

**Board Meeting Minutes  
March 19, 2012**

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 7:00 p.m. The school board members present were John Klug, Scott Longhorn, Melissa Marschall, Kelley McGraw, Michelle Werner, and Spencer Yohe. Also present were Superintendent Marcia Love, Paul DeMorett, Jane Morken, Karen Schiltz, Barb Meyer, Clay Schuldt, Janelle Field Rohrer, Eric Jerviss, Pete Weissenberg from Ace Communications, Betsy Knoche from Ehlers, Inc., Jean Klinski, Chuck Schulte, Joel Hesse, and Lindsey Meyer. Director Jean Meyer and Nancy Runningen were absent.

**APPROVAL OF AGENDA**

Moved by Scott Longhorn, seconded by Melissa Marschall to approve the agenda as presented. Motion carried by a unanimous vote.

**APPROVAL OF PAST MEETING MINUTES**

Moved by Scott Longhorn, seconded by Spencer Yohe to approve the minutes of the February 21, 2012, regular school board meeting and the March 13, 2012 special school board meeting. Motion carried by a unanimous vote.

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

Moved by Spencer Yohe, seconded by Scott Longhorn to approve the electronic transfers and bills due and payable amounting to \$498,408.06, including check numbers 53870 through 53996 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$700,000.00. Motion carried by a unanimous vote.

**PUBLIC COMMENT**

Betsy Knoche from Ehlers, Inc. was present to continue the discussion that was held at the February board meeting regarding the One Day Bond and to answer any further questions. She informed the school board that it is possible to have the community vote again this year for another One Day Bond sale at the August 14<sup>th</sup> primary election and then again at the November 6<sup>th</sup> general election. The board requested that Ms. Knoche forward to them information showing what the school district's capital loan payout would look like without a One Day Bond in place, with one election voter approved one day bond in place, and another with two election voter approved one day bond in place.

Joel Hesse addressed the board about the resolution being presented to eliminate the building and grounds position and asked them to strongly reconsider this position.

**PERSONNEL ITEMS**

**Resolution to Eliminate the Building and Grounds Custodian Position**

Board Member Scott Longhorn introduced the following resolution and moved its adoption:

**RESOLUTION TO ELIMINATE THE  
BUILDING AND GROUNDS CUSTODIAN POSITION**

IT IS HEREBY RESOLVED by the School Board of Independent School District No. 299 as follows:

1. The position and classification of Building and Grounds Custodian I is hereby eliminated.
2. The employee currently holding the Building and Grounds position shall be placed in layoff status effective July 1, 2012. Such notice shall be in substantially the form as attached hereto as Exhibit A.

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

## EXHIBIT A

March 19, 2012

**HAND-DELIVERED ON MARCH 21, 2012**

Mr. Joel Hesse  
16294 Esch Road  
Caledonia, MN 55921

Re: Notice of Layoff

Dear Mr. Hesse:

You are hereby notified that at a meeting of the School Board of Independent School District No. 299, held on March 19, 2012, a resolution was adopted by a majority roll call vote of the full membership of the School Board, eliminating the position/classification of Building and Grounds Custodian I. A copy of the resolution is enclosed for your information.

Your employment with the School District shall terminate effective July 1, 2012, and you shall be placed on layoff status from the position/classification of Building and Grounds Custodian I.

If you have any questions, please do not hesitate to contact me.

Sincerely,  
Ms. Marcia Love  
Interim Superintendent

### Termination and Non-renewal of Probationary Teacher

Member Scott Longhorn introduced the following resolution and moved its adoption:

#### **RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACT JESSIE EMERSON, A PROBATIONARY TEACHER**

WHEREAS, Jessie Emerson is a probationary teacher in Independent School District No. 299,

BE IT RESOLVED, by the School Board of Independent School District No. 299, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Jessie Emerson, a probationary teacher in Independent School District No. 299, is hereby terminated at the close of the current 2011-2012 school year.

