

**Board Meeting Minutes**  
**April 17, 2023**

The Board of Education of Independent School District No. 299, Caledonia, Minnesota, met in a regular school board meeting in the elementary building room #162. The meeting was called to order by Chair Mike Peterson at 6:00 p.m. The Pledge of Allegiance was said. The school board members present were Derek Adamson, Tim Gunn, Leigh King, Melissa Marschall, Mike Peterson, Daniel Small, Spencer Yohe and student school board member Emma Stemper. Also present were Craig Ihrke, Susan Link, Nathan Boler, Karen Schiltz, Gretchen Juan, Kaitlin Longhauser, Rachel Stock, Kari Neuman, Brent Schroeder, Sue Howe, Chuck Schulte, Robbie Sobczak, Don and Margie Ferring, Polly Heberlein, Jean Kinneberg, Katherine Meyers, Carin Myhre, Brent Knutson, Paige Carmack, Kimber Frank, John Wahlstrom, Noah Stigler, and Charlese Walk.

**ADOPTION OF AGENDA**

Moved by Spencer Yohe, seconded by Derek Adamson to approve the agenda as presented. Motion carried by a unanimous vote.

**WARRIOR PRIDE**

The following resolution was moved by Mike Peterson, seconded by Leigh King,

*Resolution Accepting Donations*

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: “The board may receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any citizen, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Independent School District No. 299, gratefully accepts the following donations as identified below:

Donor	Item	Designated Purpose (if any)
Caledonia Lions	Monetary Donation	Bus transportation for the Eagle Bluff Trip for students
Michael Otomo, Country Financial	Monetary Donation	Business Professionals of America Program

Motion carried by a unanimous vote. Whereupon, said Resolution was declared duly adopted.

## **BOARD SHOWCASE**

### *Sprague Woods School Forest Presentation*

High school students shared with the board a Sprague Woods presentation and updated them on what has been happening with this project, how students have been involved in the project thus far, and asking the board to approve the Joint Powers Agreement between the City of Caledonia and Independent School District #299.

Moved by Spencer Yohe, seconded by Derek Adamson to approve the Joint Powers Agreement Between the City of Caledonia and Independent School District #299 as presented for the Sprague Woods School Forest. Motion carried by a unanimous vote.

### *Elementary and Middle/High School Counseling Department*

Sue Howe, Elementary Counselor, and Brent Schroeder, Middle/High School Counselor, updated the board on what they do to foster mental health and relationship wellness in our students.

## **STUDENT SCHOOL BOARD MEMBER REPORT**

Student school board representative Emma Stemper updated the board on various activities that have been happening in the middle/high school building along with co-curricular and curricular activities.

## **PUBLIC COMMENT**

Mr. Chuck Schulte addressed the board regarding district debt, signage, and educational outcomes.

## **CONSENT AGENDA**

Moved by Daniel Small, seconded by Mike Peterson to approve the following consent agenda items:

- Approval of March 20, 2023, regular school board meeting minutes
- Approve the electronic transfers and bills due and payable amounting to \$665,376.05 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$300,000.00.
- To rescind the action taken at the January 9, 2023, organizational board meeting naming the Caledonia Argus as the official newspaper and approve naming the Fillmore County Journal as the official newspaper for our school district effective immediately.
- Accept the resignation/retirement of Colette Bruening as an early childhood special education teacher effective at the end of the 2022-2023 school year with thanks for her forty years of service and dedication to our school district.
- Accept the resignation of Amanda Brown as a special educational paraprofessional effective April 6, 2023, with thanks for her past seven months of service to the school district.
- Ratify the hiring of Tracy Schmitz as a crossing guard on highway 44/76 at \$13.73 per hour.
- Ratify the hiring of Connie Strinmoen as a special educational assistant beginning April 17, 2023, at II/8 at \$16.51 per hour.
- Ratify the hiring of Tammy Heaney as a CAPS care teacher substitute during the summer months at III/13 at \$18.77 per hour.

- Ratify the hiring of Daniel Winkler as a full-time MSHS science teacher beginning the 2023-2024 school year at BA/11 years at \$57,780 (this is based on the 2021-2023 teacher master agreement salary).
- Approval of the Resolution Between Education Minnesota Caledonia Educational Support Professionals Local #7345 and Independent School District No. 299 Regarding a Request for Job Share in Particular for the Media Para Position for the 2023-2024 school year.

Motion carried by a unanimous vote.

## **ACTION ITEMS**

### *Discussion/Action Regarding the K-12 Dean of Students Position or the Assistant Principal Position for the 2023-2024 School Year*

It was the consensus of the board that this item be tabled until the regular school board meeting on May 15, 2023.

