

## **Board Meeting Minutes July 20, 2015**

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, Amanda King, Kelley McGraw, Jean Meyer, Michelle Werner, Jimmy Westland, and Spencer Yohe. Also present were Superintendent Ben Barton, Barb Meyer, Karen Schiltz, Dan McGonigle, Nancy Runningen, Joel Sutter, Jeff Sealy, Duane Thomford, Harley Doering, Mark Schiltz, Mary Marchel, Todd Roesler, Gary and Polly Heberlein, David and Jean Klinski, Quentin and Glorie Ann Robley, Steve Schuldt, Andy Milde, Justin Zmyewski, Brad Harguth, Deb Cody, Matt Klug, Kerry Schaller, Charles Schulte, Andy and Sheri Allen, Wade Cordes, and Dale Vetsch. Absent were Principals Gina Meinertz and Mary Morem.

### **ADOPTION OF AGENDA**

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

### **WARRIOR PRIDE**

Thank you to the University of Wisconsin La Crosse for their generous donation of \$300 toward the purchase of books for the elementary students.

### **BOARD SHOWCASE**

Mr. Joel Sutter and Mr. Jeff Sealy from Ehlers, Inc. discussed with the board options the school district has with regard to the Capital Loan and the new long-term facilities maintenance revenue program and its impact on our school district.

Mr. Steve Schuldt, Houston County Board Chair, shared with the board information with regard to proceeding with building the proposed County Highway Department to be located north of the middle/high school property. The board stressed to Mr. Schuldt to continue to look at all the options that are available for the construction site of this building.

### **PUBLIC COMMENT**

Mr. Justin Zmyewski, Houston County Board Member, apologized to the school board for the fact that the school district was not brought forth information with regard to the building of the Houston County Highway Department. He encouraged board members to email or contact the Houston County Board Members with their thoughts, questions, concerns or opinions they may have about this project.

### **CONSENT AGENDA**

Moved by Amanda King, seconded by Jean Meyer to approve the following consent agenda:

- Approval of June 15, 2015, Regular School Board Minutes
- Approval of the electronic transfers and bills due and payable amounting to \$937,741.19 including check numbers 58704 through 58784.
- Approval of placing the Robotics Program advisor position in the Category V of the non-coaching extra-curricular salary schedule of the Teacher Master Agreement beginning the 2015-2016 school year.
- Approval setting the student participation fee for the Robotics Program to be at \$35.00 per student in grades 7 – 12.
- Accept the resignation of Doug Miller as the 8<sup>th</sup> grade football coach effective

immediately with thanks for his years of service to the school district in this position.

- Accept the resignation of Jodi Petersen as the Spanish teacher effective immediately with thanks for her year of service to the school district.
- Accept the resignation of Jacob Dellamuth as the head girls' soccer coach effective immediately with thanks for his past two years of service to the school district as a soccer coach.
- Ratify the contract for Brad King as the 8<sup>th</sup> grade football coach beginning the 2015-2016 school year at I/O years at \$1,665.89
- Ratify the 200 day at will employee contract for Pat Christiansen as the Professional Development and Instructional Technology Coach beginning the 2015-2016 school year at \$50,000.
- Ratify the contract for James Larson as the Robotics program advisor beginning the 2015-2016 school year at V/O years at \$2,092.75.
- Grant tenure to the following full-time, non-tenured probationary staff members: Zoe Lamm, Tory-Kale Schulz, and Kelly Hansen; and the following part-time, non-tenured probationary staff members: Denise Wernecke at 0.60 FTE, Stacey Meyer at 0.1716 FTE
- Approval of the 2015-2016 District Employee Handbook
- Approval of the Agreement between Hiawatha Valley Education District and Caledonia Public School District to purchase education services for the 2015-2016 school year.
- Approval of the Purchase Service Agreement for Science Teacher Services between Caledonia Public School District and La Crescent Public School District.
- Approval of the FTE increase for Jessie Emerson at 0.9432 FTE which includes the contract with La Crescent School District beginning the 2015-2016 school year at BA+15/5 at \$40,698.88 (0.3432 FTE Caledonia School District and 0.60 FTE La Crescent School District).
- Approval of the Memorandum of Understanding between Caledonia ISD #299 and Caledonia Chapter of the River Valley Education Association with regard to the Activities Director assignment as presented.
- Approval of the Memorandum of Understanding between Caledonia ISD #299 and Caledonia Chapter of the River Valley Education Association with regard to the PLC time as presented.
- Approval of the increase of student lunch and breakfast prices by \$0.10 and \$0.05 per carton of milk beginning the 2015-2016 school year. Breakfast prices will be as follows: \$1.45 for elementary students, \$1.55 for middle/high school students and \$1.95 for adult/second lunches. Lunch prices will be as follows: \$2.40 for elementary students and \$2.50 for middle/high school students, and \$3.45 for adult/second lunches. Milk prices will be \$0.45 per carton.
- Approval of the following dairy product bid from Ziebell's Foods for the 2015-2016 school year as follows:

<u>Product</u>	<u>Ziebell's Foods</u>
1% milk, per ½ pint carton	\$0.2163
Chocolate skim milk, per ½ pint carton	\$0.2185
Skim milk, per ½ pint carton	\$0.2075
1% milk, per gallon	\$3.054
8 oz. containers of orange juice	\$0.263
8 oz. plastic bottles of 1% milk	No Bid
8 oz. plastic bottles of chocolate skim milk	No Bid

8 oz. plastic bottles of skim milk	No Bid
12 oz. plastic bottles of 1% milk	\$1.216
12 oz. plastic bottles of chocolate skim milk	\$1.216
12 oz. plastic bottles of skim milk	\$1.216

- \$2.00 Delivery Charge will be added to each delivery.
- Please review the attached milk escalator clause.

