

Board Meeting Minutes
July 19, 2021

The Board of Education of Independent School District No. 299, Caledonia, Minnesota, met in a regular school board meeting in Room #106 of the elementary building. The meeting was called to order by Chair Matt Blocker at 6:00 p.m. The Pledge of Allegiance was said. The school board members present were Matt Blocker, Erin Hammell, Leigh King, Melissa Marschall, Daniel Small, Wendy Woyczik, and Spencer Yohe. Also present were Superintendent Craig Ihrke, Susan Link, Barb Meyer, Karen Schiltz, Gretchen Juan, Jordan Gerard, and Bruce Klaehn. Absent was Mr. Nathan Boler and student school board representative Emma Ideker.

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 Spencer Yohe, seconded by Daniel Small

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)
Eitzen Lions	Monetary Donation to purchase T-shirts for the T-ball and Peewee’s Program	T-ball and Peewee’s Program

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

CONSENT AGENDA

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

- Approval of June 21, 2021, regular school board meeting minutes and the July 10, 2021, school board retreat meeting minutes.
- Approve the electronic transfers and bills due and payable amounting to \$360,699.95 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$400,000.00.
- Accept the resignation of Reese Wait as the 8th grade football coach effective immediately with thanks for his services in this position.
- Accept the resignation of Heidi Myhre as the school musical advisor effective immediately with thanks for her services in this position.
- Accept the resignation of Ryan Bunting as the MSHS science teacher effective immediately with thanks for his past year of services to our school district.
- Accept the resignation of Victoria Plantz as the elementary lead cook effective immediately with thanks for her past four years of services to our school district.
- Ratify the hiring of Georgina Steele as a part-time special education paraprofessional at II/3 at \$13.63 per hour.
- Ratify the hiring of Meagan Sager as a full-time special education/behavioral specialist teacher beginning the 2021-2022 school year at BA/3 years at \$45,212.00 (this is based on the 2019-2021 teacher master agreement salary).
- Approve the maternity leave request from Samantha Steele Kruse to begin on August 16, 2021, through October 1, 2021.
- Approve the full-time teaching contract for Samantha Steele Kruse for the 2021-2022 school year as our elementary art/remedial teacher.
- Grant tenure to the following full-time, non-tenured probationary staff members: Jacob Hebeisen and Amanda Schulte.
- Approval of the 2021-2022 District Employee Handbook, the Elementary and the Middle/High Schools Student/Parent Handbooks, and the Coach's Handbook as presented.
- Approval of the Long Term Facility Maintenance Ten Year Revenue and Expenditure Plan as presented.

Motion carried by a unanimous vote.

ACTION ITEMS

Agreement between Hiawatha Valley Ed District and Independent School District No. 299 to Reimburse for Student Membership for ALC Learning for the 2021-2022 School Year (Targeted Services or Satellite) Programs

Moved by Spencer Yohe, seconded by Erin Hammel to approve the Agreement between Hiawatha Valley Ed District and Independent School District No. 299 to Reimburse for Student Membership for ALC Learning for the 2021-2022 School Year (Targeted Services or Satellite) Programs as presented. Motion carried by a unanimous vote.

2021-2022 Resolution for Membership in the Minnesota State High School League

Member Spencer Yohe introduced the following resolution and moved its adoption:

RESOLVED, that the Governing Board of School District No. 299, County of Houston, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the Caledonia Area Middle School/High School is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and, participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's Official Handbook, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by the Governing Board.

Signing the Resolution for Membership affirms that this Governing Board has viewed the WHY WE PLAY training video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared common language.

The above resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

The motion for the adoption of the foregoing resolution was duly seconded by Director Leigh King, and upon vote being taken thereon, the following board members voted in favor thereof: Matt Blocker, Erin Hammell, Leigh King, Melissa Marschall, Daniel Small, Wendy Woyczik, and Spence Yohe. The following voted against the same: None. Whereupon, the Board of Chairperson declared the resolution duly passed and adopted this 19th day of July, 2021, at a regular meeting of the School Board of Independent School District 299, Caledonia, Minnesota.

School Crossing Guard Agreement Between the City of Caledonia and ISD #299

Member Melissa Marschall introduced the following agreement and moved its adoption:

SCHOOL CROSSING GUARD AGREEMENT BETWEEN THE CITY OF CALEDONIA
AND INDEPENDENT SCHOOL DISTRICT NO. 299

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 23, 2021, and shall terminate, unless renewed by mutual consent, on the last day of the 2021-2022 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 adoption of the foregoing agreement was duly seconded by Member Erin Hammell and whereupon the agreement was duly passed.

Resolution for the Designation of Identified Official with Authority for the MDE External User Access Recertification System

Member Daniel Small introduced the following resolution and moved its adoption:

Designation of Identified Official with Authority for the MDE External User Access Recertification System

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user’s access to MDE secure systems for their local education agency (LEA). The Director recommends the Board authorize Craig Ihrke to act as the Identified Official with Authority (IOwA) and Karen Schiltz to act as the IOwA to add and remove names only for the Caledonia Public School District 0299-01.