## **ADMINISTRATIVE REPORTS**

Mrs. Link informed the board that kindergarten round-up had a great turnout with many parents and eager future kindergarteners taking tours of our school and learning about all that our school has to offer. At this time, we have 45 kindergarten students who will be attending next year. Teachers have collaborated to make E Learning/Flexible Learning Days more manageable for parents by creating a uniform outline for grades 1 through 5. The format will be similar, and the lessons will be appropriate for each grade level. Teachers will explain it to the parents of students in grades K-5 at the first parent teacher conferences next year. We had our reward for the PACE calendar fundraiser. Thank you to the PACE parents for organizing it and for the parents and students who contributed to the effort. The students who participated enjoyed various tiers of prizes, rootbeer floats and a second recess. We have started with our MCA testing. Our students have been focused on doing well, and we wish them continued success as they take more assessments throughout the upcoming weeks. Bus driver appreciation will be on April 25th. Students have made cards in art class for the bus drivers. PACE will be providing treats that will be given to the drivers. Much positive feedback has been received for the Top 20 training on March 28th and 29th. Some of our teachers have already incorporated it into their classes. We are looking at purchasing the curriculum. We plan to incorporate the curriculum into Ms. Howe's guidance lessons next year as well as supporting the topics in our classroom management plans. The current 3<sup>rd</sup> and 4<sup>th</sup> graders will be designing the T-shirts in Mrs. Kruse's art class for grades PK-5 next year. Student Council members chose the theme which ties into the Top 20 training of being the best version of yourself. The theme is "BEach your best self. Our safety patrol reward day will be on May 5th weather permitting at Beaver State Park and back-up day will be May 22nd. Thank you to Sue Howe for arranging this and PACE for providing the funding. We are currently organizing our Summer Success program for the last two weeks in June. There will be sessions from 8:00 – 10:00 a.m., and from 10:00 a.m. until 12:00 p.m., Monday through Friday. Parents can choose the session that works best with other summer activities. Registration is underway. Meetings attended: Caledonia Administration meetings, HVED intervention meetings, Student Council Advisor meetings, Restrictive Procedures, Crisis committee meeting, Admin Meetings, CAE Student Support team meetings, Curriculum Committee Meeting, PACE meetings, Special Ed IEP's, Evaluations, Interventions, Responses to calls, and HVED related meetings and correspondence.

Mr. Boler informed the board that April was another busy month as we work to wrap up the 2022-2023 school year while planning ahead to the 2023-2024 school year. The 2023-2024 master schedule and student registration continue. Some changes will need to be made to the schedule based on staff hirings and based on student registration numbers. Interviews were held for a paraprofessional position that has been added based on student needs. Connie Strinmoen will be starting the week of April 17th. The Art Club held its first meeting at the end of March. There is great interest in the starting of this club. The MS/HS held a tornado drill on March 31<sup>st</sup> and a fire drill on April 13<sup>th</sup>. Final drills will be held to make sure all state requirements are met. On April 3rd, John Wahlstrom and I attended a Student Handbook workshop in Mankato. This was a very educational workshop. He plans to do a deep dive into the MS/HS Handbook in June. Juniors (optional) took the ACT on April 4th. Sixth grade orientation took place on April 6th. He thanked Brent Schroeder for taking the lead on this. Interviews were held for both Special Education and Science positions. The science position has been filled at the time of this report. At this time, he is still working on the Special Education position. Mr. Ihrke and he met with students in grades 6-8 regarding the upcoming MCA tests and the importance of doing their best. He is continuing to work on staff evaluations. He has completed all tenured staff evaluations. He has a few non-tenured staff evaluations to complete. Spring activities are well underway. Activities were able to enjoy some nice weather prior to a final blast of winter. Good luck to the members of BPA that are traveling to Nationals next week. Some of the meetings he has attended include but are not limited to: administration meetings, SE MN principal meetings, IEP meetings, Facilities Committee Meeting, Technology Committee, Caledonia Monthly Sped meeting, and Q-Comp.

Mrs. Juan informed the board that we are still accepting registrations for the Hand in Hand Preschool and Early Childhood Family Education programs in the fall. Summer SAC registration has started. SAC staff have CPR/First Aid certification training on May 26<sup>th</sup>. Registration for the summer t-ball/peewee program started on April 11<sup>th</sup>. Youth firearm safety registration opened on April 12<sup>th</sup>. The next community education advisory council meeting will be held on May 16<sup>th</sup> at 6:30 p.m. in the MSHS media center. She updated the board regarding testing. We have hired two staff for summer help in the CAPS Care program to cover staff taking vacations and needing extra help during the summer months. The CAPS care infant room is full and there are currently six spots available in the toddler room.

Superintendent Ihrke updated the board regarding the Top 20 Training that was held for students. He continues to work on legislative items and wrapping up the end of the school year items.

Barb Meyer was absent but in her report to the board she informed them that she submitted the liability claim for van accident to insurance. The ESSER reporting has been submitted to MDE. She attended the facilities committee meeting. She submitted bad debt to Advantage Collections. She is working on the SFSP application, meal claims, LCTS reporting, and Perkins reimbursements. She has attended various other meetings with departments and continues to work on other business office duties (invoicing, claiming, billing, reconciling, etc.)

## **NEW BUSINESS ITEMS**

### **Graduation Ceremony Planning**

The high school graduation ceremony will be held on May 26<sup>th</sup> and Directors Derek Adamson, Leigh King, and Daniel Small will assist in handing out diplomas at the graduation ceremony.

### School Policies

The board reviewed the following policies:

- Superintendent Selection Policy #303
- Superintendent Contract, Duties, and Evaluation Policy #304
- Policy Implementation Policy #305
- Administrator Code of Ethics Policy #306
- Equal Employment Opportunity Policy #401
- Disability Nondiscrimination Policy #402
- Discipline, Suspension, and Dismissal of School District Employees Policy #403
- Employment Background Checks Policy #404
- Veteran's Preference Policy #405
- Public and Private Personnel Data Policy #406

### **BOARD MEMBER REPORTS**

Directors Adamson and Daniel Small updated the board regarding the Facilities Committee meeting. Director Peterson updated the board regarding the Strategic Planning process and survey. Director Yohe updated the board regarding HVED and informed the board that the annual District #299 Foundation event will be held on Saturday, April 22<sup>nd</sup>. Director Marschall attended the Top 20 event and felt it was very informative. Director Small updated the board regarding teacher negotiations.

### **ADJOURNMENT**

Moved by Mike Peterson, seconded by Derek Adamson to adjourn the meeting at 8:52 p.m. Motion carried by a unanimous vote.

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Spencer Yohe, Clerk