

Board Meeting Minutes October 19, 2015

The Board of Education of Independent School District No. 299, Caledonia, Minnesota, met in a regular school board meeting at the Brownsville Community Center in Brownsville, Minnesota. The meeting was called to order by Chair Kelley McGraw at 6:04 p.m. The Pledge of Allegiance was said. The school board members present were Jared Barnes, Amanda King, Kelley McGraw, Michelle Werner, Jimmy Westland, Spencer Yohe, and student school board representatives Nathan Hagerott and Nicholas Loging arriving at 6:30 p.m. Also present were Superintendent Ben Barton, Mary Morem, Gina Meinertz, Barb Meyer, Karen Schiltz, Brad Harguth, Dan McGonigle, and Janelle Field Rohrer. Absent was Director Jean Meyer and Nancy Runningen.

ADOPTION OF AGENDA

Moved by Spencer Yohe, seconded by Michelle Werner to approve the agenda as amended to remove the snow removal proposal from the consent agenda and to approve the position and posting for a 0.17 FTE Title I teacher. Motion carried by a unanimous vote.

WARRIOR PRIDE

Thank you to the Masonic Lodge for your generous donation to be used towards our Robotics Program. Thank you to Joe Welch Equipment for your generous donation of tools to be used for the Robotics Program. Thank you to Konkel Custom Woodworks, Inc. for your generous monetary donation to be used towards the First Lego League Program. Thank you to Tamiko's Salon for your generous monetary donation to be used towards our Robotics Program. Thank you to Thrivent Financial for your generous monetary donation to be used towards our Elementary Milk Program and Backpack Program. Thank you to Holly Klankowski for your service to our school district as an election head judge during our special school district elections. Thank you to Lynn Diersen for your service to our school district as an election judge during our special school district elections. Thank you to LuEtta Fruechte for your service to our school district as an election judge during our special school district elections. Thank you to Imy Dorival for your service to our school district as an election judge during our special school district elections. Thank you to Ethelyn Gensmer for your service to our school district as an election judge during our special school district elections. Thank you to Lee Grippen for your service to our school district as an election judge during our special school district elections. Thank you to Jane Hayes for your service to our school district as an election judge during our special school district elections. Thank you to Doris Klankowski for your service to our school district as an election judge during our special school district elections. Thank you to Mary Leary for your service to our school district as an election judge during our special school district elections. Thank you to Dolores Link for your service to our school district as an election judge during our special school district elections. Thank you to Iyla Mulvenna for your service to our school district as an election judge during our special school district elections. Thank you to Rita Noel for your service to our school district as an election judge during our special school district elections. Thank you to Lolita St. Mary for your service to our school district as an election judge during our special school district elections!

BOARD SHOWCASE

Student Achievement Results for the 2014-2015 School Year

Principals Meinertz and Morem presented to the board the Student Achievement data and results for the 2014-2015 school year.

STUDENT SCHOOL BOARD MEMBER REPORT

The student school board representatives informed the board that parent/teacher conferences were held last week with positive feedback received with having these conferences held in the classroom versus in the commons area. The juniors also attended the career fair.

CONSENT AGENDA

Moved by Michelle Werner, seconded by Jared Barnes to approve the following consent agenda:

- Approval of September 21, 2015, Regular School Board Minutes
- Approval of the electronic transfers and bills due and payable amounting to \$357,108.49 including check numbers 59021 through 59150 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$800,000.00.
- Accept the resignation of Danielle Sauer as the assistant gymnastics coach with thanks for her six years of service to this program.
- Accept the resignation of Nancy Ranzenberger as the part-time middle/high school nutrition assistant effective October 23, 2015.
- Approve the position and posting for a part-time 0.17 FTE Title I teacher.
- Approval of the Purchase of Service Agreement as presented between Caledonia Public School District and the WIN Program for the 2015-2016 school year to purchase nursing services from the Caledonia Public School District.
- Approval of the Caledonia FFA students to attend the National FFA Convention in Louisville, Kentucky, from October 28th through October 30th as presented by Mr. Harguth.
- Approval of the Permission to Work Form for Minors as presented.

Motion carried by a unanimous vote.

Snow Removal Proposals for the 2015-2016 School Year

Moved by Jimmy Westland, seconded by Amanda King to accept the snow removal proposal from Schroeder Landscaping & Construction, Incorporated for the 2015-2016 school year. Those voting in favor: Amanda King, Michelle Werner, Jimmy Westland, and Spencer Yohe. Those opposed: Jared Barnes and Kelley McGraw. Absent was Jean Meyer. Motion carried.

