

## **Board Meeting Minutes December 19, 2016**

The Board of Education of Independent School District No. 299, Caledonia, Minnesota, met in a regular school board meeting and a Truth in Taxation Hearing 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 Ben Barton, Gina Meinertz, Mary Morem, Nancy Runnigen, Barb Meyer, Karen Schiltz, Dan McGonigle, Janelle Field Rohrer, Ted Hanson, Leland Svehaug and Craig Popenhagen from Clifton Larson Allen, LLP. Absent were student school board representatives Nathan Hagerott and Nicholas Logging.

### **ADOPTION OF AGENDA**

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

### **WARRIOR PRIDE**

Thank you to Jean Meyer for her dedication and commitment while serving on the Board of Education for the past twelve years. Congratulations to Spencer Yohe for receiving the MSBA President's Award for completing 300 or more hours of attendance at MSBA and NSBA sponsored meetings and activities. Congratulations to Jared Barnes for receiving the MSBA Directors' Award for completing 100 or more hours of attendance at MSBA and NSBA sponsored meetings and activities within a four-year period of time. Congratulations to Scott Koepke for being selected the 2016 La Crosse Tribune's Volleyball Coach of the Year. Thank you to Steve Buttell for updating and repainting the State Championship sign for our school district. Thank you to Rawlings Sporting Goods for donating approximately 150 – 175 basketballs to our junior high varsity programs and our physical education department.

### **BOARD SHOWCASE**

Mr. Craig Popenhagen from Clifton Larson Allen, LLP presented the school audit report to the board.

#### **School Audit Report**

Moved by Jean Meyer, seconded by Jared Barnes to accept the school audit report as presented from Clifton Larson Allen, LLP. Motion carried by a unanimous vote.

### **TRUTH IN TAXATION HEARING TO DISCUSS THE 2017 BUDGET & LEVY**

A Truth in Taxation Hearing was held and a presentation was shared during this hearing. Community members in attendance asked questions of the board about their tax statements they received in the mail, and the board members addressed these questions with the community members during the hearing.

#### **Adopt Final Levy Certification**

Moved by Spencer Yohe, seconded by Michelle Werner to adopt the final levy certification for 2017 in the amount of \$2,609,062.86. Motion carried by a unanimous vote.

### **CONSENT AGENDA**

Moved by Jean Meyer, seconded by Jared Barnes to approve the following consent agenda items:

- Approval of the November 21, 2016, regular school board minutes.

- Approval of the electronic transfers and bills due and payable amounting to \$499,279.66 including check numbers 60868 through 60994.
- Adopt the 2016-2017 teacher seniority list and the 2016-2017 support staff seniority list as presented.
- Approval of the one year Cooperative Agreement for Speech and Robotic Activities between the Spring Grove Public School District and the Caledonia Area Public School District for the 2016-2017 school year as presented.
- Accept the resignation of Kalli Konkel as a special education para with her last day working at our school district on December 9<sup>th</sup> with thanks for her year of service she has provided our school district.
- Ratify the hiring of Helen Olson as the assistant gymnastics coach at III/0 years at \$2,421.29.
- Ratify the hiring of Bernard “Bud” Bakkestuen as a full-time custodian at III/4 years at \$12.75 per hour beginning December 12, 2016.
- Ratify the twelve-week, long-term teacher substitute contract for Taylor Moon during the maternity leave of Thea Trebelhorn to begin approximately on January 16, 2017, through April 7, 2017.
- Ratify the hiring of Shay Mahoney as the junior high wrestling coach at I/0 years at \$1,749.18.

Motion carried by a unanimous vote.

### **ACTION ITEMS**

#### **Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Thereof**

Member Jimmy Westland introduced the following resolution and moved its adoption:

#### **RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE**

WHEREAS, there has been a reduction in student enrollment, and,

WHEREAS, this decrease in student enrollment must include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers’ contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

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

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions and as a result of a reduction in enrollment make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member Michelle Werner and upon vote being taken thereon, the following voted in favor thereof: Jared Barnes, Kelley McGraw, Jean Meyer, Michelle Werner, Jimmy Westland, and Spencer Yohe. The following voted against the same: None. Whereupon said resolution was declared duly passed and adopted.

### Set January Organizational Meeting

Moved by Spencer Yohe, seconded by Jared Barnes to hold an organizational school board meeting on Tuesday, January 3, 2017, at 5:30 p.m. in the Superintendent's Office located in the District Office. Motion carried by a unanimous vote.

