

Board Meeting Minutes July 18, 2016

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, Kelley McGraw, Jean Meyer, Michelle Werner, Jimmy Westland, and Spencer Yohe. Also present were Mary Morem, Nancy Runnigen, Barb Meyer, Karen Schiltz, Dan McGonigle, and Janelle Field Rohrer. Absent were Superintendent Ben Barton, Gina Meinertz, and school board representatives Nathan Hagerott and Nicholas Logging.

ADOPTION OF AGENDA

Moved by Spencer Yohe, seconded by Michelle Werner to approve the agenda as amended to remove the Resolution Providing for the Sale of General Obligation Refunding Bonds, Series 2016A; and Covenanting and Obligating the District to be Bound by and to Use the Provisions of Minnesota Statutes, Section 126C.55 to Guarantee the Payment of the Principals and Interest on these Bonds. Motion carried by a unanimous vote.

WARRIOR PRIDE

Thank you Kwik Trip, Inc. for their generous monetary donation to our school district. Thank you Kwik Trip, Inc. for their donation of sub sandwiches to our Summer Food Service Program. Thank you Myhre Construction, LLC. for their in-kind donation of laborer for the MS/HS dugout footing work.

CONSENT AGENDA

Moved by Jean Meyer, seconded by Jimmy Westland to approve the following consent agenda items:

- Approval of the June 20, 2016, regular school board meeting minutes and the June 27, 2016, special school board meeting minutes.
- Approval of the electronic transfers and bills due and payable amounting to \$414,030.87 including check numbers 60264 through 60379 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$500,000.00.
- Approve the resignation of Denise Wernecke as the school nurse effective July 15, 2016, with thanks for her four years of service to the school district.
- Approve the resignation of Lynette Dickie-Privet as the lead nutrition assistant effective June 27, 2016, with thanks for her past six years of service to the school district.
- Ratify the hiring of Stacey Meyer from a 0.1716 FTE teacher to a 1.00 FTE Professional Development and Instructional Coach and teacher beginning the 2016-2017 school year at MA+15/7 at \$55,571.00.
- Ratify the hiring of Meghann Jerviss as a part-time nurse 0.60 FTE beginning the 2016-2017 school year at \$24,168.60.
- Ratify the hiring of Alyssa (Morehead) Stecker as a speech and language pathologist teacher beginning the 2016-2017 school year at MA/2 at \$57,665.00.

- Ratify the hiring of Ryan Pitts as the 9th grade football coach beginning the 2016-2017 school year at I/O at \$1,749.18.
- Approval of the Memorandum of Understanding between Caledonia District #299 and Education Minnesota Caledonia Educational Support Professional Local #7345 for cell phone reimbursement for Cindy Frank and Jeannie Barber at \$25 per month for nine months beginning the 2016-2017 school year.
- Approval of the 2016-2017 District Employee Handbook, the Elementary, Middle/High Schools Student/Parent Handbooks, the Technology Handbook, and the Coach's Handbook.

Motion carried by a unanimous vote.

ACTION ITEMS

Teacher Substitute Rate of Pay

Moved by Michelle Werner, seconded by Jean Meyer to increase the teacher substitute daily rate of pay to \$105.00 for full day of teacher subbing and \$52.50 for one-half day of teacher subbing beginning the 2016-2017 school year. Those voting in favor: Jared Barnes, Kelley McGraw, Jean Meyer, Michelle Werner and Jimmy Westland. Director Spencer Yohe abstained. Motion carried.

School Board Representative for HVED

Moved by Michelle Werner, seconded by Jared Barnes to appoint Spencer Yohe to serve as the representative and Director Kelley McGraw as the alternate on the Hiawatha Valley Education District Board from our school district through December 31, 2016. Motion carried by a unanimous vote.

School Crossing Guard Agreement between the City of Caledonia and ISD #299

Member Jean Meyer introduced the following agreement and moved its adoption:

SCHOOL CROSSING GUARD AGREEMENT BETWEEN THE CITY OF CALEDONIA AND INDEPENDENT SCHOOL DISTRICT NO. 299

WHEREAS, Minnesota Statute 471.59 authorizes two or more governmental units to jointly or cooperatively exercise powers which they possess; and

WHEREAS, the City of Caledonia and Independent School District No. 299 have a mutual interest in ensuring, to the greatest extent possible, the safety of children as they cross STH 44/76 traveling to and from school; and

WHEREAS, the City of Caledonia and Independent School District No. 299 believe that the use of responsible, adult crossing guards will help to ensure the safety of children traveling across STH 44/76.

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

1. *Duties and Responsibilities of Independent School District No. 299.* Independent School District No. 299 will hire an adequate number of responsible adults to staff two crossing guard locations. Independent School District No. 299 shall, in its discretion, determine the qualifications and training of the guards. The guards hired pursuant to this Agreement shall be Independent School District employees and will be paid by Independent School District No. 299, subject to appropriate withholdings. The crossing guards shall be named as insureds on the school district's liability insurance

coverage. All personnel issues regarding the crossing guards shall be handled by Independent School District No. 299. ISD #299 shall render periodic invoices at intervals conforming to its fiscal year. Invoices shall itemize total crossing guard hours per month during the period, rate per hour, total monthly wages, Social Security and Medicare, all extended to a Total Cost.

