

Fillmore Central School
Board of Education
Regular Meeting
June 21, 2012

The regular meeting of the Board of Education for Independent District #2198, Preston, Minnesota was called to order at 6:30 p.m. on the evening of Thursday, June 21, 2012, in the Fillmore Central Elementary meeting room by Chairperson Kiehne. Present: Superintendent Keith, Bookkeeper Darla Ebner, Board Members: Kiehne, Love, Ristau, Topness and Torgrimson. Absent: Britton and Sikkink. Visitors: Heath Olstad, Chris Mensink, Micki Breitsprecher, Melissa Vander Plas, and Jade Sexton.

Recognition of visitors: None.

Member Britton joined the meeting.

Love moved to approve the agenda with following changes/additions:

- Accept board member resignation
- Approve resolution(s) for a special election in conjunction with the general election
- Literacy Plan update

Motion was seconded by Torgrimson. Motion carried unanimously.

Love moved to approve the minutes of the May 22, 2012, regular board meeting. Motion was seconded by Topness. Motion carried unanimously.

Torgrimson moved to approve the claims in the amount of \$473,046.20. Motion was seconded by Love. Motion carried unanimously.

The Dean of Student's report was received from Chris Mensink and the Principal's report was received from Heath Olstad.

Board Committee reports: none.

Britton moved to hire Shira Anderson as a daycare aide. Motion seconded by Love. Motion carried unanimously.

Member Britton introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION
AND NONRENEWAL OF THE TEACHING CONTRACT
OF CONNIE LINDSTROM, A PROBATIONARY TEACHER

WHEREAS, Connie Lindstrom is a probationary teacher in Independent School District No. 2198.

BE IT RESOLVED, by the School Board of Independent School District No. 2198 that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Connie Lindstrom, a probationary teacher in Independent School District No. 2198 is hereby terminated at the close of the current 2011-2012 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION

AND NON-RENEWAL

Ms. Connie Lindstrom
320 6th St. SE
Harmony, MN 55939

Dear Ms. Lindstrom:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 2198 held on June 21, 2012, a resolution was adopted by a majority vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2012-2013 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken due to the financial constraints of the school district and the re-assignment of district personnel.

Yours very truly,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 2198

/s/ Deb Ristau
Clerk of the School Board

The motion for the adoption for the foregoing resolution was duly seconded by Torgrimson and upon vote being taken thereon, the motion carried unanimously.

Member Britton introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION
AND NONRENEWAL OF THE TEACHING CONTRACT
OF HEIDI HARSTAD, A PROBATIONARY TEACHER

WHEREAS, Heidi Harstad is a probationary teacher in Independent School District No. 2198.

BE IT RESOLVED, by the School Board of Independent School District No. 2198 that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Heidi Harstad, a probationary teacher in Independent School District No. 2198 is hereby terminated at the close of the current 2011-2012 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION
AND NON-RENEWAL

Ms. Heidi Harstad
29633 120th St.
Harmony, MN 55939

Dear Ms. Harstad:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 2198 held on June 21, 2012, a resolution was adopted by a majority vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2012-2013 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken due to the financial constraints of the school district and the re-assignment of district personnel.

Yours very truly,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 2198

/s/ Deb Ristau
Clerk of the School Board

The motion for the adoption for the foregoing resolution was duly seconded by Torgrimson and upon vote being taken thereon, the motion carried unanimously.

Love moved to hire Ms. Kelly Hill as kindergarten teacher (BA, A) for the 2012/13 school year. Motion seconded by Topness. Motion carried unanimously.

Ristau moved to accept the resignation of Kelly Hill as preschool teacher. Motion seconded by Britton. Motion carried unanimously.

Love moved to approve tenure for Sara Niemeyer and Janet Prinsen. Motion seconded by Topness. Motion carried unanimously.

