

# SCHOOL BOARD MINUTES

**Monday, May 21, 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, John Klug, Joyce Knutson, Jean Meyer arriving at 7:07 p.m., Michelle Werner and Charlie Wray. Also present were Superintendent Michael Moriarty, Nancy Runningen, and Principals Brian Doty, Ronald Helmers, and Connie Hesse. Others present were Barb Meyer, Karen Schiltz, Jane Palen, Janelle Field-Rohrer, Roger Knutson, Jan Klug, and Andy and Sheri Allen.

## **APPROVAL OF AGENDA**

Moved by Joyce Knutson, seconded by Charlie Wray to approve the agenda as amended to include a discussion regarding the graduation ceremony and approval of the bid from Winona Controls. Motion carried by a unanimous vote.

## **APPROVAL OF PAST MEETING MINUTES**

Moved by Charlie Wray, seconded by Joyce Knutson to approve the minutes of the April 16, 2007, regular school board meeting. Motion carried by a unanimous vote.

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

Moved by Michelle Werner, seconded by Charlie Wray to approve the electronic transfers and bills due and payable amounting to \$556,722.88, including check numbers 44975 through 45164 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$500,000.00. Motion carried by a unanimous vote.

## **PUBLIC COMMENT**

Andy and Sheri Allen addressed the board regarding their concerns about the water runoff from the west side of the middle/high school building site onto their property causing an erosion problem. It was the consensus of the board that the Building and Grounds Committee, the Soil Conservation Department, and Andy and Sheri Allen get together to review this and report back to the board at the June 18, 2007, regular school board meeting.

## **PERSONNEL ITEMS**

### **Termination and Non-renewal of a Probationary Teacher**

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

#### RESOLUTION RELATING TO THE TERMINATION AND NONRENEWAL OF THE TEACHING CONTRACT OF ANGELA RISCH, A PROBATIONARY TEACHER

WHEREAS, Angela Risch is a probationary teacher in Independent School District No. 299,

BE IT RESOLVED, by the School Board of Independent School District No. 299, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Angela Risch, a probationary teacher in Independent School District No. 299, is hereby terminated at the close of the current 2006-2007 school year.

BE IT FURTHER RESOLVED, that the written notice be served to said teacher regarding termination and non-renewal of her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION  
AND NON-RENEWAL

May 21, 2007

Ms. Angela Risch  
PO Box 435  
Bangor, WI 54614

Dear Ms. Risch:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, May 21, 2007, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2007-2008 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subdivision 5.

You may officially request that the School Board give its reasons for the non-renewal of your teaching contract.

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 John Klug. Upon vote being taken thereon, 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. Motion carried.

Resignations

Moved by Charlie Wray, seconded by Matt Hendel to accept the resignation of Jeannine Hisel as the middle/high school counselor effective at the end of the 2006-2007 school year with thanks for her services. Motion carried by a unanimous vote.

New Hires

Moved by Matt Hendel, seconded by Joyce Knutson to ratify the contract for Kathy Rud as the School Age Care Program Supervisor beginning May 1, 2007, at \$10.66 per hour. Motion carried by a unanimous vote.

Medical Leave of Absence

Moved by Jean Meyer, seconded by Michelle Werner to accept the medical leave of absence for Eileen Beach for the 2007-2008 school year. Motion carried by a unanimous vote.

**ACTION ITEMS**

Resolution Approving Cooperative Sponsorship Agreement Between Caledonia and Spring Grove High Schools Track and Field Program

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

## RESOLUTION APPROVING COOPERATIVE SPONSORSHIP AGREEMENT

WHEREAS, a proposed Agreement has been negotiated and drafted regarding the cooperative sponsorship of a joint high school boys and girls track and field program.

WHEREAS, a copy of the proposed draft is attached and incorporated by reference.