- Approval of the following gas/fuel oil bid from Kwik Trip for the 2015-2016 school year as follows:

<u>Product Name</u>	<u>Kwik Trip</u>
Posted pump price, July 14, 2015	\$2.659
Less Applicable Gasoline Tax	\$0.469
Less Discount per Gallon	\$0.065
Net Price per Gallon	\$2.125
<u>No. 2 Fuel in Tank Wagon Delivery</u>	
Posted tank wagon price, July 14, 2015	N/A
Less Discount per Gallon	N/A
Net Price per Gallon	N/A

Motion carried by a unanimous vote.

**ACTION ITEMS**

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

Member Spencer Yohe 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 8, 2015, and shall terminate, unless renewed by mutual consent, on the last day of the 2015-2016 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 the adoption of the foregoing resolution was duly seconded by Jared Barnes. On a roll call vote, the following voted in favor: Jared Barnes, Amanda King, 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 and submitted a report updating the board with regard to the mentor/new teacher program. She informed the board that a few businesses have been responding to the requests for donations for PBIS prizes and how thankful she is to be in such a supportive community. She updated the board with regard to curriculum. She is writing grants to beautify and add more art to the elementary school. She is in the process of writing an Artist in Residence grant to invite a professional artist to work side by side with the elementary students. The elementary roof replacement has begun. She met with a professor from the University of Wisconsin La Crosse to discuss a feasibility survey and recommendation process. The school district is going to focus on the "Bold Steps" created by the World's Best Workforce team and the implementation of these steps in to the elementary school, which will be a great opportunity for all. The results will be shared at the January board meeting.

Mrs. Morem was absent and submitted a report to the board informing them that she is looking into ways to better utilize space and storage of equipment in the middle school. She is working on setting up targeted services for middle school students the first two weeks in August and preparing for the 6<sup>th</sup> grade orientation and parent night. She is contacting high school parents to see of the interest in credit recovery for students. She is completing the schedule for high school classes and preparing a plan for student success and ways to include parents and community. They are continuing to work on the planning of teacher workshop days and the long-range planning for PLC's.

Mrs. Runnigen informed the board that she is working on the Fall Community Ed catalog. Prairie Fire Children's Theatre's "Cinderella" auditions will be held on August 3<sup>rd</sup>. Performances will be August 7<sup>th</sup> and August 8<sup>th</sup> at 7:00 p.m. She continues to work with the administrative team on the Facility Use policy changes. Family Movie night participants have donated approximately 450 lbs. of food to the Caledonia Food Shelf and *Charlotte's Web* will be shown on Friday, July 24<sup>th</sup> at 6:30 p.m. The SAC Program is in the process of moving into the multi-purpose room. She updated the board with regard to Hand in Hand Preschool, Early Childhood Family Education, and testing.

Superintendent Barton informed the board that he just received notification from the Spring Grove School District that their board approved dissolving our baseball coop program with them at their board meeting held on July 20<sup>th</sup>.

Mrs. Meyer attended the Long Term Facilities Maintenance Revenue webinar (LTFM) on June 29<sup>th</sup> by MREA and informed the board that the school district will be presenting a 10 year plan for the board to approve as one of the requirements. The school board will then need to decide if the school district will move forward with another one day bond vote in November. She attended a meeting with MARCO, and their request for adding/changing our current copier/printer contract. This will be brought forth to the Finance Committee for discussion. They continue to work on finalizing the Schmitz Transportation contract. She met with Superintendent Barton and Mr. Sorenson on athletic budgets. The school auditors are scheduled for one day preliminary work on July 21<sup>st</sup>.

Mr. Jerviss was not in attendance but submitted a report updating the board regarding the 1:1 devices and the elementary lab usage. He attended a training at Advanced Planning Technologies for the mapping and work order systems. He informed the board that summer projects are continuing. He updated the board with regard to the Summer Technology Workshop. He will be attending the National Schoology Conference in Chicago July 20<sup>th</sup> through July 22<sup>nd</sup>.

## **NEW BUSINESS ITEMS**

### **Trap Shooting**

Mr. Barton informed the board that he has been receiving increasing comments from the community expressing an interest in our school district sponsoring trap shooting, which is a Minnesota State High School League sponsored event.

### **2015-2016 Handbooks**

The board reviewed the 2015-2016 Elementary Handbook changes with the adoption to be taken at the regular school board meeting in August.

### **iPad Information**

The board reviewed the iPad Student Acceptable Use and Procedures and Information document and the iPad Protection Plan Agreement with the adoption to be taken place at the regular school board meeting in August.

### **Middle/High School Spanish Teacher Position**

Superintendent Barton shared with the board that the school district has not received any applications for the part-time middle/high school Spanish teacher position and discussed options with regard to filling this position.

Moved by Jean Meyer, seconded by Michelle Werner to move forward in filling the part-time Spanish position with a full-time employee if the school district is not able to recruit a part-time candidate for the vacant Spanish teaching position. Motion carried by a unanimous vote.

### **BOARD MEMBER REPORTS**

Directors Werner and Yohe updated the board with regard to the Activities Committee meeting that was held and shared with the board the 2014-2015 participation numbers. Directors McGraw and Meyer updated the board with regard to the meeting they held with Mr. Marschall.

### **ADJOURNMENT**

Moved by Jean Meyer, seconded by Michelle Werner to adjourn the meeting at 8:24 p.m. Motion carried by a unanimous vote.

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Jean Meyer, Clerk