

**Board Meeting Minutes
March 18, 2019**

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, Emily McGonigle, Kelley McGraw, Wendy Woyczik, and Spencer Yohe. Also present were student school board representatives Isabel Allen and Noah King, Superintendent Craig Ihrke, Gina Meinertz, Mary Morem, Nancy Runningen, Barb Meyer, Karen Schiltz Sahnje McGonigle, Janelle Field Rohrer, and Brad Harguth.

ADOPTION OF AGENDA

Moved by Spencer Yohe, seconded by Wendy Woyczik to approve the agenda as amended to remove the resignation/retirement of Janelle Field Rohrer from the consent agenda. Motion carried by a unanimous vote.

WARRIOR PRIDE

Resolution Accepting Donations

The following resolution was moved by Spencer Yohe, seconded by Matt Blocker

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)
Ann Bauer	Cookie Cake	School Board Recognition Week

Those in favor: Jared Barnes, Matt Blocker, Melissa Marschall, Emily McGonigle, Kelley McGraw, Wendy Woyczik, and Spencer Yohe. Those opposed: None. Absent: None. Whereupon, said Resolution was declared duly adopted.

STUDENT SCHOOL BOARD MEMBER REPORT

Ms. Allen informed the board that the seniors attended a senior showcase day at SE Technical College, which was a good experience for students. Mr. King expressed his concern with regard to some of the class sizes in the high school. It was discussed that these classes, if possible, could use the middle/high school auditorium.

CONSENT AGENDA

Moved by Jared Barnes, seconded by Wendy Woyczik to approve the following consent agenda items:

- Approval of February 19, 2019, regular school board meeting minutes; February 26, 2019, retreat board meeting minutes, and March 4, 2019, retreat board meeting minutes.
- Approve the electronic transfers and bills due and payable amounting to \$1,043,299.34 including check numbers 64385 through 64513 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$900,000.00.
- Accept the resignation/retirement of Bradley Harguth effective June 30, 2019, with thanks for his fourteen years of service and dedication to our school district.
- Accept the resignation/retirement of Roger Knutson effective at the end of the 2018-2019 school year with thanks for his thirty-four years of service and dedication to our school district.
- Accept the resignation of Karissa Meyer as facilities technician effective March 5, 2019, with thanks for her six months of service and dedication to our school district.
- Accept the resignation of Mary Betz as elementary secretary effective March 28, 2019, with thanks for her six months of service and dedication to our school district.
- Accept the resignation of Kathryn Lamb as a special ed para effective March 8, 2019, with thanks for her eight years of service and dedication to our school district.
- Ratify the hiring of Jaymie Solum as a full-time facilities technician at I/5 years at \$12.84 per hour beginning March 25, 2019.

Motion carried by a unanimous vote.

Resignation/Retirement

Moved by Jared Barnes, seconded by Spencer Yohe to accept the resignation/retirement of Janelle Field Rohrer effective November 20, 2019, with thanks for her thirty years of service and dedication to our school district. Those voting in favor: Jared Barnes, Melissa Marschall, Emily McGonigle, Wendy Woyczik, and Spencer Yohe. Those opposed: Matt Blocker and Kelley McGraw. Motion carried 5/2.

ACTION ITEMS

2018-2019 Revised Budget

Moved by Melissa Marschall, seconded by Emily McGonigle to approve the revised 2018-2019 budget as presented.

	2018-19 Budgeted Revenues	2018-19 Revised Budgeted Revenues	(Increase) Decrease In Revenues	2018-19 Budgeted Expenditures	2018-19 Revised Budgeted Expenditures	(Increase) Decrease In Expenses	2018-19 Revised Fund Balance Inc/(Decrease)
General Fund	\$9,001,995	\$9,139,233	-\$137,238	\$9,136,248	\$9,035,519	\$100,729	\$103,714
Food Service	\$461,688	\$461,688	\$0	\$458,122	\$490,655	-\$32,533	-\$28,967
Community Services	\$357,998	\$355,783	\$2,215	\$339,986	\$360,547	-\$20,561	-\$4,764
Capital Projects Fund	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Debt Retirement	\$2,188,806	\$2,113,400	\$75,406	\$1,394,300	\$1,394,300	\$0	\$719,100
Scholarship Fund	\$13,495	\$13,495	\$0	\$13,495	\$13,495	\$0	\$0
Activity Fund	\$40,550	\$40,550	\$0	\$34,474	\$34,474	\$0	\$6,076
Total	\$12,064,532	\$12,124,149	-\$59,617	\$11,376,625	\$11,328,990	\$47,635	\$795,159

Motion carried by a unanimous vote.

