

**Board Meeting Minutes  
September 28, 2020**

The Board of Education of Independent School District No. 299, Caledonia, Minnesota, met in a regular school board meeting in the middle/high school auditorium with social distancing in mind for all visitors. The meeting was called to order by Chair Kelley McGraw at 6:00 p.m. The Pledge of Allegiance was said. The school board members present were Jared Barnes, Matt Blocker, Melissa Marschall, Kelley McGraw, Daniel Small, Wendy Woyczik, Spencer Yohe and student school board members Emma Ideker and Sam Privet. Also present were Superintendent Craig Ihrke, Nathan Boler, Susan Link, Barb Meyer, Karen Schiltz, Gretchen Linzmeier, and Jordan Gerard.

**ADOPTION OF AGENDA**

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

**WARRIOR PRIDE**

The following resolution was moved by Wendy Woyczik, seconded by Melissa Marschall to accept 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)
United Methodist Women	Monetary Donation	Purchase of elementary school supplies for students
Waterloo Ridge Lutheran Church	Donation of school supplies	School supplies for students

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

## **STUDENT SCHOOL BOARD MEMBER REPORT**

Student school board members informed the board that students are settling into a routine at school and that it feels good to be back in school. Volleyball and football started today. Today was the first day of hybrid learning for grades 7 through 12. Homecoming went really well and was enjoyed by the students.

## **CONSENT AGENDA**

Moved by Spencer Yohe, seconded by Daniel Small to approve the following consent agenda items:

- Approval of August 17, 2020, Regular School Board Minutes
- Approve the electronic transfers and bills due and payable amounting to \$1,414,222.91 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$1,700,000.00.
- Accept the resignation/retirement of Nikki Konkel as a special education paraprofessional effective August 1, 2020, with thanks for her four years of services to our school district in this position.
- Accept the resignation of Jackie Johnson as the head gymnastics coach effective immediately with thanks for her years of experience in this position with our school district.
- Accept the resignation of Helen Olson as the assistant gymnastics coach effective immediately with thanks for her years of experience in this position with our school district.
- Accept the resignation of Leslee Oakes as the Title and preschool teacher effective at the last day of employment on September 29, 2020, with thanks for her past year of service to our school district.
- Accept the resignation of Susan Link as the student council advisor effective immediately with thanks for her twenty-three years of service in this position with our school district.
- Ratify the contract of Matt Stemper as our full-time Facilities Director/Safety Director beginning September 28, 2020.
- Certify the maximum proposed levy limitation certification for taxes payable in 2021.
- Approve the Memorandum of Understanding between Caledonia Area Public Schools and Caledonia Education Association with regard to moving to an eight-period day for grades 6 through 12 for the 2020-2021 school year.

Motion carried by a unanimous vote.

## **ACTION ITEMS**

### **Hiring Freeze for Paraprofessionals**

Moved by Daniel Small, seconded by Melissa Marschall to proceed with caution when hiring new employees at our school district. Motion carried by a unanimous vote.

### **Revised School Crossing Guard Agreement Between the City of Caledonia and Independent School District No. 299**

Member Spencer Yohe introduced the following revised school crossing guard agreement between the City of Caledonia and Independent School District No. 299 and moved its adoption:

WHEREAS, Minnesota Statute 471.59 authorizes two or more governmental units to jointly or cooperatively exercise powers which they possess; and

WHEREAS, the City of Caledonia and Independent School District No. 299 have a mutual interest in ensuring, to the greatest extent possible, the safety of children as they cross STH 44/76 traveling to and from school; and

WHEREAS, the City of Caledonia and Independent School District No. 299 believe that the use of responsible, adult crossing guards will help to ensure the safety of children traveling across STH 44/76.

#### **NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:**

1. **Duties and Responsibilities of Independent School District No. 299.** Independent School District No. 299 will hire an adequate number of responsible adults to staff two crossing guard locations. Independent School District No. 299 shall, in its discretion, determine the qualifications and training of the guards. The guards hired pursuant to this Agreement shall be Independent School District employees and will be paid by Independent School District No. 299, subject to appropriate withholdings. The crossing guards shall be named as insureds on the school district's liability insurance coverage. All personnel issues regarding the crossing guards shall be handled by Independent School District No. 299. ISD #299 shall render periodic invoices to the City at intervals conforming to ISD #299's fiscal year. Invoices shall itemize total crossing guard hours actually worked per month during the period, rate per hour, total monthly wages, Social Security and Medicare, all extended to a Total Cost. If a morning or afternoon crossing guard works less than an hour during his/her shift, the crossing guard will be paid for at least one hour of work on days when school is in session.

2. **Duties and Responsibilities of the City of Caledonia.** The City agrees to pay 50% of wages for up to and including two crossing guards at current, hourly rates established by ISD #299, including employer's share of Social Security and Medicare within thirty (30) days of the invoice date. The City agrees to pay only those wages for hours spent by crossing guards actively staffing the two crossing guard locations referenced above.