### **ADMINISTRATIVE REPORTS**

Mrs. Meinertz updated the board with regard to curriculum. They are discussing rigor, standards-based report cards, schedules, and many more topics. The elementary is in support of looking at trimesters for reporting out to parents beginning the 2017-2018 school year. The Makerspace supplies are arriving, and the room is almost set up. Students will start this experience after the winter break. They are working on starting planning for the Winter Warrior Way Olympics. She has been working with Nancy Runnigen on applying for a grant for funding to begin a coordination effort between all providers of preschool, daycare, and kindergarten in the district. They will be improving and aligning standards, assessments, and kindergarten readiness. They are also observing and collecting information in order to add two full-time Reading Corp members to improve reading interventions in the district. The Pillars for Learning Task Team meeting will be held on Wednesday.

Mrs. Morem informed the board that the MSHS choir concert is being held this evening. The jazz choir students performed at the Rotary Lights in La Crosse last week. A group of volunteers sang carols at the nursing home and handed out presents, and another group of volunteers helped load presents at the Houston County Care and Share program. She attended a servant leadership seminar, and they are willing to work with the MSHS teachers for free and provide free curriculum. The Spelling Bee will be held on January 13<sup>th</sup>. A FAFSA meeting for seniors and their parents will be held on January 18<sup>th</sup>. Winter sports is underway and doing great. She is starting to prepare the schedule for the 2017-2018 school year. Middle school will be having their first middle school dance on January 13<sup>th</sup>. Rocky Danielson visited the middle school and did a great job explaining the Korean War Quilt Project to the middle school students.

Mrs. Runnigen attended the Tri-County Community Ed Director's meeting. She is working on community ed classes for January and February. She participated in the Caledonia Balloon Rally activities. She met with Mr. Koepke and Ms. Wiese to plan a gymnastics and volleyball camp. She attended the Safe Routes to School Grant meeting, the Finance Committee meeting, and the Wellness Committee meeting. She updated the board with regard to the Hand in Hand Preschool and School Readiness/Early Childhood Family Education programs. The SAC program continues to accept registrations and will be open over winter break except for December 26<sup>th</sup>. She submitted a grant to the Southern Minnesota Initiative Fund to conduct Kindergarten Readiness in Caledonia with Pre-K and kindergarten teachers and daycare providers. She is working on a Reading Corp application with Mrs. Meinertz to have a Reading Corp program in our preschool and elementary school. She updated the board with regard to testing.

Superintendent Barton informed the board that he felt it would be a good idea to take part of a school board meeting or during the school day to have board members tour the schools and see the great things happening in our classrooms. He informed the board that the Finance Committee has discussed ideas as it relates to the incentive dollars that will be coming from refinancing the capital loan. These ideas will be brought forth to the board for their approval.

Mrs. Meyer informed the board that Mr. Harguth was awarded an Agriculture Educator Grant for a summer ag program. The food service audit by MDE was done on November 17<sup>th</sup> and 18<sup>th</sup>. The reviewer had awesome things to say about Rita and the food service program. She met with Merchants bank regarding their fees for accounts. She is working on the new Targeted Services process with HVED. She attended a webinar on Every Child Succeeds Act (ESSA). She had a Safe Routes to School (SRTS) meeting. She updated the board regarding the Finance Committee meeting that was held last week.

Mr. Jerviss informed the board that the school district is looking at the use of Schoology. He is working on the February 17<sup>th</sup> PD for teachers. The eRate funds have been approved for our Category I items for local and long distance phone service, internet service, hosted servers and wireless service. The network update plan was also approved, and he is working with AcenTek for completing that purchase, configuration, and installation of equipment. He updated the board regarding the Spiceworks IT Ticket system. He is working with Mrs. Meinertz about the 21<sup>st</sup> Century Innovation and Learning Plan.

### **NEW BUSINESS ITEMS**

#### **2016-2017 Calendar Modification**

Moved by Jimmy Westland, seconded by Michelle Werner to have January 2, 2017, be counted as one of the snow days for the 2016-2017 school year. Motion carried by a unanimous vote.

#### **2017-2018 School Calendar**

Mr. Barton explained to the board that he has shared with the staff and the board members two options for the 2017-2018 school calendar. He is requesting feedback on these calendars being proposed.

### **BOARD MEMBER REPORTS**

Director Meyer updated the board regarding the Facility Committee meeting. Director Werner updated the board regarding the Activities Committee meeting. Director Yohe updated the board regarding the MSHSL meetings and shared with the board a copy of the HVED Fall Newsletter. Director Westland commended Mrs. Heidi Myhre on the awesome job she did with the elementary winter concert that was held last week. Director Barnes updated the board with regard to the Curriculum Committee meeting and the Technology Committee meeting. Director McGraw thanked the administration and staff for the climate and culture setting in our school district that has come along away over the past couple of years.

### **ADJOURNMENT**

Moved by Jean Meyer, seconded by Michelle Werner to adjourn the meeting at 7:38 p.m. Motion carried by a unanimous vote.

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Jean Meyer, Clerk