

## **SCHOOL BOARD MINUTES**

### **Monday, April 18, 2011**

The Board of Education of Independent School District #299, Caledonia, Minnesota, met in a regular school board meeting in the Caledonia Area Elementary Media Center. The meeting was called to order by Chair Michelle Werner at 7:00 p.m. Members present were John Klug, Scott Longhorn, Melissa Marschall, Kelley McGraw, Jean Meyer, Michelle Werner, and Spencer Yohe. Also present were Superintendent Bruce Thomas, Paul DeMorett, Nancy Runningen, Barb Meyer, Karen Schiltz, Craig Moorhead, Lindsey Meyer, Janelle Field Rohrer, Roger Knutson, Jean Klinski, and Paul Meyer. Absent was Connie Hesse.

#### **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 Kelley McGraw, seconded by Jean Meyer to approve the minutes of the March 21, 2011, regular school board meeting and minutes of the April 11, 2011, special school board meeting. Motion carried by a unanimous vote.

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

Moved by Spencer Yohe, seconded by John Klug to approve the electronic transfers and bills due and payable amounting to \$510,373.45 including check numbers 52337 through 52478 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$585,000.00. Motion carried by a unanimous vote.

#### **PERSONNEL ITEMS**

##### **Recommendations for Tenure**

Moved by Jean Meyer, seconded by Spencer Yohe to grant tenure to the following full-time, non-tenured probationary staff members: Ellen Soper. Motion carried by a unanimous vote.

##### **Resignation**

Moved by Scott Longhorn, seconded by Jean Meyer to accept the resignation of Josh Diersen as co-assistant football coach effective immediately with thanks for his services. Motion carried by a unanimous vote.

##### **New Hires**

Moved by Kelley McGraw, seconded by Melissa Marschall to ratify the contract for Sara Petersen as a full-time special education teacher beginning the 2011-2012 school year at BA/0 at \$33,942.00. Motion carried by a unanimous vote.

#### **ACTION ITEMS**

##### **School District Audit Services for the 2011-2012 School Year**

Moved by John Klug, seconded by Jean Meyer to accept the contract with Larson Allen, LLP, to perform audit services for the 2011-2012 school year in the amount of \$17,125.00 (no increase from prior year) and \$1,500.00 for single audit testing required under OMB Circular A-133 to perform audit services. Motion carried by a unanimous vote.

##### **Minnesota State FFA Convention Trip**

Moved by Spencer Yohe, seconded by Scott Longhorn to approve the students to attend the Minnesota State FFA Convention trip on Sunday, May 1, 2011, through Tuesday, May 3, 2011. Motion carried by a unanimous vote.

### Lease or Rental of Unused Space in the Elementary Building

Moved by Scott Longhorn, seconded by Kelley McGraw to explore the possibility of leasing or renting unused space in the elementary building to an appropriate party through the Southeastern Minnesota Development Corporation. Motion carried by a unanimous vote.

### **ADMINISTRATIVE REPORTS**

Mr. Paul DeMorett informed the board that he is continuing to work on the registration process for the 2011-2012 school year. The Senior Awards Night went well with thirty-seven students achieving academic excellence. He complimented Ms. Kay Dahl and Ms. Kristi Knutson for all their work into making this such a successful evening for seniors. He shared with the board the Caledonia School District Community Survey.

Moved by Spencer Yohe, seconded by Scott Longhorn to move ahead with the Caledonia School District Community Survey with revisions and ideas from the Board to be given to Mr. Paul DeMorett by Thursday, April 21<sup>st</sup>. Motion carried by a unanimous vote.

Mrs. Hesse was absent. Mr. Thomas shared with the board information with regard to the Title program from Mrs. Hesse.

Mrs. Runnigen informed the board that the summer community education brochure is near completion. The community education advisory council met on April 5<sup>th</sup>. She received an Employee Health and Wellness Grant for \$1,850.00 funded by the Southeast Service Cooperative. SAC program continues to take registrations. The Hand in Hand Preschool Open House and Registration was held on March 29<sup>th</sup>. She is continuing to work with Semcac Head Start on a partnership agreement for the 2011-2012 school year. She attended the ABE Grant Managers meeting on April 12<sup>th</sup> where updates were reported for the ABE Program and grant application instructions were reviewed.

### **OLD BUSINESS ITEMS**

#### Referendum Discussion

The board discussed the levy referendum that is currently in place and will expire in the fall of 2012. If the school district decides to hold a special election, it will need to be decided what questions will the school district ask of the voters.

Moved by Scott Longhorn, seconded by Melissa Marschall to set up a three-member referendum board committee. Motion carried by a unanimous vote.

Directors Jean Meyer, Melissa Marschall, and Michelle Werner will serve on the referendum board committee.

### **NEW BUSINESS ITEMS**

#### Out-of State Travel by School Board Members – Policy #214

The first reading of the Out-of-State Travel by School Board Members – Policy #214 was completed.

### **DIRECTORS' REPORTS**

Director Kelley McGraw shared with the board information on the 2011 Joint Legislative Conference he attended on March 24<sup>th</sup>.

Director Jean Meyer informed the board that the Superintendent Search Committee will meet on Wednesday and an outline will be presented to the board on how the school district would like to proceed.

Director Michelle Werner updated the board regarding the Curriculum Committee meeting that was held.

Director Spencer Yohe updated the board regarding the Minnesota State High School League meeting he attended.

**ADJOURNMENT**

Moved by Scott Longhorn, seconded by Jean Meyer to adjourn the meeting at 8:09 p.m. Motion carried by a unanimous vote.

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Jean Meyer, Clerk