

**Board Meeting Minutes**  
**May 19, 2014**

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 Michelle Werner at 6:00 p.m. The Pledge of Allegiance was said. The school board members present were Jared Barnes, Amanda King, Melissa Marschall, Kelley McGraw, Jean Meyer, Michelle Werner, Spencer Yohe, and student school board representative Julia Jones. Also present were Superintendent Ben Barton, Paul DeMorett arriving at 7:15 p.m., Nancy Runningen, Karen Schiltz, Diana Hammell, Janelle Field Rohrer, Jean Klinski, Josh Gran, and Jordan Gerrard. Absent was student school board representative Lauren Perry.

**APPROVAL OF AGENDA**

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

**APPROVAL OF PAST MEETING MINUTES**

Moved by Jean Meyer, seconded by Jared Barnes to approve the minutes of the April 21, 2014, regular school board meeting and the May 15, 2014, special school board meeting. Motion carried by a unanimous vote.

**WARRIOR PRIDE**

Thank you to Mason Ashbacher and Ryan Pitts for their hard work and dedication in creating the Caledonia Public School District promotional video.

**TREASURER'S REPORT & AUTHORIZATION OF ACCOUNTS PAYABLE**

Moved by Spencer Yohe, seconded by Melissa Marschall to approve the electronic transfers and bills due and payable amounting to \$465,228.32 including check numbers 57064 through 57189 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$550,000.00. Motion carried by a unanimous vote.

**PERSONNEL ITEMS**

**Resignations**

Moved by Jared Barnes, seconded by Spencer Yohe to accept the resignation of Sherri White as an Elementary Media Specialist/Gifted and Talented/Title I teacher at the end of the 2013-2014 school year with the \$3,000.00 retirement incentive for three years and to thank her for her twenty-seven years of service to the school district. Those voting in favor: Jared Barnes, Amanda King, Melissa Marschall, Jean Meyer, Michelle Werner, and Spencer Yohe. Those opposed: Kelley McGraw. Motion carried.

**Licensed Staff Recall and Contract/FTE Changes**

Moved by Jean Meyer, seconded by Jared Barnes to ratify the part-time teaching contract for Ms. Jessie Emerson as a 0.3432 FTE Middle/High School Science teacher at BA+15/5 at \$14,725.68 (\$42,907 at 0.5148 FTE) beginning the 2014-2015 school year. Motion carried by a unanimous vote.

**Approval to Post IT Summer Help Temporary Position**

Moved by Spencer Yohe, seconded by Jared Barnes to approve the posting of the IT Summer Help Temporary Position as stated with the funds to be taken out of the technology budget. Motion carried by a unanimous vote.

## **ACTION ITEMS**

### Hiawatha Valley Ed District Lease Agreement with Caledonia Public School District

Moved by Jared Barnes, seconded by Amanda King to approve the Hiawatha Valley Ed District Lease Agreement with Caledonia Public School District as presented. Motion carried by a unanimous vote.

### School District Testing Plan and Procedure Policy #614

Moved by Jean Meyer, seconded by Amanda King to adopt the School District Testing Plan and Procedure Policy #614 as presented. Motion carried by a unanimous vote.

### Testing Accommodations, Modifications, and Exemptions for IEP's, Section 504 Plans, LEP Students Policy #615

Moved by Kelley McGraw seconded by Jean Meyer to adopt the Testing Accommodations, Modifications, and Exemptions for IEP's, Section 504 Plans, LEP Students Policy #615 as presented. Motion carried by a unanimous vote.

### School District Ensurance of Preparatory and High School Standards Policy #617

Moved by Spencer Yohe, seconded by Jared Barnes to adopt the School District Ensurance of Preparatory and High School Standards Policy #617 with the exception of the notes to be updated and/or deleted as necessary. Motion carried by a unanimous vote.

### Assessment of Student Achievement Policy #618

Moved by Jean Meyer, seconded by Kelley McGraw to adopt the Assessment of Student Achievement Policy #618 with the exception of the notes to be updated and/or deleted as necessary. Motion carried by a unanimous vote.

