

# SCHOOL BOARD MINUTES

**Monday, March 19, 2007**

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 arriving at 7:03 p.m., Joyce Knutson, Jean Meyer, Michelle Werner and Charlie Wray arriving at 7:06 p.m.. Also present were Superintendent Michael Moriarty, Nancy Runnigen, and Principals Brian Doty, Ronald Helmers, and Connie Hesse. Others present were Barb Meyer, Karen Schiltz, Jane Palen, Janelle Field-Rohrer, and Kristen Hanson from Ehlers and Associates.

## **APPROVAL OF AGENDA**

Moved by Jean Meyer, seconded by Joyce Knutson to approve the agenda as amended to include an update from the Selection Committee regarding the school board member opening. Motion carried by a unanimous vote.

## **APPROVAL OF PAST MEETING MINUTES**

Moved by Michelle Werner, seconded by Jean Meyer to approve the minutes of the February 26, 2007, regular school board meeting. Motion carried by a unanimous vote.

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

Moved by Joyce Knutson, seconded by Michelle Werner to approve the electronic transfers and bills due and payable amounting to \$431,012.28 including check numbers 44688 through 44803 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$750,000.00. Motion carried by a unanimous vote.

## **PUBLIC COMMENT**

Kristen Hanson from Ehlers and Associates shared with the board information regarding the maximum effort loan and options the school district has available if they would chose to refund the capital loan.

## **PERSONNEL ITEMS**

### **Staffing**

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

### **RESOLUTION DISCONTINUING AND REDUCING EDUCATIONAL PROGRAMS AND POSITIONS**

WHEREAS, the School Board of Independent School District No. 299 adopted a resolution on January 22, 2007, directing the administration to make recommendations for reductions in programs and positions; and,

WHEREAS, said recommendations have been received and considered by the School Board;

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

That the following programs and positions or portions thereof, be discontinued:

1. One section of kindergarten
2. First grade into two sections
3. One middle school teaching position

The motion for the adoption of the foregoing resolution was duly seconded by Member Jean Meyer. Upon vote being taken thereon, the following voted in favor thereof: Naomi Fruechte, Matt Hendel, Joyce Knutson, Jean

Meyer, Michelle Werner, and Charlie Wray. The following voted against: None. Whereupon said resolution was declared duly passed and adopted.

Resolution for Proposing Unrequested Leave of Absence

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

**RESOLUTION PROPOSING TO PLACE  
BECKY NEWGAARD ON UNREQUESTED LEAVE OF ABSENCE**

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

1. That it is proposed that Becky Newgaard, a teacher of said school district, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2006-2007 school year on June 30, 2007, pursuant to M.S. 122A.40, Subdivision 10, and Article XXIII of the current Master Agreement between the school district and the exclusive representative.
2. That said proposed placement on requested leave of absence is not the result of implementation of an education district agreement.
3. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

**NOTICE OF PROPOSED PLACEMENT  
ON UNREQUESTED LEAVE OF  
ABSENCE AND NOTICE OF HEARING  
DATE, IF REQUESTED**

March 19, 2007

Mrs. Becky Newgaard  
PO Box 574  
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, March 19, 2007, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 299, and a resolution was adopted by a majority vote on the Board, proposing your placement on unrequested leave of absence effective at the end of the 2006-2007 school year on June 30, 2007, pursuant to Minnesota Statutes 122A.40, Subdivision 10, Article XXIII upon the grounds described in said statute and which are specifically as follows: discontinuance of position, financial limitations and lack of pupils.

Under the provisions of the law, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

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

Jean Meyer  
Clerk of the School Board

4. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, Subdivision 10, Article XXIII, and are hereby adopted as fully as though separately set forth and resolved herein.

