

# **SCHOOL BOARD MINUTES**

**Monday, July 18, 2005**

The Board of Education of Independent School District #299, Caledonia, Minnesota, met in a regular school board meeting in the Caledonia Area Elementary Cafeteria.

The meeting was called to order by Chair Charlie Wray at 7:03 p.m. Members present were Mary Frank, Naomi Fruechte, Barbara Hurley, Jean Meyer, Mike Novak, Chuck Schulte, and Charlie Wray. Also present were Superintendent Michael Moriarty and Principals Ronald Helmers and Connie Hesse. Others present were Amy Schmidt, Karen Schiltz, Dave Heiller, Ann Thompson, John Pongratz, Rose Weichert, Dave Nelson, Miles Miller, Mary Mell, Michelle Werner. Absent were Nancy Runningen and Brian Doty.

## **APPROVAL OF AGENDA**

Moved by Naomi Fruechte, seconded by Mary Frank to approve the agenda as amended to include a maternity leave request from Becky Newgaard, fifth grade enrollment and position, and summer coverage. Motion carried by a unanimous vote.

## **APPROVAL OF PAST MEETING MINUTES**

Moved by Mary Frank, seconded by Jean Meyer to approve the minutes of the June 20, 2005, regular school board meeting. Motion carried by a unanimous vote.

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

Moved by Chuck Schulte, seconded by Naomi Fruechte to approve the electronic transfers and bills due and payable amounting to \$473,594.43 including check numbers 41003 through 41109. Motion carried by a unanimous vote.

## **ADMINISTRATIVE REPORTS**

Mr. Helmers shared with the board the rationale for changes to the High School Handbook.

Mrs. Hesse stated there are fifty-two students enrolled in the Summer Success 2005 Program which begins in August. She shared with the board the Caledonia Area Public Interest Survey that was done during the 2001-2002 school year. The Elementary Handbook was discussed.

Superintendent Moriarty updated the board with regard to the State K – 12 Budget settlement. He stated that the school district will be receiving \$182 per student for the 2005-2006 school year and \$191 per student for the 2006-2007 school year. There is a special education cost increase of approximately \$10,000 - \$15,000 in excess cost. There is an increase in the equalization revenue. The reemployment levy has been reinstated and a small increase in the ECFE and Community Education budget. He also informed the board that the school district received \$250 from the Knights of Columbus for the Special Olympics. In Mrs. Runningen's absence he informed the board that the School Age Child Care Supervisory position has been posted and hopefully will hire a candidate next week. They will be holding an open house in early August. BST testing is taking place this week. The Minnesota State College – Southeast Technical will be offering seven different class offerings this fall.

## **PERSONNEL ITEMS**

### **New Hires**

Moved by Chuck Schulte, seconded by Barbara Hurley to ratify the hiring of Lynette Solie as a full-time elementary special educational assistant beginning the 2005-2006 school year at V/2 at \$9.76 per hour for 7 hours per day; Pat Lemke as a part-time elementary special educational assistant beginning the 2005-2006 school year

at V/1 at \$9.57 per hour for 5.50 hours per day; and Lois Klein as a part-time middle/high school cook beginning the 2005-2006 school year at III/1 at \$9.03 per hour for 3 hours per day. Motion carried by a unanimous vote.

