

## **Board Meeting Minutes May 15, 2017**

The Board of Education of Independent School District No. 299, Caledonia, Minnesota, met in a regular school board meeting in the Heritage Room in the Brownsville Community Center in Brownsville, Minnesota. 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 representatives Nathan Hagerott and Nicholas Logging. Also present were Ben Barton, Mary Morem, Nancy Runningen, Karen Schiltz, Barb Meyer, Craig Moorhead, Kathy Fitzpatrick, Jean Meyer, and Cheryl Whitesitt. Absent was Gina Meinertz.

### **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 Richie Meiners Construction for the use of his scaffolding on the middle/high school dug out project.

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

Student school board representatives informed the school board that students have been busy with activities as the school year is coming to an end. They thanked the board for their support as students and school board representatives. They are hoping to find a second student to fill the student school board position. Superintendent Barton presented to Mr. Logging the MSBA Service Recognition Award and thanked him for his past two years of service and wished him well.

### **PUBLIC COMMENT**

Mrs. Fitzpatrick asked the board if it was okay to have flyers available to the MSHS students to promote the Fun Run in Brownsville. It was the consensus of the board that this would be fine.

### **CONSENT AGENDA**

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

- Approval of April 17, 2017, Regular School Board Minutes
- Approval of the electronic transfers and bills due and payable amounting to \$418,098.12 including check numbers 61533 through 61651.
- Accept the resignation of Mitchell Banse as the junior high girls' basketball coach effective at the end of the 2016-2017 school year with thanks for his years of service to the school district.
- Approve the Memorandum of Understanding between ISD #299 and the Community Education Director as it relates to the severance sick pay to be submitted to the Minnesota State Retirement System Post Retirement Health Care Savings Account.
- Authorize the bidding of bread, dairy and petroleum products for the 2017-2018 school year.

- Lease Agreement with Semcac Senior Nutrition Program
- Approve the City of Caledonia to use the school district's platform risers.
- Adopt the Drug and Alcohol Testing Policy #416
- Adopt the Chemical Use and Abuse Policy #417
- Adopt the Drug-Free Workplace/Drug-Free School Policy #418
- Adopt the Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions Policy #420
- Adopt the Enrollment and Nonresident Students Policy #509
- Adopt the Student Medication Policy #516
- Adopt the Use of Peace Officers and Crisis Teams to Remove Students with IEP's from School Grounds Policy #532
- Adopt the Graduation Requirements Policy #613

Motion carried by a unanimous vote.

### **ACTION ITEMS**

#### **2017-2018 Resolution for Membership in Minnesota State High School League**

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

RESOLVED, that the Governing Board of School District No. 299, County of Houston, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the Caledonia Area Middle School/High School is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and, participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's Official Handbook, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the Governing Board.

The above resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

The motion for the adoption of the foregoing resolution was duly seconded by Director Michelle Werner, and upon vote being taken thereon, the following board members voted in favor thereof: Jared Barnes, Melissa Marschall, Emily McGonigle, Kelley McGraw, Michelle Werner, Jimmy Westland, and Spencer Yohe. The following voted against the same: None.

Whereupon, the Board of Chairperson declared the resolution duly passed and adopted this 15<sup>th</sup> day of May, 2017, at a regular meeting of the School Board of Independent School District 299, Caledonia, Minnesota.

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  
JASON COGNAC, A PROBATIONARY TEACHER**

WHEREAS, Jason Cognac 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 Jason Cognac, 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**

May 15, 2017

Mr. Jason Cognac  
720 East Main Street  
Caledonia, MN 55921

Dear Mr. Cognac,

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, May 15, 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 and 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 the same: None. Whereupon said resolution was declared duly passed and adopted

#### 2017-2018 HVED Lease Agreement

Moved by Spencer Yohe, seconded by Emily McGonigle to approve the 2017-2018 HVED Lease Agreement as presented. Motion carried by a unanimous vote.

#### ADMINISTRATIVE REPORTS

Mrs. Meinertz was absent and in her report she submitted to the board, she informed them that a team of special education, general education, and administrators attended a workshop to implement co-teaching with WSU student teachers next year. The MCA testing is complete, and the students and teachers put forth a great effort to ensure student learning and growth. May is a busy month to celebrate students with Grandparents/Special Friend's Day, the color clash, Warrior Way carnival, field trips and other promotions. She has been meeting with all the elementary teachers who have summarize evaluations this year with great conversations of learning and growth happening.