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

Resolution Proposing to Place James Gladis on Unrequested Leave of Absence

Member Jean Meyer introduced the following resolution and moved its adoption:

**RESOLUTION PROPOSING TO PLACE  
JAMES GLADIS ON UNREQUESTED LEAVE OF ABSENCE**

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

1. That it is proposed that James Gladis, a teacher of said school district, be placed on unrequested leave of absence without pay or fringe benefits, effective at the end of the 2006-2007 school year on June 30, 2007, pursuant to M.S. 122A.40, Subdivision 10, and Article XXIII of the current Master Agreement between the school district and the exclusive representative.
2. That said proposed placement on requested leave of absence is not the result of implementation of an education district agreement.
3. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and said notice shall include a date for hearing if requested and be in substantially the following form:

**NOTICE OF PROPOSED PLACEMENT  
ON UNREQUESTED LEAVE OF  
ABSENCE AND NOTICE OF HEARING  
DATE, IF REQUESTED**

March 19, 2007

Mr. James Gladis  
408 Winona Street SE  
Chatfield, MN 55923

Dear Mr. Gladis:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, March 19, 2007, consideration was given to your placement on unrequested leave of absence without pay or fringe benefits as a teacher of Independent School District No. 299, and a resolution was adopted by a majority vote on the Board, proposing your placement on unrequested leave of absence effective at the end of the 2006-2007 school year on June 30, 2007, pursuant to Minnesota Statutes 122A.40, Subdivision 10, Article XXIII upon the grounds described in said statute and which are specifically as follows: discontinuance of position, financial limitations and lack of pupils.

Under the provisions of the law, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

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

Jean Meyer  
Clerk of the School Board

4. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, Subdivision 10, Article XXIII, and are hereby adopted as fully as though separately set forth and resolved herein.

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

#### **ACTION ITEMS**

##### **Resolution for the Energy Investment Loan Program**

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

I, Jean Meyer, do hereby certify that the following is a true, complete and correct copy of a resolution adopted a meeting of the Independent School District No. 299, duly and properly called and held on the 19<sup>th</sup> day of March, 2007; that a quorum was present at said meeting; that a majority of those present voted for the resolution; and that said resolution is set forth in the minutes of said meeting.

“RESOLVED, that Superintendent Michael Moriarty, on behalf of Independent School District No. 299, is hereby authorized to enter into and designated to sign contracts associated with the Institutional Energy Loan Program as authorized by Laws of Minnesota 1988, Chapter 617, Sections 1 and 2 and Laws of Minnesota 1988, Chapter 686, Article 1, Section 38.

BE IT ALSO RESOLVED that the Independent School District No. 299 guarantees it will use all loan funds solely for the eligible costs of the approved energy conservation project(s) and assures that it has and will comply with the program provisions of the Institutional Energy Loan Program.”

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

##### **Field Experience Contractual Agreement Between Luther College and ISD #299**

Member Jean Meyer introduced the following agreement and moved its adoption:

This agreement is made and entered into by and between the Luther College Department of Education, Decorah, Iowa, and Caledonia Public Schools, District No. 299

Provisions:

1. Luther College and Caledonia Public Schools, District No. 299 agree to participate, if placements are available, in the district in a field experience program, which includes, but is not limited to: Student Teaching, Student Observations, and other field experiences during the 2007-2008 academic year. This agreement may include assignments in elementary (grades PreK – 6), secondary (grades 7 – 12), and special fields (Art, Music, Physical Education, and Health for grades K – 12).
2. Luther College will provide supervision by one or more of the following: faculty member(s), or trained and credentialed specialists in education, for students participating in Field Experiences who are placed in the school district identified under item 1, above.
3. Luther College agrees to compensate the school district in the amount of \$100 for one-half a semester or \$200 for a full semester for each student placed as a student teacher. Payment is to be made at the end of each semester after the Department of Education receives the written Student Teacher Evaluation from the Cooperating Teacher. Allocation of compensation to each cooperating teacher is to be directly made to the cooperating teacher, unless otherwise specified by the district. Payment for a student teacher who has withdrawn prior to the middle of the term shall be one-half of the normal reimbursement with payment to be made at the end of the period. Other field experiences identified in this agreement will be compensated with regard to time involvement and course objective, and will be stated at the time of the request.
4. Student teachers and other field experience enrollees of Luther College Department of Education are to comply with all the contracted school district's rules, regulations, and policies. Termination or change in assignment will be the option of Caledonia Public Schools, District No. 299, as well as the option of Luther College, should circumstances warrant such an action.

