

## **Board Meeting Minutes October 20, 2014**

The Board of Education met prior to the regular school board meeting at 5:00 p.m. in the Middle/High School Media Center for an informational meeting to discuss and answer any questions the public may have regarding the One Day Bond.

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 6:08 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, and Spencer Yohe. Also present were Superintendent Ben Barton, Principals Paul DeMorett and Gina Meinertz, Nancy Runningen, Barb Meyer, Karen Schiltz, Dan McGonigle, Janelle Field Rohrer, Jean Klinski, Rande Gustafson, Amy Wild, and Chuck Schulte.

### **APPROVAL OF AGENDA**

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

### **APPROVAL OF PAST MEETING MINUTES**

Moved by Jared Barnes, seconded by Melissa Marschall to approve the minutes of the September 15, 2014, regular school board meeting and minutes of the September 29, 2014, special school board meeting. Motion carried by a unanimous vote.

### **WARRIOR PRIDE**

Thank you to PACE for sponsoring the Kindness Retreat for the 4<sup>th</sup> grade students. Thank you to Caledonia Rotary for sponsoring the Courage Retreat for the 8<sup>th</sup> grade students. Thank you to Merchants Bank for their donation in the amount of \$809 from the Car Window Washing Fundraiser to support Caledonia academics, fine arts, and athletics.

### **BOARD SHOWCASE**

Mrs. Amy Wild shared with the board information regarding the High School Advisory Program. She informed the Board on various activities that students have participated in and explained that this program is geared toward the academic, character education and service area for the high school students that is mainly student led during these advisory times.

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

Moved by Jean Meyer, seconded by Melissa Marschall to approve the electronic transfers and bills due and payable amounting to \$319,190.13 including check numbers 57658 through 57745. Motion carried by a unanimous vote.

### **STUDENT SCHOOL BOARD REPRESENTATIVE UPDATE**

Director Amanda King informed the board that she visited the junior and senior classes to discuss the opportunities of being a student school board representative. Mr. DeMorett informed the board that he has not received any interest for these positions yet. It was the consensus of the board to have Mr. DeMorett discuss this Mrs. Link to see if there is any interest from the Student Council students or the Honor Society students.

## **PUBLI COMMENT**

Mr. Schulte shared with the board his thoughts on the One Day Bond and encouraged the School Board to seek any interest possibly in the Honor Society students serving on the school board.

## **PERSONNEL ITEMS**

### New Hires

Moved by Jean Meyer, seconded by Spencer Yohe to ratify the contract for Mitch Mullins as the head girls' golf coach beginning the 2014-2015 school year at IV/23 years at \$3,284.60. Motion carried by a unanimous vote.

Moved by Kelley McGraw, seconded by Jared Barnes to ratify the contract for Dustin Gavin as a full-time janitor beginning September 24, 2014, at I/P years at \$9.57 per hour. Motion carried by a unanimous vote.

Moved by Jean Meyer, seconded by Kelley McGraw to ratify the contract for Nancy Ranzenberger as a part-time nutrition assistant beginning October 30, 2014, at II/P years at \$10.13 per hour. Motion carried by a unanimous vote.

Moved by Spencer Yohe, seconded by Jared Barnes to ratify the contract for Kody Moore as a part-time special education para beginning October 20, 2014, at III/1 years at \$11.13 per hour. Motion carried by a unanimous vote.

### Winter Sports Coaching Contracts

Moved by Spencer Yohe, seconded by Jared Barnes to ratify the following coaching contracts for the 2014-2015 winter sports season need your ratification:

- Wrestling:
  - Daniel Goergen, head coach, V/6 at \$3,712.58
  - Houston School District hires and pays for the assistant coach
  - Roger Holland, junior high coach, I/4 at \$1,834.39
  - Jeff Winjum, junior high coach, I/4 at \$1,834.39
- Boys' Basketball:
  - Josh Diersen, head coach, V/11 at \$3,712.58
  - Jeremy Leis, assistant coach, III/9 at \$2,643.18
  - Brad King, 9<sup>th</sup> grade coach, I/4 at \$1,834.69
  - Dan Reinhart, 8<sup>th</sup> grade coach, I/14 at \$2,002.89
  - Kody Moore, 7<sup>th</sup> grade coach, I/1 at \$1,665.89
- Girls' Basketball:
  - Kevin Klug, head coach, V/12 at \$3,712.58
  - Carl Fruechte, assistant coach, III/25 at \$2,643.18
  - Scott Sorenson, 9<sup>th</sup> grade coach, I/17 at \$2,002.89
  - Position open at this time
  - Greg Hoscheit, 7<sup>th</sup> grade coach, I/1 at \$1,665.89
- Gymnastics:
  - Jackie Johnson, head coach, V/8 at \$3,712.58
  - Danielle Sauer, assistant coach, III/5 at \$2,474.68

The above coaching contracts will be approved contingent upon participation numbers in each of the sports. Those voting in favor: Jared Barnes, Amanda King, Melissa Marschall, Kelley McGraw, Jean Meyer, and Spencer Yohe. Those opposed: Michelle Werner. Motion carried.

Termination of Employment

Moved by Kelley McGraw, seconded by Jean Meyer to terminate the employment of Joshua Meier effective October 15, 2014. Motion carried by a unanimous vote.

**ACTION ITEMS**

Community Education Policy #901

Moved by Spencer Yohe, seconded by Melissa Marschall to adopt the Community Education Policy #901 as presented. Motion carried by a unanimous vote.

Visitors to School District Buildings and Sites Policy #903

Moved by Kelley McGraw, seconded by Jared Barnes to adopt the Visitors to School District Buildings and Sites Policy #903 as presented. Motion carried by a unanimous vote.

