

Board Meeting Minutes
January 5, 2017

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 Vice Chair Michelle Werner at 6:00 p.m. The Pledge of Allegiance was said. The school board members present were Jared Barnes, Melissa Marschall, Emily McGonigle, Michelle Werner, Jimmy Westland and Spencer Yohe. Also present were Superintendent Ben Barton, Karen Schiltz, Nathan Hagerott, and Dan McGonigle. Absent was Director Kelley McGraw.

APPROVAL OF AGENDA

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

APPOINTMENT OF NEW SCHOOL BOARD MEMBERS AND ADMINISTERING THE OATH OF OFFICE

Moved by Jimmy Westland, seconded by Spencer Yohe to appoint Melissa Marschall and Emily McGonigle as new school board members and administer Oath of Office to them. Motion carried by a unanimous vote.

ACTION ITEMS

Election of Officers – 2017

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

Setting Meeting, Date, Time and Place

Moved by Jared Barnes, seconded by Emily McGonigle 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. Motion carried by a unanimous vote.

Meeting Dates of January 16, 2017, and February 20, 2017, School Board Meetings

Moved by Spencer Yohe, seconded by Emily McGonigle to hold the January 16, 2017, regular school board meeting on January 23, 2017, at 6:00 p.m. in the middle/high school media center, and the February 20, 2017, regular school board meeting on February 21, 2017, at 6:00 p.m. in the middle/high school media center. Motion carried by a unanimous vote.

Board Compensation

Moved by Emily McGonigle, seconded by Jared Barnes 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 Jared Barnes, 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 Spencer Yohe, seconded by Melissa Marschall 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 Melissa Marschall, seconded by Jimmy Westland 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 Spencer Yohe to name the Caledonia Argus as the official newspaper. Motion carried by a unanimous vote.

Appointment of Temporary Committees:

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

School Lawyer

Moved by Spencer Yohe, seconded by Jared Barnes to name as lawyers: Knutson, Flynn Deans, P.A.; and Ratwick, Roszak, and Maloney, P.A. Firm; and Kennedy & Graven for student/employee matters, and Hammell & Murphy Law Office for property and other local concerns. Those voting in

favor: Jared Barnes, Melissa Marschall, Emily McGonigle, Jimmy Westland, and Spencer Yohe. Director Michelle Werner abstained. Absent was Director Kelley McGraw. Motion carried.

School Auditor

Moved by Spencer Yohe, seconded by Emily McGonigle to name Clifton Larson Allen, LLP, as the school auditor. Motion carried by a unanimous vote.

New Hires

Moved by Jared Barnes, seconded by Emily McGonigle to ratify the hiring of Jennifer Classon as a special education para at II/0 years at \$11.18 per hour beginning January 3, 2016. Motion carried by a unanimous vote.

ALC Learning Year (Targeted Services or Satellite) Programs Contract

Moved by Spencer Yohe, seconded by Jared Barnes to ratify the ALC Learning Year (Targeted Services or Satellite) Programs Contract between Hiawatha Valley Education District and Independent School District No. 299 as presented. Motion carried by a unanimous vote.

OTHER TOPICS TO BE ADDRESSED

School Policies

The first reading of the following mandated annual policies were reviewed by the board and the adoption of these policies will take place at the January regular school board meeting:

- 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

Support Staff Notice of Desire to Negotiate

Superintendent Barton shared with the board the letter he received from the Caledonia ESP #7345 union stating their desire to commence negotiations and their request to meet prior to the school board meeting on April 24th. It was the consensus of the board that Mr. Barton get in contact with the union president to inform her that date is not the school board meeting date and to discuss another date for this meeting to be held.

ADJOURNMENT

Moved by Emily McGonigle, seconded by Jared Barnes to adjourn the meeting at 6:50 p.m. Motion carried by a unanimous vote.