

## **SCHOOL BOARD MINUTES**

### **Monday, April 21, 2008**

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 Naomi Fruechte at 7:00 p.m. Members present were Naomi Fruechte, Matt Hendel, John Klug, Joyce Knutson, Jean Meyer, Michelle Werner, and Charlie Wray arriving at 7:05 p.m. Also present were Superintendent Michael Moriarty, Nancy Runningen arriving at 7:11 p.m., and Principals Brian Doty and Connie Hesse arriving at 7:11 p.m. Others present were Karen Schiltz, Barb Meyer, Dan McGonigle, Jody and Dawn Sonsalla. Absent was Principal Ronald Helmers.

#### **APPROVAL OF AGENDA**

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

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

Moved by Matt Hendel, seconded by Michelle Werner to approve the minutes of the March 17, 2008, regular school board meeting as corrected. Motion carried by a unanimous vote.

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

Moved by Michelle Werner, seconded by Matt Hendel to approve the electronic transfers and bills due and payable amounting to \$451,751.27, including check numbers 47005 through 47201 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$730,000.00. Motion carried by a unanimous vote.

#### **PERSONNEL ITEMS**

##### *Recommendations for Tenure*

Moved by Charlie Wray, seconded by John Klug to grant tenure to the following full-time, non-tenured probationary staff members: Kay Dahle and Carrie Erickson; and to grant tenure to the following part-time, non-tenured probationary staff members: Kimberly Kranz at 0.80. Motion carried by a unanimous vote.

##### *Resolution for Placing Staff on Unrequested Leave of Absence*

Member Charlie Wray introduced the following resolution and moved its adoption:

#### **RESOLUTION PLACING BECKY NEWGAARD ON UNREQUESTED LEAVE OF ABSENCE**

WHEREAS, the School Board of Independent School District No. 299 adopted a resolution proposing placement of Becky Newgaard on unrequested leave of absence on March 17, 2008, on the grounds of discontinuance of positions, financial limitations and lack of pupils; and

WHEREAS, said written notice of the proposed placement on unrequested leave was mailed to Becky Newgaard by U.S. postal service on Tuesday, March 18, 2008; and

WHEREAS, said written notice of the proposed placement on unrequested leave contained a statement setting forth the reasons for the proposed placement as well as a statement that she was entitled to a hearing before the school board provided she make a request in writing within fourteen days of receipt of said notice, and that if no hearing was requested within said fourteen day period it constituted acquiescence by Becky Newgaard to the school board's proposed action; and

WHEREAS, no written request of any kind was received by the school board or superintendent of schools from Becky Newgaard for a hearing as of April 2, 2008; and

WHEREAS, said failure to make written request for a hearing within fourteen days after receipt of notice of proposed placement on unrequested leave constitutes acquiescence by Becky Newgaard to her placement on unrequested leave.

BE IT HEREBY RESOLVED, by the School Board of Independent School District No. 299 that Becky Newgaard be and hereby is placed on unrequested leave of absence as a teacher of Independent School District No. 299 on the grounds of discontinuance of position, financial limitations, and lack of pupils effective at the end of the 2007-2008 school year on June 30, 2008, pursuant to Minnesota Statutes, Sec. 122A.40, Subd. 10, and Article XXIII of the current Master Agreement between the school district and the exclusive representative, without pay or fringe benefits.

BE IT FURTHER RESOLVED, that said placement on unrequested leave of absence is not the result of the implementation of an education district agreement.

BE IT FURTHER RESOLVED, that a notice of placement on unrequested leave, together with a copy of this resolution be forwarded to said teacher personally and that an affidavit of same be placed in her file, together with a copy of the notice and resolution.

### **NOTICE OF PLACEMENT ON UNREQUESTED LEAVE OF ABSENCE**

April 21, 2008

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

Dear Mrs. Newgaard:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, April 21, 2008, a resolution was adopted by majority roll call vote of the full membership of the School Board placing you on unrequested leave of absence as a teacher of Independent School District No. 299 effective at the end of the 2007-2008 school year on June 30, 2008, pursuant to Minnesota Statutes Sec. 122A.40, Subdivision 10, without pay or fringe benefits.

Your placement on unrequested leave of absence is not the result of the implementation of an education district agreement.

A copy of the resolution duly adopted by the School Board is attached hereto for your information.

If a position becomes available in a field in which you are licensed, at any time up to five years after your leave is effective, you may have a right to reinstatement to that position if you have sufficient seniority in the district and if you filed a written request for reinstatement prior to April 1 of each year while you are on leave. If you do not file such a request each year, your right to reinstatement will be automatically terminated.

Please keep the school district's personnel office advised in writing of your address at all times until your right have expired, so that the district may notify you of any available positions for which you may qualify.

Yours very truly,  
SCHOOL BOARD OF INDEPENDENT  
SCHOOL DISTRICT NO. 299

Jean Meyer  
Clerk of the School Board

The motion for the adoption of the foregoing resolution was duly seconded by Member Jean Meyer and upon vote being taken thereof the following voted in favor thereof: Naomi Fruechte, Matt Hendel, John Klug, Joyce Knutson, Jean Meyer, Michelle Werner, and Charlie Wray. The following voted against the same: None. Whereupon said resolution was declared dully passed and adopted.

#### Resignation

Moved by Joyce Knutson, seconded by Michelle Werner to accept the resignation of Eileen Beach as the high school family and consumer science and careers teacher effective at the end of the 2007-2008 school year with thanks for her years of service to our school district. Motion carried by a unanimous vote.

