

Board Meeting Minutes August 22, 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 6:02 p.m. The Pledge of Allegiance was said. The school board members present were Jared Barnes, Kelley McGraw, Jean Meyer, Jimmy Westland, and Spencer Yohe and student school board representative Nathan Hagerott. Also present were Ben Barton, Gina Meinertz, Mary Morem, Nancy Runningen, Barb Meyer, Karen Schiltz, Janelle Field Rohrer and Joel Sutter and Shelby McQuay from Ehler's. Absent was Michelle Werner and student school board representative Nicholas Logging.

ADOPTION OF AGENDA

Moved by Spencer Yohe seconded by Jean Meyer to approve the agenda as presented. Motion carried by a unanimous vote.

WARRIOR PRIDE

Thank you to Roxanne Fox for volunteering your time to help out the elementary media assistant at our school district. Thank you to Ken Wright for volunteering your time to help out the middle/high school media assistant at our school district.

BOARD SHOWCASE

Joel Sutter and Shelby McQuay from Ehler's shared with the board a pre-sale report for the sale of the general obligation refunding bonds for our school district.

STUDENT SCHOOL BOARD MEMBER REPORT

Student school board representative Nathan Hagerott informed the board that the iPads will be distributed this week to the students and that the fall sports season is underway. The school board discussed ideas for the recruiting process for the student school board representative successors.

CONSENT AGENDA

Moved by Spencer Yohe, seconded by Jared Barnes to approve the following consent agenda items:

- Approval of the July 18, 2016, regular school board meeting minutes.
- Approval of the electronic transfers and bills due and payable amounting to \$310,143.87 including check numbers 60380 through 60476 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$400,000.00.
- Accept the resignation of Marion Olson as part-time nutrition assistant effective immediately with thanks for her thirty-eight years of service and dedication to our school district.
- Accept the Family Medical Leave beginning August 30, 2016, through November 29, 2016, and the retirement effective November 30, 2016, for Jan Klug with thanks for her thirty-two years of service and dedication to our school district.
- Accept the resignation of Rachel Stackhouse as the assistant gymnastics coach effective immediately with thanks for her year of service to the school district.
- Accept the resignation of Nichelle Grage as a part-time special ed para effective immediately with thanks for her year of service to the school district.
- Ratify the hiring of Jessica Wiese as the head gymnastics coach beginning the 2016-2017 school year at V/0 at \$3,543.19.
- Ratify the hiring of Teri Gaustad from nutrition assistant to nutrition lead beginning the 2016-2017 school year at III/0 at \$11.84 per hour.

- Ratify the hiring of Tayler (Kurk) Schwartzhoff from part-time special ed para to part-time Hand in Hand Preschool teacher beginning the 2016-2017 school year at \$16.64 per hour.
- Ratify the hiring of Zachary Kasten as the assistant football coach beginning the 2016-2017 school year at III/0 at \$2,421.49.
- Ratify the hiring of Kari Rusert as the junior high volleyball coach beginning the 2016-2017 school year at I/0 at \$1,749.18.
- Ratify the full-time teaching contract of Stacie Meyer as an elementary teacher beginning the 2016-2017 school year at BA+15/2 at \$40,858.00.
- Ratify the hiring of Russell Peterson as a full-time janitor beginning August 29, 2016, at I/0 at \$10.55 per hour.
- Approval of the Memorandum of Understanding between Caledonia School District #299 and Caledonia Principals Association in regards to contributions to a Limited Purpose Health Reimbursement arrangement beginning the 2016-2017 school year.\
- Approval of the Food Service Manager contract with Rita McCormick for the 2015-2018 school years.
- Approval of the Human Resource Coordinator/Office Manager contract with Karen Schiltz for the 2015-2018 school years.
- Approval of the Business Manager contract with Barbara Meyer for the 2015-2018 school years.
- Approval of the Technology Director contract with Eric Jerviss for the 2016-2019 school years.

Motion carried by a unanimous vote.

ACTION ITEMS

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 Principal and Interest on these Bonds

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

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 PRINCIPAL AND INTEREST ON THESE BONDS

BE IT RESOLVED by the School Board of Independent School District No. 299 (Caledonia), Minnesota, as follows:

1. Bond Authorization. The School Board has determined that it is necessary and expedient to issue General Obligation Refunding Bonds, Series 2016A (the “Bonds”) to currently refund and prepay, pursuant to Laws 2016, Chapter 189, Article 30, Section 22, the full outstanding original principal amount on the District’s capital loans from the State of Minnesota Maximum Effort School Loan Fund, made pursuant to Laws 2000, Chapter 492, Article 1, Section 5, Subdivision 5; as amended by Laws 2000, Chapter 499, Section 14.

