

**Board Meeting Minutes
December 15, 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 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, Janelle Field Rohrer, Joan Heim Welch, Jimmy Westland, David Klinski and Brad Harguth. Absent was Director Jared Barnes.

APPROVAL OF AGENDA

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

APPROVAL OF PAST MEETING MINUTES

Moved by Jean Meyer, seconded by Melissa Marschall to approve the minutes of the November 17, 2014, regular school board meeting. Motion carried by a unanimous vote.

BOARD SHOWCASE

Moved by Amanda King, seconded by Melissa Marschall to accept the school audit report as presented to the board from Kim Hillberg of Clifton Larson Allen, LLP. Motion carried by a unanimous vote.

Superintendent Barton and the board of Education thanked Barb Meyer for all her continued hard work and efficiency as shown during the audit presentation.

WARRIOR PRIDE

Thank you to Dairy Queen for their contributions to the PACE Math Blasters Program! Thank you to The Coffee House Coffee and Cafe for their 33 small beverage gift certificates for our school district to use to kick off PBIS! Thank you to American Legion Post 191 for their generous donation to the Robotics Program! Thank you to Jim Hoscheit for donating his time announcing the section football games! Thank you to the Immanuel Lutheran Church Rachel Circle Group for their generous donation to the Caledonia Needy Student Fund! Thank you to Melissa Marschall for serving on the ISD #299 Board of Education for the past four years! Thank you to Kevin and Erica Jacobson for donating 94 paperback books to the elementary media center!

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 \$374,393.82 including check numbers 57869 through 57982. Motion carried by a unanimous vote.

STUDENT SCHOOL BOARD REPRESENTATIVE UPDATE

Superintendent Barton and Director Werner have met with the student school board representatives to discuss their responsibilities and roles as a student school board representative.

TRUTH IN TAXATION HEARING TO DISCUSS THE 2015 BUDGET & LEVY

Mr. Klinski, Ms. Heim-Welch and Mr. Harguth discussed with the Board of Education their questions concerning the 2015 Proposed Tax Statement they received in the mail.

Moved by Kelley McGraw, seconded by Amanda King to adopt the final levy certification for 2015 in the amount of \$2,610,180.43. Motion carried by a unanimous vote.

PERSONNEL ITEMS

Maternity Leave Request

Moved by Spencer Yohe, seconded by Kelley McGraw to approve the maternity leave request of Angie Morken to begin around May 21, 2015, through approximately August 13, 2015, given there no complications. Motion carried by a unanimous vote.

2011 – 2015 Caledonia Principals Association Contract

Moved by Kelley McGraw, seconded by Jean Meyer to ratify the 2011-2015 Caledonia Principals Association Contract to include the following: There will be a 0% salary increase on the salary schedule for the 2011-2012 school year; a 1% salary increase on the salary schedule for the 2012-2013 school year; a 0.5% salary increase on the salary schedule for the 2013-2014 school year; and a 2% salary increase on the salary schedule for the 2014-2015 school year for the Middle/High School Principal position. Motion carried by a unanimous vote.

Approval of Seniority Lists

Moved by Jean Meyer, seconded by Spencer Yohe to adopt the teacher seniority list and the support staff seniority list as presented. Motion carried by a unanimous vote.

Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Thereof

Member Kelley McGraw introduced the following resolution and moved its adoption:

**RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE
RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND
POSITIONS AND REASONS THEREFORE**

WHEREAS, there has been a reduction in student enrollment, and,

WHEREAS, this decrease in student enrollment must include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

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

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions and as a result of a reduction in enrollment make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

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: Amanda King, Melissa Marschall, Kelley McGraw, Jean Meyer, Michelle Werner, and Spencer Yohe. Absent: Jared Barnes. The following voted against the same: None. Whereupon said resolution was declared duly passed and adopted.

Set January Organizational Meeting

Moved by Jean Meyer, seconded by Amanda King to hold an organizational school board meeting on Monday, January 5, 2015, at 6:00 p.m. in the middle/high school media center. Motion carried by a unanimous vote.

