

Board Meeting Minutes
May 18, 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 and via interactive technology due to the COVID-19 disease. 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, Jordan Gerard, and Shelby McQuay from Ehlers.

ADOPTION OF AGENDA

Moved by Spencer Yohe, seconded by Daniel Small to approve the agenda as amended to include the approval of the 2020-2021 Lease Agreement between Independent School District No. 299 and Hiawatha Valley Education District. Motion carried by a unanimous vote.

WARRIOR PRIDE

The following resolution was moved by Jared Barnes, seconded by Spencer Yohe

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
Staggemeyer Stave Company, Jed Hammell	Donation of Mulch

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

BOARD SHOWCASE

Why We Play Presentation – Minnesota State High School League

The school board viewed the Why We Play training video as part of the renewal of the school district’s membership in the Minnesota State High School League.

STUDENT SCHOOL BOARD MEMBER REPORT

Student school board members were absent so no report given.

CONSENT AGENDA

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

- Approval of April 20, 2020, regular school board meeting minutes the April 27, 2020, special school board meeting minutes, and the April 29, 2020, special school board meeting minutes.
- Approval of the electronic transfers and bills due and payable amounting to \$521,083.38 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$800,000.00.
- Accept the resignation of Erin Hammell at the end of the 2019-2020 school year with thanks for her four years of service and dedication to our school district.
- Accept the resignation of Teri Gaustad effective June 2, 2020, with thanks for her four years of service and dedication to our school district.
- Authorize the bidding of bread, dairy and petroleum products for the 2020-2021 school year.
- Approve the 2020-2021 Lease Agreement between Independent School District No. 299 and Hiawatha Valley Education District (This agreement figures in a 2% increase from last year's agreement. Total Lease for 2019-2020 was \$52,090.32. Total Lease for 2020-2021 will be \$53,684.64. There is a slight increase in square footage from 2019-2020).

Motion carried by a unanimous vote.

ACTION ITEMS

Rescheduling June Board Meeting

Moved by Spencer Yohe, second by Wendy Woyczik to reschedule the regularly scheduled June board meeting to held on June 22, 2020, beginning at 6:00 p.m. Motion carried by a unanimous vote.

Resolution Providing for a Public Hearing to Consider Granting a Proposed Property Tax Abatement

Board Member Jared Barnes introduced the following Resolution and moved its adoption:

RESOLUTION PROVIDING FOR A PUBLIC HEARING TO CONSIDER GRANTING A PROPOSED PROPERTY TAX ABATEMENT

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

1. This Board hereby finds and determines that a public hearing shall be held, pursuant to Minnesota Statutes, Section 469.1813, Subdivision 5, to consider granting an abatement of certain

property taxes levied against net tax capacity imposed by Independent School District No. 299 (the “Proposed Property Tax Abatement”) for taxes payable in 2021 through 2026 on the following properties within the District boundaries:

Property ID Nos.

[Parcels shown on next page]