Love moved to hire Jordana Whalen - 8th grade volleyball, Brady Grewe – 7th grade volleyball, and David Broadwater – 9th grade football for the 2012/13 school year contingent on participation. Motion was seconded by Torgrimson. Motion carried unanimously.

Ristau moved to approve the 2012/13 Health and Safety policy and budget of \$99,076 as presented. Motion seconded by Torgrimson. Motion carried unanimously.

Britton moved to approve the Head Start Memorandum of Understanding as presented for the 2012/13 school year. Motion seconded by Torgrimson. Motion carried unanimously.

Love moved to approve the Head Start lease for the 2012/13 school year with no changes. Motion seconded by Britton. Motion carried unanimously.

Torgrimson moved to approve the first reading of the elementary (grades K-6) student handbook. Motion seconded by Love. Motion carried unanimously.

Ristau moved to approve the first reading of the high school (grades 7-12) student handbook. Motion seconded by Britton. Motion carried unanimously.

Britton moved to approve the first reading of the Root River Program student handbook. Motion seconded by Topness. Motion carried unanimously.

Mr. Olstad updated the Board on the progress of the Literacy Plan. The Plan will be brought to the Board for approval in August, 2012.

Moved by Torgrimson to adopt the following resolution:

RESOLUTION AUTHORIZING AND AWARDING SALE OF GENERAL OBLIGATION AID ANTICIPATION CERTIFICATES OF INDEBTEDNESS, SERIES 2012A, AND FIXING FORM AND TERMS THEREOF IN CONNECTION WITH THE MINNESOTA TAX AND AID ANTICIPATION BORROWING PROGRAM SPONSORED BY THE MINNESOTA SCHOOL BOARDS ASSOCIATION AND GREATER MINNESOTA SERVICE COOPERATIVES.

Motion was seconded by Britton. Motion carried unanimously. *(Complete copy of resolution on file in the District Office.)*

Torgrimson moved to approve the 2012/13 projected operating budget as presented:

	REVENUES	EXPENSES	BALANCE
General Fund (01+09)	\$5,803,417	\$5,755,939	\$47,478
Food Service	338,050	339,231	(1,181)
Community Service	437,035	450,369	(13,334)
Construction	0	0	0
Debt Service	507,184	506,875	309
OPEB	2,400	72,630	(70,230)
OPEB Debt Service	111,222	105,963	5,259
Total All Funds	\$7,199,308	\$7,231,007	(\$31,699)

Motion seconded by Love. Motion carried unanimously.

Britton moved to designate Mr. Richard Keith as local education agency representative and homeless liaison. Motion seconded by Love. Motion carried unanimously.

Love moved to approve the following for the 2012/13 school year:

- Set substitute teacher pay at \$100.00/day; \$50.00/half day
- Set the number of days as a substitute before being placed on the salary schedule at 10 consecutive days
- Set substitute secretary pay at \$8.00 per hour
- Set substitute paraprofessional pay at \$8.00 per hour
- Set substitute custodial pay at \$9.50 per hour
- Set van and substitute van driver at \$8.75 per hour
- Set payroll policy regarding 403b sign-up for employees in September only

Motion seconded by Britton. Motion carried unanimously,

Love moved to set activity fees, admission fees, and season sports pass prices for the 2012/13 school year as follows:

Activity Fees:

\$75 each - football, volleyball, wrestling, basketball, golf, softball, baseball, and track
\$35 each - HS flag corps, speech, tapestry, 9-12 choir, knowledge bowl, 9-12 band, jazz band, one-act play, 3-act play, cheerleading
\$300 - family maximum per school year.

Admission Fees: sports/plays: \$5 adult, \$3 student; concerts – free will donation

Sports Season Passes: \$30 - K-12 student pass, \$55 - adult pass, \$140 - family pass

Motion seconded by Torgrimson. Motion carried unanimously.

Ristau moved to approve membership in Southeast Service Cooperative for the 2012/13 school year. Motion seconded by Love. Motion carried unanimously.