ACTION ITEMS

Winter Sports Coaching Contracts

Moved by Spencer Yohe, seconded by Jared Barnes to ratify the following coaching contracts for the 2015-2016 winter sports season:

- **Wrestling:**
 - Daniel Goergen, head coach, V/7 at \$3,712.58
 - Houston School District hires and pays for the assistant coach
 - Roger Holland, junior high coach, I/5 at \$1,834.39
 - Jeff Winjum, junior high coach, I/5 at \$1,834.39
- **Boys' Basketball:**
 - Josh Diersen, head coach, V/12 at \$3,712.58
 - Jeremy Leis, assistant coach, III/10 at \$2,643.18
 - Brad King, 9th grade coach, I/5 at \$1,834.69
 - Dan Reinhart, 8th grade coach, I/15 at \$2,002.89
 - Scott Koepke, 7th grade coach, I/0 at \$1,665.89
- **Girls' Basketball:**
 - Kevin Klug, head coach, V/13 at \$3,712.58
 - Carl Fruechte, assistant coach, III/26 at \$2,643.18
 - Scott Sorenson, 9th grade coach, I/18 at \$2,002.89
 - Theresa Ellenz, 8th grade coach, I/1 at \$1,665.89
 - Mitchell Banse, 7th grade coach, I/1 at \$1,665.89

- **Gymnastics:**

- Jackie Johnson, head coach, V/9 at \$3,712.58
- Rachel Stackhouse, assistant coach, III/0 at \$2,306.18

Those voting in favor: Jared Barnes, Amanda King, Kelley McGraw, Jimmy Westland, and Spencer Yohe. Those opposed: Michelle Werner. Absent was Jean Meyer. Motion carried.

Resolution of School Board Supporting Form A Application to Minnesota State High School League Foundation

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

WHEREAS, the Minnesota State High School League Foundation was forward to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the District #299 School Board recognizes the value of students participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist school district in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED that the ISD #299 School Board supports the Districts application to the Minnesota State High School League Foundation for a Form A grant to offset student activity fees.

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, Amanda King, Kelley McGraw, Michelle Werner, Jimmy Westland, and Spencer Yohe. The following voted against the same: none. Absent was Director Jean Meyer. Whereupon said resolution was declared duly passed and adopted.

Setting of Special School Board Meeting to Canvass November 3, 2015, Election Results

Moved by Michelle Werner, seconded by Jared Barnes to hold a special school board meeting to canvass the election results on Monday, November 9, 2015, at 5:00 p.m. in the District Office. Motion carried by a unanimous vote.

Resolution Awarding the Sale, Determining the Form and Details, Authorizing the Execution, Delivery and Registrations and Providing for the Payment of a \$495,000 Taxable General Obligation School Building Bond, Series 2015 A

Member Michelle Werner introduced the following resolution and moved its adoption:

**RESOLUTION AWARDING THE SALE, DETERMINING
THE FORM AND DETAILS, AUTHORIZING
THE EXECUTION, DELIVERY AND REGISTRATION, AND PROVIDING
FOR THE PAYMENT OF A \$495,000 TAXABLE GENERAL OBLIGATION
SCHOOL BUILDING BOND, SERIES 2015A**

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

Section 1. Authorization and Sale.

1.01 Authorization. This Board hereby determines to sell and issue a taxable general obligation school building bond of Independent School District No. 299 (the "Issuer" or the "District") in the principal amount of \$495,000 (the "Bond"), which was authorized by the voters of the District at a special election held November 4, 2014, for the acquisition and betterment of school sites, facilities and equipment.

1.02 Sale. In accordance with Minnesota Statutes, Section 475.60, Subdivision 2(6), as amended, the interest on the Bond cannot be represented to be excluded from gross income for purposes of federal income taxation and the Issuer is therefore authorized to issue the Bond herein authorized without advertisement for bids and by negotiation. The offer of Merchant's Bank, N.A., Winona, Minnesota (the "Purchaser"), to purchase the Bond at a price of \$495,000, plus interest accrued to settlement, and upon the further terms and conditions set forth in this resolution is hereby accepted and the sale of the Bond is hereby awarded to said Purchaser.

1.03 Compliance with Law. All acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed precedent to the issuance of the Bond having been done, having happened and having been performed in regular and due form, time and manner as required by law, it is necessary for this Board to establish the form and terms of the Bond, to provide for the security thereof, and to provide for the issuance of the Bond forthwith.