The motion for the adoption of the foregoing resolution was duly seconded by Director Melissa Marschall, and upon vote being taken thereon, the following board members voted in favor thereof: Matt Blocker, Erin Hammell, Leigh King, Melissa Marschall, Daniel Small, Wendy Woyczik, and Spence Yohe. The following voted against the same: None. Whereupon, the Board of Chairperson declared the resolution duly passed and adopted this 19th day of July, 2021, at a regular meeting of the School Board of Independent School District 299, Caledonia, Minnesota.

Fall Sport Coaching Contracts for the 2021-2022 School Year

Moved by Spencer Yohe, seconded by Leigh King to ratify the following coaching contracts for the 2021-2022 school year contingent upon participation numbers in each of the sporting activities:

- Football:
 - Carl Fruechte, head coach at V/31
 - Brent Schroeder, assistant coach at III/22
 - Mitch Mullins, assistant coach at III/30
 - Brad King, assistant coach at III/6
 - Ryan Pitts, 9th grade coach at I/5
 - Zach Hauser, 8th grade coach at I/8
 - Jimmy Westland, 7th grade coach at I/0

- Girls' Soccer:
 - Chris Jandt, head coach at V/6
 - Vivian Seymour, assistant coach at III/2
- Boys' Soccer:
 - Craig Hahn, head coach at V/2
 - Jay Marschall, assistant coach at III/1
- Volleyball:
 - Scott Koepke, head coach at V/29
 - Dan Reinhart, assistant coach at III/17
 - Kari Rusert, junior high coach – 9th grade at I/5
 - Tori Burmester junior high coach – 8th grade at I/9
 - Emily Schroeder, junior high coach – 7th grade at I/4

Those voting in favor: Matt Blocker, Erin Hammell, Leigh King, Daniel Small, Wendy Woyczik, and Spence Yohe. Director Melissa Marschall abstained. Motion carried.

Co-Curricular Coaching Contracts for the 2021-2022 School Year

Moved by Melissa Marschall, seconded by Daniel Small to ratify the following co-curricular coaching contracts for the 2021-2022 school year contingent upon participation numbers in each of the activities:

- | | |
|--------------------------|----------------------------|
| • School Musical | Position open at this time |
| • One Act Play | Tricia Babinski at I/2 |
| • Band | Dustin Moburg at I/10 |
| • Jazz Band | Dustin Moburg at VI/13 |
| • Marching & Pep Band | Dustin Moburg IV/10 |
| • National Honor Society | Stacey Meyer at I/4 |
| • Yearbook Co-coach | Stacey Meyer at VI/7 |
| • Yearbook Co-coach | Teresa Larson at VI/2 |
| • FFA Advisor | Richard Larson at VI/8 |
| • Jr. Class Advisor | Position open at this time |
| • Sr. Knowledge Bowl | Zoe Lamm at I/4 |
| • Student Council | Teresa Larson at VI/1 |
| • Robotics Program | Mike Konkel at V/3 |

Motion carried by a unanimous vote.

ADMINISTRATIVE REPORTS

Mrs. Link informed the board that our new kindergarten teacher, Stephanie Fingerson, has already been acclimating herself to our school district and arranging her new classroom. All of our iPads will be capable of running IReady Reading and Math for the upcoming school year. Out of Field license have been sent to PELSB for Samantha Steele Kruse and Nancy Runnigen who will be her long term substitute during her maternity leave. Our elementary summer school program has gotten off to a great start with 71 students. It runs for two weeks from July 12th-23rd. Kindergarten Academy will begin next week and will run from July 26th-30th from 8 a.m. until 12 p.m. Much of the summer months have

been spent interviewing and trying to fill positions. We have several para positions that need to be filled, but we still have time.

In Mr. Boler's report, he informed the board that planning for the 2021-2022 school year is going strong as we work on summer projects to prepare for the upcoming school year--Summer Newsletter, Back to School Open House, Device Distribution Night, New Student Orientation, New Teacher Induction, & Back to School Inservice. Report cards, 2021-2022 schedules, and supply lists were mailed home to students/parents. This included all information from Summer School. At present, we have 11 new students enrolled for the school year and 9 students coming to 9th grade from the private schools in town. He is awaiting updates from MDE on Distance Learning Assurances. Although the name is misleading, this is permission to allow students to choose to attend school online via Edgenuity. He is continuing to explore options to start an ALP/ALC in Caledonia. For the upcoming school year, an ALP is not an option due to the timeline for approval. If an ALP is the route we ultimately would like to go, I need to start the process now for the 2022-2023 school year. At present, I am awaiting a response from HVED on the option of hosting a satellite ALC in Caledonia. The English Department met again in late June to discuss curriculum purchasing. More work will need to be done before any purchasing is done. Some of our capital purchases have arrived. We ordered a number of new Smart Boards and chairs. These are being installed in rooms so they are ready for the start of the school year. Supply ordering is underway. Thank you to Danielle Newman for her help this year. July will be a busy month for interviews. The MS/HS will be holding interviews for a HS Science Teacher, Secretary 1, and Personal Care Assistant/Paraprofessional. I met with both new teachers earlier in the month to help with the transition to Caledonia. We went through their rooms, gave them their keys, etc. Meetings attended over the past month, including but not limited to: Bluff County Collaborative (BCC), Activities Committee, PELSB summer updates, MN Mental Health Training Overview, & a Back to School Law Webinar.

