

SCHOOL BOARD MINUTES

Monday, April 24, 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 Vice Chair Naomi Fruechte at 7:06 p.m. Members present were Naomi Fruechte, Joyce Knutson, Jean Meyer, Chuck Schulte, and Charlie Wray. Also present were Superintendent Michael Moriarty, Nancy Runningen, and Principals Brian Doty, Ronald Helmers, and Connie Hesse. Others present were Amy Schmidt, Karen Schiltz, Janelle Field-Rohrer; and Mike Werner.

APPROVAL OF AGENDA

Moved by Jean Meyer, seconded by Charlie Wray to approve the agenda as amended to include the resignation of Patricia Lemke; a request from Hilary Allen; and discussions regarding the technology committee, the building and grounds committee; and the attendance policy. Motion carried by a unanimous vote.

APPROVAL OF PAST MEETING MINUTES

Moved by Charlie Wray, seconded by Jean Meyer to approve the minutes of the March 20, 2006, regular school board meeting. Motion carried by a unanimous vote.

TREASURER'S REPORT & AUTHORIZATION OF ACCOUNTS PAYABLE

Moved Charlie Wray, seconded by Jean Meyer to approve the electronic transfers and bills due and payable amounting to \$507,696.58 including check numbers 42604 through 42805 along with electronic transfers from MSDLAF to Merchants Bank in the amount of \$1,050,000.00. Motion carried by a unanimous vote.

PERSONNEL ITEMS

Resolution Directing the School Board to Fill the School Board Member Vacancy of Director Mike Novak's Position & Administering the of Oath of Office

Director Charlie Wray introduced the following resolution

WHEREAS, the resignation of Director Mike Novak was accepted at the March 20, 2006, regular school board meeting; and,

WHEREAS, MS 123B.09, subdivision 5, directs that the vacancy be filled by appointment; and,

WHEREAS, said appointment shall be from April of 2006 through December of 2006,

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

That the School Board hereby appoints Joyce Knutson to serve the remainder of the nine-month term from April of 2006 through December of 2006.

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

New Hires

Moved by Jean Meyer, seconded by Charlie Wray to ratify the hiring of Courtney Novak as a part-time Spanish teacher beginning the 2006-2007 school year at BA+15/3 at \$30,392.94. Motion carried by a unanimous vote.

Recommendations for Tenure

Moved by Charlie Wray, seconded by Chuck Schulte to grant tenure to the following full-time, non-tenured probationary staff members: Bradley Harguth, Elliott Kranz, Lindsey Meyer, and Jennifer Snook; to continue third year probationary teaching: Dustin Moburg and Gale Peter; and to continue second year probationary teaching: Carrie Erickson and Kimberly Kranz. Motion carried by a unanimous vote.

Resolution for Placing Staff on Unrequested Leave of Absence

Member Chuck Schulte introduced the following resolution and moved its adoption:

RESOLUTION PLACING CORI RONNENBERG ON UNREQUESTED LEAVE OF ABSENCE

WHEREAS, the School Board of Independent School District No. 299 adopted a resolution proposing placement of Cori Ronnenberg on unrequested leave of absence on March 20, 2006, 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 received by Cori Ronnenberg by personal service on Tuesday, March 21, 2006; 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 Cori Ronnenberg 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 Cori Ronnenberg for a hearing as of April 3, 2006; 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 Cori Ronnenberg to her placement on unrequested leave.

BE IT HEREBY RESOLVED, by the School Board of Independent School District No. 299 that Cori Ronnenberg be and hereby is placed on unrequested leave of absence as a teacher and coach 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 2005-2006 school year on June 30, 2006, 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 24, 2006

Ms. Cori Ronnenberg
1155 East Plummer Street
Rushford, MN 55971

Dear Ms. Ronnenberg:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, April 24, 2006, 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 and coach of Independent School District No. 299 effective at the end of the 2005-2006 school year on June 30, 2006, 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

Barbara Hurley
Clerk of the School Board

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

Resolution For Placing Staff on Unrequested Leave of Absence

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

RESOLUTION PLACING SALLY MENSINK ON UNREQUESTED LEAVE OF ABSENCE

WHEREAS, the School Board of Independent School District No. 299 adopted a resolution proposing placement of Sally Mensink on unrequested leave of absence on March 20, 2006, 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 received by Sally Mensink by personal service on Tuesday, March 21, 2006; 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 Sally Mensink 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 Sally Mensink for a hearing as of April 3, 2006; 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 Sally Mensink to her placement on unrequested leave.