BE IT FURTHER RESOLVED, that the written notice be served to said teacher regarding termination and non-renewal of her contract as provided by law, and that said notice shall be in substantially the following form:

**NOTICE OF TERMINATION  
AND NON-RENEWAL**

March 19, 2012

Ms. Jessie Emerson  
2626 Dead Horse Hollow Road  
Dorchester, IA 52140

Dear Ms. Emerson,

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, March 19, 2012, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2012-2013 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subdivision 5.

You may officially request that the School Board give its reasons for the non-renewal of your teaching contract.

Yours very truly,  
SCHOOL BOARD OF INDEPENDENT  
SCHOOL DISTRICT NO. 299  
Michelle Werner  
School Board Chair

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

Termination and Non-renewal of Probationary Teacher

Member Scott Longhorn introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE  
TEACHING CONTRACT JULIE O'MARA-MEYER, A PROBATIONARY TEACHER**

WHEREAS, Julie O'Mara-Meyer is a probationary teacher in Independent School District No. 299,

BE IT RESOLVED, by the School Board of Independent School District No. 299, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Julie O'Mara-Meyer, a probationary teacher in Independent School District No. 299, is hereby terminated at the close of the current 2011-2012 school year.

BE IT FURTHER RESOLVED, that the written notice be served to said teacher regarding termination and non-renewal of her contract as provided by law, and that said notice shall be in substantially the following form:

**NOTICE OF TERMINATION  
AND NON-RENEWAL**

March 19, 2012

Ms. Julie O'Mara-Meyer  
5293 County Road 3  
Hokah, MN 55941

Dear Ms. O'Mara-Meyer,

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, March 19, 2012, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2012-2013 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subdivision 5.

You may officially request that the School Board give its reasons for the non-renewal of your teaching contract.

Yours very truly,  
SCHOOL BOARD OF INDEPENDENT  
SCHOOL DISTRICT NO. 299  
Michelle Werner  
School Board Chair

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

Termination and Non-renewal of Probationary Teacher

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

**RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE  
TEACHING CONTRACT JULIA BENSON, A PROBATIONARY TEACHER**

WHEREAS, Julia Benson is a probationary teacher in Independent School District No. 299,

BE IT RESOLVED, by the School Board of Independent School District No. 299, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Julia Benson, a probationary teacher in Independent School District No. 299, is hereby terminated at the close of the current 2011-2012 school year.

BE IT FURTHER RESOLVED, that the written notice be served to said teacher regarding termination and non-renewal of her contract as provided by law, and that said notice shall be in substantially the following form:

**NOTICE OF TERMINATION  
AND NON-RENEWAL**

March 19, 2012

Ms. Julia Benson  
510 East Madison Street  
Caledonia, MN 55921

Dear Ms. Benson,

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, March 19, 2012, a resolution was adopted by a majority roll call vote to terminate your contract

effective at the end of the current school year and not to renew your contract for the 2012-2013 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subdivision 5.

You may officially request that the School Board give its reasons for the non-renewal of your teaching contract.

Yours very truly,  
SCHOOL BOARD OF INDEPENDENT  
SCHOOL DISTRICT NO. 299  
Michelle Werner  
School Board Chair

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

Resolution for Proposing Unrequested Leave of Absence

Member Scott Longhorn introduced the following resolution and moved its adoption:

**RESOLUTION PROPOSING TO PLACE  
ZACHARIAH HAUSER ON UNREQUESTED LEAVE OF ABSENCE**

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

1. That it is proposed that Zachariah Hauser, a teacher of said school district, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2011-2012 school year on June 30, 2012, pursuant to M.S. 122A.40, Subdivision 10, and Article XXIII of the current Master Agreement between the school district and the exclusive representative.
2. That said proposed placement on requested leave of absence is not the result of implementation of an education district agreement.
3. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

