

Board Meeting Minutes
March 16, 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 media center. 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, and Spencer Yohe. Also present were Superintendent Craig Ihrke, Nathan Boler, Susan Link, Barb Meyer, Karen Schiltz, Gretchen Linzmeier, Lee Morem, and Jordan Gerard. Absent were student school board representatives Noah King and Sam Privet.

ADOPTION OF AGENDA

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

APPOINTMENT OF NEW SCHOOL BOARD MEMBERS AND ADMINISTERING OF OATH OF OFFICE

Moved by Melissa Marschall, seconded by Wendy Woyczik to appoint Daniel Small as the new school board member effective March 16, 2020, and administer the Oath of Office. Motion carried by a unanimous vote.

WARRIOR PRIDE

The following resolution was moved by Matt Blocker, seconded by Jared Barnes:

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)
Loveless-Eikens American Legion Post 191	Monetary Donation	School Patrol Program
Lions Club	Volunteering 149.50 hours to sell tickets during winter athletic events	

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

CONSENT AGENDA

Moved by Melissa Marschall, seconded by Daniel Small to approve the following consent agenda items:

- Approval of the February 18, 2020, regular school board meeting minutes
- Approval of the electronic transfers and bills due and payable amounting to \$505,243.99 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$500,000.00.
- Approve removing the School District Insurance of Preparatory and High School Standards Policy #617 per the recommendation of MSBA due to the repeal of the Profile of Learning, school districts no longer are required to comply with the procedures set forth in this policy.
- Accept the leave of absence request for Mrs. Susan Link for the 2020-2021 school year as the high school English teacher in order for her to fulfill the duties as interim elementary principal for our school district.
- *Resignations*
 - Accept the resignation/retirement of Amy Wild effective at the end of the 2019-2020 school year with thanks for her thirty-five years of service and dedication to our school district.
 - Accept the resignation/retirement of Cheryl Utecht effective at the end of the 2019-2020 school year with thanks for her twenty-three years of service and dedication to our school district.
 - Accept the resignation/retirement of Carol Nelson effective at the end of the 2019-2020 school year with thanks for her twenty-six years of service and dedication to our school district.
 - Accept the resignation of Carl Fruechte as the assistant girls' basketball coach effective at the end of the 2019-2020 school year with thanks for his thirty years of service in this position to our school district.
 - Accept the resignation of John Wahlstrom as the junior high wrestling co-coach effective at the end of the 2019-2020 school year with thanks for his three years of service in this position to our school district.
 - Accept the resignation of Connor McCormick as the junior high wrestling co-coach effective at the end of the 2019-2020 school year with thanks for his two years of service in this position to our school district.
- *New Hires*
 - Ratify the hiring of Randal Hallmark as a full-time facility technician at I/6 years at \$13.23 per hour beginning February 24, 2020.
 - Ratify the hiring of Nikki Konkel as a part-time special education para at II/4 years at \$13.47 per hour beginning March 2, 2020.

Motion carried by a unanimous vote.

ACTION ITEMS

2019-2020 Revised Budget

Moved by Spencer Yohe, seconded by Melissa Marschall to approve the revised 2019-2020 budget as presented. Motion carried by a unanimous vote.

Additional Junior High Baseball Coach for the 2019-2020 School Year

Moved by Spencer Yohe, seconded by Matt Blocker to approve the hiring of an additional junior high baseball coach for the 2019-2020 school year based on the increased numbers of students participating at this level if and when there is a baseball season this school year. Motion carried by a unanimous vote.

FTE Changes for the 2020-2021 School Year

Moved by Melissa Marschall, seconded by Wendy Woyczik to approve the following FTE changes for the 2020-2021 school year:

Middle/High School: Increase 1.0 FTE MSHS Social Studies Teacher

Motion carried by a unanimous vote.

Staffing

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

RESOLUTION DISCONTINUING AND REDUCING EDUCATIONAL PROGRAMS AND POSITIONS

WHEREAS, the School Board of Independent School District No. 299 adopted a resolution on December 16, 2019, directing the administration to make recommendations for reductions in programs and positions; and,

WHEREAS, said recommendations have been received and considered by the School Board;

BE IT RESOLVED, by the School Board of Independent School District No. 299, as follows:

That the following programs and positions or portions thereof, be discontinued:

1. Title

The motion for the adoption of the foregoing resolution was duly seconded by Member Daniel Small and upon vote being taken thereon, the following voted in favor thereof: Jared Barnes, Matt Blocker, Melissa Marschall, Kelley McGraw, Daniel Small, Wendy Woyczik, and Spencer Yohe. The following voted against: None. Whereupon said resolution was declared duly passed and adopted.

Termination and Nonrenewal of Probationary Teacher

Member Jared Barnes introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION AND NONRENEWAL OF THE TEACHING CONTRACT LESLEE OAKES, A PROBATIONARY TEACHER

WHEREAS, Leslee Oakes is a probationary teacher in Independent School District No. 299,

BE IT RESOLVED, by the School Board of Independent School District No. 299, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Leslee Oakes, a probationary teacher in Independent School District No. 299, is hereby terminated at the close of the current 2019-2020 school year.