#### Fall Sport Coaching Contracts for the 2005-2006 School Year

Moved by Barbara Hurley, seconded by Mary Frank to approve the following coaching contracts for the 2005-2006 school year: Football: Carl Fruechte, head coach, V/15 at \$2,805.00 (\$3,305 - \$500 pays for one assistant out of his contract at \$500 per person), Brent Schroeder, assistant coach, III/6 at \$2,353.00, Mitch Mullins, assistant coach, III/14 at \$2,353.00, Roger Knutson, assistant coach, III/20 at \$2,353.00, Phil Costigan, 9<sup>th</sup> grade coach, I/8 at \$1,783.00, Kevin Klug, 8<sup>th</sup> grade, I/4 at \$1,633.00, Josh Diersen, 7<sup>th</sup> grade (1/2 time) coach, I/3 at \$816.50 (\$1,633 / 2), Doug Miller, 7<sup>th</sup> grade (1/2 time) coach, I/1 at \$741.50 (\$1,483 / 2), Luke Snell, assistant out of Carl's contract at \$500.00; Girls' Soccer: Sue Link, head coach, V/7 at \$3,305.00; Laurie Conway, assistant coach, III/6 at \$2,353.00, Gail McCormick, junior high coach, I/2 year at \$1,483.00; Boys' Soccer: Tom Krinke, head coach, V/3 at \$3,154.00; Volleyball: Scott Koepke, head coach, V/13 at \$3,305.00, Dan Reinhart, assistant coach, III/1 at \$2,053.00, Sarah Fruechte, junior high coach, I/1 at \$1,483.00. Motion carried by a unanimous vote.

#### Co-Curricular Coaching Contracts for the 2005-2006 School Year

Moved by Barbara Hurley, seconded by Chuck Schulte to approve the following co-curricular coaching contracts for the 2005-2006 school year: School Musical - Elliott Kranz at IV/2 at \$1,673.00; Band - Carrie Erickson at I/0 at \$1,102.00; Choir - Elliott Kranz at I/2 at \$1,102.00; FFA Advisor - Bradley Harguth at VI/0 at \$2,672.00; FLA Advisor - Sally Mensink at VI/5 at \$2,943.00; Jr. Class Advisor - Becky Breeser (1/2 position) at V/1 at \$931.50 and Angie Zaiger (1/2 position) at V/I at \$931.50 at (\$1,863/2); Jr. Jazz Band - Dustin Moburg at III/1 at \$1,483.00; Jazz Band - Carrie Erickson at VI/0 at \$2,672.00; Jazz Symposium - Elliott Kranz at VI/2 at \$2,672.00; Knowledge Bowl - Becky Breeser at I/7 at \$1,402.00; Knowledge Bowl - David Riley, I/9 at \$1,402.00; Marching & Pep Band - Carrie Erickson at IV/0 at \$1,673.00; National Honor Society - Cheryl Utecht at I/3 at \$1,252.00; School Newspaper - Angie Zaiger at II/4 at \$1,443.00; Student Council - Sue Link at VI/8 at \$3,209.00; Yearbook - David Riley at VI/1 at \$2,672.00. Motion carried by a unanimous vote.

#### Resignations

Moved by Naomi Fruechte, seconded by Mary Frank to accept the resignation of Marilyn DeWitt as the middle/high school cook effective August 1, 2005, with thanks for her services. Motion carried by a unanimous vote.

#### Long Term Substitute

Moved by Chuck Schulte, seconded by Jean Meyer to ratify the long-term teacher substitute contract for Jana Dittmer to begin on August 29, 2005, during the maternity leave of Kellie Rhinerson and to continue through Friday, October 15, 2005, or upon the return of Mrs. Rhinerson at a daily rate of \$163.33 based on BA/0. Motion carried by a unanimous vote.

#### Fifth Grade Enrollment and Position

Moved by Mike Novak, seconded by Chuck Schulte to move fifth grade into three sections. Those voting in favor: Mike Novak. Those opposed: Mary Frank, Naomi Fruechte, Barbara Hurley, Jean Meyer, Chuck Schulte, and Charlie Wray. Motion failed.

Moved by Jean Meyer, seconded by Chuck Schulte to change the format of the fifth grade program from three sections of language arts, math, and science to three sections of language arts, math, science and social studies for the 2005-2006 school year. Those voting in favor: Mary Frank, Naomi Fruechte, Barbara Hurley, Jean Meyer, and Chuck Schulte. Those opposed: Mike Novak and Charlie Wray. Motion carried.

