

Board Meeting Minutes December 17, 2018

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, Melissa Marschall, Emily McGonigle, Kelley McGraw, Jimmy Westland, Wendy Woyczik, and Spencer Yohe. Also, present were Superintendent Craig Ihrke, Gina Meinertz, Mary Morem, Nancy Runnigen, Barb Meyer, Karen Schiltz, Dan McGonigle, Janelle Field Rohrer, Erin Hammell, Deb Cody, Matt Blocker, and Justin Fahse and Luke Greden from Clifton, Larson, Allen, LLP. Absent were student school board representatives Isabel Allen and Noah King.

ADOPTION OF AGENDA

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

WARRIOR PRIDE

Chair Kelley McGraw and the board members acknowledged and thanked Mr. Jimmy Westland for his service and dedication as a school board member for the past four years.

BOARD SHOWCASE

Clifton, Larson, Allen, LLP – School Audit Report

Moved by Emily McGonigle, seconded Melissa Marschall to accept the school audit report as presented from Clifton, Larson Allen, LLP. Motion carried by a unanimous vote.

TRUTH IN TAXATION HEARING TO DISCUSS THE 2019 BUDGET & LEVY

A Truth in Taxation Hearing was held, and a presentation was shared during this hearing. No community members were in attendance to ask questions.

Moved by Emily McGonigle, seconded Jared Barnes to adopt the final levy certification for 2019 in the amount of \$2,213,345.25. Motion carried by a unanimous vote.

CONSENT AGENDA

Moved by Melissa Marschall, seconded by Jared Barnes to approve the following consent agenda items:

- Approval of November 19, 2018, Regular School Board Minutes
- Approval of the electronic transfers and bills due and payable amounting to \$892,190.65 including check numbers 63996 through 64121 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$600,000.00.
- Accept the resignation of Connor McCormick as the junior high co-coach for the wrestling program effective immediately with thanks for his past year of service to this program.
- Ratify the contract for Lisa Castro as a part-time school nutrition assistant beginning the 2018-2019 school year at 1/2 years at \$12.20 per hour.
- Ratify the contract for Travis Frank as a junior high co-coach for the wrestling program for the 2018-2019 school year in the amount of \$612.21 (\$1,836.64/3 coaches) at 1/0 years.

- Approve the 2018-2019 teacher seniority list and the 2018-2019 support staff seniority list as presented.
- Adopt the School District Curriculum and Instruction Goals Policy #601
- Adopt the Curriculum Development Policy #603
- Adopt the Instructional Curriculum Policy #604
- Adopt the Graduation Requirements Policy #613
- Adopt the Testing Accommodations, Modifications, and Exemptions for IEP's, Section 504 Plans, and LEP Students Policy #615
- Adopt the School District System Accountability Policy #616
- Adopt the Assessment of Student Achievement Policy #618
- Adopt the Staff Development for Standards Policy #619
- Adopt the Disposition of Obsolete Equipment and Material Policy #802

Motion carried by a unanimous vote.

ACTION ITEMS

Set January Organizational Meeting

Moved by Spencer Yohe, seconded by Emily McGonigle to hold an organizational school board meeting on Wednesday, January 2, 2019, at 5:00 p.m. in the District Office. Motion carried by a vote.

Resolution Establishing Combined Polling Places for Multiple Precincts and Designating Hours During Which the Polling Places Will Remain Open for Voting for School District Elections

Member Emily McGonigle introduced the following resolution

RESOLUTION ESTABLISHING COMBINED POLLING PLACES FOR MULTIPLE PRECINCTS AND DESIGNATING HOURS DURING WHICH THE POLLING PLACES WILL REMAIN OPEN FOR VOTING FOR SCHOOL DISTRICT ELECTIONS

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

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school elections not held on the day of a statewide election. The following combined

polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election:

Combined Polling Place: Caledonia Auditorium

Name and address of combined polling place: 219 East Main Street, Caledonia, MN 55921

This combined polling place serves all territory in Independent School District No. 299 located in Blackhammer Township, Brownsville City, Brownsville Township; Caledonia Precinct City 1, Caledonia Precinct City 2, Caledonia Township, Crooked Creek Township, Eitzen City, Jefferson Township, Mayville Township, Mound Prairie Township, Sheldon Township, Union Township, Wilmington Township, and Winnebago Township.

3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7:00 a.m. and 8:00 o'clock p.m.

4. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located in whole or in part within 30 days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to all registered voters in the school district whose school district polling place locations have been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate County Auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

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

Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Thereof

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

RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE

WHEREAS, there has been a reduction in student enrollment, and,

WHEREAS, this decrease in student enrollment must include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

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

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions and as a result of a reduction in enrollment make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

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

Resolution for Sale of School Garage Property

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

RESOLVED, that the property commonly known as the School Garage Property, legally described as follows:

That part of the Southeast Quarter of the Southwest Quarter of Section 13, Township 102 North, Range 6 West, Houston County, Minnesota, described as follows:

Commencing at the south quarter corner of said Section 13, being the southeast corner of said Southeast Quarter of the Southwest Quarter;
thence North 00°02'41" East along the east line of said Southeast Quarter of the Southwest Quarter 781.73 feet to the north line of Washington Street;
thence South 89°54'55" West along said north line 44.81 feet to a 1" inside diameter iron pipe with cap No. 47030 (1" I.P.) and the point of beginning;
thence continuing South 89°54'55" West along said north line 73.81 feet to a 1" I.P.;
thence North 00°02'41" East 142.00 feet to a 1" I.P.;
thence North 89°54'55" East 74.03 feet to a 1" I.P.;
thence South 00°07'55" West 142.00 feet to the point of beginning.
Subject to any and all easements of record.

be sold to Steven Peterson and Janice Peterson for Forty-Three Thousand Five Hundred Seven dollars (\$43,507.00).