BE IT HEREBY RESOLVED, by the School Board of Independent School District No. 299 that Sally Mensink be and hereby is placed on unrequested leave of absence as a teacher and co-curricular advisor 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 2005-2006 school year on June 30, 2006, 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 24, 2006

Mrs. Sally Mensink
14889 Paradise Drive
Houston, MN 55943

Dear Mrs. Mensink:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, April 24, 2006, 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 and co-curricular advisor of Independent School District No. 299 effective at the end of the 2005-2006 school year on June 30, 2006, 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

Barbara Hurley
Clerk of the School Board

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

Termination and Non-renewal of Probationary Teacher

Member Chuck Schulte introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO THE TERMINATION AND NONRENEWAL OF THE TEACHING CONTRACT
OF TRICIA TROGE, A PROBATIONARY TEACHER**

WHEREAS, Tricia Troge 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 Tricia Troge, a probationary teacher in Independent School District No. 299, is hereby terminated at the close of the current 2005-2006 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

April 24, 2006

Ms. Tricia Troge
815 North Sprague Street, Apt. #6
Caledonia, M 55921

Dear Ms. Troge:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, April 24, 2006, 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 2006-2007 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

Barb Hurley
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 thereon, the following voted in favor thereof: Naomi Fruechte, Joyce Knutson, Jean Meyer, Chuck Schulte, and Charlie Wray. Absent were directors Mary Frank and Barbara Hurley. The following voted against the same: None. Whereupon said resolution was declared duly passed and adopted.

Termination and Non-renewal of Probationary Teacher

Member Chuck Schulte introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO THE TERMINATION AND NONRENEWAL OF THE TEACHING CONTRACT
OF CONAN KMIECIK, A PROBATIONARY TEACHER**

WHEREAS, Conan Kmiecik 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 Conan Kmiecik, a probationary teacher in Independent School District No. 299, is hereby terminated at the close of the current 2005-2006 school year.

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

**NOTICE OF TERMINATION
AND NON-RENEWAL**

April 24, 2006

Mr. Conan Kmiecik
913 12th Avenue #13
Onalaska, WI 54650

Dear Mr. Kmiecik:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 299 held on Monday, April 24, 2006, 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 2006-2007 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

Barb Hurley
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 thereon, the following voted in favor thereof: Naomi Fruechte, Joyce Knutson, Jean Meyer, Chuck Schulte, and Charlie Wray. Absent were directors Mary Frank and Barbara Hurley. The following voted against the same: None. Whereupon said resolution was declared duly passed and adopted.

Head Custodian/Maintenance Director Contract for 2006-2007 and 2007-2008 School Years

Moved by Charlie Wray, seconded by Jean Meyer to ratify the Head Custodian/Maintenance Director Contract for William Woolley for the 2006-2007 school year at a 3% salary increase at \$34,789.16 and 2007-2008 school year at a 3% salary increase at \$35,832.83. Motion carried by a unanimous vote.

Network Administrator Contract for 2006-2007 and 2007-2008 School Years

Moved by Charlie Wray, seconded by Jean Meyer to ratify the Network Administrator Contract for John Lukach for the 2006-2007 school year at a 3% salary increase at \$48,410.00 and 2007-2008 school year at a 3% salary increase at \$49,862.30. Motion carried by a unanimous vote.

Accountant/Controller Contract for 2006-2007 and 2007-2008 School Years

Moved by Chuck Schulte, seconded by Charlie Wray to ratify the Accountant/Controller Contract for Amy Schmidt for the 2006-2007 school year at a 3% salary increase at \$48,410.00 and 2007-2008 school year at a 3% salary increase at \$49,862.30. Motion carried by a unanimous vote.

Resignation

Moved by Jean Meyer, seconded by Chuck Schulte to accept the resignation of Patricia Lemke as an elementary part-time special educational assistant effective May 5, 2006, with thanks for her services. Motion carried by a unanimous vote.

ACTION ITEMS

2005-2006 Resolution for Membership in the Minnesota State High School League

Member Chuck Schulte introduced the following resolution and moved its adoption:

2005-2006 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 Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Children, Families & Learning as provided by Minnesota Statutes.

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 Web site, 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 Member Joyce Knutson and upon vote being taken thereon, the following voted in favor thereof: Naomi Fruechte, Joyce Knutson, Jean Meyer, Chuck Schulte, and Charlie Wray. Absent were directors Mary Frank and Barbara Hurley. The following voted against the same: None. Whereupon said resolution was declared duly passed and adopted.