Maternity Leave Request

Moved by Mary Frank, seconded by Naomi Fruechte to approve the maternity leave request from Becky Newgaard beginning August 29, 2005, through September 30, 2005. Motion carried by a unanimous vote.

**ACTION ITEMS**

Middle/High School Concession Stand

Moved by Barbara Hurley, seconded by Chuck Schulte to give authorization to begin the construction of the concession stand with the addition of a shut-off valve and that no school funds will be utilized. Those voting in favor: Mary Frank, Naomi Fruechte, Barbara Hurley, Jean Meyer, Chuck Schulte, Charlie Wray. Those opposed: Mike Novak. Motion carried.

Bread Product Bids

Moved by Barbara Hurley, seconded by Naomi Fruechte to accept the bread product bid from Sara Lee Bakery Group for the 2005-2006 school year as follows:

<u>Product</u>	<u>Sara Lee Bakery Group</u>
1 1/2 lb. white bread, sandwich loaf	\$1.04
20 oz. white bread, regular loaf (round top)	\$1.04
1 1/2 lb. cracked wheat, sandwich loaf	\$1.14
Hamburger buns, per dozen (bulk or small 12)	\$0.984
Hot dog buns, per dozen (bulk or coney 10)	\$0.984
Foot-long hot dog buns	\$1.14
Submarine buns, per dozen	\$1.575
Hoagie buns, per dozen	\$1.575
20 oz. Sara Lee white whole grain bread	\$1.14

Motion carried by a unanimous vote.

Dairy Products

Moved by Naomi Fruechte, seconded by Barbara Hurley to accept the dairy product bid from Ziebell's Foods for the 2005-2006 school year as follows:

<u>Product</u>	<u>Ziebell's Foods</u>
Whole milk, per 1/2 pint carton	\$0.162
2% milk, per 1/2 pint carton	\$0.155
Swiss Chocolate, per 1/2 pint carton	\$0.153(skim milk)
Whole milk, per gallon container	\$2.93
Skim milk, per 1/2 pint carton	\$0.143
Containers of orange juice	\$0.176 (6 oz)

- Please see the escalator clause for each of the milk bids

Motion carried by a unanimous vote.

Gasoline/Fuel Oil Bids

Moved by Jean Meyer, seconded by Mary Frank to accept the gasoline/fuel oil bid from Kwik Trip for the 2005-2006 school year as follows:

<u>Product Name</u>	<u>Kwik Trip</u>
Posted pump price, July 12, 2005	\$2.239
Less Applicable Gasoline Tax	\$0.184
Less Discount Per Gallon	<u>\$0.06</u>
Net Price Per Gallon	\$1.995

No. 2 Fuel in Tank Wagon Delivery

Posted tank wagon price, July 12, 2005

N/A

Less Discount Per Gallon

N/A

Net Price Per Gallon

N/A

Motion carried by a unanimous vote.

2005-2006 Middle School Handbook, 2005-2006 High School Handbook, and 2005-2006 Elementary Handbook

Moved by Naomi Fruechte, seconded by Jean Meyer to accept the 2005-2006 Middle School Handbook, 2005-2006 High School Handbook, and 2005-2006 Elementary Handbook based on the changes discussed. Motion carried by a unanimous vote.

School Crossing Guard Agreement between the City of Caledonia and ISD No. 299 for the 2005-2006 School Year

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

SCHOOL CROSSING GUARD AGREEMENT BETWEEN THE CITY OF CALEDONIA AND  
INDEPENDENT SCHOOL DISTRICT NO. 299

WHEREAS, Minnesota statute 471.49 authorizes two or more governmental units to jointly or cooperatively exercise powers which they possess; and

WHEREAS, the City of Caledonia and Independent School District No. 299 have a mutual interest in ensuring, to the greatest extent possible, the safety of children as they cross STH 44/76 traveling to and from school; and

WHEREAS, the City of Caledonia and Independent School District No. 299 believe that the use of responsible, adult crossing guards will help to ensure the safety of children traveling across STH 44/76.