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, Melissa Marschall, Emily McGonigle, Kelley McGraw, Jimmy Westland, 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 17th day of December at a regular meeting of the School Board of Independent School District 299, Caledonia, Minnesota.

Resolution for Sale of School Property

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

RESOLVED, that the property legally described as follows:

That part of the Southwest Quarter of the Southeast Quarter of Section 13, Township 102 North, Range 6 West, Houston County, Minnesota, described as follows:

Commencing at the south quarter corner of said Section 13, being the southwest corner of said Southwest Quarter of the Southeast Quarter; thence North 00°02'41" East along the west line of said Southwest Quarter of the Southeast Quarter 781.73 feet to the north line of Washington Street; thence South 89°35'59" East along said north line 18.19 feet to a 1" inside diameter iron pipe with cap No. 47030 (1" I.P.) and the point of beginning; thence North 00°07'55" East 241.04 feet to a 1" I.P.; thence South 89°35'44" East 5.98 feet to a 1" I.P. at the northwest corner of Block 25 of the Original Plat of Caledonia; thence South 00°04'14" West along the west line and its southerly extension of said Block 25 a distance of 241.04 feet to a 1" I.P. at the north line of said Washington Street; thence North 89°35'59" West along said north line 6.24 feet to the point of beginning.

Subject to any and all easements of record.

be sold to Steven Peterson and Janice Peterson for the sum of Five Hundred Dollars (\$500.00).

The motion for the adoption of the foregoing resolution was duly seconded by Member Jared Barnes and upon vote being taken thereon, the following voted in favor thereof: Jared Barnes, Melissa Marschall, Emily McGonigle, Kelley McGraw, Jimmy Westland, 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 17th day of December at a regular meeting of the School Board of Independent School District 299, Caledonia, Minnesota.

ADMINISTRATIVE REPORTS

Mrs. Meinertz informed the board that they had a great turn out for the Lunch and Recess with Special Friend's day. She thanked all the staff for the wonderful support during Duane Hahn's passing. They held a nice farewell gathering for the student teachers that were in our district this past fall and prepare for more student teachers arriving in January. Mental health practitioner interviews will be held this week. She is working on the expectation rubric and will share this information with the board once she has it completed. She has been doing a "good news call" where a student calls their parent to inform them of something positive they have done, which has been really great to see between the students and parents.

Mrs. Morem commended our nurse, Jessica Sherburne, for doing a great job for our district. She has been busy working on letter of recommendations for students. She congratulated the student teachers that were in our district this past fall as they recently graduated from college. The MSHS choir concert is being held this evening. She is working on course offerings for the upcoming school year. The middle school dance was held last week. Testing has started, and senior day will be held in March.

Mrs. Runnigen informed the board that she is finishing up class offerings for the winter/spring community ed brochure. There will be a gymnastics camp and volleyball camp held over winter break. GED/ABE classes will be offered again starting on Tuesday, January 8th at Workforce Development Inc. A new fitness class will begin on January 8th called Ring the Bell for Fitness: The Warrior Kraze. She updated the board regarding the Hand in Hand Preschool and ECFE programs. Staff are working hard at integrating MN Reading Corp, Head Start Standards, Creative Curriculum and Early Childhood Indicators of Progress (ECIPS) in their daily class schedules. SAC and Surround Care programs continue to accept registrations for their programs. She updated the board regarding testing.

Superintendent Ihrke thanked all the staff for all their support and assistance during the passing of Duane Hahn and his condolences to the family for their loss. He thanked Director Jimmy Westland for his past four

years of service to our school district as a school board member and welcomed Matt Blocker to the board. The closing for the sale of the garage will held this Friday. Infinitec trainings have been set up for staff.

NEW BUSINESS ITEMS

2019-2020 Working Calendars

Mr. Ihrke presented two different calendars for the 2019-2020 school year. One option is to start after Labor Day and the other option was to start before Labor Day. It was the consensus of the board to create a committee in January to discuss these options further.

Discussion regarding adding sections to Grad 10 and Grade 11 to make them all three sections beginning second semester of the 2018-2019 school year

Mrs. Morem presented to the board options regarding hiring a part-time teacher for physical education/health and geography beginning second semester of the 2018-2019 school year. After a discussion, it was the consensus of the board to have this topic be discussed at a finance committee meeting. This item was at this time.

Memorandum of Understanding – Extension of Early Retirement Incentive for Teaching Staff

Moved by Spencer Yohe, seconded by Emily McGonigle to approve the Memorandum of Understanding Retirement Severance and Retirement Incentive Extension of previous MOU for teaching staff as presented. Motion carried by a unanimous vote.

Memorandum of Understanding – Flexible Learning for Support Staff

Moved by Jared Barnes, seconded by Wendy Woyczik to approve the Memorandum of Understanding for Flexible Learning Days for support staff professionals as presented. Motion carried by a unanimous vote.

BOARD MEMBER REPORTS

Director Jimmy Westland thanked the school district for the support the past four years as a school board member and for the great leadership of our school district and appreciates everything they have done and continue to do for our students. Director Yohe updated the board regarding the 2018 MSBA Delegate Assembly he attended and updated the board regarding HVED.

ADJOURNMENT

Moved by Jared Barnes, seconded by Spencer Yohe to adjourn the meeting at 7:21 p.m. Motion carried by a unanimous vote.

Spencer Yohe, Clerk