

ULEN-HITTERDAL SCHOOL DISTRICT
 REGULAR SCHOOL BOARD MEETING
 WEDNESDAY, SEPTEMBER 13, 2023
 6:00 PM - BOARD ROOM

<u>Elected</u>	<u>Roll Call</u>	<u>Term Exp.</u>	<u>Elected</u>	<u>Roll Call</u>	<u>Term Exp.</u>
2021	___ Mindy Bakke	2025	2023	___ Kathleen Evenson	2027
2021	___ Bob Klemetson	2025	2023	___ Donna Jacob	2027
2021	___ Nolan Braseth	2025	2023	___ Laura Tweten	2027
2023	___ Jennie Wibe-Bjerke	2027			

AGENDA

- I. Call to Order – Pledge of Allegiance

- II. Open Mic: (The Open Mic. segment is the agenda item that allows members of the public to address the Board on any issues they deem appropriate. Speaking time is limited to two minutes per person. It is requested by the Board that visitors refrain from addressing the Board during the Action Agenda unless invited to do so by the Board or Superintendent.)

- III. Special Reports: 2022-2023 Audit Report – Eide Bailly

- IV. Good News:

- V. Approval of Minutes

- VI. Approval of Claims and Liquid Transfers

- VII. Reports:
 - A. Special Ed/Title Program – Laura Tweten
 - B. ECFE/Community Ed – Mindy Bakke
 - C. Student & Minority Liaison – Kathy Evenson, Jennie Wibe-Bjerke, Laura Tweten
 - D. Negotiations – Nolan Braseth, Mindy Bakke, Laura Tweten
 - E. Meet & Confer – Bob Klemetson, Jennie Wibe-Bjerke, Laura Tweten
 - F. Technology/Vocational – Mindy Bakke, Donna Jacob, Kathy Evenson
 - G. Marketing/Co-Curricular – Jennie Wibe-Bjerke, Bob Klemetson, Kathy Evenson
 - H. Facilities/Finance/Personnel – Jenne Wibe-Bjerke, Nolan Braseth, Donna Jacob
 - I. Food Service/Wellness – Mindy Bakke, Kathy Evenson
 - J. MSHSL – Bob Klemetson
 - K. Worlds Best Workforce – Laura Tweten, Donna Jacob

- VIII. Dean of Students Report: Ted Critchley
 - A. Teacher Workshop
 - B. First Day & Week of School/Jostens & School Pictures
 - C. HS Discipline Referral Process

- IX. AD Report: Ryan Pahl

- X. Superintendent Report: Dustin Flaten
 - A. 2022-2023 MCA Results (DAC)
 - B. Enrollment Update (Enclosed)
 - C. High School Update with TAT, Title, 504 services, and shared staff
- XI. Approval of Agenda
- XII. Action Agenda:
 - 1. Recommendation to approve the transfer of \$28,520.22 from the Unreserved General Fund to the Community Education General Fund and \$49,426.31 from the Unreserved General Fund to School Readiness.
 - 2. Recommendation to approve the 2022-2023 Audit as presented by Eide Bailly.
 - 3. Recommendation to approve the 2023 payable 2024 proposed district levy at the maximum rate as determined by the Minnesota Department of Education, Division of School Finance with the Truth-In-Taxation meeting to be held on Wednesday, December 13th, 2023 at 6pm in the Board Room.
 - 4. Recommendation from the Negotiation Committee to approve the 2023-24 & 2024-25 Master Agreement with a 3% increase in salary the 1st year and a 3% increase the 2nd year. (Enclosure)
 - 5. Recommendation from the Negotiation Committee to approve the Non-Certified staff increases. (Enclosure)
 - 6. Resolution to grant Dustin Flaten as the loWa for the UH school district. (Enclosure)
 - 7. Recommendation to approve Dustin Flaten authority to enter into a Professional Service Agreement (PSA) with SiteLogic.
 - 8. Recommendation to approve Jeri Maxwell as a signer to the imprest checking account at Northwestern bank.
 - 9. Recommendation to approve the bid of \$12,300 from Garland for materials, cost to patch, install drains, and plumbing of a section of roof that needed.
 - 10. Recommendation to hire Mollie Carlson as our Library Media Arts Specialist for the 2023-24 school year.
 - 11. Recommendation to hire Dana Sturm as a part time kitchen employee for the 2023-24 school year.
- XIII. Upcoming Meetings and Special Events: Regular School Board Meeting on October 11th, 2023.
- XIV. Adjourn

Enrollment

	<u>August, 2023</u>	<u>September, 2023</u>
Kg	13	16
1	23	24
2	17	19
3	17	19
4	18	19
5	19	18
6	<u>25</u>	<u>25</u>
	132	140
7	27	29
8	26	28
9	24	25
10	17	17
11	21	22
12	<u>23</u>	<u>25</u>
	138	146
TOTALS	270	286

New Students:

Grade K – 4
Grade 1 – 2
Grade 2 – 4
Grade 3 – 2
Grade 4 – 1
Grade 5 – 1
Grade 6 – 1
Grade 7 – 3
Grade 8 – 2
Grade 9 – 2
Grade 11 – 1
Grade 12 – 2

Students Leaving:

Grade K – 1
Grade 1 – 1
Grade 2 – 2
Grade 5 – 2
Grade 6 – 1
Grade 7 – 1
Grade 9 – 1

Instructions for Districts and Schools: Copy the form below onto your district or school letterhead, complete the information requested in the six spaces shown, then scan and email the completed form to: useraccess.mde@state.mn.us.