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

1. That the attached Cooperative Sponsorship Agreement be and hereby is approved;
2. That the Chairman and Clerk are hereby authorized to execute the attached Cooperative Sponsorship Agreement and to make the required application to the Board of Directors of the Minnesota State High School League; and
3. That this resolution shall be effective only upon the adoption of a similar resolution by the Governing Board or School Board of the cooperating school or school district.

The motion for the adoption of the foregoing resolution was duly seconded by Member John Klug. Upon vote being taken thereon, 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 passed and adopted.

### National FFA Convention Trip

Moved by Jean Meyer, seconded by Matt Hendel to approve the request from Mr. Brad Harguth to approve the FFA Group to attend the National FFA Convention every year rather than on an every other year basis. This year the National FFA Convention will be held the last week of October on Wednesday through Saturday in Indianapolis, Indiana. Motion carried by a unanimous vote.

### Title I Parental Involvement Policy

Moved by Jean Meyer, seconded by Charlie Wray to approve the Title I Parental Involvement Policy as follows:

#### **Caledonia Area Public Schools District #299 Title I Parental Involvement Policy**

##### Statement of Purpose

Caledonia Area Public School is committed to the goal of providing quality education for every child in this district. To this end, we want to establish partnerships with parents and with the community. Everyone gains if school and home work together to promote high achievement by our children. Neither home nor school can do the job alone. Parents play an extremely important role as the child's first teacher. Support for their children and for the school is critical to their children's success at every step along the way.

We recognize that some students may need the extra assistance available through the Title I program to reach their academic goals. The Caledonia Area Public School District 299 intends to include parents in many aspects of the district's Title I program. The goal is a school-home partnership that will help all students in the district to succeed.

##### Parental Involvement in Developing the Policy

An Advisory Committee consisting of parents, teachers, members of the community, and the elementary principal will meet to develop our school district's Parental Involvement Policy. Our Advisory Committee will be chosen from volunteers in our district. Special attention will be given to recruiting parents of children in the Title I program. The goal is to have at least three parents whose children are participating in the Title I program.

##### Annual Meeting for Title I Parents

At the annual meeting for parents, which will be held in late September at Caledonia Area Elementary, parents will be given information about the Title I guidelines. They will be given copies of the district's current Parental Involvement Policy, and will be offered a chance to become involved in revising that policy as needed. People may volunteer to serve on the Advisory Committee.

The annual meeting will be held at the convenience of parents. Translations will be available as needed. Parents will be sent written notices about the meeting times, and may also be contacted through telephone calls so that as many parents as possible will attend.

#### School-Parent Compact

According to the Title I regulations, each school must share responsibility with parents for high student performance by developing a school-parent-student compact jointly with the parents of children participating in the program. These compacts must outline how parents, staff, and students will share responsibility for promoting high student achievement. Parents on the Caledonia Area Elementary Advisory Committee will be involved in designing these compacts. Student responsibilities may vary by grade level.

Parents will receive the compact from their child's school with a checklist of responsibilities that teachers, parents, and students will each have for helping students achieve their goals.

Parents are urged to discuss the compact with their children before signing it and having their children sign.

#### Types of Parental Involvement

There are many ways in which parents can become involved with their children's education. The Caledonia Area Public School district values both the at-home contributions and those which take place at school and in the community. Reading to children at home and talking with them at a family meal are as important as volunteering at school and serving on advisory committees. Many types of parental involvement are needed in a school-home-community partnership that will help all our children to succeed.

#### Matching Programs to the Needs of Our Community

In the month of May, the Caledonia Area Public School district will assess the needs of parents and children in this community through a variety of measures, including a survey that will be sent home to parents, so that the Title I program will be tailored to meeting those needs. Parents may call the Elementary Principal at Caledonia Area Elementary School at any time to express their interests or to make suggestions.

#### Staff-Parent Communication

Communication with parents will include a Title I newsletter distributed on a quarterly basis, four times each year. There will also be notices sent home with children, telephone calls, and conferences as needed. Parents are encouraged to take the initiative in calling their child's teacher when they are concerned about a problem. They may also call the school office and ask for a translator, if needed, for conferences. Staff members will be encouraged to improve home-school communications.

