

Board Meeting Minutes
August 20, 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 arriving at 7:55 p.m., Scott Longhorn, Melissa Marschall, Kelley McGraw, Jean Meyer, Michelle Werner, and Spencer Yohe. Also present were Superintendent Ben Barton, Paul DeMorett, Barb Meyer, Karen Schiltz, Emily Bialkowski, Janelle Field Rohrer, Lindsey Meyer, Dave Meyer, and Cathy Klug. Absent was Nancy Runningen.

APPROVAL OF AGENDA

Moved by Jean Meyer, seconded by Scott Longhorn 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 July 16, 2012, regular 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 \$277,672.68 including check numbers 54500 through 54623 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$400,000.00. Motion carried by a unanimous vote.

PERSONNEL ITEMS

Resignations

Moved by Scott Longhorn, seconded by Jean Meyer to accept the resignation of Ellen Soper as a full-time teacher effective immediately with thanks for her service and dedication to the school district. Motion carried by a unanimous vote.

Moved by Scott Longhorn, seconded by Spencer Yohe to accept the resignation of Mary Lou Gerard as a part-time middle/high school cook effective immediately with thanks for her service and dedication to the school district. Motion carried by a unanimous vote.

Licensed Staff Recall

Moved by Spencer Yohe, seconded by Scott Longhorn to ratify the full-time teaching contract for Ms. Sherri White as an Elementary Media Specialist/Gifted and Talented/Title I teacher for the parochial schools at MA/11 at \$55,483.00 beginning the 2012-2013 school year. Motion carried by a unanimous vote.

New Hires

Moved by Scott Longhorn, seconded by Jean Meyer to ratify the contract for Stacey Meyer as the part-time Middle/High School English and ESL teacher beginning the 2012-2013 school year at BA/0 at \$17,363.30 (\$34,451 x 0.504 FTE). Motion carried by a unanimous vote.

Moved by Jean Meyer, seconded by Melissa Marschall to ratify the contract for Tory-Kale Schulz as the full-time kindergarten-first grade teacher beginning the 2012-2013 school year at BA/2 at \$36,671.00. Motion carried by a unanimous vote.

Moved by Scott Longhorn, seconded by Jean Meyer to ratify the contract for Denise Wernecke as the part-time school nurse beginning the 2012-2013 school year at BA/2 at \$14,668.40 (\$36,671 x 0.40 FTE). Motion carried by a unanimous vote.

Moved by Spencer Yohe, seconded by Jean Meyer to ratify the contract for Zoe Lamm as the full-time middle/high school life science teacher beginning the 2012-2013 school year at BA/3 at \$37,781.00. Motion carried by a unanimous vote.

Co-curricular Coaching Contracts for the 2012-2013 School Year

Moved by Scott Longhorn, seconded by Jean Meyer to approve the following co-curricular coaching contracts for the 2012-2013 school year:

- Knowledge Bowl: Becky Breeser at I/14 at \$1,574.89
- Knowledge Bowl: David Riley at I/16 at \$1,574.89

Those voting in favor: John Klug, Melissa Marschall, Jean Meyer, Michelle Werner, and Spencer Yohe. Those opposed: Kelley McGraw and Scott Longhorn. Motion carried.

It was the consensus of the board that the school district will continue to reduce co-curricular and curricular programs that are not being sustained by student participation.

Fall Sport Coaching Contract Changes for the 2012-2013 School Year

Moved by Spencer Yohe, seconded by Scott Longhorn to approve the following fall sport coaching contract changes for the football program for the 2012-2013 school:

- James Westland, 9th grade co-coach, I/0 at \$832.95 (\$1,665.89/2)
- Dan Muenkel, 9th grade co-coach, I/0 at \$832.95 (\$1,665.89/2)

Motion carried by a unanimous vote.

Memorandum of Understanding

Moved by Jean Meyer, seconded by Scott Longhorn to approve the Memorandum of Understanding between Mr. Paul DeMorett and ISD #299 to add a monthly cell phone stipend amount of \$25.00 per month beginning in September of 2012, with the understanding that he will return to the district office the school district's cell phone that is currently being utilized. Motion carried by a unanimous vote.

2011-2013 Teacher Master Agreement

Moved by Jean Meyer, seconded by Scott Longhorn to ratify the 2011-2013 Teacher Master Agreement between the Caledonia Chapter of the River Valley Education Association and the Board of Education of Independent School District No. 299 to include the following: teachers that lost a step during the 2009-2010 school year will gain back that step in addition to the step that may have been earned in the 2011-2012 school year. There will be a 1.5% salary increase on the salary schedule for the 2012-2013 school year. There will be no extra-curricular salary schedule improvement for the 2011-2013 school years. Motion carried by a unanimous vote.