BE IT FURTHER RESOLVED, that the written notice be served to said teacher regarding termination and non-renewal of her contract as provided by law, and that said notice shall be in substantially the following form:

**NOTICE OF TERMINATION
AND NON-RENEWAL**

March 16, 2020

Leslee Oakes
714 South Marshall Street
Caledonia, MN 55921

Dear Leslee,

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, March 16, 2020, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2019-2020 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subdivision 5.

You may officially request that the School Board give its reasons for the non-renewal of your teaching contract.

Yours very truly,

SCHOOL BOARD OF INDEPENDENT
SCHOOL DISTRICT NO. 299

Spencer Yohe
School Board Clerk

The motion for the adoption of the foregoing resolution was duly seconded by Member Melissa Marschall and upon vote being taken thereon, the following voted in favor thereof: Jared Barnes, Matt Blocker, Melissa Marschall, Kelley McGraw, Daniel Small, Wendy Woyczik, and Spencer Yohe. The following voted against: None. Whereupon said resolution was declared duly passed and adopted.

ADMINISTRATIVE REPORTS

Mrs. Link informed the board that Family Fun Night was well attended by both parents and students. Everyone had a great time. The Logger Dog came to kick off the March reading month. March is "I Love to Read" month. The Elementary Showcase was held on March 5th and thanked both the students and staff for all their hard work and success that goes into this event. Kindergarten roundup was held on March 9th, and there are approximately forty students that will be enrolling into kindergarten next fall.

Mr. Boler informed that he is continuing to work on the schedule for the 2020-2021 school year. The juniors took the preACT on March 10th. Snow Days was held the week of February 10th. February 17th through February 21st was National FFA week. MSHS conferences were held on February 20th. He attended the HVED Principal meeting in Winona. March 6th was Personalized PD day for teachers. He attended the MTSS Day (Multi-Tiered Systems of Support Day) with Nancy Smith on March 9th. He attended the Bluff County Collaborative meeting on March 10th. The high school will be hosting a blood drive on March 13th. He informed the board that a lot of MSHS events will be in limbo due to the COVID-19 disease, and that we will keep the community up to date.

Ms. Linzmeier informed the board regarding Hand in Hand Preschool and ECFE. She informed the board that Dr. Seuss' birthday party was very successful and about 40 children in attendance. Early childhood screening was held on March 12th and March 13th with approximately 26 children being screened. She is continuing to work on hiring more staff in the SAC program due to five students graduating this May. She continues to accept registrations for summer SAC and fall Surround Care programs. Testing has been postponed at this time due to the COVID-19 disease.

Superintendent Ihrke updated the board regarding the COVID-19 disease. A lot of school events and spring sports have been postponed and/or canceled at this time. They will continue to connect with staff, students and parents throughout this process. There will be many unanswered questions and our school district will work together to get through this to the best of our ability. He thanked Carol Nelson, Peggy Purcell, Amy Wild, and Chery Utecht for their many years of service to the school district, they will be missed by our school district and wished them the best in their retirement.

Mrs. Meyer informed the board she was busy finishing the revised budget. She met with IEA last week. She has been working on the meal claims, deposits, bank rec, and other business office duties.

Mr. Morem informed the board that phase one of the elementary boiler project has been completed and that phase two will be starting toward the end of March. The focus of his department will be to manage the COVID-19 disease in any way possible in our school district.

OLD BUSINESS ITEMS

Discussion regarding AV Consultant

Superintendent Ihrke discussed with the board hiring an AV (audiovisual) consultant to assist the school district. He stated this consultant will be guaranteed four hours per month and will not exceed twenty-four hours per month. He has been in contact with Rick Sundett who has agreed to work with our school district in this compacity.

NEW BUSINESS ITEMS

COVID-19 (Coronavirus) Update

Superintendent Ihrke updated the board regarding the COVID-19 (Coronavirus). Our school district will continue to inform staff, students, and parents as things are made known. He will be having daily phone conference calls with the commissioner as changes are happening daily at this time. He has met administratively with staff with regard to the foodservice providing meals to our students, union leaders to assist our school district in various areas, and hopes to have a plan in place in the next week. Students will be picking up their school items they may need for distant learning. Grades K-3 will work on planning for paper copies and how these items will be distributed to our parents and students. Maintenance staff will be doing deep cleaning in the buildings. Superintendent Ihrke stated that they are going to do the best we can during this time.

Chair McGraw thanked the incredible staff our school district has that is willing to step up to the plate during this time. He is truly impressed and grateful to everyone that is willing to assist the school district and our students and community at this time!

School Policies

The school board reviewed the following policies:

- School District Administration Policy #301
- Superintendent Policy #302
- Superintendent Selection Policy #303
- Superintendent Contract, Duties, and Evaluation Policy #304
- Policy Implementation #305
- Administer 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

BOARD MEMBER REPORTS

Director Yohe updated the board regarding the HVED meeting he attended. Director Blocker updated the board regarding the activities committee meeting. Director Marschall updated the board regarding the finance and curriculum committee meetings.

ADJOURNMENT

Moved by Melissa Marschall, seconded by Wendy Woyczik to adjourn the meeting at 7:09 p.m. Motion carried by a unanimous vote.

Spencer Yohe, Clerk