#### Evaluation

Caledonia Area Public School Title I Advisory Committee will be involved in the process of elementary school review and improvement. Parents of the Title I program will be part of this group. The aim will be to evaluate the Title I program in this district, collecting information in a variety of ways including visits to the schools and observation of classes.

There will be an annual evaluation of the content and effectiveness of the Title I parental involvement program, and parents will be asked for their input. The evaluation will include an assessment of how much parental involvement is increasing and what barriers to parental participation still need to be overcome. The school district will revise its Parental Involvement Policy on the basis of this annual review.

This commitment to family involvement has been approved by the School Board of District 299. The policy will be coordinated by Title I supervisory staff and teachers throughout the district and promoted by the building principal and other school staff members.

Motion carried by a unanimous vote.

#### New District Wide Telephone System

Moved by Charlie Wray, seconded by Joyce Knutson to approve the quote from CenturyTel in the amount of \$48,292.00 for the new district wide telephone system. Motion carried by a unanimous vote.

#### Winona Controls Bid

Moved by Jean Meyer, seconded by Joyce Knutson to approve the bid from Winona Controls for the middle/high school energy conservation project in the amount of \$166,900.00. Motion carried by a unanimous vote.

### **ADMINISTRATIVE REPORTS**

Mr. Doty informed the board that they have completed the State mandated fire, tornado, and lockdown drills at the middle/high school building. Fifth grade orientation at the middle school was held last week. The testing is complete. He shared with the board information regarding the AimsWeb testing. He is continuing to work on year end activities.

Mr. Helmers informed the board that approximately 140 students attended prom this year. The students were great and the After Prom Party was very successful. He is in the process of finalizing schedules for the 2006-2007 school year for grades 9 through 12. The Academic Awards Ceremony will be held on May 22<sup>nd</sup> at 7:30 p.m. The senior picnic will be held on May 30<sup>th</sup>. Commencement is on June 1<sup>st</sup> at 8:00 p.m.

Mrs. Hesse updated the board on the After School Program budget. Fifth grade graduation will be held on May 31<sup>st</sup>. Grandparents/Special Friend's Day was a great success with over 300 people attending. The elementary field day will be held on May 29<sup>th</sup>. The school patrol trip will be held on May 30<sup>th</sup>. The Awards Lyceum will be held on June 1<sup>st</sup>.

Superintendent Moriarty gave a legislative update. He reviewed with the board the proposed budget for the 2007-2008 school year. He updated the board regarding the storm damage done to the elementary building. He informed the board that the Spring Grove School Board is interested in meeting with our school board on areas we can cooperate between schools. It was the consensus of the board that our school board would be willing to meet with them this summer.

Mrs. Runnigen informed the board that approximately 86 senior citizens attended the Adult Prom. The fifth grade transition retreat was successful. They are currently taking summer registrations for the SAC Program. They are currently working with the Caledonia Public Library to set up a summer reading program. ECFE finished their programs on May 11<sup>th</sup> and served approximately 75 children this year. Hand in Hand Readiness Preschool will continue through May 25<sup>th</sup>. The ECFE/SC Picnic will be held on May 23<sup>rd</sup>.

### **OLD BUSINESS ITEMS**

The board reviewed Section 500 of the District No. 299 Policy Manual and no changes need to be made with these policies. The board will review Section 600 at the June regular school board meeting.

### **DIRECTOR'S REPORTS**

The school board discussed the graduation ceremony details and Directors John Klug and Joyce Knutson will be handing out diplomas to the students.

**ADJOURNMENT**

Moved by Jean Meyer, seconded by Joyce Knutson to adjourn the meeting at 9:37 p.m. Motion carried by a unanimous vote.

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Jean Meyer, Clerk