21.1316.000	21.0717.037	09.0168.000	02.0085.000
21.0722.000	09.0099.001	21.0936.001	03.0289.000
21.3002.000	15.0026.000	15.0105.000	09.0333.000
21.1148.002	21.0600.000	12.0226.000	03.0377.000
21.1148.012	03.0351.000	04.0074.000	03.0099.000
21.1164.004	21.1166.002	15.0122.000	04.0133.000
21.0602.000	02.0267.000	03.0180.000	12.0192.000
21.0241.000	09.0097.000	07.0012.000	03.0030.000
21.0722.001	09.0198.001	14.0275.000	03.0232.000
21.0909.000	03.0371.000	03.0079.001	
21.0598.001	14.0248.000	22.0009.000	
21.0717.036	12.0349.000	15.0278.000	
16.0072.000	21.1148.007	21.0563.000	
07.0288.000	09.0071.003	21.0590.001	
21.0149.001	07.0193.000	15.0279.000	
09.0315.001	03.0376.000	09.0012.000	
21.0946.000	02.0151.001	14.0141.002	
21.0717.034	09.0177.000	03.0004.000	
03.0259.002	03.0380.000	14.0255.001	
21.0573.000	09.0337.000	09.0303.000	
21.0589.000	16.0017.001	09.0339.001	
21.1148.017	03.0210.000	22.0151.000	
15.0036.000	03.0253.000	04.0101.000	
22.0173.001	09.0067.000	04.0035.000	
21.1317.000	15.0151.000	14.0249.000	
21.0926.000	09.0095.000	09.0195.000	
02.0269.000	21.0945.000	04.0332.000	
04.0358.000	04.0359.000	16.0128.000	
21.0784.000	20.0288.000	03.0024.000	
21.0149.000	02.0162.000	16.0364.000	
16.0196.001	09.0306.000	20.0316.000	
15.0145.000	21.1318.000	09.0001.000	
21.1148.001	21.1201.000	15.0023.000	
09.0351.001	12.0086.000	02.0105.003	
20.3000.000	02.0328.000	03.0139.000	
03.1000.000	03.0031.000	15.0285.000	
03.0314.000	20.0317.000	03.0473.000	
03.0248.000	04.0076.000	03.0033.000	
16.0314.000	14.0260.000	15.0032.001	
16.0392.000	21.1148.008	16.0031.002	
20.0270.000	15.0266.000	16.0378.000	
21.0588.000	21.0020.000	07.0216.000	
15.0406.000	16.0005.000	20.0311.000	
21.0028.000	04.0226.000	03.0202.000	
15.0015.000	04.0207.000	12.0189.000	
15.0035.000	09.0118.000	20.0331.000	
16.0192.000	03.0218.000	09.0054.000	

2. The purpose of granting the Proposed Property Tax Abatement is to provide funds to finance construction of and improvements to parking lots districtwide. The total estimated cost of the Proposed Property Tax Abatement by the District is \$1,358,565 over six (6) years, an amount estimated to be sufficient to pay the principal and interest charges on \$965,000 of bonds issued to finance the parking lot projects, and related financing costs.

3. The public hearing to consider the granting of the proposed tax abatement shall be held at 6:00 o'clock p.m., on June 22, 2020 by telephone or other electronic means as permitted by Minnesota Statutes, Section 13D.021 or any other law. The Board determines that an in-person meeting is not practical or prudent because of the current health pandemic or emergency declared under Minnesota Statutes, Chapter 12. The hearing shall be conducted so members of the public participating electronically can hear all discussion and testimony and all votes of the members of the body and can monitor the meeting electronically from a remote location. At least one member of the body shall be present at the regular meeting location unless the board chair or the Superintendent determines said attendance to be unfeasible due to the health pandemic or emergency declaration. All votes shall be counted by roll call so each member's vote can be identified and recorded.

The clerk is authorized and directed to cause notice of the hearing to be published in a newspaper of general circulation in the school district at least one time more than ten (10) days but less than thirty (30) days before the date of the hearing. The newspaper must be one of general interest and readership in the community and not one of limited subject matter. The newspaper must be published at least once per week. The Notice of Public Hearing shall be in substantially the form of the Notice attached hereto as EXHIBIT A and shall contain instructions as to how to connect with the hearing electronically or by telephone.

4. All who wish to be heard as to the Proposed Property Tax Abatement will be given an opportunity to express their views at the time of the public hearing or may file written comments with the Superintendent prior to the public hearing.

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EXHIBIT A

NOTICE OF PUBLIC HEARING TO CONSIDER GRANTING A PROPOSED PROPERTY TAX ABATEMENT

NOTICE IS HEREBY GIVEN that the School Board of Independent School District No. 299 (Caledonia Area Public Schools), Caledonia, Minnesota (the "District") will hold a public hearing on June 22, 2020, at approximately 6:00 o'clock p.m., by telephone or other electronic means, as permitted by Minnesota Statutes, Section 13D.021 or any other law to consider granting an abatement of certain property taxes levied against net tax capacity imposed by the District (the "Proposed Property Tax Abatement") for taxes payable in 2021 through 2026 on the following properties within the District boundaries:

