

**Board Meeting Minutes  
November 20, 2017**

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, Michelle Werner, Jimmy Westland, and Spencer Yohe and school board student representative Roy Kerrigan. Also present were Ben Barton, Mary Morem, Barb Meyer, Nancy Runningen and Deb Cody. Absent was school board representative Isabel Allen.

**ADOPTION OF AGENDA**

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

**WARRIOR PRIDE**

Thank you to the United Methodist Women of Caledonia for their donation of school supplies for our students at our school district. Thank you to Redwood Café for their donation to the Elementary PBIS/Warrior Way drawings for our students as this program continues to implement Positive Behavioral Interventions & Support (PBIS). Thank you to the Caledonia Lion's Club for volunteering 133 hours over forty-one events for our sports program.

**STUDENT SCHOOL BOARD MEMBER REPORT**

Mr. Kerrigan informed the board that the students are excited for the upcoming state football game and is happy with the MSHS parking lot fundraiser.

**CONSENT AGENDA**

Moved by Emily McGonigle seconded by Jared Barnes to approve the following consent agenda items:

- Approval of October 16, 2017, regular school board minutes, and the November 13, 2017, special school board minutes to canvass the election results.
- Approval of the electronic transfers and bills due and payable amounting to \$811,257.03 including check numbers 62268 through 62441.
- Approval of Coop Agreement between Houston Public School District and Caledonia Public School District.
- Approval of Coop Agreement between Spring Grove School District and Caledonia Public School District.
- Approval of the twelve-week medical leave of absence for Gregory Meiners beginning November 13, 2017.
- Ratify the hiring of Christine McCann as a part-time special ed para beginning November 6, 2017, at II/2 at \$11.84 per hour.
- Ratify the hiring of Heidi Grams as a part-time special ed para beginning November 7, 2017 at II/2 at \$11.84 per hour.
- Ratify the hiring of Marsha Sawle as a long-term teacher substitute for twelve weeks during the maternity leave of Shannon Kochie at BA/1 at \$206.05 per day.

- Ratify the hiring of James Fruechte as a junior high boys' basketball coach beginning the 2017-2018 school year at I/O at \$1,749.18.
- Ratify the hiring of Troy King, Connor McCormick, and John Wahlstrom as the coaches for the junior high wrestling program beginning the 2017-2018 school year at I/O at \$583.06 per person (\$1,749.18/3).
- Approval of adding up to an additional 4 hours per day to the School Nutrition Department.

Motion carried by a unanimous vote.

## **ACTION ITEMS**

### *Elementary White Garage*

Moved by Michelle Werner, seconded by Spencer Yohe to contract a formal attorney to move forward with the elementary white garage. Motion carried by a unanimous vote.

## **ADMINISTRATIVE REPORTS**

Mrs. Meinertz informed the board that the elementary building started out the month with an assembly to motivate our students and staff to think about the positives with a message from KidPresident, a drawing, and some flashlight fun. The 5<sup>th</sup> grade students did a wonderful job with the Veteran's Day program. The elementary students and families will be creating a float for the Winter Wonderland Parade on December 1<sup>st</sup>. A group of teachers representing St. John's, St. Mary's and the public school and daycares met to discuss the entrance and exit expectations in kindergarten and preschool and the assessments we use to prepare us to respond the best way for student needs. This group will be meeting again to get more information to parents about these expectations and ways parents can support learning.

Mrs. Morem informed the board that Andri Reinhart, Owen King, and Madi Heaney all signed their letter of intent to play college ball. The students collected \$650 from the parking lot fundraiser for the backpack program. She attended an MNREA annual meeting to learn more about Future Ready Students. Students and parents attended a Top 20 training. A group of teachers went to Farmington to look at a different make-up of a high school schedule. Congratulations and best of luck to our football team.

Mrs. Runnigen informed the board of the 2017-2018 Advisory Council meeting dates. She updated the board regarding the bi-monthly community education catalog, the SAC program, the Surround Care program, Early Childhood Family Education, and Hand in Hand Preschool. The early childhood screening was held on November 12 and November 13<sup>th</sup> with thirty-four children participating. Family move night was held on November 17<sup>th</sup>.

Superintendent Barton informed the board that we are a two-section school in the high school and now the trend is for a three-section school soon, as we continue to have new students being enrolled. He thanked everyone for the part in supporting the referendum.

Mrs. Meyer continues to work on completing the school district audit.

Mr. Jerviss has been working with Mr. Morem on the new HVAC updates, lighting controls and other maintenance/technology projects. The technology committee will be merging with the curriculum committee. The technology task team will be meeting to discuss technology moving forward as a district and doing groundwork to research and bring recommendations to the district committee. Hour of Code is the week of December 4<sup>th</sup> through December 10<sup>th</sup>. He continues to work on the printer/copier assessment to reduce overall

printing costs. Work is being done to make our school district website ADA compliant by January 1, 2018. We will be launching a new website design on January 1<sup>st</sup>.

## **NEW BUSINESS ITEMS**

### **School Policies**

The school board reviewed the following policies:

- Subpoena of School District Employee Policy #408
- Employee Publications, Instructional Materials, Inventions, and Creations Policy #409
- Family and Medical Leave Policy #410
- Expense Reimbursement Policy #412
- Tobacco-Free Environment Policy #419
- Gifts to Employee and School Board Members Policy #421
- Policies Incorporated by Reference Policy #422
- Employee-Student Relationships Policy #423
- License Status Policy #424
- Nepotism in Employment Policy #426
- Hiring Process Procedures Policy #428

## **BOARD MEMBER REPORTS**

### **MSBA Annual Leadership Conference – January 10, 11 and 12, 2018**

The MSBA Annual Leadership Conference will be held on January 10<sup>th</sup> through January 12<sup>th</sup>. Early Bird Workshops and pre-conference functions will be held on January 10<sup>th</sup>. Registrations are due by December 8<sup>th</sup> in order to get the motel discounted rates. Please notify Karen in the District Office if you are planning on attending so that reservations can be made.

## **ADJOURNMENT**

Moved by Spencer Yohe, seconded by Emily McGonigle to adjourn the meeting at 6:34 p.m. Motion carried by a unanimous vote.

---

Spencer Yohe, Clerk