

## **SCHOOL BOARD MINUTES**

### **Monday, June 19, 2006**

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 Mary Frank at 7:03 p.m. Members present were Mary Frank, Barbara Hurley, Joyce Knutson, Chuck Schulte, and Charlie Wray. Also present were Superintendent Michael Moriarty, Nancy Runningen, and Connie Hesse. Others present were Karen Schiltz, Barb Meyer, David Heiller, and Tracy VonBargen. Absent were Directors Naomi Fruechte and Jean Meyer, and Principals Brian Doty and Ronald Helmers.

#### **APPROVAL OF AGENDA**

Moved by Chuck Schulte, seconded by Barbara Hurley to approve the agenda as amended to include an update from Director Chuck Schulte about the middle/high school signage. Motion carried by a unanimous vote.

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

Moved by Chuck Schulte, seconded by Barbara Hurley to approve the minutes of the May 15, 2006, regular school board meeting. Motion carried by a unanimous vote.

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

Moved by Chuck Schulte, seconded by Joyce Knutson to approve the electronic transfers and bills due and payable amounting to \$709,485.10 including check numbers 42970 through 43208 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$900,000.00. Motion carried by a unanimous vote.

#### **PUBLIC COMMENT**

Members of the Football Boosters were not present for the board.

The Houston County Engineer, Tracy VonBargen, addressed the board about safety issues of students crossing Highway 44/76. He informed the board that the school district could apply for a \$175,000.00 grant through the State of Minnesota for an infrastructural program to build an underground tunnel under Highway 44/76. Superintendent Moriarty will look into this more and report back to the board.

#### **PERSONNEL ITEMS**

##### *Resignation*

Moved by Chuck Schulte, seconded by Barbara Hurley to approve the resignation of Gale Peter as the middle/high school counselor effective at the end of the 2005-2006 school year with thanks for her services. Motion carried by a unanimous vote.

##### *Maternity Leave Request*

Moved by Chuck Schulte, seconded by Joyce Knutson to accept the maternity leave request for Mrs. Tina Fruechte to begin at the birth of her child around October 13, 2006, and to continue through January 22, 2007, given there are no complications. Motion carried by a unanimous vote.

##### *New Hires*

Moved by Chuck Schulte, seconded by Barbara Hurley to ratify the hiring of Barbara Meyer as the full-time business manager/accountant beginning July 1, 2006, at \$40,000.00. Motion carried by a unanimous vote.

##### *Placement of Support Staff Employee Layoff*

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

**RESOLUTION RELATING TO THE PLACEMENT OF PAMELA FAHY  
ON LAYOFF ON THE BASIS OF SENIORITY**

WHEREAS, Pamela Fahy is the least senior employee in Group V / Cook II, Educational Assistant II, Health Aide and whereas due to declining enrollment which decreases the need for Group V, Educational Assistant II employees.

BE IT RESOLVED, that the written notice be served to said support staff employee regarding placement on layoff as stated in the Support Staff Employees Agreement, Article XIV, Section 1.

NOTICE OF LAYOFF

June 19, 2006

Ms. Pamela Fahy  
5120 State Highway 16  
Hokah, MN 55941

Dear Ms. Fahy,

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, June 19, 2006, a resolution was adopted by majority roll call vote to place you on layoff effective August 31, 2006, pursuant to Article XIV, Section 1 of the Support Staff Employees Agreement.

Sincerely,  
SCHOOL BOARD OF ISD NO. 299

Barbara Hurley  
Clerk of the School Board

The motion for the adoption of the foregoing resolution was duly seconded by Member Barbara Hurley. Upon vote being taken thereon, the following voted in favor thereof: Mary Frank, Barbara Hurley, Joyce Knutson, Chuck Schulte, and Charlie Wray. The following voted against the same: None. Absent were Directors Naomi Fruechte and Jean Meyer. Motion carried.

Placement of Support Staff Employee on Layoff

Member Barbara Hurley introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO THE PLACEMENT OF STEPHANIE HUFF  
ON LAYOFF ON THE BASIS OF SENIORITY**

WHEREAS, Stephanie Huff is the least senior employee in Group V / Cook II, Educational Assistant II, Health Aide and whereas due to declining enrollment which decreases the need for Group V, Educational Assistant II employees.

BE IT RESOLVED, that the written notice be served to said support staff employee regarding placement on layoff as stated in the Support Staff Employees Agreement, Article XIV, Section 1.

NOTICE OF LAYOFF

June 19, 2006

Ms. Stephanie Huff  
624 South Pine Street  
Caledonia, MN 55921

Dear Ms. Huff,

You are hereby notified that at the regular meeting of the School Board of Independent School District

No. 299 held on Monday, June 19, 2006, a resolution was adopted by majority roll call vote to place you on layoff effective August 31, 2006, pursuant to Article XIV, Section 1 of the Support Staff Employees Agreement.

Sincerely,  
SCHOOL BOARD OF ISD NO. 299

Barbara Hurley  
Clerk of the School Board

The motion for the adoption of the foregoing resolution was duly seconded by Chuck Schulte. Upon vote being taken thereon, the following voted in favor thereof: Mary Frank, Barbara Hurley, Joyce Knutson, Chuck Schulte, and Charlie Wray. The following voted against the same: None. Absent were Directors Naomi Fruechte and Jean Meyer. Motion carried.

### **ACTION ITEMS**

#### **Bidding of Food Service and Petroleum Products**

Moved by Chuck Schulte, seconded by Joyce Knutson to authorize the bidding of food service and petroleum products for the 2006-2007 school year. Motion carried by a unanimous vote.

