

Board Meeting Minutes June 20, 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 Vice Chair Michelle Werner at 6:00 p.m. Board Chair, Kelley McGraw, participated in the meeting via a visual and audio electronic connection. His physical location where he did Skype from was Room #237 at the Radisson Hotel, 2540 North Cleveland Avenue, Roseville, Minnesota. The Pledge of Allegiance was said. The school board members present were Amanda King, Kelley McGraw, Jean Meyer, Michelle Werner, Spencer Yohe, and student school board representative Nathan Hagerott. Also present were Superintendent Ben Barton, Mary Morem, Nancy Runningen, Barb Meyer, Karen Schiltz, Dan McGonigle, Janelle Field Rohrer, James Larson, Logan Larson, and Brady Augedahl. Absent was school board members Jared Barnes and Jimmy Westland, school board representative Nicholas Loging, and Gina Meinertz.

ADOPTION OF AGENDA

Moved by Jean Meyer, seconded by Amanda King to approve the agenda as presented. Motion carried by a unanimous vote.

WARRIOR PRIDE

Thank you to the Knights of Columbus for their monetary donation towards the Special Olympics Program. Thank you to Chuck Schulte for volunteering your services with landscaping and the donation of plants in front of the district office area.

BOARD SHOWCASE

During the board showcase, Mrs. Morem did a presentation on the PLC accomplishments for the Caledonia Public School District for the 2015-2016 school year.

STUDENT SCHOOL BOARD MEMBER REPORT

Student school board representative, Nathan Hagerott, informed the board that he has been busy working with Boys' State and discussing politics with this group and how to get students more involved in the voting process. The marching band will be participating in the Brownsville and Eitzen parades this summer and will be participating in the Music in the Park on June 26th.

Superintendent informed the board that that he would like to start thinking about the student school board member succession plan as both student school board representatives are seniors this upcoming school year.

PUBLIC COMMENT

Mr. James Larson along with a couple of students from the Robotics Program updated the board on their program this past school year and things they are working on during the summer months. Students will also be participating in the Brownsville and Eitzen parades.

CONSENT AGENDA

Moved by Spencer Yohe, seconded by Jean Meyer to approve the following consent agenda items:

- Approval of May 16, 2016, regular school board meeting minutes, and the June 6, 2016, special school board meeting minutes.

- Approval of Treasurer's Report and Authorization of Accounts Payable including the electronic transfers and bills due and payable amounting to \$967,066.23 including check numbers 60118 through 60263.
- Approve the resignation of Laura Welscher as a lead nutrition assistant effective at the end of the 2015-2016 school year with thanks for her twelve years of service to the school district.
- Approve the resignation of Erin Becker as the preschool teacher effective at the end of the 2015-2016 school year with thanks for her six years of service to the school district.
- Accept the resignation of Roger Knutson as the assistant football coach effective immediately with thanks for his years of service to this program.
- Accept the resignation of Dan Muenkel as the junior varsity football coach effective immediately with thanks for his years of service to this program.
- Ratify the hiring of Carl Fruechte as the head football coach beginning the 2016-2017 school year at V/26.
- Ratify the hiring of Brent Schroeder as the assistant football coach beginning the 2016-2017 school year at III/17.
- Ratify the hiring of Lynette Dickie-Privet from a nutrition assistant to the elementary nutrition lead beginning the 2016-2017 school year at III/6 at \$13.28 per hour.
- Ratify the hiring of Tim Wychgram as the Facility Director beginning May 26, 2016, at \$55,000 for the 2016-2017 school year.
- Ratify the hiring of Erin Nolden as a middle school math teacher beginning the 2016-2017 school year at BA/1.
- Ratify the hiring of Tessa Larson as a Spanish teacher beginning the 2016-2017 school year at BA+15/6.
- Ratify the hiring of Candyce Deck as an elementary teacher beginning the 2016-2017 school year at MA/3.
- Ratify the hiring of Debra Klinksi as a part-time nutrition assistant beginning the 2016-2017 school year at I/2 years at \$10.98 per hour.
- Ratify the hiring of Susan Kiesau as a part-time nutrition assistant beginning the 2016-2017 school year at I/0 years at \$10.55 per hour.
- Ratify the hiring of Teri Gaustad as a part-time nutrition assistant beginning the 2016-2017 school year at I/0 years at \$10.55 per hour.
- Ratify the hiring of Bryan Barthel as the IT summer help temporary position

- Approve the additional positions for a full-time janitor and a 9th grade volleyball coach beginning the 2016-2017 school
- Approve the increase of student lunch and breakfast prices by \$0.10 beginning the 2016-2017 school year. Breakfast prices will be as follows: \$1.55 for elementary students, \$1.65 for middle/high school students. Lunch prices will be as follows: \$2.50 for elementary students and \$2.60 for middle/high school students. Milk prices will remain the same at \$0.45 per carton.
- Approve the following bread product bid from Bimbo Bakeries USA for the 2016-2017 school year as follows:

<u>Product</u>	<u>Bimbo Bakeries</u>
24 oz. whole grain sandwich bread	\$1.68
65 oz. whole grain white bread	\$1.68
65 oz. whole grain hamburger buns – 12 ct.	\$1.81
72 oz. whole grain hotdog buns – 16 ct.	\$2.34
72 oz. whole grain hoagie bun – 20 ct.	\$3.86
17 oz. whole grain dinner roll – 12 ct.	\$1.68

- Approve the following dairy product bid from Ziebell’s Hiawatha Foods, Inc., for the 2016-2017 school year as follows:

<u>Product</u>	<u>Ziebell’s Foods</u>
1% milk, per ½ pint carton	\$0.198
Chocolate skim milk, per ½ pint carton	\$0.200
Skim milk, per ½ pint carton	\$0.192
1% milk, per gallon	\$2.642
8 oz. containers of orange juice	\$0.303
12 oz. plastic bottles of 1% milk	\$1.02
12 oz. plastic bottles of chocolate skim milk	\$1.02
12 oz. plastic bottles of skim milk	\$1.02

- *\$2.00 Delivery Charge will be added to each delivery.*

- Approve the following gas/fuel oil bid from Kwik Trip for the 2016-2017 school year as follows:

<u>Product Name</u>	<u>Kwik Trip</u>
Posted pump price, June 14, 2016	\$2.329
Less Applicable Gasoline Tax	\$0.469
Less Discount per Gallon	\$0.065
Net Price per Gallon	\$1.795
<u>No. 2 Fuel in Tank Wagon Delivery</u>	
Posted tank wagon price, June 14, 2016	N/A
Less Discount per Gallon	N/A
Net Price per Gallon	N/A

Motion carried by a unanimous vote.

ACTION ITEMS

Fall Sport Coaching Contracts for the 2016-2017 School Year

Moved by Amanda King, seconded by Spencer Yohe to ratify the following fall sport coaching contracts for the 2016-2017 school year contingent upon participation numbers in each of the activities:

Football:

- Carl Fruechte, head coach at V/26
- Brent Schroeder, assistant coach at III/17
- Mitch Mullins, assistant coach at III/25
- Position open for assistant coach
- Position open for 9th grade coach
- Brad King, 8th grade coach at I/1
- John Fruechte, 7th grade coach at I/6

Girls' Soccer:

- Chris Jandt, head coach at V/1
- Girls' assistant coach dependent upon participation numbers

Boys' Soccer:

- Dan McGonigle, head coach at V/1
- Boys' assistant coach dependent upon participation numbers

Volleyball:

- Scott Koepke, head coach at V/24
- Dan Reinhart, assistant coach at III/12
- Nichelle Grage, junior high coach – 8th grade at I/2
- Heather Myhre, junior high coach – 7th grade at I/1

Motion carried by a unanimous vote.

Co-Curricular Coaching Contracts for the 2016-2017 School Year

Moved by Amanda King, seconded by Jean Meyer to ratify the following co-curricular coaching contracts for the 2016-2017 school year contingent upon participation numbers in each of the activities:

School Musical	Heidi Myhre at IV/2
One Act Play	Tory-Kale Schulz at I/3
Band	Dustin Moburg at I/5
Jazz Band	Dustin Moburg at VI/8
Choir	Ross Martin at I/6
FFA Advisor	Bradley Harguth at VI/11
Jr. Class Advisor	Position Open
Jazz Symposium	Ross Martin at VI/6
Knowledge Bowl	Becky Breeser at I/18
Knowledge Bowl	David Riley at I/20
Marching & Pep Band	Dustin Moburg at IV/5
National Honor Society	Tory-Kale Schulz at I/4
Student Council	Sue Link at VI/19
Robotics Program	James Larson at V/I
Yearbook	Stacey Meyer at VI/2

Motion carried by a unanimous vote.

Adopt the Long-term Facility Maintenance 10 Year Plan

Moved by Jean Meyer, seconded by Kelley McGraw to adopt the Long-term Facility Maintenance 10 Year Plan as presented. Motion carried by a unanimous vote.

Adopt Budget for the 2016-2017 School Year

Moved by Spencer Yohe, seconded by Amanda King to adopt the budget for the 2016-2017 school year as presented. Motion carried by a unanimous vote.