Staffing

Member Emily McGonigle 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 17, 2018, 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. Non-public Title
2. 1.0 FTE Kindergarten Classroom Teacher

The motion for the adoption of the foregoing resolution was duly seconded by Member Jared Barnes. Upon vote being taken thereon, the following voted in favor thereof: Jared Barnes, Melissa Marschall, Emily McGonigle, Kelley McGraw, Wendy Woyczik, and Spencer Yohe. The following voted against: Matt Blocker. Whereupon said resolution was declared duly passed and adopted by a 6/1 vote.

Termination and Non-renewal 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
GENNA BOLLMAN, A PROBATIONARY TEACHER**

WHEREAS, Genna Bollman 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 Genna Bollman, a probationary teacher in Independent School District No. 299, is hereby terminated at the close of the current 2018-2019 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 18, 2019

Ms. Genna Bollman
700 South 4th Street
La Crescent, MN 55947

Dear Ms. Bollman,

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, March 18, 2019, 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 2018-2019 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 Emily McGonigle. Upon vote being taken thereon, the following voted in favor thereof: Jared Barnes, Melissa Marschall, Emily McGonigle, Kelley McGraw, Wendy Woyczik, and Spencer Yohe. The following voted against: Matt Blocker. Whereupon said resolution was declared duly passed and adopted by a 6/1 vote.

Termination and Non-renewal of Probationary Teacher

Member Emily McGonigle introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO THE TERMINATION
AND NONRENEWAL OF THE TEACHING CONTRACT
AMANDA SCHULTE, A PROBATIONARY TEACHER**

WHEREAS, Amanda Schulte 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 Amanda Schulte, a probationary teacher in Independent School District No. 299, is hereby terminated at the close of the current 2018-2019 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 18, 2019

Ms. Amanda Schulte
15999 Mustang Drive
Caledonia, MN 55921

Dear Ms. Schulte,

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, March 18, 2019, 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 2018-2019 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 Jared Barnes. Upon vote being taken thereon, the following voted in favor thereof: Jared Barnes, Melissa Marschall, Emily McGonigle, Kelley McGraw, Wendy Woyczik, and Spencer Yohe. The following voted against: Matt Blocker. Whereupon said resolution was declared duly passed and adopted by a 6/1 vote.

ADMINISTRATIVE REPORTS

Mrs. Meinertz informed the board that the students are participating in Read Across America with a variety of fun activities planned this month to go with this event. PACE has led the students into new reading challenges for the next two months. Students have the goal to reach base of a reading goal until they make a homerun, which earns them a ticket to a Logger game in May. Kindergarten Roundup was held on March 12th. She updated the board regarding Personalized Professional Development. She informed them that feedback was collected and have started planning for the personalized PD for next year at the Curriculum Committee meeting. A reflection activity will be held at the end of the year for people to share what they learned, created, or changed through this experience. They also decided to make a personalized PD website or folder to support and clarify this process even more for next year. She updated the board regarding Edvisions. They have created a leadership team who will represent our school. They started by having all staff and the older students take a HOPE survey, 26 letters survey, and teachers taking a student autonomy survey. The leadership team went on a site visit to two schools are on March 12th before meeting for a whole day reflection and goal setting on March 29th.