ACTION ITEMS

School Board Meeting Agenda Policy #203.5

Moved by Jean Meyer, seconded by Kelley McGraw to adopt the School Board Meeting Agenda Policy #203.5 as presented. Motion carried by a unanimous vote.

Open Meetings and Closed Meetings Policy #205

Moved by Jean Meyer, seconded by Melissa Marschall to adopt the Open Meetings and Closed Meetings Policy #205 as presented. Motion carried by a unanimous vote.

Chemical Use and Abuse Policy #417

Moved by Jean Meyer, seconded by Melissa Marschall to adopt the Chemical Use and Abuse Policy #417 as presented. Motion carried by a unanimous vote.

Staff Development Policy #425

Moved by Jean Meyer, seconded by Spencer Yohe to adopt the Staff Development Policy #425 as presented. Motion carried by a unanimous vote.

Student Dress and Appearance Policy #504

Moved by Jean Meyer, seconded by Spencer Yohe to adopt the Student Dress and Appearance Policy #504 as presented. Motion carried by a unanimous vote.

Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employee Policy #505

Moved by Jean Meyer, seconded by Amanda King to adopt the Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees Policy #505 as presented. Motion carried by a unanimous vote.

Field Trips Policy #610

Moved by Jean Meyer, seconded by Amanda King to adopt the Field Trips Policy #610 as presented. Motion carried by a unanimous vote.

Student Activity Accounting Policy #713

Moved by Jean Meyer, seconded by Kelley McGraw to adopt the Student Activity Accounting Policy #713 as presented. Motion carried by a unanimous vote.

Recommendation to Replace the Roof at the Elementary Building

Moved by Jean Meyer, seconded by Kelley McGraw to approve the recommendation from the Building and Grounds Committee to go with Option #2 for the replacement of the roof at the elementary building. Motion carried by a unanimous vote.

ADMINISTRATIVE REPORTS

Mr. DeMorett informed the board that some of the middle school staff attended an English/Language Arts Cohort training. He will be finalizing the 2015-2016 registration handbook. He is working on trying to find more concurrent offerings for the high school students. He received a grant from the Minnesota State High School League for needy students to participate in school activities.

Mrs. Meinertz updated the board regarding curriculum and the work being done regarding the 21st Century Classroom. The elementary staff is continuing to work on the ELA standards. She attended a SEMESPA meeting and a PBIS training.

Mrs. Runnigen informed the board the SAC program has received a grant to be used for supplies in their program. The interact group continues to meet on a regular basis. She updated the board regarding testing. Family Movie Night will be held this Friday.

Superintendent Barton acknowledged the music departments for their successful concerts that were held over the past couple of weeks. He thanked Director Marschall for her outstanding work as a board member and that it has been an honor working with her over the past four years. He attended the Phase I training with Mr. Westland last week and encouraged all board members to attend this training as a refresher when it is offered.

OLD BUSINESS ITEMS

2015-2016 School Calendar

The 2015-2016 school calendar was discussed. It was the consensus that the first reading of the calendar will be held at the regular board meeting in January with the adoption of this calendar to be held at the regular board meeting in February.

NEW BUSINESS ITEMS

Substitute Shortage

Superintendent Barton informed the board that our school district continues to deal with the shortage of securing substitutes. Administration is working on ways to try and resolve this issue and will keep the board apprised.

DIRECTORS' REPORTS

Director Meyer updated the board regarding the Building, Ground and Transportation Committee meeting and the Technology Committee meeting. Director Yohe updated the board regarding the Region 1A Activity meeting and informed the board that the Activities Committee will be meeting on Tuesday morning. Directors Marschall and King updated the board regarding the Curriculum Committee meeting and the Finance Committee meeting.

The Board of Education publically thanked Director Marschall for her past four years of service as a school board member and informed her that she has truly been an asset to our school district.

ADJOURNMENT

Moved by Amanda King, seconded by Melissa Marschall to adjourn the meeting at 8:16 p.m. Motion carried by a unanimous vote.

Jean Meyer, Clerk