

## **Board Meeting Minutes**

### **April 17, 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, Spencer Yohe, and student school board representative Nathan Hagerott. Also present were Ben Barton, Gina Meinertz, Mary Morem, Jean Klinski, Dan McGonigle, Jon and Karen Hagerott and Kathy Green and Kirk Schneidawind from MSBA. Absent was Nancy Runningen and school board representative Nicholas Loging.

#### **ADOPTION OF AGENDA**

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

#### **BOARD SHOWCASE**

Congratulations to Nathan Hagerott for being one of the recipients to receive the 2017 MSBA Student School Board Member Scholarships!

#### **WARRIOR PRIDE**

Thank you to the Caledonia Lion's for volunteering 120 hours during the winter athletic sports season selling tickets. Thank you to Joannie Schmidt for donating boxes of toothbrushes and toothpaste for our students at our school district. Thank you to Nicole and Andrew Flugge for donating a large amount of Lego's to our Makerspace Room.

#### **STUDENT SCHOOL BOARD MEMBER REPORT**

Student school board representative Nathan Hagerott informed the Board that the music trip to Chicago went well. The Robotics Program did an excellent job at the Regional Competition but did not qualify for the World Competition. MCA and ACT testing is in progress at the middle/high school. The Mary Poppins Musical was great!

#### **CONSENT AGENDA**

Moved by Emily McGonigle, seconded by Michelle Werner to approve the following consent agenda items:

- Approval of March 20, 2017, Regular School Board Minutes
- Approval the electronic transfers and bills due and payable amounting to \$599,761.49 including check numbers 61387 through 61532 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$950,000.00.
- Approve the resignation/retirement of Mary Lilliquist at the end of the 2016-2017 school year with thanks for her forty years of service and dedication to the school district.
- Approve the resignation/retirement of Barbara Rollins at the end of the 2016-2017 school year with thanks for her twenty years of service and dedication to the school district.
- Ratify the hiring of Scott Sorenson as the head girls' basketball coach beginning the 2017-2018 school year at V/20 years at \$3,898.21.

- Ratify the hiring of Mathew Barr as a full-time janitor beginning March 27, 2017, at I/O years at \$10.55 per hour.
- Approve students to attend the Minnesota State FFA Convention trip on April 23, 2017, through April 25, 2017.
- Adopt the Student Surveys Policy #520
- Adopt the Staff Notification of Violent Behavior by Students Policy #529
- Adopt the Uniform Grant Guidance Policy Regarding Federal Revenue Sources Policy #721
- Adopt the Equal Educational Opportunity Policy #102
- Adopt the Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Consideration Policy #206
- Adopt the Development, Adoption and Implementation of Policies #208
- Adopt the Equal Employment Opportunity Policy #401
- Adopt the Disability Nondiscrimination Policy #402
- To have the May 15, 2017, regular school board meeting held at the Brownsville City Hall beginning at 6:00 p.m.

Motion carried by a unanimous vote.

### **ACTION ITEMS**

#### **Bass Fishing Club**

Moved by Spencer Yohe, seconded by Jared Barnes to grant the request of having a Bass Fishing Club and that they can utilize the Caledonia High School name in their endeavors. Motion carried by a unanimous vote.

#### **Staffing**

Member Michelle Werner 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 19, 2016, 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. 0.48 FTE Title I Position

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, Michelle Werner, Jimmy Westland, and Spencer Yohe. The following voted against: None. Whereupon said resolution was declared duly passed and adopted.

Additional Programs

Moved by Spencer Yohe, seconded by Emily McGonigle to add the following programs beginning the 2017-2018 school year:

1. 1.00 FTE Kindergarten through 12<sup>th</sup> Grade Special Education Teacher
2. 0.1716 FTE Middle/High School Social Studies
3. 0.1716 FTE Middle/High School Science
4. 0.1716 FTE Middle/High School Physical Education/Nutrition

Motion carried by unanimous vote.

Termination and Non-renewal of Probationary Teacher

Member Michelle Werner introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO THE TERMINATION  
AND NONRENEWAL OF THE TEACHING CONTRACT  
EMILY ENGAN, A PROBATIONARY TEACHER**

WHEREAS, Emily Engan 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 Emily Engan, a probationary teacher in Independent School District No. 299, is hereby terminated at the close of the current 2016-2017 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**

April 18, 2016

Ms. Emily Engan  
202 First Street SE  
Eitzen, MN 55931

Dear Ms. Engan,

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, April 17, 2017, 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 2017-2018 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, Michelle Werner, Jimmy Westland, and Spencer Yohe. The following voted against: None. Whereupon said resolution was declared duly passed and adopted.