Property ID Nos. on Following Page

21.1316.000	21.0717.037	09.0168.000	02.0085.000
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21.1164.004	21.1166.002	15.0122.000	04.0133.000
21.0602.000	02.0267.000	03.0180.000	12.0192.000
21.0241.000	09.0097.000	07.0012.000	03.0030.000
21.0722.001	09.0198.001	14.0275.000	03.0232.000
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15.0015.000	04.0207.000	12.0189.000	
15.0035.000	09.0118.000	20.0331.000	
16.0192.000	03.0218.000	09.0054.000	

The Board has determined that an in-person meeting is not practical or prudent because of the current health pandemic or emergency declared under Minnesota Statutes, Chapter 12. The hearing shall be conducted so members of the public participating electronically can hear all discussion and testimony and all votes of the members of the body and can monitor the meeting electronically from a remote location. At least one member of the body shall be present at the regular meeting location unless the Board Chair or the Superintendent determines said attendance to be unfeasible due to the health pandemic or emergency declaration. All votes shall be counted by roll call so each member's vote can be identified and recorded.

The Link for the Zoom abatement hearing is as follows:

<https://us04web.zoom.us/j/77979586798?pwd=NVZtYWszd1BJbWxnSFpaaVIJT05pZz09>

If you prefer to call in rather than access the meeting online, the call-in number is (855) 697-8535 (Toll Free) and the conference code is 70672#

The purpose of granting the Proposed Property Tax Abatement is to provide funds to finance construction of and improvements to parking lots districtwide. The total estimated amount of the Proposed Property Tax Abatement by the District is \$1,358,565 over six (6) years, an amount estimated to be sufficient to pay the principal and interest on \$965,000 of bonds issued to finance the parking lot projects, and related financing costs.

All who wish to be heard as to the Proposed Property Tax Abatement will be given an opportunity to express their views at the time of the public hearing or may file written comments with the Superintendent prior to the public hearing.

May 18, 2020

/s/ _____

Clerk
Independent School District No. 299
(Caledonia Area Public Schools)
Caledonia, Minnesota

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 the same: None. Whereupon said resolution was declared duly passed and adopted.

2020-2021 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 Wendy Woyczik, and upon vote being taken thereon, the following board members voted in favor thereof: Jared Barnes, Matt Blocker, Melissa Marschall, Kelley McGraw, Daniel Small, Wendy Woyczik, and Spencer Yohe. The following voted against the same: None. Whereupon, the Board of Chairperson declared the resolution duly passed and adopted this 18th day of May, 2020, at a regular meeting of the School Board of Independent School District 299, Caledonia, Minnesota.

ADMINISTRATIVE REPORTS

Mrs. Link informed the board that Distance Learning is going well. They have been able to make connections with all of our families. They have learned much in the process; however, everyone is ready for a break. They have continued to hold Zoom special education IEP meetings and provide services for all of our students' needs. Super excited about the lockers being painted and thanked everyone for making this goal a reality! She thanked Chuck Schulte for planting the tulip bulbs around our Caledonia Area Schools Elementary sign. The custodial staff and Cindy Becker have been making improvements to our elementary: painting entrance to the district office, painting the boiler room, moving all the hooks and shelves in the lockers. The paraprofessionals have been sprucing up our school with painting, cleaning, and organizing. We are so fortunate to have employees with this kind of

work ethic. On May 20th, teachers will be meeting with our team (school nurse, special education teachers, guidance counselor, speech therapist, behavior specialists) to determine class selection for next year. Sue Howe has started a Zoom group “Chat and Chill.” This group is a place for students to share with each other and have fun. The math teachers have been meeting to determine curriculum sources for the next school year. Our goal is to have continuity in scope and sequence by selecting the same resources. We have been meeting as a Title team to determine new ways to address the needs of our students, including enrichment opportunities. They continue to be filling out our Teacher/Parent contact forms to keep track of all of the contacts that we are making and provide feedback for our team approach.