**NOTICE OF PROPOSED PLACEMENT  
ON UNREQUESTED LEAVE OF  
ABSENCE AND NOTICE OF HEARING  
DATE, IF REQUESTED**

March 19, 2012

Mr. Zachariah Hauser  
12619 Katrina Drive  
Caledonia, MN 55921

Dear Mr. Hauser,

You are hereby notified that at the regular meeting of the School Board of Independent School District

No. 299 held on Monday, March 19, 2012, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 299, and a resolution was adopted by a majority vote on the Board, proposing your placement on unrequested leave of absence effective at the end of the 2011-2012 school year on June 30, 2012, pursuant to Minnesota Statutes 122A.40, Subdivision 10, Article XXIII upon the grounds described in said statute and which are specifically as follows: discontinuance of position, financial limitations and lack of pupils.

Under the provisions of the law, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

Yours very truly,  
SCHOOL BOARD OF INDEPENDENT  
SCHOOL DISTRICT NO. 299  
Michelle Werner  
School Board Chair

4. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, Subdivision 10, Article XXIII, and are hereby adopted as fully as though separately set forth and resolved herein.

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

Resolution for Proposing Unrequested Leave of Absence

Member Scott Longhorn introduced the following resolution and moved its adoption:

**RESOLUTION PROPOSING TO PLACE  
TINA FRUECHTE ON UNREQUESTED LEAVE OF ABSENCE**

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

1. That it is proposed that Tina Fruechte, a teacher of said school district, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2011-2012 school year on June 30, 2012, pursuant to M.S. 122A.40, Subdivision 10, and Article XXIII of the current Master Agreement between the school district and the exclusive representative.
2. That said proposed placement on requested leave of absence is not the result of implementation of an education district agreement.
3. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

**NOTICE OF PROPOSED PLACEMENT  
ON UNREQUESTED LEAVE OF  
ABSENCE AND NOTICE OF HEARING  
DATE, IF REQUESTED**

March 19, 2012

Ms. Tina Fruechte  
10374 County 14  
Caledonia, MN 55921

Dear Ms. Fruechte,

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, March 19, 2012, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 299, and a resolution was adopted by a majority vote on the Board, proposing your placement on unrequested leave of absence effective at the end of the 2011-2012 school year on June 30, 2012, pursuant to Minnesota Statutes 122A.40, Subdivision 10, Article XXIII upon the grounds described in said statute and which are specifically as follows: discontinuance of position, financial limitations and lack of pupils.

Under the provisions of the law, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

Yours very truly,  
SCHOOL BOARD OF INDEPENDENT  
SCHOOL DISTRICT NO. 299  
Michelle Werner  
School Board Chair

4. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, Subdivision 10, Article XXIII, and are hereby adopted as fully as though separately set forth and resolved herein.

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

Resolution for Proposing Unrequested Leave of Absence

Member Scott Longhorn introduced the following resolution and moved its adoption:

**RESOLUTION PROPOSING TO PLACE  
LINDSEY MEYER ON UNREQUESTED LEAVE OF ABSENCE**

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

1. That it is proposed that Lindsey Meyer, a teacher of said school district, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2011-2012 school year on June 30, 2012, pursuant to M.S. 122A.40, Subdivision 10, and Article XXIII of the current Master Agreement between the school district and the exclusive representative.

2. That said proposed placement on requested leave of absence is not the result of implementation of an education district agreement.

3. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

**NOTICE OF PROPOSED PLACEMENT  
ON UNREQUESTED LEAVE OF  
ABSENCE AND NOTICE OF HEARING  
DATE, IF REQUESTED**

March 19, 2012

Ms. Lindsey Meyer  
216 North Sunnyside Drive  
Caledonia, MN 55921

Dear Ms. Meyer:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, March 19, 2012, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 299, and a resolution was adopted by a majority vote on the Board, proposing your placement on unrequested leave of absence effective at the end of the 2011-2012 school year on June 30, 2012, pursuant to Minnesota Statutes 122A.40, Subdivision 10, Article XXIII upon the grounds described in said statute and which are specifically as follows: discontinuance of position, financial limitations and lack of pupils.