Distribution of Materials on School District Property by Nonschool Persons Policy #904

Moved by Jean Meyer, seconded by Amanda King to adopt the Distribution of Materials on School District Property by Nonschool Persons Policy #904 as presented. Motion carried by a unanimous vote.

Community Notification of Predatory Offenders Policy #906

Moved by Jared Barnes, seconded by Jean Meyer to adopt the Community Notification of Predatory Offenders Policy #906 as presented. Motion carried by a unanimous vote.

Rewards Policy #907

Moved by Jean Meyer, seconded by Spencer Yohe to adopt the Rewards Policy #907 as presented. Motion carried by a unanimous vote.

Setting of Special School Board Meeting to Canvass November 4, 2014, Election Results

Moved by Kelley McGraw, seconded by Melissa Marschall to hold a special school board meeting on Friday, November 7, 2014, at 12:00 p.m. in the Middle/High School Office Conference Room to canvass the November 4, 2014, election results. Motion carried by a unanimous vote.

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 2014A

Member Kelley McGraw 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 2014A

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 5, 2013, 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 2014A, shall be dated October 29, 2014 as the date of original issue, and shall be issued forthwith in bearer form. The Bond shall mature without option of prepayment on October 30, 2014. 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 October 30, 2014.

**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 October 30, 2014, 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 2014A

<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%	OCTOBER 30, 2014	OCTOBER 29, 2014	\$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 5, 2013, 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 October 29, 2014.

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Clerk

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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 Spencer Yohe, 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.

*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 Jean Meyer, 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.

**ADMINISTRATIVE REPORTS**

Mr. DeMorett informed the board that the junior students will be taking the ACT test in late April, and he is coordinating with staff development to help prepare student for this test. Elementary and middle school staff are reviewing the NWEA test results. The registration process has begun for the 2015-2016 school year. They are working on doing more career fairs for students to assist them as they prepare for the next step beyond high school. He attended an Antibullying Workshop last week.

Mrs. Meinertz attended various conferences such as the Antibullying Workshop, the New Principals Seminar and the Title Conference. She also met with the State Representative from the Health Department. She is working on PBIS with the focus being consistency. She updated the board regarding the staff PLC's. Staff meetings are being held so that they can continue to learn more about differentiation instruction. The staff development planning meeting will be held on November 3<sup>rd</sup>.

Mrs. Runnigen informed the board that the NWEA fall testing has been completed. The Title grants have been resubmitted for final approval. The Lego League has three teams. Family movie night will be held this Friday. There is a Rotary Interact Group meeting on Wednesday. The Preschool Program is partnering with Head Start once again this year. She is in the process of getting a Community Ed Advisory Council meeting scheduled. The community education catalog will be sent out at the end of this week.

Superintendent Barton informed the board that he has met with middle/high school staff to review the ALICE training and will be meeting with the elementary staff this week. The middle/high school auditorium flooring has been repaired where needed and the elementary gymnasium lighting project has been completed. He is working with a consultant to develop a marketing brochure, the website continues to be updated, and is working on a new school promotional video. He is in the process of setting up a Meet and Confer Committee meeting and would like to get this committee together on a more regular basis. Administration met with the Houston Public School District today to collaborate on shared services and visioning the future. They will be continuing to meet with them and have invited other surrounding school districts to seek their interest in participating in these collaborative meetings.

## **NEW BUSINESS ITEMS**

### **School Policies**

The following items were reviewed by the board with the adoption to take place at the November 17<sup>th</sup> regular school board meeting:

- Public and Private Personnel Data Policy #406
- Student Attendance Policy #503
- Enrollment of Nonresident Students Policy #509
- Protection and Privacy of Pupil Records Policy #515
- Student Medication Policy #516
- Student Disability Nondiscrimination Policy #521
- Use of Peace Officers and Crisis Team to Remove Students with IEP's from School Grounds Policy #532

### **Site Goals**

- Middle School Goal: Based on the performance of the students currently in grades 6-8, 53.7% met or exceeded proficiency on the 2014 MCA III Reading test. During the 2014-2015 school year, the number of students that meet or exceed proficiency on the MCA III Reading Test will increase to 55.7%.
- High School Goal: Students at Caledonia High School will raise their scores on the Critical Thinking Exam by 3% from the Spring 2014 assessment to the Spring 2015 assessment.
- Caledonia Area Elementary Site Goals:



1. The percentage of 3-5th graders at CAE School, will increase student proficiency on the MCA-III math test by showing 3% growth on the proficiency scale as measured in spring 2015.
2. The percentage of 3-5th graders at CAE School, will increase student proficiency on the MCA-III reading test by showing 3% growth in meeting the standard as measured in spring 2015.
3. Staff at CAE will increase time spent on differentiated/small group instruction within Tier 1 as measured by pre and post staff surveys.

*MSBA Annual Leadership Conference – January 15<sup>th</sup> and 16<sup>th</sup>*

The MSBA Annual Leadership Conference will be held on January 15<sup>th</sup> and 16<sup>th</sup>. The Early Bird Workshops and pre-conference functions will be held on January 14<sup>th</sup>. Registrations are due by December 12<sup>th</sup> in order to get the motel discounted rates.

**DIRECTORS' REPORTS**

Director Yohe updated the board on the Three Rivers Conference Meeting and the Minnesota State High School League meetings he attended. Director McGraw informed the board that he attended the ALICE Training in Iowa. Director Meyer updated the board regarding the Technology Committee meeting and the Building and Grounds Committee meeting. Director King updated the board regarding the HVED meeting.

**ADJOURNMENT**

Moved by Spencer Yohe, seconded by Amanda King to adjourn the meeting at 7:30 p.m.  
Motion carried by a unanimous vote.

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Jean Meyer, Clerk