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:

1. Duties and Responsibilities of Independent School District No. 299. Independent School District No. 299 will hire an adequate number of responsible adults to staff two crossing guards. Independent School District No. 299 shall, in its discretion, determine the qualifications and training of the guards. The guards hired pursuant to this Agreement shall be Independent School District employees and will be paid by Independent School District No. 299, subject to appropriate withholdings. The crossing guards shall be named as insureds on the school district's liability insurance coverage. All personnel issues regarding the crossing guards shall be handled by Independent School District No. 299. Independent School District No. 299 shall, on a quarterly basis, provide a written report to the City of Caledonia. The report shall consist of personnel actions and other matters affecting the guards or this Agreement. The parties contemplate that the guards will be compensated at a rate of \$8.16 per hour with a minimum of two (2) hours of work per guard per school day.

2. Duties and Responsibilities of the City of Caledonia. The City of Caledonia shall, upon receipt of a statement from the Independent School District No. 299, pay 50% of the costs of paying the crossing guards hired pursuant to this Agreement and 50% of the cost of the liability insurance coverage for the crossing guards. Independent School District No. 299 shall submit its statement for payment to the City of Caledonia on a yearly basis. The City of Caledonia shall pay the stated amount within thirty (30) days after receipt of the statement.

3. Hold Harmless. The School District agrees to hold the City harmless from any damages or injuries to school district's employees or property. It agrees to defend and indemnify the City for any claims or causes of actions that result from the School District's actions under this agreement. The City will be named as an additional insured on the School District's liability policy for any actions under this Agreement.

4. Modification of Agreement. This Agreement may only be modified by written consent of the parties.

5. Governing Law. This Agreement shall be governed by the law of the State of Minnesota.

6. Term of Agreement. This Agreement shall take effect September 1, 2005, and shall terminate, unless renewed by mutual consent, on the last day of the 2005-2006 school year; including extensions for "make-up" days.

7. No Contract. This Agreement is not intended to create or serve as a contract with any crossing guard hired by Independent School District No. 299.

The motion for adoption of the foregoing agreement was duly seconded Member Chuck Schulte and upon vote being taken thereon, the following voted in favor thereof: Mary Frank, Barbara Hurley, Jean Meyer, Mike Novak, Chuck Schulte, and Charlie Wray. Director Naomi Fruechte abstained due to the fact of being a crossing guard. Whereupon the agreement was declared duly passed and adopted.

Approval of Health and Safety Attachment 99

Moved by Barbara Hurley, seconded by Mary Frank to approve the Health and Safety Attachment 99 and forward this to the Department of Education. Motion carried by a unanimous vote.

Procurement Card

Moved by Chuck Schulte, seconded by Barbara Hurley to authorize the issuance of individual procurement cards for Independent School District No. 299. Those voting in favor: Mary Frank, Naomi Fruechte, Barbara Hurley, Jean Meyer, Chuck Schulte and Charlie Wray. Those opposed: Mike Novak. Motion carried.

Minnesota School District Liquid Asset Fund Plus Resolution

Moved by Chuck Schulte, seconded by Barbara Hurley to authorize an entry into a joint power agreement in the form of declaration of trust establishing an entity known as Minnesota School District Liquid Asset Fund Plus and authorizing participation in certain investment programs in connection therewith. Motion carried by a unanimous vote.

Additional School Depository

Moved by Mary Frank, seconded by Naomi Fruechte to add the Minnesota School District Liquid Asset Fund Plus as a school depository. Motion carried by a unanimous vote.

Joint Powers Agreement with Minnesota State Colleges and Universities

Moved by Chuck Schulte, seconded by Jean Meyer to enter into a Joint Powers Agreement with the Minnesota State College and Universities on behalf of Minnesota State College – Southeast Technical and ISD #299 beginning the 2006-2007 school year. Motion carried by a unanimous vote.