#### **ACTION ITEMS**

##### Family, Career & Community Leaders of American (FCCLA) School Trip

Moved by Charlie Wray, seconded by Jean Meyer to approve the request from Mrs. Sally Mensink to have Family, Career & Community Leaders of America (FCCLA) School Group attend the FCCLA State Leadership Conference on April 24, 2008, through April 26, 2008. Motion carried by a unanimous vote.

##### 2008-2009 Resolution for Membership in the Minnesota State High School League

Member Michelle Werner introduced the following resolution and moved it adoption:

#### **2008-2009 Resolution for Membership in the Minnesota State High School League**

RESOLVED, that the Governing Board of School District No. 299, Caledonia Area Middle School/High School, County of Houston, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statues, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statues.

FURTHER RESOLVED, that the Caledonia Area Middle School/High School is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and, participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's Official Handbook, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the Governing Board.

The above resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

The motion for the adoption of the foregoing resolution was duly seconded by Director Joyce Knutson, and upon vote being taken thereon, the following board members voted in favor thereof: Naomi Fruechte, Matt Hendel,

John Klug, Joyce Knutson, Jean Meyer, Michelle Werner and Charlie Wray. The following voted against the same: None. Whereupon, the Board of Chairperson declared the resolution duly passed and adopted this 21<sup>st</sup> day of April, 2008, at a regular meeting of the School Board of Independent School District 299, Caledonia, Minnesota.

#### State FFA Convention 2008 Trip Request

Moved by Matt Hendel, seconded by Jean Meyer to approve the trip request from Mr. Brad Harguth to have the FFA Group attend the State FFA Convention on Sunday, April 27, 2008, through Tuesday, April 29, 2008, in the St. Paul and Minneapolis campus's of the University of Minnesota. Motion carried by a unanimous vote.

The Board of Education congratulated Mr. Brad Harguth on being named Outstanding Ag Education Teacher of the Year for Region VIII.

Moved by Matt Hendel, seconded by Michelle Werner to send Mr. Harguth a congratulatory card for being named outstanding Ag Education Teacher of the Year for Region VIII. Motion carried by a unanimous vote.

#### **ADMINISTRATIVE REPORTS**

Mr. Brian Doty updated the board regarding testing.

Mr. Helmers was absent.

Mrs. Connie Hesse informed the board that she will do the After School Program budget update at the May 19<sup>th</sup> board meeting. She updated the board regarding the ISD #299 Curriculum Committee meeting held on April 8, 2008. There were over 150 people that attended the Family Fun Night. During Kindergarten Roundup, there were approximately thirty-four students who registered for kindergarten next fall. There were 139 mothers and special friends that attended the Recess for Mom's Day. The elementary concerts will be held on May 8<sup>th</sup> and May 15<sup>th</sup>. This week is National Turn Off Your TV Week.

Superintendent Moriarty informed the board that the Co-curricular/Athletic Committee will be meeting after the board meeting tonight. The Transportation Committee is currently working with the transportation provider. He met this week with a group of first grade mothers who are concerned with the size and makeup of the current first grade classes, and this group of parents will be addressing the board at the May 21<sup>st</sup> board meeting. He is continuing to work on the preliminary budget for the 2008-2009 school year and informed the board that there will be a recommendation to increase student participation fees and food services prices next fall. He has received two IT applications. The science position has been posted. He is currently working with HVED to try and put together an autism spectrum preschool program with three other school districts, which would be hosted in the elementary building.

Mrs. Runnigen is continuing to work on summer programming. She will be attending various ABE/GED meetings. She informed the board that there will be a town forum on underage drinking on April 30<sup>th</sup>, at 7:00 p.m. in the MS/HS auditorium. There are currently twenty-five students registered for the summer SAC program. On April 29<sup>th</sup>, the tenth grade students will be given the Accupalcer Test. Students must register by May 15<sup>th</sup> for honors online courses. Mrs. Busta shared with the board an ECFE and Learning Readiness update.

#### **OLD BUSINESS ITEMS**

The co-curricular/athletic committee informed the board that they have created a document which is currently being presented to the athletic director and coaches for their review. They will present this document to the board for their review and approval at the May 19<sup>th</sup> board meeting.

## **NEW BUSINESS ITEMS**

The board reviewed the athletic director's job description. They would like to review other athletic director job descriptions from other schools. It was the consensus of the board that the athletic director update the board after each season.

The End of the Year Gathering is scheduled for Friday, May 16<sup>th</sup>.

Directors Joyce Knutson and Jean Meyer and Principal Connie Hesse will distribute diplomas at the high school graduation ceremony on May 30<sup>th</sup>. The elementary fifth grade graduation will be held on May 29<sup>th</sup>.

## **DIRECTORS' REPORTS**

Directors Naomi Fruechte and Michelle Werner are currently putting together a superintendent's evaluation checklist for board members and selected community members to complete.

Director Naomi Fruechte informed the board that the HVED Board Meeting will be held on Wednesday, April 23<sup>rd</sup> at 7:00 p.m. in the MS/HS IT Room and everyone is welcome to attend. She would like Gary Woodward do a presentation to the board during one of the summer board meetings and will try to get this scheduled.

Director Jean Meyer attended the DIT meeting and stated that their main topic at this time is surveying of parents and students.

## **ADJOURNMENT**

Moved by Jean Meyer, seconded by Matt Hendel to adjourn the meeting at 9:06 p.m. Motion carried by a unanimous vote.

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Jean Meyer, Clerk