3. **Hold Harmless/Indemnification.** The School District agrees to hold the City harmless for any damages or injuries to school district's employees or property. It agrees to defend and indemnify the City for any claims or causes of actions that result from the School District's actions under this agreement. The City will be named as an additional insured on the School District's liability policy for any actions under this Agreement.

4. **Modification of Agreement.** This agreement may only be modified by written consent of the parties.

5. **Governing Law.** This Agreement shall be governed by the laws of the State of Minnesota.

6. Term of Agreement. This Agreement shall take effect August 24, 2020, and shall terminate, unless renewed by mutual consent, on the last day of the 2020-2021 school year, including extensions for “make up” days.

7 No Contract. This Agreement is not intended to create or serve as a contract with any crossing guard hired by Independent School District No. 299.

The motion for the adoption of the foregoing resolution was duly seconded by Daniel Small. Those voting in favor: Melissa Marschall, Daniel Small, Wendy Woyczik, and Spencer Yohe. Those against: Jared Barnes, Matt Blocker, and Kelley McGraw. The agreement passed 4/7.

Fall Sport Coaching Contracts for the 2020-2021 School Year

Moved by Spencer Yohe, second by Daniel Small to approve the following fall sport coaching contracts for the 2020-2021 school year as follows:

➤ Football:

- Carl Fruechte, head coach at V/30 years
- Brent Schroeder, assistant coach at III/21 years
- Mitch Mullins, assistant coach at III/29 years
- Brad King, assistant coach at III/5 years
- Ryan Pitts, 9<sup>th</sup> grade coach at I/4 years
- Reese Wait, 8<sup>th</sup> grade coach at I/1 years
- Zach Hauser, 7<sup>th</sup> grade coach at I/0 years

➤ Volleyball:

- Scott Koepke, head coach at V/28 years
- Dan Reinhart, assistant coach at III/16 years
- Kari Rusert, junior high coach – 9<sup>th</sup> grade at I/4 years
- Tori Burmester junior high coach – 8<sup>th</sup> grade at I/8 years
- Emily Schroeder, junior high coach – 7<sup>th</sup> grade at I/3 years

The above contracts are approved contingent upon participation numbers in each of the activities and per the language in the Memorandum of Understanding for Compensation of Coaches and Co-Curricular Advisors during the 2020-2021 School Year. Motion carried by a unanimous vote.

Co-curricular Coaching Contracts for the 2020-2021 School Year

Moved by Wendy Woyczik, second by Daniel Small to approve the following co-curricular coaching contracts for the 2020-2021 school year as follows and to table the band and choir positions until the October regular school board meeting in order to evaluate the participation numbers in these two co-curricular activities.

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|--------------------------|------------------------------|
| ➤ School Musical         | Heidi Myhre at IV/6 years    |
| ➤ One Act Play           | Tricia Babinski at I/1 years |
| ➤ Jazz Band              | Dustin Moburg at VI/12 years |
| ➤ Marching & Pep Band    | Dustin Moburg IV/9 years     |
| ➤ National Honor Society | Stacey Meyer at I/3 years    |
| ➤ Yearbook Co-coach      | Stacey Meyer at VI/6 years   |
| ➤ Yearbook Co-coach      | Teresa Larson at VI/1 years  |
| ➤ FFA Advisor            | Richard Larson at VI/7 years |
| ➤ Jr. Class Advisor      | Jamie Ideker at V/4 years    |

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|---------------------------------------|---------------------------|
| ➤ Sr. Knowledge Bowl                  | Zoe Lamm at I/3 years     |
| ➤ Student Council Co-coach (1/4 time) | Susan Link at VI/23 years |
| ➤ Student Council Co-coach (3/4 time) | Teresa Larson VI/0 years  |
| ➤ Robotics Program                    | Mike Konkel at V/2 years  |

The above contracts are approved contingent upon participation numbers in each of the activities and per the language in the Memorandum of Understanding for Compensation of Coaches and Co-Curricular Advisors during the 2020-2021 School Year. Motion carried by a unanimous vote.

### **ADMINISTRATIVE REPORTS**

Mrs. Link informed the board that the start of the school year transitioned smoothly. Assessment days were filled with energy and excitement as well as the first five weeks that are now well underway. The entire staff has put forth a team effort to make the transition back to school a positive experience. Our parents also have been supportive in making sure that our children are rested and equipped to prepare them for the school start of school and for each school day. There are 19 students doing on-line, off-site learning due to COVID-19. Mrs. Kruse is the teacher of record for Grades K-2. She is collaborating with teachers to deliver that grade's curriculum. Mrs. Oakes was the teacher of record for grades 3-5 who are using Odysseyware. Since that time, Mrs. Oakes has accepted a position at another school, which has created a vacancy. We are waiting to fill her online position internally. Many parents and teachers have shared positive comments about the new configuration of drop off and delivery of students on Main Street. The parents of the bussing students also greatly appreciate that their children do not have to transfer busses when they get to the middle/high school. It is certainly a safer model. We are in the process of IReady math diagnostics with all of our elementary students. Our teachers will continue to receive additional training as how to interpret the diagnostics by the IReady math representatives in the upcoming weeks. We are also now piloting IReady reading which has similar characteristics to Iready math which follows a pathway of learning that coincides with the student's current learning level. We have transitioned to indoor lunches, because we are able to socially distance by dividing up our classes between the lunchroom and the music room. We have also been able to transition our students during media time to the media center. This has allowed them to select and check out books, while using protocols of safety. Mrs. Scanlan and Ms. Lindsey Meyer have completed Fastbridge testing with all of our students in grades K-5. This information will help us to gauge what areas we may need to reteach and in what areas we are strong.