Education Identity and Access Management Board Resolution

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local educational agency or organization (the superintendent or exec. director) is designated as the IOwA. The IOwA will grant the IOwA Proxy role(s).

Designation of the Identified Official with Authority for Education Identity and Access Management

Organization Name: Ulen-Hittordal School District

6-Digit or 9-Digit Organization Number (e.g. 1234-01 or 1234-01-000): 0914-01

Superintendent or Exec. Director Name: Dustin Flaten

Will act as the IOwA? Yes No

If no, identify below the individual who will act as the IOwA for your organization.

The Superintendent or Exec. Director recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (IOwA) for this organization:

Print Name: _____

Title: _____

Board Member Signature:

Name: _____

Date: _____

Once the EDIAM Board Resolution is completed, scan and email it to: useraccess.mde@state.mn.us

Negotiations – District Offer: **Complete**

1. Salary Increase
 - a. 3% on Salary Scale YR1
 - b. 3% on Salary Scale YR2
 - c. **Agreement reached.**
2. Health Insurance contributions
 - a. \$6,000 YR1
 - b. \$6,250 YR2
 - c. **Agreement reached.**
3. PTO/Professional Leave
 - a. **Agreement reached.**
 - i. Review updated language.
4. Health Reimbursement Account
 - a. **Tabled**
5. 403B Match
 - a. Increase \$100/yr
 - i. \$1,400 YR1
 - ii. \$1,500 YR2
 - b. **Agreement reached.**
6. Increase teacher hourly rate from \$23/hr
 - a. Increase to \$25/hr
 - b. **Agreement reached**
7. Musical Stipend
 - a. Director – 6%
 - b. Vocal Director – 4%
 - c. Set/Art – 2%
 - d. Choreographer - 3%
 - e. **Agreement reached.**
8. Master Schedule
 - a. District agrees to proposed changes, quarter system to semester system.
 - b. Modification to application document.
 - c. **Agreement reached.**
9. Extra-curricular rate
 - a. District proposes language modification to Master Contract, Article VII, Section 1.
 - b. "Extracurricular pay rate shall be based on appropriate Step at Lane 1 according to years of service in that extracurricular activity. At the beginning of the next contract year, those currently in their extracurricular role will have their pay rate frozen at their current lane. Changes to the salary schedule will still impact the dollar value for future increases. For purposes of attracting and retaining extracurricular leadership, relevant experience will be considered at the discretion of the Superintendent and/or the Activities Director."
 - c. See Memorandum of Understanding addressing common questions.
 - d. **Agreement reached.**

Ulen-Hitterdal ISD 914
 Classified Schedule 2023-2024

Negotiations-Step Plus \$.50 Increase-Bus Driver \$1.00 Increase									
			Cook/	Library/					
			Cook	Custodian	Admin	Night			
			Helper	Para-Instr	Secretary	Custodian		Bus Driver	
Yrs	A11	B22	B23	B24	Yrs				
0	14.68	16.17	16.66		0		25.50		
1	14.95	16.45	16.94		1		25.80		
2	15.23	16.74	17.22		2		26.10		
3	15.52	17.02	17.51		3		26.40		
4	15.81	17.31	17.81		4		26.70		
5	16.09	17.58	18.10				Sub Bus Driving-Step 1		
6	16.37	17.87	18.37				Shuttle & Extra-Curricular-		
7	16.66	18.16	18.66				\$22 per hour Drive Time/Wait Time		
8	16.95	18.45	18.95						

- Sick leave is based on the number of hours an employee works per fiscal year.
- An employee who works 2080 hours a year gets 80 hours of sick leave each year and can accumulate up to 360 hours of unused sick leave. If an employee works less than 2080 hours, their sick leave is prorated.
- An employee receives 2.5 personal leave days per year.
- Year round employees are the only employees who get vacation. 6 months through 5 years receive 10 days, 6 years through 10 years receive 15 days, 11 years through 15 years receive 20 days, and 16 years and over receive 25 days.
- If you work 8 hours per day, you receive \$6,000 towards our group health insurance if you choose to participate. If an employee works under 8 hours a day, the amount the district contributes is prorated.
- Employees who work 8 hours per day will receive \$1,400 per year matching funds to a TSA.
- Employees who exceed the maximum allowance of sick leave, on an annual basis, the district will pay into a 403B/Tax Sheltered Annuity, 1/3 of the unused annual sick leave allotment, so long as the employee opens a 403B/Tax Sheltered Annuity account.
- Longevity-\$250 for those employees with 10-14 years of service-\$350 for those employees with 15 years or more of service.

Ulen-Hitterdal ISD 914
 Classified Schedule 2024-2025

Negotiations-Step Plus \$.50 Increase-Bus Driver \$1.00 increase									
			Cook/ Library/ Admin	Night Custodian					
	Cook Helper	Custodian Para-Instr	Secretary	Custodian	Bus Driver				
Yrs	A11	B22	B23	B24	Yrs				
0	15.18	16.67	17.16		0	26.50			
1	15.45	16.95	17.44		1	26.80			
2	15.73	17.24	17.72		2	27.10			
3	16.02	17.52	18.01		3	27.40			
4	16.31	17.81	18.31	4	27.70				
5	16.59	18.08	18.60						
6	16.87	18.37	18.87						
7	17.16	18.66	19.16						
8	17.45	18.95	19.45	20.45					

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