Mrs. Juan informed the board that we were approved for our Pathways Scholarship for this school year and the next. Preschool open house is scheduled for Thursday, August 12th from 4 p.m. until 6 p.m. The 4K AM class is full, and the PM class has a few opening. The 3K classes are full. The morning Surround Care Session still has two openings for the fall but the afternoon session is currently full. There is no Prairie Fire Children's Theater this summer. She is starting to work on the Fall Community Ed catalog and would like to have this out by September. She is working on a rough draft of the testing calendar to have on the website by August 23rd.

Superintendent Ihrke informed the board that the Caledonia Lions are no longer able to provide the volunteers for taking tickets at all our athletic events. With their membership going down and with it being the same few people doing this they are simply getting burnt out and cannot find replacements. Our school district will be looking into other ways to get this done and very much appreciated the valuable service and all the years the Caledonia Lions has done for our school district in taking tickets at our athletic events!

Ms. Barb Meyer informed the board that she has attended meetings regarding activities/athletic budgets. She has met with the new EO Johnson representative, Jill Houglum. She is working with Dependable Solutions on ECF; MA billing information from School Projects; worked with Mr. Stemper and Mr. Ihrke on LTFM plan; working on the LCTS reporting; working with Ehlers on the resolution for renewing operating capital referendum; working on audit information; and other business office duties.

NEW BUSINESS ITEMS

School Board Candidate Filing Dates

The School Board candidate filing period for the General Election runs from Tuesday, July 27, 2021, through Tuesday, August 10, 2021. The Affidavit of Candidacy Forms can be filled out in the District Office. There is a \$2.00 filing fee.

Discussion and Possible Action for the Approval of the Activity Supply Budgets for the 2021-2022 School Year

The board discussed the current activity supply budget and the projected activity supply budget and if the budget can afford these increases.

Moved by Daniel Small, seconded by Leigh King to approve the activity supply budget as follows for the 2021-2022 school year.

Code	Description	2022 ADP org budget	2022 Proposed Budget
E 01-300-292-000-000-350	Equipment Conditioning Repair	3,700	4,700
E 01-300-292-302-000-430	Football New Helmets	2,000	3,000
E 01-300-292-000-000-430	Athletic Uniforms	5,000	7,000
E 01-300-294-302-000-401	Football Supplies	2,500	2,500
E 01-300-294-303-000-401	Wrestling Supplies	800	1,600
E 01-300-294-304-000-401	Boys Basketball Supplies	500	1,000
E 01-300-294-305-000-401	Baseball Supplies	500	1,000
E 01-300-294-306-000-401	Boys Track Supplies	500	1,000
E 01-300-294-307-000-401	Boys Golf Supplies	500	1,000
E 01-300-294-313-000-401	Boys Soccer Supplies	500	1,000
E 01-300-296-304-000-401	Girls Basketball Supplies	500	1,000
E 01-300-296-306-000-401	Girls Track Supplies	500	1,000
E 01-300-296-307-000-401	Girls Golf Supplies	500	1,000
E 01-300-296-308-000-401	Volleyball Supplies	500	1,000
E 01-300-296-309-000-401	Gymnastics Supplies	500	1,000
E 01-300-296-312-000-401	Softball Supplies	500	1,000
E 01-300-296-313-000-401	Girls Soccer Supplies	500	1,000
		<hr/>	<hr/>
		20,000	30,800
		<hr/>	<hr/>

Motion carried by a unanimous vote.

BOARD MEMBER REPORTS

Director Yohe updated the board regarding an HVED committee meeting. Director Small updated the board with regard to COVID and encouraged people to get their vaccination if they have not already done so. Director Blocker updated the board regarding the teacher negotiations committee meetings and the activities committee meeting.

SCHOOL BOARD RETREAT

Bruce Klaehn a retired superintendent and currently working with MSBA and the Southeast Service Cooperative as a Consultant attended the board meeting with a focus on Teamwork as it applies to a Board of Education.

ADJOURNMENT

Moved by Daniel Small, seconded by Melissa Marschall to adjourn the meeting at 8:37 p.m. Motion carried by a unanimous vote.

Spencer Yohe, Clerk