Under the provisions of the law, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

Yours very truly,  
SCHOOL BOARD OF INDEPENDENT  
SCHOOL DISTRICT NO. 299  
Michelle Werner  
School Board Chair

4. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, Subdivision 10, Article XXIII, and are hereby adopted as fully as though separately set forth and resolved herein.

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

Resolution for Proposing Unrequested Leave of Absence

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

**RESOLUTION PROPOSING TO PLACE  
BECKY NEWGAARD ON UNREQUESTED LEAVE OF ABSENCE**



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

1. That it is proposed that Becky Newgaard, a teacher of said school district, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2011-2012 school year on June 30, 2012, pursuant to M.S. 122A.40, Subdivision 10, and Article XXIII of the current Master Agreement between the school district and the exclusive representative.
2. That said proposed placement on requested leave of absence is not the result of implementation of an education district agreement.
3. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

**NOTICE OF PROPOSED PLACEMENT  
ON UNREQUESTED LEAVE OF  
ABSENCE AND NOTICE OF HEARING  
DATE, IF REQUESTED**

March 19, 2012

Ms. Becky Newgaard  
17375 County 27  
Spring Grove, MN 55974

Dear Ms. Newgaard:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, March 19, 2012, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 299, and a resolution was adopted by a majority vote on the Board, proposing your placement on unrequested leave of absence effective at the end of the 2011-2012 school year on June 30, 2012, pursuant to Minnesota Statutes 122A.40, Subdivision 10, Article XXIII upon the grounds described in said statute and which are specifically as follows: discontinuance of position, financial limitations and lack of pupils.

Under the provisions of the law, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

Yours very truly,  
SCHOOL BOARD OF INDEPENDENT  
SCHOOL DISTRICT NO. 299  
Michelle Werner  
School Board Chair

4. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, Subdivision 10, Article XXIII, and are hereby adopted as fully as though separately set forth and resolved herein.

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

Resolution for Proposing Unrequested Leave of Absence

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

**RESOLUTION PROPOSING TO PLACE  
JULIA ERCHOFF-COSTET ON UNREQUESTED LEAVE OF ABSENCE**

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

1. That it is proposed that Julia Erchoff-Costet, a teacher of said school district, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2011-2012 school year on June 30, 2012, pursuant to M.S. 122A.40, Subdivision 10, and Article XXIII of the current Master Agreement between the school district and the exclusive representative.
2. That said proposed placement on requested leave of absence is not the result of implementation of an education district agreement.
3. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

**NOTICE OF PROPOSED PLACEMENT  
ON UNREQUESTED LEAVE OF  
ABSENCE AND NOTICE OF HEARING  
DATE, IF REQUESTED**

March 19, 2012

Ms. Julia Erchoff-Costet  
316 Maple Drive  
Spring Grove, MN 55974

Dear Ms. Erchoff-Costet:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, March 19, 2012, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 299, and a resolution was adopted by a majority vote on the Board, proposing your placement on unrequested leave of absence effective at the end of the 2011-2012 school year on June 30, 2012, pursuant to Minnesota Statutes 122A.40, Subdivision 10, Article XXIII upon the grounds described in said statute and which are specifically as follows: discontinuance of position, financial limitations and lack of pupils.

Under the provisions of the law, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

Yours very truly,

SCHOOL BOARD OF INDEPENDENT  
SCHOOL DISTRICT NO. 299  
Michelle Werner  
School Board Chair

4. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, Subdivision 10, Article XXIII, and are hereby adopted as fully as though separately set forth and resolved herein.