Mrs. Morem informed the board that senior day was held at SE Tech and students interviewed with local businesses and enjoyed team building. She congratulated winter athletic teams for their successful season. The musical Peter Pan was a great success, and the students were quite entertaining. She congratulated the students for receiving a superior and excellent rating in both choir and band for the large group music contest. Good luck to the Robotics Team who will be competing this week and weekend at the UNI Dome in Cedar Falls, Iowa. The 8th graders will be having an upcoming field trip to the Holocaust presentation. Staff will be wrapping up third quarter soon. Class registration is done, and they have a proposed schedule for the 2019-2020 school year. She informed the board that they are in need of additional staff.

Mrs. Runnigen informed the board that they are taking registrations for Winter/Spring 2019 classes and trips. The Annual Houston County Garden Workshop, Thyme to Garden...Again, a partnership with Community Education and the Houston County Master Gardeners will be on Saturday, March 30th. Youth Firearm Safety Classes will begin on Thursday, March 28th. Hand in Hand Preschool registration is on Tuesday, March 19th. The four year old pre-school class will be attending *The Cat in The Hat* on Wednesday, April 3rd at UW-La Crosse. This field trip was funded through a grant from the ISD 299 Foundation. All volunteers have been required to sign a background study form in order to participate in the field trip. Assessment growth for the 4 year old preschool class, from fall to winter, has been substantial. This can be attributed to the hard work of the staff and participation in the Minnesota Reading Corp. Caledonia ECFE, Caledonia Public Library, Head Start and Houston County Public Health are sponsoring Celebrate Dr. Seuss's Birthday Party on March 21st at the Caledonia Public Library. All participants will receive a free book. There will be stories, snacks and activities. She continues to accept registrations for the SAC program, working on plans for Summer SAC, and preparing for testing which begins in April. The required annual assessment training for staff will be March 20th for Caledonia Elementary and March 27th for Caledonia MS/HS. The ACT will be administered on April 2nd. The makeup is April 24th. There will be a practice ACT on March 19th, and students will complete the pre-ACT requirements on March 21st. Students with testing accommodations will test from April 2-16 or April 24-30. She is facilitating the 2019-2021 application process. She will be meeting with elementary and middle school/high school ADSIS staff to review and make changes, if needed, to the current application, which is due April 5th. Our school district is approved for two part-time (25 hours per week) MN Reading Corp members for the 2019-2020 school year, and we will begin advertising for these positions.

Superintendent Ihrke thanked the retiring staff for their years of dedication to our school district. He discussed staffing for the 2019-2020 school year. He discussed with the board the ADSIS application process. He updated the board regarding the Kraus-Anderson study that was performed by the Hiawatha Valley

Education District. He stated that the WIN program will be leaving our district and that Mr. Chuck Norton has resigned his position as the special education director at the end of the 2018-2019 school year with the Hiawatha Valley Education District.

Mrs. Meyer attended the Region V winter session regarding projection models, SEDRA, Cybersecurity, GASB 84. She attended the School Projects training for medical assistance. She met with Mrs. Meinertz regarding title. She attended the ADSIS meeting. She informed the board that the school district will be reviewing our phone system for possible savings. Servers have been ordered and Dependable Solutions will be working on migrating our information. The school district will be looking at alternative website options. She has been busy working on the 2018-2019 revised budget. She discussed potential changes to student activities and pointed out the need for new check securing.

OLD BUSINESS ITEMS

2019-2020 Working Calendars

The 2019-2020 working school calendars were presented to the board.

Moved by Emily McGonigle, seconded by Spencer Yohe to approve calendar option #2 for the 2019-2020 school year. Motion carried by a unanimous vote.

BOARD MEMBER REPORTS

Director Yohe will be attending the MSBA Day at the State Capitol on March 25th. He asked about a baseball dedication date. Director McGonigle congratulated the girls' basketball team and Coach Sorenson for their amazing job and behavior during the state tournament. She stated that the finance committee will meet monthly. Director McGraw reminded the board members of the school board retreat that will be held on March 25th. On April 30th, MSBA will be having a board training called Building a High Performance School Board if anyone is interested in attending.

ADJOURNMENT

Moved by Melissa Marschall, seconded by Wendy Woyczik to adjourn the meeting at 7:25 p.m. Motion carried by a unanimous vote.

Spencer Yohe, Clerk