Mr. Boler informed the board that the 2020-21 school year is off to a good start. Today was the first day of hybrid learning for grades 7 through 12 and things went well. There were some cognevity issues, which are being looked into. Overall, students and staff have done a great job following the new expectations put in place. The block schedule is going well. He is very thankful for the block schedule when contact tracing was required. It reduced the number of contacts, thus keeping more students in school. Edgenuity for our "Off-site" learners is going well. There are currently 31 students utilizing the "off-site" option. There was a learning curve as there is with any new program, but I believe we have worked out many of the kinks. We have been holding IEP meetings (when applicable) prior to a student starting Edgenuity. We continue to search for a paraprofessional to fill our current need. At present, he is in need of one full time special education paraprofessional and a media specialist. At present, our enrollment 6-12 is 461 full time students. This does not include any students who come for a partial day. Picture day was held on September 10th. This looked much different in an effort to keep everyone safe. Homecoming was held the week of September 14th-18th. Students enjoyed the dress up days. Coronation was held virtually. A big thanks to Sue Link and Teri Larson for their hard work. The tradition of students driving tractors to school on Friday also continued. He is working to get observations done early this year. He has two completed and many scheduled over the next month. He

has attended a number of meetings/webinars including but not limited to state-wide principal meetings, SE MN Principal/Superintendent meetings, NCAA meeting, crisis committee meetings, and transportation meetings.

Ms. Linzmeier informed the board Mrs. Oakes has resigned as our preschool teacher, and we have advertised her position. Mrs. Schwartzhoff is hoping to return full-time after her maternity leave starting October 5<sup>th</sup>. Early childhood screening is scheduled for November 13<sup>th</sup> and November 14<sup>th</sup>. SAC and Surround Care programs have been going really well. There are no community education classes happening at this time, and she is looking into some other options to start in January. The ACT test for this year's seniors is October 6<sup>th</sup> at the City Auditorium. All FastBridge testing is complete.

Superintendent Ihrke informed the board that the CARES COVID relief funds budget has been submitted. Several school districts are not going to make payments to the Minnesota State High School League until further explanation is received regarding the large increase in fees. He has requested someone from their organization to come visit our school district with regard to these fees but has not heard anything back from them. The first day of Hybrid went okay. Schmitz Bus Service reported that they were able to meet the 50% capacity requirement with a little juggling of routes. He thanked Lee Morem for his past three years of service to our school district and within those three years he has been able to save the district a lot of money during that time and has done a great job. He welcomed Matt Stemper to our school district and is confident that he will do a fantastic job going forward.

Mrs. Meyer continues to work on the following items: proposed levy, applications for the Summer Food Service Program extension, CRF, GEERS and ESSER paperwork, Title, CTE reporting, year-end work, reconciling accounts, school audit and other business office duties. She discussed the levy certification with the board. She has attended food service meetings, facility meetings, backpack program meetings, and finance committee meetings.

## **NEW BUSINESS ITEMS**

### **School Policies**

The school board held its first reading of the following policy with the adoption to be held at the regular school board meeting in October:

- Transgender Nondiscrimination Policy #545

The school board reviewed the following policies:

- The Pledge of Allegiance Policy #531
- Use of Peace Officers and Crisis Teams to Remove Students with IEP's from school Grounds Policy #532
- Wellness Policy #533
- Unpaid Meal Charges Policy #534
- Service Animals in Schools Policy #535
- Activities Communication Policy #536

- Participation in Attendance at Minnesota State High School League (MSHSL) State Tournaments and Competitions Policy #537
- Food Allergy Management Guidelines Policy #538
- Student Special Dietary Needs Policy #539
- Website Policy #540
- Website Accessibility Policy #541

### **BOARD MEMBER REPORTS**

Director Yohe updated the board regarding the Minnesota State High School League meeting. He stated that HVED had an OSHA inspection in their Kellogg office building. Director McGraw thanked Lee Morem for his service the past three years and all the things he did during his employment at our school district. He stated that if our school district will have to pay that increased amount to the MSHSL that we need to discuss this increase with the various booster organizations for possibly assisting our school district to help us cover this expenditure. He updated the board regarding the facilities committee meeting. Director Blocker informed the board support staff negotiations are settled and they are waiting for their union to ratify this contract so that it can be brought forth to the board to ratify at the October board meeting.

### **ADJOURNMENT**

Moved by Wendy Woyczik, seconded by Daniel Small to adjourn the meeting at 6:50 p.m.  
Motion carried by a unanimous vote.

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Spencer Yohe, Clerk