ACTION ITEMS

Student Attendance Policy #503

Moved by Kelley McGraw, seconded by Scott Longhorn to adopt the Student Attendance Policy #503 as presented. Motion carried by a unanimous vote.

Bread Product Bids

Moved by Scott Longhorn, seconded by Jean Meyer to accept the bread products bid for the 2012-2013 school year from Sara Lee Bakery Group as follows:

<u>Product</u>	<u>Sara Lee Bakery Group</u>
24 oz. wheat sandwich bread	\$1.05
16 oz. rye bread	\$0.85
20 oz. whole grain white bread	\$1.05
Hamburger whole grain buns, per dozen	\$3.15 (30 ct)
Hamburger white or wheat buns, per dozen	\$2.24 (30 ct)
Hotdog whole grain buns, per dozen	\$2.95 (30 ct)
Hotdog white or wheat buns, per dozen	\$2.24 (30 ct)
Brat buns, per dozen	\$0.69
Foot-long hot dog buns, 6 count	\$1.21
Submarine buns, per dozen	\$2.70
Bagels, per dozen or 6 count	\$1.10
English Muffins, per dozen	\$1.50

Motion carried by a unanimous vote.

Marco Service Contract

Moved by Scott Longhorn, seconded by Jean Meyer to accept the Marco Service Contract for their copy/fax/scan machines in our school district. Motion carried by a unanimous vote.

Certify Truth in Taxation Hearing Dates

Moved by Spencer Yohe, seconded by Jean Meyer to certify the Truth in Taxation Hearing Dates as follows: Monday, December 17, 2012, regular hearing at 7:00 p.m. in the middle/high school media center and Wednesday, December 19, 2012, as the continuing hearing, if needed, at 7:00 p.m. in the middle/high school media center. Motion carried by a unanimous vote.

National FFA Convention

Moved by Scott Longhorn, seconded by Spencer Yohe to approve the National FFA Convention school trip from October 22, 2012, through October 26, 2012, as presented by Mr. Harguth. Motion carried by a unanimous vote.

ADMINISTRATIVE REPORTS

Mr. DeMorett informed the board that he has added four more concurrent enrollment class offerings for the 2012-2013 school year. He attended a workshop last week with regard to the teacher and principal evaluation process that the school district will need to have in place and will be sharing this information to his staff at the workshop days next week. This Friday, the new teacher workshop day will be held. The Bullying Committee met last week to plan for the two-hour workshop that will be presented to the staff next week. Successful summer testing for students was conducted.

Mrs. Runningen was absent from the meeting. Her report was shared with the board.

Superintendent Barton informed the board that this is an exciting time for the staff and students to begin the new school year. He asked the board for their feedback with regard to the on-line school board agendas, the meeting configuration, and having a non-voting student member on the board.

OLD BUSINESS ITEMS

Referendum Discussion/Update

The committee will meet after the regular board meeting.

School Board Ideas/Accomplishments

Middle/High School Scheduling: The board wants to see the scheduling process completed earlier this year. Implement a four-year schedule for each student. Set up meetings for parents and students to attend so they understand the process and can make informative decisions when electing classes.

Strategic Planning Committee: Create a long-range plan/goals for the next three to four years. The board discussed the idea of having a facilitator/consultant to assist in creating this plan.

On-line Classes: The curriculum committee will review the on-line classes being offered and the credits the students will receive for each of these classes.

Revenue Resources: This will continue to be an ongoing discussion to find ways or discuss ideas about revenue resources.

NEW BUSINESS ITEMS

School Policies

The board held the first reading of the following policies with the adoption to take place at the September 17th regular school board meeting:

- Bullying Prohibition Policy #514
- Internet Acceptable Use and Safety Policy #524
- Harassment and Violent Policy #413
- Mandated Reporting of Child Neglect or Physical or Sexual Abuse Policy #414
- Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds Restrictive Procedures for Students with Disabilities Policy #532

Teacher & Principal Evaluation Discussion

A discussion was held in regard to the new teacher and principal evaluations that the school district will need to develop according to the standards set by the Minnesota Department of Education.

DIRECTORS' REPORTS

The building and grounds committee met and are in the process of creating a 1-5 year plan of school district building needs.

Directors Longhorn and Yohe updated the board on the MSBA Summer Seminar they attended.

ADJOURNMENT

Moved by Scott Longhorn, seconded by Jean Meyer to adjourn the meeting at 8:34 p.m. Motion carried by a unanimous vote.

Jean Meyer, Clerk