

**Board Meeting Minutes
January 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, and Spencer Yohe and student school representatives Jack Babinski and Emma Stemper. Also present were Craig Ihrke, Gretchen Juan, Susan Link, Barb Meyer, Kaitlin Longhauser, and Rachel Stock. Absent was Nathan Boler.

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 Daniel Small, seconded by Leigh King to approve the following resolution:

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)
Merchants Bank	Monetary Donation	
Dale Vetsch	Monetary Donation	

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

BOARD SHOWCASE

Clifton, Larson, Allen, LLP Audit Report Presentation

Moved by Melissa Marschall, seconded by Spencer Yohe to accept the school audit report as presented by Clifton, Larson, Allen, LLP. Motion carried by a unanimous vote.

STUDENT SCHOOL BOARD MEMBER REPORT

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

CONSENT AGENDA

Moved by Mike Petersen, seconded by Melissa Marschall to approve the following consent agenda items:

- Approval of December 19, 2022, regular school board meeting minutes and the January 9, 2023, organizational school board meeting minutes.
- Approve the electronic transfers and bills due and payable amounting to \$620,548.85 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$750,000.00.
- Accept the resignation of Tria Meier as a special education paraprofessional effective January 3, 2023, with thanks for her four and half years of service and dedication to our school district.

Motion carried by a unanimous vote.

ACTION ITEMS

Review of the Required Safe Return to In-Person Learning Plan

The board reviewed the current Safe Return to In-Person Learning Plan in place. It was discussed that the current plan states that they need to be out of school for five days and then return with a mask for five days. The board requested that the superintendent update the plan stating that it will be recommended that they return wearing a mask for five days.

2023 Pay Equity Report

Moved by Daniel Smith, seconded by Tim Gunn to approve the 2023 Pay Equity Report as presented. Motion carried by a unanimous vote.

Memorandum of Understanding with Principal Union and ISD #299 and Superintendent of Schools with the Minnesota State Retirement System

Moved by Tim Gunn, seconded by Daniel Small to approve the Memorandum of Understanding between the principals' union of Caledonia Area Public Schools and ISD #299 shall allow the superintendent to join the principal group so as not to be an entity of one which is not allowable by Minnesota State Statute ss352.98 and as outlined in the Minnesota State Retirement System's Trust and Plan Documents. This agreement shall allow severance pay language to be added to the superintendent's contract to be consistent with the current language in the principal group, so as to be compliant with the "no individual choice" rule. Motion carried by a unanimous vote.

Memorandum of Understanding with the Nonbargaining Members and ISD #299 with the Minnesota State Retirement System

Moved by Mike Peterson, seconded by Derek Adamson to approve the Memorandum of Understanding between the non-bargaining members of Caledonia Area Public Schools and ISD #299 shall allow the non-bargaining members of this group to act as an entity so as not to be an entity of one, which is not allowable by Minnesota State Statute ss352.98 and as outlined in the Minnesota State Retirement System's Trust and Plan Documents. Motion carried by a unanimous vote.

ADMINISTRATIVE REPORTS

Mrs. Link informed the board that students and staff are excited to be back in school after our break. We have started our enrichment program for 3rd, 4th and 5th graders with Mrs. Myhre to enhance learning experiences through our book clubs. We will build on this learning as the year progresses. Top 20 Training was held January 16th. St. Mary's and St. John's staff also joined us. Top 20 Training. The training reinforced that having positive mental habits allow us to make a conscious choice to create a healthy and creative school culture. Report cards will be sent home with students on Thursday, January 19th. Thank you to everyone who helped to make first semester one of learning and fun. Our Warrior Way celebration for all students K-5 will be on Monday, January 30th. This is to honor all of our students who have worked hard in both academics and in following the Warrior Way. Spring Grove Movie Reward will be at the beginning of February. Club Choice funds will be used to provide this opportunity. Grades K, 1 and 2 will go together and 3, 4 and 5 will go as a group. PACE will be doing a calendar fundraiser in February. PACE parents will be visiting homeroom classrooms on February 15th to launch it. Connectedness: Some actions that the elementary is taking to keep our students connected and engaged: WIN Time, Student Council, displaying artwork in the hallway, pickleball, Word of the Week, Morning Mingle, soft landings, social skills, and leadership groups. She will continue to do teacher observations 2nd semester while adding more tenured teachers to my list. PLC's will be having our Interventionists and Data Coordinators visit each group to collaborate on data-driven decisions in math and reading. She will be giving a tour of our elementary building to the police and fire department on Monday night January 23rd, from 7:30-8:30 p.m. We will be hosting our Parent and Family Engagement open house on Thursday, February 2nd from 6-7 PM to partner with our parents to listen and to share about intervention strategies in the areas of math and reading. Refreshments will be served. Family Fun Night will be on Friday, February 3rd in the elementary gym from 6-8 PM. All family members are welcome to attend. Games, Music in Motion, and food will be provided. There is no cost. PACE will accept a free-will donation for treats, but it is not necessary. Our elementary book fair will be February 1-10 to coincide with our parent-teacher conference dates. Parents and students are encouraged to stop in and check it out. Our staff is in the process of updating their web pages to assure that we have the most current information available for anyone seeking information about our school. We continue to work on filling our para positions at the elementary school. We have received applications, which is promising. Meetings attended since our last board meeting include but are not limited to Administrative meetings, Teacher leadership meeting, Q Comp Committee, Staff Development Committee, Facilities Committee, Student Support Team, as well as evaluation results team meetings, and Special Education IEP's.

