

ULEN-HITTERDAL SCHOOL DISTRICT
 REGULAR SCHOOL BOARD MEETING
 MONDAY, JANUARY 8, 2023
 Following the Reorganizational Meeting at 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			
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

- IV. Good News: Ted Critchley
 - A. Holiday Concerts
 - B. Celebration of Success

- 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 – 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
 - G. Marketing/Co-Curricular – Jennie Wibe-Bjerke, Bob Klemetson
 - H. Facilities/Finance/Personnel – Jenne Wibe-Bjerke, Nolan Braseth, Donna Jacob
 - I. Food Service/Wellness – Mindy Bakke
 - J. MSHSL – Bob Klemetson
 - K. World’s Best Workforce – Laura Tweten, Donna Jacob

- VIII. Dean of Students Report: Ted Critchley
 - A. Student Handbook; Attendance Policy
 - B. End of Semester

- C. Schoolwide Spelling Bee
- D. Children's Dental

IX. AD Report:

- A. Triple 'A' Winners- Aidan Flaten and Annabelle Begg
- B. Winter Sports Updates

X. Superintendent Report: Dustin Flaten

- A. Enrollment Update (Enclosure)
- B. Review of the 23-24 School Calendar in prep of the 24-25 Calendar. (Enclosure)
- C. Roofing Updates/Timelines

XI. Approval of Agenda

XII. Action Agenda:

1. Recommendation to approve the lane change of Rhonda Berger from MA to MA+10. (Enclosure)
2. Recommendation to approve the lane change of Tamara Brooks from MA to MA+10. (Enclosure)
3. Recommendation to approve the resolution directing the administration to make recommendations in programs and positions for reductions and or increases for the 2024-25 school year and reasons therefore is adopted as presented.
4. Recommendation to hire Griffin Maesse as an elementary teacher for the remainder of the 23-24 school year.
5. Resolution to appoint Troy Amundson to fill the school board vacancy. (Enclosure)
6. Recommendation to adopt the updated attendance policy as presented by Ted Critchley. (Enclosure)

XIII. Upcoming Meetings and Special Events: MSBA Leadership Conference January 11th & 12th, 2024. Regular School Board Meeting to be held on Wednesday, February 14th.

XIV. Adjourn

Enrollment

	<u>September, 2023</u>	<u>January, 2024</u>
Kg	16	15
1	24	24
2	19	19
3	19	19
4	19	20
5	18	20
6	<u>25</u>	<u>26</u>
	140	143
7	29	30
8	28	28
9	25	25
10	17	16
11	22	22
12	<u>25</u>	<u>25</u>
	146	146
TOTALS	286	289

New Students:

Grade 2 – 1
Grade 4 – 1
Grade 5 – 2
Grade 6 – 1
Grade 7 – 1
Grade 8 – 1

Students Leaving:

Grade K – 1
Grade 2 – 1
Grade 8 – 1
Grade 10 – 1

ULEN-HITTERDAL | 2023-2024 CALENDAR

Contract Days – 180
 Student Contact Days – 171
 PTC/Open House – 1.5
 In-Service/Workshop – 7.5
 Holidays/Vacation
 End of Quarter
 P.T.C.'s – Early Dismissals

JANUARY '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

1 Holiday Break
 2 Holiday Break
 12 End of 2nd Quarter
 29 Host band/choir ensemble (No School)/Workshop

Student Days = 20
 Staff Days = 21

AUGUST '23						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

28-31 Teacher Workshop
 30 Open house
 31 Half day of workshop

Staff Days = 4

FEBRUARY '24						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

16 Early Dismissal 12:30 P.T.C.
 19 Presidents' Day – No School

Student Days = 20
 Staff Days = 20

SEPTEMBER '23						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

4 Labor Day
 5 1st Day of School

Student Days = 19
 Staff Days = 19

MARCH '24						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

15 End of Quarter 3
 21 Early Dismissal: 12:30, PTC from 12:30-8pm
 22 Teacher Workshop – No Students
 29 Good Friday No School

Student Days = 19
 Staff Days = 20.5

OCTOBER '23						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

18 Early Dismissal 12:30pm P.T.C.
 19-20 MEA Break NO SCHOOL

Student Days = 20
 Staff Days = 20

APRIL '24						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

1 Easter Monday No School
 26 Early Dismissal – 12:30pm P.T.C.

Student Days = 21
 Staff Days = 21

NOVEMBER '23						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

3 End of Quarter 1
 9 Early Dismissal 12:30pm
 PTC – 12:30 – 8:00pm
 10 Teacher Workshop – NO School for students
 23 Thanksgiving Day
 24 No School

Student Days = 19
 Staff Days = 20.5

MAY '24						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

23 Last day of classes, End of 4th Quarter
 24 Graduation at 6:00 pm
 No School for students, Teacher Workshop

Student Days = 17
 Staff Days = 18

DECEMBER '23						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

13 Early Dismissal 12:30 P.T.C.
 22 Early Dismissal 12:30 P.T.C.
 25-29 Holiday Break

Student Days = 16
 Staff Days = 14

REQUEST FOR LANE CHANGE

(Please list all courses and attach transcript)