#### ADMINISTRATIVE REPORTS

Mrs. Meinertz updated the board with regard to the elementary vertical alignment. The MTSS Tiered Fidelity Assessment and Action Plan team spent a day completing an assessment and creating an action plan. The Elementary Showcase was another success this year with a great support system from parents and loved ones who helped the children to celebrate learning, creativity and hard work. Parent and Special Friend's day had an amazing number of adults attend and a great way for the community and school to be connected. Testing is off to a good start and encourage students to try their best and are excited to receive the results.

Mrs. Morem informed the board that the band and choir trip to Chicago went well and a great time was had by all. The Robotics Regional Competition was held at the La Crosse Center, and they received third place in Offensive Power Ranking but did not qualify for the World Competition. The middle/high school has submitted the shoes for VANS competition to earn money for the middle/high school. The students continue to work on their testing. The MCA reading in grades 6 – 8 is complete. The ACT testing will be this week along with the 10<sup>th</sup> grade MCA reading. The registration for next year's high school courses has begun. The Student Leadership Team and PACE continue to work on the plans for the Color Run that will be held on May 19<sup>th</sup>.

Mrs. Runnigen was absent from the meeting. Her report that she submitted informed the board that the Hand in Hand Preschool – School Readiness/Early childhood Family Education programs continue to take applications for the 2017-2018 school year. They are posting for summer staff for the SAC program and continue to accept registrations for this program. The ACT testing will be held on April 19<sup>th</sup> with the make-up day to be held on May 5<sup>th</sup>. MCA testing is in full swing, and the ADSIS application was submitted on March 20<sup>th</sup>.

Mr. Jerviss informed the board that MCA testing is underway and been busy assisting with making sure the technology works. It has been off to a great start with very minor glitches. Network upgrade is scheduled for the week of June 12<sup>th</sup>. He is setting up the Apple Device refresh for this year and looking to sell approximately 190 iPads from 2014 and 20 MacBook Pros from 2013. The funds gained will go

into the new devices for students and teachers. Apple came out with a new iPad, updated specs for \$299 each, which is a huge savings for the school district to continue with iPad as last year our purchase price was \$424 each. He is working with District Framework creation. The school district will be sending four staff members to the Schoology Conference in Chicago. He is working on printer/copier assessments to reduce the overall printing costs. The Mouse Squad will be hosting a student “project day”.

Mr. Wychgram updated the board with regard to energy. The 3B Benchmarking is complete and have entered energy data back to 2012 to current. All in all the school district is performing well, and he will continue to tweak the systems to save more energy. He performed preventive maintenance on the heat pumps. The lighting audit meeting with the Facilities Committee and the retrofit companies will be held on April 13<sup>th</sup>. A lot of field prep has been done on the baseball and softball fields. This is a very busy time of the year for the facilities department. Tuck point is complete at the middle/high school building. The new zero turn lawn mower has been delivered. He is waiting for a confirmation date on the roofing project at the elementary building. He updated the board with regard to staffing in the facilities department and commended the maintenance staff in both buildings for doing a great job!

### **OLD BUSINESS ITEMS**

#### **495 Continued Discussion**

Superintendent Barton discussed with the board the incentive aid and asked the board to keep reporting thoughts on where this money will be spent. Items will have board approval before proceeding.

### **NEW BUSINESS ITEMS**

#### **School Policies**

The first reading of the policies listed below was held with the adoption of these policies to be taken at the May 15, 2017, regular school board meeting.

- Drug and Alcohol Testing Policy #416
- Chemical Use and Abuse Policy #417
- Drug-Free Workplace/Drug-Free School Policy #418
- Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions Policy #420
- Enrollment and Nonresident Students Policy #509
- Student Medication Policy #516
- Use of Peace Officers and Crisis Teams to Remove Students with IEP's from School Grounds Policy #532
- Graduation Requirements Policy #613

#### **Graduation Ceremony Planning – Friday, June 2, 2017**

The high school graduation ceremony will be held on June 2<sup>nd</sup> at 8:00 p.m. and Directors Melissa Marschall, Emily McGonigle and Michelle Werner will assist in distributing diplomas that evening.

## **BOARD MEMBER REPORTS**

Director Yohe updated the board with regard to the HVED Committee meeting he attended. He also attended the MSBA School Board Session at the Capital and felt it was one of the best ones he attended. Director Barnes updated the board with the regard to the Technology Committee meeting. Director McGraw updated the board regarding the Building and Grounds Committee meeting. Director McGonigle updated the board regarding the Curriculum Committee meeting. Director Werner updated the board regarding the Activities Committee meeting. Superintendent Barton informed the board that with Qcomp in place, it is freeing up some staff development funds and would like to use some of these funds to send staff to an Understanding by Design (UBD) Conference and a Schoology National Conference.

## **ADJOURNMENT**

Moved by Melissa Marschall, seconded by Emily McGonigle to adjourn the meeting at 7:41 p.m. Motion carried by a unanimous vote.

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Spencer Yohe, Clerk