-0.
- whereupon said resolution was declared duly passed and adopted.
- t. **Statewide Enrollment Options:** Moved by Lori Routh, seconded by Michele Moxon to approve the Statewide Enrollment Options for the 2016-2017 school year as presented. Motion carried 6-0.
- u. **District Property and Liability Insurance Proposal:** Moved by JoAnn Maloney, seconded by Lori Routh to approve the District Property and Liability Insurance proposal from TPS. Total Premium cost is \$129,234.00 as presented. Motion carried 6-0.
- v. **Donations:** Moved by Michele Moxon, seconded by Mike Moen to approve the donation list as presented. Jerry Kroeger 1 load of gravelf or west drive to the Secondary Stadium, Maple Island Park Assoc to the Summer Rec Program in the amount of \$300, Jane & John King Family Fund for Playground equipment in the amount of \$500, Steele County Gambling for Playground equipment in the amount of \$2,000, Brian Wayne-Pioneer Seeds for Playground equipment in the amount of \$500, Freeborn County Coop Oil for Playground equipment in the amount of \$500, the Rosenau Fund for Playground equipment in the amount of \$2,000, Carley Seifert for Playground equipment in the amount of \$86. Motion carried 6-0.

- w. **Job Share Request:** Moved by Mark Tollefson seconded by Mike Moen to approve Job Share Request as presented for Secondary Paraprofessionals Lori Tomsche and Judy Tweeten for the 2016-2017 school year. Motion carried 6-0.
- x. **Item First Reading of Policies :** Moved by Rick Schultz, seconded by Mike Moen to approve the first reading of the policies as presented and revised by the Minnesota School Board Association as presented .
- 1) 102 Equal Educational Opportunity–Mandatory
 - 2) 206 Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations
 - 3) 208 Development, Adoption, and Implementation of Policies
 - 4) 401 Equal Employment Opportunity–Mandatory
 - 5) 402 Disability Nondiscrimination Policy
 - 6) 410 Family and Medical Leave Policy–Mandatory
 - 7) 413 Harassment and Violence–Mandatory
 - 8) 413 Form: Harassment and Violence Report Form–Mandatory
 - 9) 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse
 - 10) 415 Mandated Reporting of Maltreatment of Vulnerable Adults
 - 11) 416 Drug and Alcohol Testing
 - 12) 417 Chemical Use and Abuse–Mandatory
 - 13) 418 Drug-Free Workplace/Drug-Free School –Mandatory
 - 14) 420 Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions
 - 15) 506 Student Discipline–Mandatory
 - 16) 509 Enrollment of Nonresident Students
 - 17) 509 Form: Statewide Enrollment Options Form
 - 18) 516 Student Medication –Mandatory
 - 19) 532 Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds–Mandatory
 - 20) 613 Graduation Requirements
 - 21) 614 School District Testing Plan and Procedure
 - 22) 614 Form: Assurance of Test Security and Non-Disclosure – NEW FORM
 - 23) 615 Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students
 - 24) 616 School District System Accountability –Mandatory
 - 25) 618 Assessment of Student Achievement
 - 26) 620 Credit for Learning
 - 27) 707 Transportation of Public School Students
 - 28) 805 Waste Reduction and Recycling
 - 29) 807 Health and Safety Policy–Mandatory
 - 30) 905 Advertising Policies with Non-Substantive Changes
- Policies with Non-Substantive Changes
- 31) 101 Legal Status of the School District
 - 32) 406 Public and Private Personnel Data–Mandatory
 - 33) 406 Form: Consent to Release – Request from an Individual–Mandatory
 - 34) 427 Workload Limits for Certain Special Education Teachers–Mandatory
 - 35) 508 Extended School Year for Certain Students with Individualized Education Programs
 - 36) 514 Bullying Prohibition Policy—Mandatory
 - 37) 515 Protection and Privacy of Pupil Records –Mandatory
 - 38) 522 Student Sex Nondiscrimination–Mandatory
 - 39) 525 Violence Prevention [Applicable to Students and Staff]
 - 40) 530 Immunization Requirements
 - 41) 533 Wellness –Mandatory

42) 708 Transportation of Nonpublic School Students Motion carried 6-0.

Adjournment: Chair, Rick Schultz, adjourned the meeting. Meeting adjourned at 8:40pm.

Submitted by _____, Clerk

Lori Routh, Clerk