	2015-16 Revised Budgeted Revenues	2016-17 Budgeted Revenues	(Increase) Decrease In Revenues	2015-16 Revised Budgeted Expenditures	2016-17 Budgeted Expenditures	(Increase) Decrease In Expenses	2016-17 Fund Balance Inc/(Decrease)
General Fund	\$7,276,072	\$7,890,761	-\$614,689	\$7,494,685	\$7,505,688	-\$11,003	\$385,073
Food Service Community Services	\$423,088	\$423,088	\$0	\$405,074	\$424,906	-\$19,832	-\$1,818
Capital Projects Fund	\$351,494	\$351,494	\$0	\$336,193	\$344,686	-\$8,493	\$6,808
Debt Retirement	\$495,000	\$495,000	\$0	\$495,000	\$495,000	\$0	\$0
Scholarship Fund	\$1,579,175	\$1,579,175	\$0	\$1,575,101	\$1,575,101	\$0	\$4,074
Activity Fund	\$13,495	\$13,495	\$0	\$13,495	\$13,495	\$0	\$0
	\$40,550	\$40,550	\$0	\$34,474	\$34,474	\$0	\$6,076
Total	<u>\$10,178,874</u>	<u>\$10,793,563</u>	<u>-\$614,689</u>	<u>\$10,354,022</u>	<u>\$10,393,350</u>	<u>-\$39,328</u>	<u>\$400,213</u>

Resolution Establishing Dates for Filing Affidavits of Candidacy

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

**RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY**

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

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 299 shall begin on August 2, 2016, and shall close on August 16, 2016. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on August 16, 2016.

2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy.

3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.

4. The notice of said filing dates shall be in substantially the following form:

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 299
CALEDONIA, MINNESOTA
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 299 shall begin on August 2, 2016, and shall close at 5:00 o'clock p.m. on August 16, 2016.

The general election shall be held on Tuesday, November 8, 2016. At that election, three (3) members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from the Caledonia School District Office, 511 West Main Street, Caledonia, MN 55921. The filing fee for this office is \$2.00. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same primary or general election.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 16, 2016.

Dated: June 20, 2016

BY ORDER OF THE SCHOOL BOARD
Jean Meyer, School District Clerk
Independent School District No. 299
(Caledonia, Minnesota)
State of Minnesota

The motion for the adoption of the foregoing resolution was duly seconded by Spencer Yohe. On a roll call vote, the following voted in favor: Amanda King, Kelley McGraw, Jean Meyer, Michelle Werner, and Spencer Yohe. The following voted against: None. Absent: Jared Barnes and Jimmy Westland. Whereupon said resolution was declared duly passed and adopted.

ADMINISTRATIVE REPORTS

Mrs. Meinertz was absent.

Mrs. Morem informed the board that the end of the school year went well and was very busy. She thanked the middle/high school office staff for all their hard work at the end of the year. The state track girls' team performed very well at state. The summer school program and summer sports camps have begun over the past couple of weeks. She is continuing to work on the Course Handbook. A discussion was held in regards to graduation and bringing back a Valedictorian and a Salutatorian. It was the consensus of the board that Mrs. Morem research the formulation for this and share these ideas to the board for further discussion. She also received a letter from the University of Minnesota thanking our students and Mr. Harguth for doing the Youth Tractor Safety Program.

Mrs. Runningen updated the board regarding the Hand in Hand Preschool, ECFE, SAC and Surround Care Programs. She will be advertising for a Hand in Hand Preschool teacher for the 2016-2017 school year. She is working on the Head Start Agreement for the upcoming school year. The Community Education summer brochure was mailed out. She is working on the 2016-2017 testing

calendar. She updated the board regarding the ADSIS funding. The Drum and Bugle Corp Carolina Crown will be staying in Caledonia on July 5th.

Superintendent Barton informed the board that the school district has not received any applicants for the Speech and Language Pathology position and that we may need to consider online services or hiring a consultant in assisting our school district in getting this position filled. They are working on getting the Q Comp career ladder positions filled. He updated the board with regard to the school logo/mascot. It was the consensus of the board that our school logo remain to be the sword and shield until changes are made. He met with the support staff group to review the job descriptions with only a few minor changes to be made to them.

Mrs. Meyer informed the board that the Summer Food Program is doing well. The Safe Routes to School group will be getting together for a meeting. Ehler's will be at the June 27th special school board meeting to do a presentation as it relates to the Capital Loan.

NEW BUSINESS ITEMS

The first reading of the 2016-2017 District Employee Handbook, the Elementary, Middle/High Schools Student/Parent Handbooks, the Technology Handbook, and the Coach's Handbook was held with the adoption to take place at the July 18th regular school board meeting.

The board discussed the current teacher substitute rate of pay for our school district. It was the consensus of the board that this be acted upon at the July 18th regular school board meeting.

CLOSED SESSION

Moved by Jean Meyer, seconded by Amanda King to close the meeting at 7:21 p.m. for negotiations discussion. Motion carried by a unanimous vote.

Moved by Jean Meyer, seconded by Amanda King to convene the regular school board meeting at 7:21 p.m. Motion carried by a unanimous vote.

ADJOURNMENT

Moved by Kelley McGraw, seconded by Jean Meyer to adjourn the meeting at 7:58 p.m. Motion carried by a unanimous vote.

Jean Meyer, Clerk