Climate Surveys

Moved by Charlie Wray, seconded by Jean Meyer to approve the teacher, parent, and student school climate surveys with the changes as noted. Motion carried by a unanimous vote.

Approval of Phase I Middle/High School Outdoor Sign

The approval of the Phase I middle/high school outdoor sign will be tabled until the May 15, 2006, regular school board meeting. Mr. Schulte informed the board that the middle/high school signage committee will give the board a better view of their project ideas and that approximately one-half of the funding for this sign has been raised.

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

Moved by Chuck Schulte, seconded by Charlie Wray to approve the FCCLA Group to attend the state conference trip on Thursday, April 27, 2006, through Friday, April 28, 2006. Motion carried by a unanimous vote.

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

Moved by Jean Meyer, seconded by Joyce Knutson to approve the FCCLA Group to attend the National LifeSmarts Competition on Saturday, April 22, 2006, through Tuesday, April 25, 2006. Motion carried by a unanimous vote.

ADMINISTRATIVE REPORTS

Mr. Doty updated the board with regard to testing.

Mr. Helmers informed the board that juniors and seniors are registered, the sophomores will be registered this week, and that the freshmen will be registered next week. A kiosk will be built by the students and will be placed in the front part of the middle/high school commons area. The Middle/High School Beyond the Bell

Program is participating in a seat belt challenge. April 29th is prom. On April 27th the Byron Supporting Players will be doing a presentation. May 13th and May 25th is the conference and the subsectional track meets. On May 6th SADD students will be having a rummage sale in the commons area. May 31st is the senior class picnic. June 2nd is the graduation ceremony.

Mrs. Hesse updated the board on the ISD #299 Curriculum Committee. It is National Turn Off Your Television Week this week. Title I will be sponsoring a bedtime book party and math fun night Thursday night. The plunge into reading was a great success with the elementary students reading 6,709 hours for the month of March. There were 161 adults who attended the Lunch/Recess for Moms Day. Kindergarten Roundup was held on April 20th, and there are currently 47 students registered for kindergarten next fall. She informed the board that a Memorial Scholarship has been setup in memory of Pam Heuslein.

Superintendent Moriarty updated the board regarding the proposed 2006-2007 budget and stated that a full budget will be presented to them in May for their review. He informed the board that if the kindergarten program has over fifty students that the school district may have to review other options for maintaining an all-day-everyday kindergarten program. He stated there will be an 18% increase in the school district's health insurance premiums. May 19th is the employee end of the year gathering.

Mrs. Runnigen presented to the board a slide presentation from the Heritage Fair. The SAC Program will be holding a summer registration and open house on April 24th. There will be an adult prom on April 30th. She is working with the Minnesota State College Southeast Technical the possibilities of having a Certified Nursing Assistant program at our school district. She updated the board regarding the ECFE and School Readiness programs.

OLD BUSINESS ITEMS

Wind Energy

Mrs. Fruechte and Mr. Mike Werner discussed with the board the wind energy options for the school district.

Moved by Jean Meyer, seconded by Joyce Knutson to not move forward with the wind energy proposal from Johnson Controls, Inc. at this time. Motion carried by a unanimous vote.

Concession Stand Committee

The concession stand is near completion.

Hilary Allen Request

It was the feeling of the Board that the increased water runoff during the construction phase of the middle/high school building may have contributed to an erosion problem on the land owned by Hilary Allen adjoining the district site to the west. Therefore, the district will compensate Hilary Allen for a portion of the cost of construction an NRCS designed waterway in the area in question.

Moved by Chuck Schulte, seconded by Naomi Fruechte to cost share 50% of the construction project of an NRCS designed waterway on Hilary Allen's land as designed by the Soil Conservation Department at an approximate cost of \$3,000.00. Motion carried by a unanimous.

NEW BUSINESS ITEMS

District Wide Wellness Policy – Policy #718

The first reading of the District Wide Wellness Policy #718 was done.

DIRECTORS' REPORT

Technology Committee

Director Schulte stated that the technology committee is in the process of conducting a targeted survey approach to find out where the staff is at with regard to technology and help educate the staff at their own level and according to their need on technology.

Building and Grounds Committee

Director Schulte asked of the board to clarify the responsibilities of the building and grounds committee.

Attendance Policy

In regard to Director Schulte's questions about the attendance policy, it was stated that the board approves the attendance policy each year when it is presented in both of the student handbooks.

ADJOURNMENT

Moved by Jean Meyer, seconded by Joyce Knutson to adjourn the meeting at 10:29 p.m. Motion carried by a unanimous vote.

Barbara Hurley