### Staff Development for Standards Policy #619

Moved by Spencer Yohe, seconded by Jean Meyer to adopt the Staff Development for Standards Policy #619 as presented. Motion carried by unanimous vote.

### Credit for Learning Policy #620

Moved by Jean Meyer, seconded by Kelley McGraw to table the Credit for Learning Policy #620 until the June 16, 2014, regular school board meeting. Motion carried by a unanimous vote.

### Advertising Policy #905

Moved by Kelley McGraw, seconded by Jared Barnes to adopt the Advertising Policy #905 as presented. Motion carried by a unanimous vote.

## **ADMINISTRATIVE REPORTS**

Mr. DeMorett updated the board with regard to the interviews that have been held for the licensed staff position openings.

Mrs. Runnigen updated the board regarding testing. They continue to accept registrations for the preschool program. The Community Ed Advisory Council meeting will be held on Tuesday evening. The school district will be applying for a Wellness Grant through the Southeast Service Cooperative.

Superintendent Barton updated the board regarding the Elementary Principal interviews that were held last week and discussed the next step in this process. He thanked Ms. White for all her years of service to the school district and wished her the best of luck in her future endeavors. He also informed the board that he will be meeting with the elementary leadership team to get their thoughts and ideas on ways to replace this position and asked the board to email him their thoughts too. Chair Werner thanked

Mr. Barton for his time and energy he put into working with the Hiawatha Valley Education District in regards to the lease agreement.

## **NEW BUSINESS ITEMS**

### **School Policies**

The board held the first reading of the following policies with the adoption to take place at the June 16<sup>th</sup> regular school board meeting:

- Mandatory Summer School Instruction Policy #623
- Online Learning Options Policy #624
- Establishment and Adoption of School District Budget Policy #701
- Modification of School District Budget Policy #701.1
- Accounting Policy #702
- Annual Audit Policy #703

### **Auditorium Manager**

Superintendent Barton discussed with the board the idea of an auditorium manager. He stated that that our school district is fortunate to have an auditorium and in order to maintain that asset, we need to have someone orchestrating this space in an organized manner. He will be discussing this further with the administrative council and may be bringing this back to the board for further discussion.

## **DIRECTORS' REPORTS**

Director Barnes updated the board regarding the Technology Committee meeting. Director McGraw updated the board regarding secure entrance in the schools and requested that when scheduling prom for the upcoming school year to avoid Mother's Day weekend.

## **CLOSED SESSION – SECTION 13D.05, SUBDIVISION 2(b) OF THE OPEN MEETING LAW**

Moved by Jean Meyer, seconded by Kelley McGraw to close the meeting as required under Section 13D.05, subdivision 2(b) of the Open Meeting Law for preliminary consideration of allegations against an employee at 7:12 p.m. Motion carried by a unanimous vote.

Moved by Jean Meyer, seconded by Amanda King to reopen the meeting to act on the Resolution to Immediately Discharge an Employee Referred to Herein as Employee A. Motion carried by a unanimous vote.

## **RESOLUTION TO IMMEDIATELY DISCHARGE AN EMPLOYEE REFERRED TO HEREIN AS "EMPLOYEE A"**

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

### **RESOLUTION TO IMMEDIATELY DISCHARGE AN EMPLOYEE REFERRED TO HEREIN AS "EMPLOYEE A"**

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

1. Effective May 19, 2014, Employee A is immediately discharged from his employment with the School District for just cause pursuant to Article XII, Section 5 of the applicable Master Agreement;
2. Written notice be sent to Employee A regarding his discharge, and that said notice shall be in the form set forth in Exhibit A attached hereto;

3. Exhibit A to this Resolution contains private data on individuals, pursuant to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13; therefore, the Superintendent is directed to maintain the private data classification of the exhibit in accordance with applicable state law;

4. The written notice (Exhibit A) shall be signed by the Superintendent and served upon Employee A as determined by the administration of the School District.

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

### **ADJOURNMENT**

Moved by Spencer Yohe, seconded by Jared Barnes to adjourn the meeting at 7:28 p.m.  
Motion carried/failed by a unanimous vote.

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Jean Meyer, Clerk