

Board Meeting Minutes January 7, 2019

The Board of Education of Independent School District No. 299, Caledonia, Minnesota, met in an organizational school board meeting held in the District Office. The meeting was called to order by Chair Kelley McGraw at 5:00 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 Superintendent Craig Ihrke, Barb Meyer, and Dan McGonigle.

APPROVAL OF AGENDA

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

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

Moved by Jared Barnes, seconded by Emily McGonigle to appoint Matt Blocker as a new school board member effective January 1, 2019, and administer Oath of Office. Motion carried by a unanimous vote.

ACTION ITEMS

Election of Officers – 2019

Moved by Jared Barnes, seconded by Spencer Yohe to nominate Director Kelley McGraw for the office of Chairperson. Director McGraw called for nominations three times. Moved by Kelley McGraw, seconded by Wendy Woyczik to nominate Director Emily McGonigle for the office of Vice Chairperson. Director McGraw called for nominations three times. Moved by Matt Blocker, seconded by Melissa Marschall to nominate Director Spencer Yohe for the office of Clerk. Director McGraw called for nominations three times. Moved by Spencer Yohe, seconded by Jared Barnes to nominate Director Melissa Marschall for the office of Treasurer. Director McGraw called for nominations three times. Moved by Emily McGonigle, seconded by Melissa Marschall to nominate Director Spencer Yohe for the office Legislative Liaison. Director McGraw called for nominations three times. Moved by Spencer Yohe, seconded by Wendy Woyczik to approve the candidates for the office as stated above. Motion carried by a unanimous vote.

Setting Meeting, Date, Time and Place

Moved by Emily McGonigle, seconded by Spencer Yohe to hold one school board meeting per month on the third Monday of each month with the first Monday school board meeting to be held if needed; special school board meetings scheduled on an as needed basis; time of meetings to be at 6:00 p.m.; and place of meetings to be in the middle/high school media center unless otherwise designated. Board meetings during the summer months will be scheduled in Eitzen and Brownsville. Motion carried by a unanimous vote.

Meeting Dates of January 21, 2019, and February 18, 2019, Regular School Board Meetings

Moved by Melissa Marschall, seconded by Emily McGonigle to hold the January 21, 2019, regular school board meeting on Tuesday, January 22, 2019, at 6:00 p.m. in the middle/high school media center, and the February 18, 2019, regular school board meeting on Tuesday, February 19, 2019, at 6:00 p.m. in the middle/high school media center. Motion carried by a unanimous vote.

Board Compensation

Moved by Jared Barnes, seconded by Matt Blocker to set the compensation for regular, special and committee meetings at \$50.00 per meeting attended; \$75.00 for two consecutive committee

meetings attended in a row; out of district meetings attended at \$125.00 per day and \$75.00 per half day; and mileage allowance per the IRS Guidelines. Motion carried by a unanimous vote.

School Depositories

Moved by Spencer Yohe, seconded by Melissa Marschall to name the following school depositories: General Fund at Merchant's Bank, Bank of the West, or Eitzen State Bank; Secondary Student Activity Account at Bank of the West; Investments at Bank of the West, Merchant's Bank, Eitzen State Bank, New Albin Savings Bank, Minnesota School District Liquid Asset Fund Plus, and LaSalle National Bank. Motion carried by a unanimous vote.

Use of Electronic Signatures and Authorization of Investments

Moved by Jared Barnes, seconded by Emily McGonigle to authorize the Business Manager/Finance Director and the Superintendent to invest cash reserves and to make electronic transfers. Motion carried by a unanimous vote.

Designation of Duties of School Board Clerk to Office Manager/Human Resource Coordinator

Moved by Jared Barnes, seconded by Wendy Woyczik to designate duties of school board clerk to be given to the Office Manager/Human Resource Coordinator. Motion carried by a unanimous vote.

Naming Official Newspaper

Moved by Jared Barnes, seconded by Wendy Woyczik to name the Caledonia Argus as the official newspaper. Motion carried by a unanimous vote.

Appointment of Board Committee Members

Moved by Emily McGonigle, seconded by Spencer Yohe to appoint Directors Matt Blocker and Wendy Woyczik to the Activities Committee; to appoint Directors Jared Barnes, Kelley McGraw and Wendy Woyczik to the Administrative Negotiations Committee; to appoint Directors Matt Blocker and Melissa Marschall to the Community Ed Advisory Council Representative; to appoint Directors Emily McGonigle and Wendy Woyczik to the Extended School Year Committee; to appoint Directors Jared Barnes and Matt Blocker to the Facilities Committee; to appoint Directors Melissa Marschall and Emily McGonigle to the Finance Committee; to appoint Director Spencer Yohe to the Hiawatha Valley Education District Representative; to appoint Director Emily McGonigle to the Houston County Collaborative Committee; to appoint Directors Emily McGonigle and Spencer Yohe to the Meet and Confer Committee; to appoint Director Spencer Yohe and Director Wendy Woyczik as an alternate to the Minnesota State High School League; to appoint Director Spencer Yohe to the Qcomp Committee; to appoint Directors Matt Blocker, Emily McGonigle, and Wendy Woyczik to the Strategic Planning Committee (World's Best Workforce); to appoint Directors Matt Blocker, Melissa Marschall, and Kelley McGraw to the Support Staff Negotiations Committee; to appoint Directors Matt Blocker, Emily McGonigle, and Kelley McGraw to the Teacher Negotiations Committee; to appoint Directors Jared Barnes and Emily McGonigle to the Technology/Curriculum/PSEO/On-line Learning Committee. Motions for the above temporary committees were carried by a unanimous vote.

School Lawyer

Moved by Emily McGonigle, seconded by Jared Barnes to name the following as school lawyers: Law Offices of Hammell & Murphy; Knutson, Flynn & Deans, P.A.; Kennedy & Graven, Chartered; Ratwick, Roszak, & Maloney, P.A. Firm; and Wieser Law Office. Motion carried by a unanimous vote.

School Auditor

Moved by Jared Barnes, seconded by Wendy Woyczik to name Clifton Larson Allen, LLP, as the school auditor. Motion carried by a unanimous vote.

OTHER TOPICS TO BE ADDRESSED

New Hires

Moved by Emily McGonigle, seconded by Wendy Woyczik to ratify the hiring of Brittany Hayes as a mental health practitioner beginning January 2, 2019, at \$25,290.53 for the remainder of the 2018-2019 school year and \$47,000.00 beginning the 2019-2020 school year. Motion carried by a unanimous vote.

Middle/High School Class Sizes

A discussion was held with regard to the middle/high school class sizes. It was recommended by Superintendent Ihrke to not add any physical education or social studies for the remainder of the 2018-2019 school year. Superintendent Ihrke recommended hiring a full-time business teacher for the 2019-2020 school year.

School Policies

The following policies listed below were reviewed by the school board as mandated to do on an annual basis:

- Family and Medical Leave Policy #410
- Harassment and Violence Policy #413
- Mandated Reporting of Child Neglect or Physical or Sexual Abuse Policy #414
- Mandated Reporting of Maltreatment of Vulnerable Adults Policy #415
- Student Discipline Policy #506
- Bullying Prohibition Policy #514
- Student Sex Nondiscrimination Policy #522
- Internet Acceptable Use and Safety Policy #524
- School District Accountability Policy #616
- Crisis Management Policy #806
- Health and Safety Policy #807

ADJOURNMENT

Moved by Emily McGonigle, seconded by Wendy Woyczik to adjourn the meeting at 6:21 p.m. Motion carried by a unanimous vote.

Spencer Yohe, Clerk