2. Sale. The District has retained Ehlers & Associates, Inc. (Ehlers) in Roseville, Minnesota, as its independent municipal advisor for the Bonds. Ehlers is authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9). If the issuance of the Bonds is approved, the School Board shall meet at the time and place specified in the Official Statement to receive and consider proposals for the purchase of the Bonds.

3. Official Statement; Negotiation of Sale. Ehlers is authorized to prepare and distribute an Official Statement and to open, read and tabulate the proposals for presentation to the Board.

4. Minnesota School District Credit Enhancement Program. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provision of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

The motion for 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, Kelley McGraw, Jean Meyer, Jimmy Westland and Spencer Yohe. Absent: Michelle Werner. The following voted against the same: None. Whereupon the resolution was declared duly passed and adopted.

ADMINISTRATIVE REPORTS

Mrs. Meinertz informed the board that the five year technology and curriculum plan will be a huge focus for this school year. They are blending the first training of this year to include the PLC work as a way to accomplish the curriculum, assessment, and instruction improvement. Mrs. Stacie Meyer will be starting as a full-time kindergarten teacher, and Mrs. Emily Engen will be the Title teacher for the private schools. She updated the board regarding professional development and student preparations that are taking place. The Title grant will be finalized and submitted prior to the September 1st deadline.

Mrs. Morem informed the board that the data training has data coordinators starting on their new roles. The PLC team leader training was well attended. Summer school completed their second session and thanked Mrs. Field Rohrer and Mr. Riley for all their hard work with this program. She is working with Southeast Tech to write a grant for career and technical training. Private tours and orientation will be given to all new students and their families. Mr. Brent Schroeder is working to develop a school-wide calendar to focus on core values for the year. iPad orientation nights will be held next week. She is working on a collaborative program for new teachers with the Spring Grove and Mabel-Canton school districts.

Mrs. Runnigen informed that board that she is working on the Fall Community Education catalog. Thirty-two students participated in the Prairie Fire Children's Theatre "A Midsummer Night's Dream". The Caledonia Elementary Summer Glee Club performed at the talent show at the Houston County Fair. JrFLL and FLL is getting organized for the fall, and Sheri Allen will be the lead coach/parent volunteer. They are continuing to receive registrations for the preschool and ECFE programs. The ADSIS budget was approved for \$373,704.54 for the 2016-2017 school year. She

updated the board regarding testing. The Interact Club of Caledonia received the District 6250 New Generations Club of the Year Award at the Rotary Avenues of Service Dinner on August 16th. They earned the award because of the successful Free Water Wells in Tanzania Project. They also received a Rotary Pride Award for their participation and work on iFeed 2015. The Interact Club of Caledonia are members of the iFeed 2016 planning committee. iFeed 2016 will be held on November 5th. The students will be making a presentation to the school board in the near future.

Superintendent Barton informed the board that new concrete has been replaced in areas of the middle/high school sidewalk. The school district is working on the new flag pole set that will be installed at the middle/high school outdoor sports complex with a big thank you to the Lion's Club for donating money towards this project. The girls' softball dugouts are near completion. Pressbox renovations are being done. Tuck point and roof work has started at the elementary. Next week inservice begins for staff.

Mrs. Meyer informed the board MDE performed a food service audit on the summer food service program on July 21st. The OPEB information needed by Hildi Incorporated for the actuarial study that is required every three years was submitted. She attended the Clifton Larson Allen receivables workshop for the audit presentation. She met with a team from MnDOT, Alta Planning & Design, and Community Design Group regarding the Safe Routes to School. Additional information and meetings will be scheduled in September and October for this program. She is researching various credit card vendors that the school district could possibly work with for online payments.

Mr. Wychgram updated the board regarding his observations about the energy use between the two buildings. Five classrooms at the elementary building have been abated and new carpet tile and new paint was installed in these rooms. He updated the board regarding staffing. The tuck pointing has been started. Roof restoration started August 17th. A new entryway door for the elementary has been ordered and waiting for the install date. The chemical store room exhaust fan for the MS/HS has been delivered. Roof curb will be installed while restoration is taking place and then the fan will be installed. New doors for the athletic hallway will be installed in the next few weeks. A new flag pole set will be installed within the next month. Girls' softball dugouts are being erected.

BOARD MEMBER REPORTS

Director Yohe attended the MSBA Summer Seminar and updated the board regarding the Region 1A and HVED committee meetings he attended.

CLOSED SESSION FOR SUPERINTENDENT'S EVALUATION

Moved by Jean Meyer, seconded by Jimmy Westland to close the meeting at 7:12 p.m. for the superintendent's evaluation. Motion carried by a unanimous vote.

Moved by Spencer Yohe, seconded by Jared Barnes to convene the regular school board meeting at 8:04 p.m. Motion carried by a unanimous vote.

ADJOURNMENT

Moved by Jared Barnes, seconded by Jimmy Westland to adjourn the meeting at 8:04 p.m. Motion carried by a unanimous vote.

Jean Meyer, Clerk