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

*Student Teacher Agreement Between Bemidji State University and ISD #299*

Member Joyce Knutson introduced the following agreement and moved its adoption:

Independent School District No. 299 of Houston County, Minnesota, agrees with the State of Minnesota, acting through the Minnesota State College and University System, as follows:

During the school years beginning August 2006, and ending July, 2008, Bemidji State University agrees to pay at a rate, not to exceed \$128.00 for each full time student teacher, and not to exceed \$64.00 for reach part time student teacher, placed in the above named school district located at Caledonia, Minnesota.

The School District agrees to supply to the student teacher opportunity to work in a teaching-learning situation cooperatively with teachers certified at standards equal or superior to the regulations of the State of Minnesota during the student teaching assignment.

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

**ADMINISTRATIVE REPORTS**

Mr. Doty updated the board regarding testing and showed the board a demonstration model of the new state science test that will be implemented in the schools beginning this year.

Mr. Helmers informed the board that the School Musical was a success this year and that they sold approximately 750 tickets. The girls' basketball team had a great season and the students were well behaved and demonstrated good sportsmanship at the state tournament game. The band and choir large group contest is performing tonight. The high school band and choir students will be leaving on Friday, March 23<sup>rd</sup> for New York.

Mrs. Hesse updated the board regarding the AimsWeb Reading Fluency Results. Kindergarten Roundup will be held on Friday, March 30, 2007. The fifth grade graduation ceremony will be held on Thursday, May 31, 2007, at 7:00 p.m. The Elementary Family Fun Night was held on Friday, March 16, 2007.

Superintendent Moriarty updated the board regarding the MASA Spring Conference that he attended last week. He informed the board that he will be meeting with CenturyTel and ShoreTel to see what they have to offer the school district for a new phone system. He would like the bidding process for the phone system to begin in April. He also informed the board that the blue van will need to be replaced by the beginning of the 2007-2008 school year.

Mrs. Runnigen informed the board that they are working on summer programming and taking registrations for spring classes. There will be a SAC Open House in April. The Life Smarts Team did well in their state competition. The FCCLA Team will be attending the state conference on April 19<sup>th</sup> through April 21<sup>st</sup>. The Community Education Advisory Council met last week. The District #299 Foundation Fun Night is scheduled for April 14, 2007.

#### **OLD BUSINESS ITEMS**

The board will review Sections 300 and 400 of the District Policy Manual at the regular school board meeting on April 16, 2007.

#### **DIRECTORS' REPORT**

The Selection Committee informed the board that no one came forth for the school board member opening. They stated that John Klug is willing to serve the remainder of the term which would be through December 31, 2008. It was the consensus of the board that they will act on filling the school board opening at the April 16, 2007, regular school board meeting.

The board discussed the capital loan refund process. Superintendent Moriarty stated that he will be meeting with another company this week and that he will share with the board a comparison sheet showing what all three companies will offer the school district if they would chose to refund the capital loan.

Moved by Jean Meyer, seconded by Joyce Knutson to hold a school board meeting on Monday, April 2, 2007, for the discussion of the capital loan refund. Motion carried by a unanimous vote.

Director Jean Meyer will be attending the Joint Legislative Conference at the State Capitol on March 28, 2007.

#### **ADJOURNMENT**

Moved by Jean Meyer, seconded by Joyce Knutson to adjourn the meeting at 9:34 p.m. Motion carried by a unanimous vote.

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Jean Meyer, Clerk