Member Britton introduced the following resolution and moved its adoption:

**RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY**

BE IT RESOLVED by the School Board of Independent School District No. 2198, as follows:

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 2198 shall begin on July 31, 2012 and shall close on August 14, 2012. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on August 14, 2012.
2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the News Record (Harmony) and Republican Leader (Preston), Fillmore County Journal, (Preston) the official newspapers of the district, at least two weeks prior to the first day to file affidavits of candidacy.
3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.
4. The notice of said filing dates shall be in substantially the following form:

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 2198
(Fillmore Central Schools)
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period of filing affidavits of candidacy for the office of school board member of Independent School District No. 2198 shall begin on July 31, 2012, and shall close at 5:00 o'clock p.m. on August 14, 2012.

The general election shall be held on Tuesday, November 6, 2012. At that election, three members will be elected to the School Board for terms of four (4) years each. (Will serve until January 1, 2017.)

Affidavits of Candidacy are available from the school district clerk, Fillmore Central District Office, Box 50, Preston, MN 55965. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same general election.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 14, 2012.

The motion for the adoption for the foregoing resolution was duly seconded by Topness and upon vote being taken thereon, the motion carried unanimously.

Member Love introduced the following resolution and moved its adoption:

RESOLUTION CALLING SPECIAL ELECTION TO FILL SCHOOL BOARD VACANCY

WHEREAS, a vacancy exists in the office of school board member with a term expiring the first Monday in January, 2015 and

WHEREAS, the vacancy has occurred before the first day to file affidavits of candidacy for the next school district general election and more than two years remain in the unexpired term;

NOW THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 2198, State of Minnesota, as follows:

1. The clerk shall accept affidavits of candidacy for this office during the same filing period as applicable to the school district general election.
2. It is necessary to hold a special election to elect an individual to fill the vacancy in the term of School Board Member expiring the first Monday in January, 2015.

3. The special election shall be held in conjunction with the November 6, 2012 school district general election and the polling places, precincts served, hours of voting, and election judges shall be the same as at the general election.

4. The clerk is hereby authorized and directed to cause written notice of said special election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said special election. The notice shall include the date of said election and the office to be voted on at said special election. The clerk may combine this notice with the notice of the general election.

The clerk is hereby authorized and directed to cause notice of said special election to be posted at the administrative offices of the school district at least ten (10) days before the date of said election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said election and to cause two sample ballots to be posted in each polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place shall reflect the offices, candidates and rotation sequence on the ballot used in that polling place.

The clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the district, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place one election day.

The notice of election so posted and published shall state the office to be filled as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The notices to be posted and published may be combined with the Notice of General Election.
5. The names of candidates to fill a vacancy who have filed an affidavit of candidacy must be listed on the general election ballot under the separate heading "SPECIAL ELECTION FOR SCHOOL BOARD MEMBER TO FILL VACANCY IN TERM EXPIRING JANUARY 1, 2015."

6. The name of each candidate to fill the vacancy in office at this special election shall be rotated with the names of the other candidates to fill the vacancy in office in the manner specified in Minnesota law.

7. The ballot shall be in substantially the following form:

The motion for the adoption for the foregoing resolution was duly seconded by Topness and upon vote being taken thereon, the motion carried unanimously.

Torgmison moved to approve participation in an online store program so online payments for school related expenditures can be made by district families. Motion seconded by Topness. Motion carried unanimously.

Britton moved to accept the donations presented by JO Volleyball - \$1,500 and Fillmore Central Booster Club - \$6,000. Motion seconded by Love. Motion carried unanimously.

Love moved to approve additional year-end check runs to assist in closing out the fiscal year. Motion seconded by Topness. Motion carried unanimously.

Britton moved to adjourn. Motion seconded by Topness. Motion carried unanimously.

Respectfully submitted,

Deb Ristau
Clerk, Independent School District #2198