Mrs. Morem and Mrs. Meinertz attended a co-teaching conference. She informed the board that students participated in the 5<sup>th</sup> Annual Lions Trivia Night and had an enjoyable time. She thanked Jamie Ideker, the parents, and the community for making prom a successful and enjoyable event for our students. MCA testing is complete in all subject areas. She is in the process of reviewing applications and interviewing for new staff. May 15<sup>th</sup> is the band concert, and May 17<sup>th</sup> is the choir concert. May 18<sup>th</sup> will be 6<sup>th</sup> grade orientation for the incoming 6<sup>th</sup> grade students. PACE Race/Color Clash will be held on May 19<sup>th</sup>. Senior Awards night will be held on May 23<sup>rd</sup>. On May 25<sup>th</sup>, a senior parade will take place at the elementary. Eighth grade rewards program and middle school dance will be held on May 26<sup>th</sup>. Graduation will be held on June 2<sup>nd</sup>.

Mrs. Runnigen updated the board regarding the Hand in Hand Preschool, Early Childhood Family Education, and SAC/Surround Care programs and stated that the 4 year old morning preschool program is full. She is reviewing the 2017-2018 Head Start service agreement. She is working on the summer programming for community education. Testing is complete. The 2017-2019 ADSIS application has been approved conditionally. The Madison Scouts Drum and Bugle Corps will be staying at our facility on July 2<sup>nd</sup> prior to their performance in La Crosse as part of the River City Rhapsody. She updated the board regarding the Summer Literacy Program. The Caledonia Public Library and Caledonia Community Education collaborated on a Dollar General literacy grant that was approved and is collaborating on summer literacy activities.

Superintendent Barton informed the board the board that there will be a School Talk Article in this week's Argus supporting the Ag2School tax bill. He will touring some facilities on Wednesday looking at 21<sup>st</sup> Century Design spaces as it relates to our MSHS building. He continues to work on the 2017-2018 budget, and this will be presented to the board at the June board meeting. He discussed with the board the idea of hiring a part-time IT assistant, and will keep researching this idea as it relates to budgeting and keep the board apprised.

Mr. Jerviss has been busy with MCA testing making sure the technology works. Network upgrade is set for the week of June 12<sup>th</sup>. He is setting up the Apple Device refresh for this year. He informed the board that Apple came out with a new iPad, which will be a savings for our school district to continue with the iPad. He continues to work with the District Framework creation. The school district will be sending four staff to the Schoology Conference in Chicago, which will be a great learning experience for those people. He is working on printer/copier assessments to reduce overall printing costs. He is gearing up for next year and summer projects.

## **OLD BUSINESS ITEMS**

### **495 Incentive Aid**

Superintendent Barton shared information and discussed the 495 Incentive Aid. He felt this is something that needs to have verbal approval for the school district to go ahead with these projects as they will need to be done over the summer months. It was the consensus of the board to hold the LED lighting from this list and discuss this project further at the school board retreat.

## **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 June 19, 2017, regular school board meeting.

- Wellness Policy #533
- School District Testing Plan and Procedure Policy #614
- Testing Accommodations, Modifications, and Exemptions for IEP's, Section 504 Plans, and LEP Students Policy #615
- Assessment of Student Achievement Policy #618
- Credit for Learning Policy #620
- Transportation of Public School Students Policy #707
- Waste Reduction and Recycling Policy #805
- Advertising Policy #905
- Legal Status of the School District Policy #101

### **Qcomp Annual Report**

Superintendent Barton presented to the board the Qcomp Annual report.

### **Transportation for Non-district Students**

Superintendent Barton informed the board that currently we have a verbal agreement with the Spring Grove School District and the Houston School District that we would not have our school buses travel into their school district and they would not have buses travel into our school district. This has been a respectful way of doing business between our schools. He questioned the board if they would like to change this practice or not. After discussion, it was the consensus of the board to not change this practice and to pursue the idea of having a late activity bus for the cities of Brownsville and Eitzen.

Discussion Regarding Possible Date for a School Board Retreat

A Doodle link will be emailed to the board with some possible dates and times to schedule a school board retreat.

Discussion of Location of Board Meetings

The board discussed the idea of rotating board meetings. It was the consensus of the board that we need to rotate the board meetings. The June 19<sup>th</sup> board meeting will be held at the Eitzen Community Center depending upon availability.

Staff Appreciation Grill Out

The Staff Appreciation Grill Out will be held on Thursday, May 25, 2017. Superintendent Barton informed the board that new this year is that area businesses are donating door prizes for staff to have the chance to win in a drawing.

**BOARD MEMBER REPORTS**

Director Yohe updated the board regarding the HVED and the MSHSL meetings that he attended. Director McGraw updated the board regarding the Facility Committee meeting. Director Westland thanked the school district for welcoming people to our facility such as the Madison Scouts Drum and Bugle Corps who will be visiting our school in July.

**ADJOURNMENT**

Moved by Spencer Yohe, seconded by Emily McGonigle to adjourn the meeting at 7:42 p.m. Motion carried by a unanimous vote.

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Spencer Yohe, Clerk