2. Duties and Responsibilities of the City of Caledonia. The City agrees to pay 50% of wages for up to and including two crossing guards at current, hourly rates established by ISD #299, including employer's share of Social Security and Medicare within thirty (30) days of the invoice date.

3. Hold Harmless/Indemnification. The School District agrees to hold the City harmless for any damages or injuries to school district's employees or property. It agrees to defend and indemnify the City for any claims or causes of actions that result from the School District's actions under this agreement. The City will be named as an additional insured on the School District's liability policy for any actions under this Agreement.

4. Modification of Agreement. This agreement may only be modified by written consent of the parties.

5. Governing Law. This Agreement shall be governed by the laws of the State of Minnesota.

6. Term of Agreement. This Agreement shall take effect September 6, 2016, and shall terminate, unless renewed by mutual consent, on the last day of the 2016-2017 school year, including extensions for "make up" days.

7. No Contract. This Agreement is not intended to create or serve as a contract with any crossing guard hired by Independent School District No. 299.

The motion for adoption of the foregoing agreement was duly seconded by Member Michelle Werner and whereupon the agreement was duly passed.

Resolution for the Adoption of Limited Purpose Health Reimbursement Arrangement

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

**RESOLUTION
ADOPTION OF LIMITED PURPOSE HEALTH REIMBURSEMENT ARRANGEMENT
Caledonia Area Public Schools ISD #299 (hereinafter "Employer")**

The Caledonia Area Public Schools ISD #299 Board of Education adopted the following Resolution at the July 18, 2016, Board meeting:

The undersigned hereby takes the following board action with respect to the Caledonia Area Public Schools ISD #299 establishment of a limited purpose health reimbursement arrangement:

WHEREAS, the Employer wishes to attract and retain competent employees to provide valuable services; and

WHEREAS, the Employer wishes to establish a Health Reimbursement Arrangement plan pursuant to Internal Revenue Codes, §105, 106, 213(d) and Internal Revenue Ruling 2002-41 and Internal Revenue Service Notice 2002-45. It is further intended that benefits payable under this Plan be eligible for exclusion from the gross income of Participants as provided in the above-referenced codes, rules and notices; and

WHEREAS, the Employer wishes to establish a health reimbursement arrangement that provides the Employer with a means to offer employees a tax-free vehicle to use for the reimbursement of qualified health care expenses that meet the legal requirements of the Patient Protection and Affordable

Care Act of 2010 (PPACA) and all subsequent notices and guidance including the Departments guidance concerning the Public Health Services Act (PHS) Section 2711; and

WHEREAS, together the PPACA and PHS 2711 allows exemption from the annual and lifetime limits prohibition for certain health reimbursement arrangements including vision and dental and retiree only health reimbursement arrangements; and

WHEREAS, In light of new federal requirements established with respect to health reimbursement arrangements, the Employer wishes to establish a limited purpose health reimbursement arrangement for vision and dental expenses during employee's active employment years and at termination of employment from Caledonia Area Public Schools ISD #299, the limited purpose health reimbursement arrangement participant shall have access to reimbursement of all IRC 213(d) expenses triggered by termination date.; and

WHEREAS, the Employer has decided that the adoption of a limited purpose health reimbursement arrangement serves the above purpose; and

NOW, THEREFORE BE IT RESOLVED, the Employer hereby wishes to take action to adopt a limited purpose health reimbursement arrangement that should be formally known as the Caledonia Area Public Schools ISD #299 Limited Purpose Health Reimbursement Arrangement upon execution of this document; and

BE IT FURTHER RESOLVED, that the Employer's Board of Education hereby approves this Resolution and agrees to adopt the Caledonia Area Public Schools ISD #299 Limited Purpose Health Reimbursement Arrangement, such change is effective as of execution of the Adoption Agreement; and that the appropriate designees of the Employer are hereby authorized and directed to execute and deliver all documents necessary for the proper implementation of the plan to ensure that the plan hereby approved is in effect by January 1, 2017.

The motion for the adoption of the foregoing resolution was duly seconded by Jared Barnes. On a roll call vote, the following voted in favor: Jared Barnes, Kelley McGraw, Jean Meyer, 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 was absent.

Mrs. Morem informed the board that they have been busy interviewing for the speech language pathologist position, the janitor position, and the Q Comp committee positions over the past couple weeks.

Mrs. Runningen has submitted the ECFE/Preschool Report to the State of Minnesota. Kindergarten Academy starts next week for two weeks.

Superintendent Barton was absent.

Mrs. Meyer informed the board that the food service audit will be held this Thursday. The school auditors were in the district last week Friday doing their preliminary audit work. The Safe Routes to School Committee will have a meeting on August 4th.

BOARD MEMBER REPORTS

Director Werner wants to make sure that PowerSchool and Schoology is being well utilized in the school district, as they are expensive programs that the school district is paying for.

ADJOURNMENT

Moved by Jimmy Westland, seconded by Jean Meyer to adjourn the meeting at 6:15 p.m.
Motion carried by a unanimous vote.

Jean Meyer, Clerk