Staff Member: Rhonda Berger

Employee Number: 1394

Present Lane: MA

Present Step: 8

Lane Requested: MA+10

Date Supt. Approval	Course Title	Course Number	# Quarter Hours Semester	Letter Grade	Grad	Under Grad	OFFICIAL NOTICE OF COMPLETION Grade Sheet
	Teaching Topics Grades 6-12	MATH512	3	A-	X Spring 2017		
	Probability + Stats for Teachers	MATH 634	4	A	X Summer 2017		
	Tools + Technology Secondary Math	MATH 515	2	A+	X Fall 2017		
	Abstract Algebra + Galois Theory	MATH 676	3	A+	Spring 2023		
	Math Problem Solving	MATH 626	3	A	Fall 2023		

Effective Date: Individual teaching contracts will be modified to reflect qualified lane changes twice every year, once on September 15 and once on January 15, providing a transcript of qualified credits is submitted to this Superintendent's office no later than 15 days prior to the dates specified.

I certify that the above information is accurate to the best of my knowledge and belief.

Rhonda Berger

Signature

12-20-2023

Date

Date received by Superintendent: 12-22-23

Date of Superintendent recommendation to Board: 1-8-24

[Signature]

Superintendent Signature

REQUEST FOR LANE CHANGE

(Please list all courses and attach transcript)

Staff Member: Tamara Brooks

Employee Number: 1370

Present Lane: MA

Present Step: 14

Lane Requested: MA +10

Date Supt. Approval	Course Title	Course Number	# Quarter Hours	Letter Grade	Grad	Under Grad	OFFICIAL NOTICE OF COMPLETION Grade Sheet
5/1/08 @LPA	SEED	LPA internal credit	2	P	✓		
Summer 2001	AP Calculus Institute	ESE 595	2	A	✓		
6/10/02 @LPA	Images	LPA internal credit	1	P	✓		
6/17/03 @LPA	Digital Image Power Point	LPA internal credit	1	P	✓		
June 2003	Visualizing Change	LPA internal credit	1	P	✓		
Summer 2007	Instructional Strategies	CTED 704	3	A	✓		
7-6-23	Math Fluency	OL5222	3 semester	A	✓		

Effective Date: Individual teaching contracts will be modified to reflect qualified lane changes twice every year, once on September 15 and once on January 15, providing a transcript of qualified credits is submitted to this Superintendent's office no later than 15 days prior to the dates specified.

I certify that the above information is accurate to the best of my knowledge and belief.

Tamara Brooks

12-22-23

Signature

Date

Date received by Superintendent: 12-22-23

Date of Superintendent recommendation to Board: 1-8-24

D. Shih

Superintendent Signature

RESOLUTION

FILLING SCHOOL BOARD VACANCY BY APPOINTMENT

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

*Pick one of the following three WHEREAS Clauses as it applies.

*WHEREAS, the vacancy occurred more than ninety (90) days prior to the first Tuesday after the first Monday in November in the year the vacancy occurred and prior to the fourth year of the vacant term;

*WHEREAS, the vacancy occurred less than ninety (90) days prior to the first Tuesday after the first Monday in November in the first or second year of the vacant term;

*WHEREAS, the vacancy occurred less than ninety (90) days prior to the first Tuesday after the first Monday in November of the third year of the vacant term or on any date during the fourth year of the vacant term;

NOW THEREFORE BE IT RESOLVED by the School Board of Independent School District No.

, State of Minnesota, as follows:

*Pick one of the following two paragraphs as it applies and respective to the choice above. The first paragraph should be selected for the first two WHEREAS Clauses above. The second paragraph shall be selected for the third WHEREAS Clause above.

Pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b, (name)_____ is hereby appointed to fill the vacancy and to serve until a successor is elected and qualified. The appointment shall be effective thirty (30) days after the adoption of this resolution unless a valid petition to reject the appointee is filed with the school district clerk pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b(b) within that thirty (30) day time period.

Pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b, (name)_____ i s hereby appointed to fill the vacancy and to serve the remainder of the unexpired term and until a successor is elected and qualified. The appointment shall be effective thirty (30) days after the adoption of this resolution unless a valid petition to reject the appointee is filed with the school district clerk pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b(b) within that thirty (30) day time period.

DAYS LIMITATION: Paragraph 2 of the 2023-2024 School Handbook

The student will have the right to appeal the loss of credit and request that the credit be reinstated. This appeal shall be made to an appeals committee consisting of a member of the high school administration, the school counselor, and up to three (3) teachers. The request for an appeal must be made in writing, within three (3) school days following notification of the loss of credit. During the appeal process, and until a decision is made, the student shall be able to attend the class as an audit unless he/she interferes with the educational process within that class, in which case the student will be placed in study hall. The committee reserves the right to require stipulations on all approved appeal applications. Parents will first be notified at seven (7) absences and then again at twelve (12) absences with a registered letter. After the FIFTEEN (15) absences, a letter will be sent indicating that credit may be denied in the class and that the student has the right to appeal. In the case of “standing appointments,” accommodations will be addressed on a case by case basis.

*changed from “will be denied” to “may be denied”