#### **Adopt Budget for the 2006-2007 School Year**

Moved by Chuck Schulte, seconded by Barbara Hurley to adopt the budget for the 2006-2007 school year as follows:

	2005-2006	2006-2007		2005-2006	2006-2007		2006-2007
	Revised	Adopted	Increase	Revised	Adopted	Increase	Fund Balance
	Budgeted	Budgeted	(Decrease)	Budgeted	Budgeted	(Decrease)	Inc/(Decrease)
	Revenues	Revenues	In Revenues	Expenditures	Expenditures	In Expenses	Inc/(Decrease)
<b>General Fund</b>	7,875,950	<b>7,722,567</b>	-153,383	7,683,130	<b>7,656,256</b>	-26,874	<b>66,311</b>
<b>Food Service</b>	409,193	<b>403,580</b>	-5,613	408,977	<b>401,195</b>	-7,782	<b>2,385</b>
<b>Community Services</b>	302,349	<b>282,244</b>	-20,105	304,974	<b>286,623</b>	-18,351	<b>-4,379</b>
<b>Debt Retirement</b>	1,230,180	<b>1,236,579</b>	6,399	1,141,965	<b>1,269,225</b>	127,260	<b>-32,646</b>
<b>Scholarship Fund</b>	19,000	<b>12,700</b>	-6,300	12,700	<b>12,700</b>	0	<b>0</b>
<b>Concession Stand Fund</b>	24,644	<b>100</b>	-24,544	89,835	<b>12,423</b>	-77,412	<b>-12,323</b>
<b>Activity Fund</b>	41,784	<b>40,550</b>	-1,234	49,656	<b>40,550</b>	-9,106	<b>0</b>
<b>Total</b>	<b>9,903,100</b>	<b>9,698,320</b>	<b>-204,780</b>	<b>9,691,237</b>	<b>9,678,972</b>	<b>-12,265</b>	<b>19,348</b>

Motion carried by a unanimous vote.

#### **2006-2007 Middle School Handbook, 2006-2007 High School Handbook, and 2006-2007 Elementary School Handbook**

Moved by Charlie Wray, seconded by Barbara Hurley to approve the 2006-2007 handbooks as presented for the Middle School, High School, and Elementary School. Motion carried by a unanimous vote.

#### **Approve Obtaining Quotes on a School Van**

Moved by Chuck Schulte, seconded by Barbara Hurley to approve the Caledonia Area Public School District No. 299 to seek quotes for a new or program, low mileage seven-passenger mini van. Motion carried by a unanimous vote.

### **ADMINISTRATIVE REPORTS**

Mr. Moriarty informed the board that the middle/high school counselor interviews were held last week and they are in the process of making an offer. He stated that the scheduling is now done, as the school district had to wait for the

MARSS data to rollover before these could be completed. He updated the board regarding the Legislative Rulings for the spring of 2006. The Minnesota Department of Education will release the school performance report card to the public on November 15, 2006. Mr. Moriarty commended Mr. Harguth and his classes for the building projects they completed for the school district this year. He stated the new sprayer purchased has helped with the weed control this spring.

Mrs. Hesse informed the board that the elementary building held a dedication ceremony for Pam Heuslein on the last day of school. The student council did a food drive during the last two weeks of school. An Awards Lyceum and 5<sup>th</sup> grade graduation were also held the last day of school. The Special Education Summer School started last week. The Summer Success Program will be held in August. She will be pursuing some grant dollars this summer. She will be creating an elementary and middle/high school parent curriculum document this summer, and presented to the board an overview of the Title I grants for the 2006-2007 school year.

Mrs. Runnigen informed the board that she will become the ABE/GED consortium person due to the resignation of Ms. Theresa Luther-Dolan. The community education summer catalogues have been mailed. She is in the process of updating the facility use policy and will present this to the board when that is completed. The School Age Childcare Program has 10 – 12 children enrolled each day in the summer program and currently has 16 children already registered for the fall. She is waiting to see if the Minnesota State College – Southeast Technical will approve Caledonia Care Center to offer a CNA class in late summer.

Director Hurley commended Mrs. Runnigen in getting the School Age Childcare Program running successfully over the past year.

#### **OLD BUSINESS ITEMS**

##### **Concession Stand Update**

The board was given an updated concession stand budget as of June 30, 2006. Mrs. Frank stated that she heard a lot of positive feedback during the track meets this spring about the concession stand.

##### **Middle/High School Signage**

Mr. Schulte informed the board that he started working on the middle/high school signage project last week.

#### **CLOSED SESSION FOR SUPERINTENDENT'S EVALUATION**

Moved by Charlie Wray, seconded by Barbara Hurley to close the meeting at 9:10 p.m. for the superintendent's evaluation. Motion carried by a unanimous vote.

Moved by Charlie Wray, seconded by Chuck Schulte to convene the regular school board meeting at 9:36 p.m. Motion carried by a unanimous vote.

Moved by Charlie Wray, seconded by Barbara Hurley to ratify the superintendent's salary with Mr. Michael Moriarty for the 2006-2007 school year at a 3% salary increase and an additional \$200.00 district contribution to his 403b plan. Motion carried by a unanimous vote.

#### **ADJOURNMENT**

Moved by Chuck Schulte, seconded by Mary Frank to adjourn the meeting at 9:40 p.m. Motion carried by a unanimous vote.

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Barbara Hurley, Clerk