Section 2. Bond Terms. The \$495,000 principal amount of the negotiable, taxable general obligation school building bond sold on this date shall be designated Taxable General Obligation School Building Bond, Series 2015A, shall be dated November 9, 2015 as the date of original issue, and shall be issued forthwith in bearer form. The Bond shall mature without option of prepayment on November 10, 2015. There shall be one (1) Bond issued in the denomination of \$495,000, which shall bear interest from the date of original issue until paid at the rate of 3.50 percent (3.50%) per annum. Interest will be calculated on the basis of a 365-day year and will be rounded pursuant to the rules of the MSRB. Interest shall be payable at maturity on November 10, 2015.

Section 3. Paying Agent. The Bond and the interest thereon are payable at the office of the Business Manager of the Issuer in Caledonia, Minnesota. On or before November 10, 2015, without further action of this Board, the Issuer shall transmit to the Purchaser from the Debt Redemption Fund of the Issuer moneys sufficient for the payment of all principal and interest then due.

Section 4. Form of Bond. The Bond to be issued hereunder shall be typed and shall be in substantially the following form:

UNITED STATES OF AMERICA
STATE OF MINNESOTA
HOUSTON COUNTY
INDEPENDENT SCHOOL DISTRICT NO. 299
(CALEDONIA AREA PUBLIC SCHOOLS)

\$495,000

TAXABLE GENERAL OBLIGATION SCHOOL BUILDING BOND, SERIES 2015A

<u>INTEREST RATE</u>	<u>MATURITY DATE</u>	<u>DATE OF ORIGINAL ISSUE</u>	<u>DOLLAR AMOUNT OF INTEREST ON THIS BOND PAYABLE AT MATURITY</u>
3.500%	NOVEMBER 10, 2015	NOVEMBER 9, 2015	\$47.47

KNOW ALL PERSONS BY THESE PRESENTS that Independent School District No. 299, State of Minnesota, a duly organized and existing independent school district, whose administrative offices are located in Caledonia, Minnesota (the "Issuer"), certifies that it is indebted and for value received promises to pay to bearer, without option of prepayment, the principal amount specified above, on the maturity date specified above and to pay interest thereon from the date of original issue until the principal is paid at the rate of interest specified above, calculated on the basis of a 365-day year. Both principal and interest on this Bond are payable upon presentation and surrender hereof at the principal office of the Business Manager of the Issuer in Caledonia, Minnesota, acting as paying agent, or any successor paying agent duly appointed by the Issuer. The principal of and interest on this Bond are payable in lawful money of the United States of America.

Issuance; Purpose. This Bond is issued to finance the acquisition and betterment of school sites, facilities and equipment, and is issued pursuant to resolutions duly adopted by the School Board and authority conferred by more than the requisite majority vote of the qualified electors of the Issuer voting on the question of their issuance at an election duly and legally called and held therein on November 4, 2014, and pursuant to and in full conformity with the Constitution and laws of the State of Minnesota thereunto enabling.

General Obligation. This Bond constitutes a general obligation of the Issuer, and to provide moneys for the prompt and full payment of the principal and interest when the same become due, the full faith and credit and taxing powers of the Issuer have been and are hereby irrevocably pledged.

Not Qualified Tax-Exempt Obligation. The Bond of this Issue has not been designated by the Issuer as a "Qualified Tax-Exempt Obligation" pursuant to Section 265 of the Internal Revenue Code of 1986, as amended, relating to the deduction of interest expenses allocable to the Bond by financial institutions.

THE SCHOOL DISTRICT HAS ELECTED TO ISSUE THIS BOND AS A TAXABLE OBLIGATION, AND ACCORDINGLY THE INTEREST ON THE BOND IS INTENDED TO BE INCLUDED IN GROSS INCOME FOR FEDERAL INCOME TAXATION PURPOSES AND, TO THE SAME EXTENT, IN NET TAXABLE INCOME FOR STATE INCOME TAXATION PURPOSES.

IT IS HEREBY CERTIFIED AND RECITED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to happen and to be performed, precedent to and in the issuance of this Bond in order to make it a valid and binding general obligation of the Issuer enforceable in accordance with its terms, have been done, have happened and have been performed in regular and due form, time and manner as required by law, and this Bond, together with all other debts of the Issuer outstanding on the date of original issue hereof and the date of its actual original issuance and delivery, does not exceed any constitutional or statutory limitation of indebtedness.

IN WITNESS WHEREOF, Independent School District No. 299, State of Minnesota, by its School Board, has caused this Bond to be executed in its behalf by the manual signatures of the Chair and

Clerk, the Issuer having no seal or said seal having been intentionally omitted as permitted by law, all as of November 9, 2015.