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

Resolution for Proposing Unrequested Leave of Absence

Member Scott Longhorn introduced the following resolution and moved its adoption:

**RESOLUTION PROPOSING TO PLACE  
CHERYL WHITE ON UNREQUESTED LEAVE OF ABSENCE**

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

1. That it is proposed that Cheryl White, a teacher of said school district, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2011-2012 school year on June 30, 2012, pursuant to M.S. 122A.40, Subdivision 10, and Article XXIII of the current Master Agreement between the school district and the exclusive representative.
2. That said proposed placement on requested leave of absence is not the result of implementation of an education district agreement.
3. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

**NOTICE OF PROPOSED PLACEMENT  
ON UNREQUESTED LEAVE OF  
ABSENCE AND NOTICE OF HEARING  
DATE, IF REQUESTED**

March 19, 2012

Ms. Cheryl White  
724 East Grant Street  
Caledonia, MN 55921

Dear Ms. White:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, March 19, 2012, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 299, and a resolution was adopted by a majority vote on the Board, proposing your placement on unrequested leave of absence effective at

the end of the 2011-2012 school year on June 30, 2012, pursuant to Minnesota Statutes 122A.40, Subdivision 10, Article XXIII upon the grounds described in said statute and which are specifically as follows: discontinuance of position, financial limitations and lack of pupils.

Under the provisions of the law, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

Yours very truly,  
SCHOOL BOARD OF INDEPENDENT  
SCHOOL DISTRICT NO. 299  
Michelle Werner  
School Board Chair

4. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, Subdivision 10, Article XXIII, and are hereby adopted as fully as though separately set forth and resolved herein.

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

Resolution Discontinuing Elementary School Principal Position

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

**RESOLUTION DISCONTINUING ELEMENTARY SCHOOL PRINCIPAL POSITION**

WHEREAS, the School Board of Independent School District No. 299 has received and considered recommendations for revising its administrative organization in response to financial conditions.

BET IT RESOLVED, by the School Board of Independent School District No. 299 that the following position is discontinued as of July 1, 2012:

1. 1.0 FTE elementary school principal position

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: John Klug, Scott Longhorn, Melissa Marschall, Kelley McGraw, Michelle Werner, and Spencer Yohe. Absent: Jean Meyer. The following voted against the same: None. Whereupon said resolution was declared duly passed and adopted.

Maternity Leave Request

Moved by Spencer Yohe, seconded by Scott Longhorn to accept the maternity leave request of Mrs. Becky Newgaard to begin around the birth of her child on approximately April 26, 2012, through approximately May 28, 2012. Motion carried by a unanimous vote.

Discontinue Contracted Services

Moved by Scott Longhorn, seconded by Kelley McGraw to discontinue contracted services with Mr. Dick Dovenberg effective June 1, 2012, with thanks for his services. Motion carried by a unanimous vote.

## **ACTION ITEMS**

### **Lease of Approximately ½ Acre of Tillable Land**

Moved by Scott Longhorn, seconded by John Klug to approve the leasing of approximately ½ acre of tillable land located north of Warrior Avenue to Steve Zmyewski beginning April 1, 2011, through December 15, 2013, at rental amount of \$375 per acre (\$187.50) with the payment date of May 15<sup>th</sup>. Motion carried by a unanimous vote.

### **Change in 2011-2012 School Calendar**

Moved by Scott Longhorn, seconded by Spencer Yohe to have a two hour late start for the 12<sup>th</sup> grade class on Tuesday, April 17, 2012, and for the 9<sup>th</sup> and 12<sup>th</sup> grade classes on Wednesday, April 18, 2012, due to state mandated testing dates. Motion carried by a unanimous vote.