Mr. Boler informed the board that Distance Learning is going well. He is extremely proud of our staff, students, and families. Everyone has done an AMAZING job adapting and overcoming the barriers COVID-19 has created. He has talked to many students who wish they could come back to school, and I know the staff feels the same. The 2020-2021 schedule has been finalized. Registration for 2020-2021 classes is complete. Angie and Nicole are in the process of creating student schedules. Our goal is to have them complete for student pick-up on June 1st during device/material return. Device and material returns will take place June 1st, 2nd, and 5th. A checklist is being created for students/parents. May 28th and 29th will be used to introduce students and teachers for the 2020-2021 school year. Our new hires have been invited to participate as well. “Drive-thru” cap and gown pick-up went smooth on April 16th. Brent Schroeder and Sue Howe have been holding “Parent Connect” meetings on Monday and Thursdays. Parents have provided positive feedback regarding these meetings. Interviews are scheduled for May 21st & 22nd for our middle school math position. The Senior Awards Ceremony will be taped and released on Tuesday, May 19th. The FFA Awards Ceremony will be released on May 22nd. Graduation will be held on June 5th at 6:00 p.m.. We are planning a “Drive-In” style graduation with a Senior Send-off to follow. Graduation practice will be held on June 3rd at 6:00 p.m. Details will be sent to students and parents in the coming days. The curriculum committee has been moving forward with plans to assess current curriculum resources so we can address any “holes” during our purchasing. One positive that has come from Distance Learning is the collaboration with local administrators. Communication is taking place on a daily basis. I am extremely thankful for the help and support of other local leaders.

Ms. Linzmeier informed the board she is still accepting preschool registrations. The four-year-old morning class is full, and the three-year-old Tuesday/Thursday class is full. She is anticipating more registrations as the new school year gets closer. She is planning on sending out a survey to current parents to get their feedback about distance learning. Based on the responses she receives from those surveys, she will create a plan for the fall if distance learning needs to continue. She is waiting for more guidance about summer before she can plan what SAC will look like. She has had a lot of interest in Surround Care for both morning and afternoon sessions in the fall. After she met with the city, and getting their support, she has decided to take over the T-ball/Peewee programs. She is receiving a lot of registrations everyday and is hoping that we will be able to actually hold the program this summer due to the COVID-19. T-ball/Peewee and gymnastics camp are scheduled to start June 15th and will be prepared to postpone if necessary. All the testing materials have been mailed back. She is waiting for guidance from Mr. Boler and the middle school teachers about NWEA testing, and if we want to renew the contract with them or solely use FastBridge.

Superintendent Ihrke informed the board that the lockers in the elementary school have had the shelves and hooks lowered where appropriate and they have been painted. They look great! He is extremely happy with the decision made to paint them and cannot wait to see the looks on students' faces when they are able to come back in person. The pond has been cleaned out and ready for

the parking lot project. They have had many discussions regarding graduation and think that they have arrived at what will be a very good ceremony that meets social distancing guidelines. Beginning last week, the school district went to servings two meals per week on Tuesdays and Thursdays.

Mrs. Meyer continues to work on the COVID-19 requirements, parking lot budget and items relating to this project, the Title budget revisions, the Gundersen athletic trainer contract, tech budgeting, food service items, copier machine meetings, nonpublic textbook items, MA billing of equipment, pandemic unemployment claims, the 2020-2021 budget and other office duties.

NEW BUSINESS ITEMS

School Policies

The school board reviewed the following policies:

- Drug and Alcohol Testing Policy #416

- Chemical Use and Abuse Police #417

- Drug-Free Workplace/Drug-Free School Policy #418

- Tobacco-Free Environment: Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices Policy #419

- Students and Employees with Sexuality Transmitted Infections and Disease and Certain Other Communicable Diseases and Infectious Conditions Policy #420

- Gifts to Employees and School Board Members Policy #421

- Policies Incorporated by Reference Policy #422

- Employee-Student Relationships Policy #423

- License Status Policy #424

- Staff Development Policy #425

- Nepotism in Employment Policy #426

- Workload Limits for Certain Special Education Teachers Policy #427

- Hiring Process Procedures Policy #428

BOARD MEMBER REPORTS

Director Yohe updated the board regarding the HVED meeting. Director Marschall updated the board regarding the curriculum committee meeting.

ADJOURNMENT

Moved by Wendy Woyczik, seconded by Daniel Small to adjourn the meeting at 6:44 p.m. Motion carried by a unanimous vote.