Clerk

Chair

Section 5. Preparation and Execution of Bond. The Clerk is directed to cause the Bond to be prepared. The Bond shall be executed on behalf of the Issuer by the manual signatures of the Chair and Clerk of the School Board. In the event of disability or resignation or other absence of either such officer, the Bond may be signed by the manual or facsimile signature of that officer who may act on behalf of such absent or disabled officer. In case either such officer whose signature or facsimile of whose signature shall appear on the Bond shall cease to be such officer before the delivery of the Bond, such signature or facsimile shall nevertheless be valid and sufficient for all purposes, the same as if that officer had remained in office until delivery. If the Issuer has adopted a corporate seal, it shall be omitted on the Bond as permitted by law.

Section 6 Delivery. The Bond when so prepared and executed shall be delivered by the Treasurer of the Issuer to the Purchaser thereof upon receipt of the purchase price, and the Purchaser shall not be obliged to see to the proper application thereof.

Section 7. Debt Redemption Fund; Pledge of Full Faith and Credit.

7.01 Debt Redemption Fund. The Bond and the interest thereon shall be payable from the Debt Redemption Fund of the Issuer, which shall be maintained by the Treasurer separate and apart from all other funds of the Issuer so long as the Bond issued hereunder is outstanding and unpaid. Money in the Debt Redemption Fund shall be used for no purpose other than payment of principal and interest on obligations of the Issuer, including the Bond issued pursuant to this resolution. If any payment of principal or interest on the Bond shall become due when there is not sufficient money in the Debt Redemption Fund to make such payment, the Treasurer shall pay the same from the General Fund of the Issuer, and the General Fund shall be reimbursed for such advances out of the proceeds of the taxes levied for the payment of such Bond.

7.02 Appropriation of Funds on Hand; No Tax Levy. There is hereby irrevocably appropriated and pledged to the repayment of the Bond from funds presently on hand and available for this purpose in the Issuer's Debt Redemption Fund an amount equal to 105% of the amount needed to meet when due the principal and interest payment on the Bond, and also any additional amounts necessary and available in said Debt Redemption Fund. This amount pledged is sufficient to pay the principal and interest on the Bond when due and the levy which would otherwise be required pursuant to Minnesota Statutes, Section 475.61, subdivision 3, is reduced in its entirety by this amount irrevocably appropriated for this purpose.

7.03 Pledge of Full Faith and Credit; Tax Levies. For the prompt and full payment of the principal of and interest on the Bond as the same respectively become due, the full faith and credit and taxing powers of the Issuer shall be and are hereby irrevocably pledged.

7.04 Construction Fund. The proceeds of the Bond shall be credited to the Issuer's Construction Fund and be used to pay costs incurred in the acquisition and betterment of school sites and facilities approved by the voters.

Section 8. Filing of Resolution; County Auditor Certificate. The Clerk is hereby authorized and directed to file with the County Auditor of each county in which the Issuer is located in whole or in part a certified copy of this resolution, together with such other information as said County Auditor shall require, and to obtain from said County Auditor a certificate that said Bond has been entered upon the County Auditor's Bond Register.

Section 9. Obligations Cease. When the principal and interest on the Bond has been repaid in full, all pledges, covenants and other rights granted by this resolution shall cease.

Section 10. Nondesignation as Qualified Tax-Exempt Obligation. In that the Bond is to be issued as a fully taxable obligation for federal and state income tax purposes, the Bond of this Issue is not designated as a "Qualified Tax-Exempt Obligation" for the purposes of Section 265 of the Code relating to the deduction of interest expenses allocable to the Bond by financial institutions.

Section 11. Authentication of Transcript. The officers of the Issuer and each said County Auditor are hereby authorized and requested to prepare and furnish to the Purchaser of said Bond, and to the attorneys approving legality of the issuance thereof, certified copies of all proceedings and records of the Issuer relating to said Bond and such other affidavits, certificates and information as may be required to show the facts relating to the legality and marketability of said Bond as they appear from the books and records under their custody and control or as otherwise known to them, and all such certified copies, certificates and affidavits, including any heretofore furnished, shall be deemed representations of the Issuer as to the facts recited therein.

Section 12. Continuing Disclosure. The Board hereby finds and determines that because the Bond is issued in an aggregate principal amount of less than \$1,000,000, the issuance of the Bond is exempt from the provisions of Rule 15c2-12(b)(5) adopted by the Securities and Exchange Commission.