### **Adopt the Revised 2011-2012 Budget**

Moved by Scott Longhorn, seconded by Spencer Yohe to adopt the revised 2011-2012 budget as follows:

	2011-12	Revised 2011-12	Increase (Decrease) In Revenues	2011-12 Budgeted Expenditures	Revised 2011-12 Budgeted Expenditures	Increase (Decrease) In Expenses	Revised 2011-12 Fund Balance Inc/(Decrease)
General Fund	6,967,547	6,974,906	7,359	7,005,753	7,254,175	248,422	-279,269
Food Service	423,088	423,088	0	406,374	423,072	16,699	16
Community Services	325,755	309,633	-16,122	318,965	300,386	-18,579	9,247
Capital Projects Fund	0	495,000	495,000	0	0	0	495,000
Debt Retirement	1,731,394	1,236,394	-495,000	1,672,926	1,672,926	0	-436,532
Scholarship Fund	13,495	13,495	0	13,495	13,495	0	0
Concession Stand Fund	0	0	0	0	0	0	0
Activity Fund	40,550	40,550	0	40,550	40,550	0	0
Total	9,501,830	9,493,066	-8,764	9,458,062	9,704,604	246,542	-211,538

Motion carried by a unanimous vote.

### **Technology and Building & Grounds Capital Projects**

Moved by Scott Longhorn, seconded by Kelley McGraw to approve the technology capital project worksheet and the building and grounds capital project worksheet as presented out of the One Day Bond proceeds with the following items being postponed at this time: ordering middle/high school SmartBoards in the amount of \$10,362.00, tearing down of the elementary 5-stall garage/create safe kindergarten drop-off in the amount of \$5,000.00, and to decrease entry rugs cost to \$4,700.00. Motion carried by a unanimous vote.

## **ADMINISTRATIVE REPORTS**

Mr. DeMorett informed the board that Monday is records/staff development day for the teachers. He is working with Naomi Harms to provide staff different breakout sessions that they may attend. He is continuing to work on the pre-registration process. He updated the board regarding testing.

It was the consensus of the board that they would like to see the pre-registration process start in January each year to assist the board with staff needs and class schedules.

Mrs. Morken informed the board that the Minnesota Department of Education will be visiting our school on Tuesday for audit purposes. They will be interviewing staff and students during this audit. On Wednesday, some of the staff members will be attending a K-3 Literacy Plan Workshop at the Southeast Service Coop in Rochester.

Superintendent Love informed the board that last week Wednesday, the Superintendent's Advisory Council met in our district and toured the elementary building. She stated that Hiawatha Valley Ed District is still considering leasing space from our school. She attended the MASA Winter Session last week and informed board that they are working on a collaborative plan for principal and teacher evaluations, which our school district will need to implement. She met with the Spring Grove School District in regard to possibly expanding our ITV class offerings.

Mrs. Runningen was absent.

### **OLD BUSINESS ITEMS**

#### **Strategic Planning Committee**

The Strategic Planning Committee met last Thursday and Director McGraw will send out the meeting notes to the board. They would like to see the school website updated and be interactive.

#### **Superintendent Search Committee**

Interviews were held last week Tuesday. It has been narrowed down to three candidates: Ben Barton, Tami Martin, and Deron Stender. They are working on scheduling the site visits and second round interviews.

#### **Signage Language on Highway 44**

This item was tabled.

### **DIRECTORS' REPORTS**

Director Yohe will be attending the Legislative Conference this week Wednesday.

A discussion was held with regard to updating the current technology policy.

Director McGraw complimented the Music Booster's Club for a nice fundraiser that was held at the Four Season's Community Center. He expressed to the board that he would like to see the return of a third full-time music teacher. The musical "Legally Blonde" will be held this week Friday, Saturday and Sunday.

### **CLOSED SESSION FOR NEGOTIATIONS DISCUSSION**

Moved by Scott Longhorn, seconded by Kelley McGraw to close the meeting at 9:06 p.m. for negotiations discussion. Motion carried by a unanimous vote.

Moved by Scott Longhorn, seconded by Spencer Yohe to convene the regular school board meeting at 10:23 p.m. Motion carried by a unanimous vote.

### **ADJOURNMENT**

Moved by Scott Longhorn, seconded by Melissa Marschall to adjourn the meeting at 10:24 p.m. Motion carried by a unanimous vote.

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Jean Meyer, Clerk