Mr. Boler was absent. Superintendent Ihrke informed the board that Term 2 and Semester 1 concluded on December 21st. All grades at Caledonia have been finalized but we are still waiting for final grades for PSEO and MNVA. Report cards will be sent home once all grades have been received. Middle School PBIS reward day was held on December 20th. This is a great opportunity to celebrate the positives of the school. On December 21st, he sat in on interviews for the HS custodial positions. On December 22nd, school leaders from Houston County met with Judge Sturino. This was a good opportunity for schools to connect with the county on how to better work together with issues that may arise. Winter break provided an opportunity for students and staff to recharge. He continues to receive positive feedback when the term and semester end at Winter Break. Winter Break provided an opportunity for me to catch up on some clerical work. We are also doing credit checks to ensure all seniors are on track for graduation. The middle school held their Spelling Bee on January 4th. The MS and HS will be meeting to review our ALICE procedures in the month of January. More drills will be conducted during semester 2. He is continuing to plan for the 2023-2024 school year. This process has been slowed due to staffing turn over at MN College Southeast. I need to work out more details before a schedule can be made. Spanish will be offering a trip to Costa Rica through Explorica Tours. This is scheduled for June 5th-13th. This is a third party trip planner, similar to that of the group going to

Washington DC. Some of the meetings he has attended include but are not limited to: administration meetings, SE MN principal meetings, IEP meetings, Caledonia Monthly Sped meeting, PBIS, staff development, technology committee meetings, & Q-Comp. The board requested to have someone from the travel company do a presentation to the board about the trip at a future meeting and also would like to know how many students are interested in going on the trip.

Mrs. Juan informed the board that she is starting to plan for fall registration and that registration will start on March 28th. They are changing the class offerings to coordinate better with the daycare. We will no longer be offering Surround Care next fall, as we will now be offering full day preschool classes and there is not a need for Surround Care any longer. The winter/spring catalog is being mailed out this week. The Community Ed committee meeting is scheduled for Wednesday, February 8th. She has finished submitting accommodations for MCA testing for this spring. Deadline for junior to sign up to take the ACT exam is Friday, February 10th. The test will be Tuesday, April 5th. She will be sending out communication about this to junior and parents this week. She updated the board regarding CAPS Care and that we are still working out some things with the new daycare but that things are really coming along. The infant room will be full starting in April. She is still looking to fill the toddler teacher position. She has found someone that is interested in teaching ECFE classes.

Superintendent Ihrke updated the board with regard to the MSBA Conference he attended and the Top 20 training that was held with staff this week.

Ms. Barb Meyer informed the board that the Report of Indebtedness has been submitted to the County. Bond payments are due and set up for payment February 1st. Quarterly Local Collaborative Time Study submitted. Working on 1099s. Working on the Pay Equity report with Craig and Karen. She is Working on Sales Tax. She has had various meetings with departments. Other business office duties (invoicing, claiming, billing, reconciling, etc.)

NEW BUSINESS ITEMS

Strategic Plan and Mission, Beliefs, Vision (Core Values Statement)

The board reviewed the current strategic plan in place and reviewed the information presented by Chair Peterson. It was decided that a school board retreat should be scheduled to work on updating the current strategic plan.

School Policies

The board reviewed the following policies:

- Legal Status of the School District Policy 101
- Name of the School District Policy #101.1
- Equal Educational Opportunity Policy 102
- Complaints – Students, Employees, Parents and Other Persons Policy #103
- School District Mission Statement Policy #104
- Legal Status of the School Board Policy #201
- School Board Officers Policy #202

BOARD MEMBER REPORTS

Directors Marschall and Yohe updated the board regarding the MSBA Conference they attended. It was recommended that all board members attend this next year. Director Gunn discussed the committee meetings he will be attending.

ADJOURNMENT

Moved by Mike Peterson, seconded by Daniel Small to adjourn the meeting at 8:18 p.m. Motion carried by a unanimous vote.

Spencer Yohe, Clerk