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

ADMINISTRATIVE REPORTS

Mrs. Meinertz updated the board regarding PBIS and curriculum. The elementary is preparing to start painting the Warrior Way mural in the elementary building. The student achievement team is researching the new trend to start the elementary school year with one or two assessment days; and after the research is done, a recommendation will be brought to the board for approval. The climate and culture team is planning to bring in an author, Roland Smith, on December 1st and is working to arrange an Owl presentation. The PBIS team will be attending a training in Mankato in November and working on the planning of lyceums and creating videos to support areas of need based on the data. The Voice team is working on implementing the RTI process with fidelity and organizing interventions and discussing specific student needs. The Mentor/Mentee teams have been meeting and completing the checklists, and the first social for our mentors and mentees will be held in November.

Mrs. Morem informed the board that the 6th grade field trip to Camp Winnebago was a big success. The 8th grade class had a courage retreat with senior mentors attending. The NWEA Map test was given, and they will begin to analyze the data. The senior meetings are just about complete. Colleges are visiting the seniors at school. Leadership team meetings have started for students and staff. Prom will be held on May 14th. The Career Fair at the La Crosse Center was attended by all juniors. The

Bullying Seminar will be held for all students on October 26th. She informed the board that the staff began ALiCE training, and thanked the law enforcement for all their help.

Mrs. Runnigen was absent. In her report to the board, she informed them that the community education classes and events are advertised in the Argus, on the school's Facebook page, on Schoology and notes are sent home with the elementary students. The JrFLL and the FLL programs are meeting regularly. She updated the board regarding the Hand in Hand Preschool and Early Childhood Family Education programs. They received an Arts for All grant to help reduce the costs for the 4 year old preschoolers to attend The Very Hungry Caterpillar performance at Viterbo University. The Pathways II Scholarship Grant application has been submitted to MDE. She is working with Houston County Public Health to plan three early literacy activities throughout the year. She is preparing for Early Childhood Screening on November 5th and November 6th. FOB's have been distributed to staff and parents for the SAC program. She updated the board regarding testing. The 2015-2016 Staff Wellness Incentive grant from the Southeast Service Cooperative was approved and funded in the amount of \$10,421.00.

Superintendent Barton updated the board with regard to the ALiCE training and continues to work with the Crisis Prevention team. He has discussed the One Day Bond with various community members. He continues to work on the World's Best Work Force report and the Staff Development report and that both of these reports will be submitted to the state. Negotiations with the support staff and teacher unions will be taking place. He discussed with the board the concurrent enrollment/college in the schools program and the changes that the legislature is proposing and the effects these changes could have on our school district. He congratulated the School Board members for receiving the MSBA Leadership Development Recognition Award.

Mrs. Meyer continues to work on the financial details of the cooperative agreements. She is working with Ehlers on the LTFM calculations. She attended the Health and Safety quarterly meeting on October 6th. She updated the board regarding the One Day Bond. She has attended several MREA WebEx meetings. She is working on the OPEB reporting for GASB 45 for the 2015-2016 school year. She is gathering information from other districts on Procurement and Conflict of Interest policies. She is working on funding sources to continue the student backpack program that is in need of additional funding to keep it going and to expand it to other grade levels. She is working with Wagner Insurance on school policy renewals.

Mr. Jerviss updated the board regarding the 1:1 device program. The school district received two new copy machines and two new color printers (one for each building), which are better built and lower cost to run. Office 365 is available to staff and students for free. He continues to work with Mrs. Christiansen with Best Practices techniques involving curriculum, 21st Century classrooms and technology. He continues to evaluate the wireless network based on the needs of staff and students and will be adding three additional access points. He is collaborating with Mr. Marschall on projects such as the door system, HVAC computer, camera system, building mapping, inventory, and support ticketing system.

NEW BUSINESS ITEMS

MSBA Annual Leadership Conference

The MSBA Annual Leadership Conference will be held on January 13th through January 15th. The Early Bird Workshops and pre-conference functions will be held on January 13th. Registrations are due by December 11th in order to get the motel discounted rates.

One Day Bond Update

The One Day Bond Community meeting is scheduled for Tuesday, October 27th at 6:30 p.m. in the Middle/High School Media Center.

Future School Board Retreat

A future date will be scheduled for a school board retreat to possibly be held in November.

BOARD MEMBER REPORTS

Directors Yohe and Werner updated the board with regard to the Activities Committee meeting. Director Yohe updated the board regarding the Region 1A meeting he attended.

ADJOURNMENT

Moved by Michelle Werner, seconded by Spencer Yohe to adjourn the meeting at 7:48 p.m. Motion carried by a unanimous vote.

Jean Meyer, Clerk