Call for the Sale of Aid Anticipation Certificates

Member Naomi Fruechte introduced the following resolution and moved its adoption:

RESOLUTION PROVIDING FOR THE SALE OF GENERAL OBLIGATION AID ANTICIPATION CERTIFICATES OF INDEBTEDNESS, SERIES 2005A; AND COVENANTING AND OBLIGATING THE DISTRICT TO BE BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THESE CERTIFICATES

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

1. Certificate Authorization. The Board of Education has determined that it is necessary and desirable for the District to sell and issue its General Obligation Aid Anticipation Certificates of Indebtedness, Series 2005A in the total aggregate principal amount of \$900,000 for the purpose of meeting current expenditures of the District.
2. Sale. The District has retained Ehlers & Associates, Inc., in Roseville, Minnesota, as its independent financial advisor for the Certificates and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9). The Board of Education shall meet on August 15, 2005, at 7:00 P.M. for the purpose of considering sealed proposals for and awarding the sale of the Certificates.

3. Official Statement; Negotiation of Sale. Ehlers & Associates, Inc., is authorized to prepare and distribute an Official Statement and to open, read and tabulate the proposals for presentation to the Board.

4. Minnesota School District Credit Enhancement Program. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on its General Obligation Aid Anticipation Certificates of Indebtedness, Series 2005A (the "Certificates") and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Certificates when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the certificates is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Certificates or if, on the day two (2) business days prior to the date a payment is due on the Certificates, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provision of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Certificates of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Departments of Finance and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

The motion for adoption of the foregoing resolution was duly seconded by Member Mary Frank. Upon vote being taken thereon, the following voted in favor thereof: Mary Frank, Naomi Fruechte, Barbara Hurley, Jean Meyer, Mike Novak, Chuck Schulte, and Charlie Wray. The following voted against the same: None. Whereupon the resolution, having received the affirmative votes of two-thirds of the members, was declared duly passed and adopted.

#### Certify Truth In Taxation Hearing Dates

Moved by Barbara Hurley, seconded by Chuck Schulte to certify the Truth in Taxation Hearing Dates as follows: Tuesday, December 6, 2005, Regular Hearing at 7:00 p.m. in the elementary cafeteria and Tuesday, December 13, 2005, as the Continuation Hearing, if needed, at 7:00 p.m. in the elementary cafeteria. Motion carried by a unanimous vote.

#### **OLD BUSINESS ITEMS**

##### MSBA Summer Seminar

Superintendent Moriarty informed the board that the MSBA Summer Seminar will begin on August 3<sup>rd</sup> with the Early Bird Session and August 4<sup>th</sup> and 5<sup>th</sup> will be the regular sessions.

##### Middle/High School Signage

Director Schulte informed the board that Rocky Danielson, Jeannie Barber, and Elizabeth Pieper are assisting him with regard to the middle/high school signage and will be holding a meeting this Wednesday.

##### Signage on Highway 44

Director Jean Meyer informed the board that the middle/high school does qualify to have signage on Highway 44. She stated that the fee is \$340 per sign. It was the consensus of the board to have Superintendent Moriarty write a letter to the Minnesota Department of Transportation of the school's district intent to place signage on Highway 44.

Erosion at the Middle/High School

Superintendent Moriarty informed the board that he met with Hilary Allen with regard to the erosion to the west of the middle/high school property and stated that the Mr. Allen would like the school district to contribute to fixing the ditch on his property. It was the consensus of the board to have the building committee meet with Mr. Allen.

**NEW BUSINESS ITEMS**

Internet Use Policy #607

The first reading of the Internet Use Policy #607 was done.

Summer Coverage

This will be discussed at the August 18, 2005, regular school board meeting.

**DIRECTORS' REPORTS**

Review and Discussion of School Board Goals

This will be discussed at the August 18, 2005, regular school board meeting.

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Barbara Hurley, Clerk