

School Board Meeting Minutes
INDEPENDENT SCHOOL DISTRICT #912
MILACA, MINNESOTA 56353
Monday, August 19, 2024 6:00 pm
ALC

A regular meeting of the Board of Education of Independent School District No. 912, Milaca, Minnesota was held in the ALC on Monday, August 19, 2024, for the purpose of discussing board business.

The meeting was called to order at 6:00 p.m. by Chairperson Aimee Struffert.

Upon roll call the following members were present: Jennifer Corrow, Jere Day, Samantha Lange, Sara Larsen, Nathan Neuhart, Aimee Struffert. The following members were absent: Caity Eggen. The Superintendent David Wedin was also present.

Changes to Agenda:

VIII. APPROVAL OF THE CONSENT AGENDA

D. Personnel Items

New Positions / Change in Assignment / Replacement

- 29. Update of Assignment for Tonya Kline, Clerical Class I, up to 235 Days including work days and holidays per contract year - *addition*
- 30. Update of Assignment for Heather Hoeck, Clerical Class I, up to 255 Days including work days and holidays per contract year - *addition*
- 31. Update of Assignment for Erin Biggins, Clerical Class II, up to 195 Days including work days and holidays per contract year - *addition*
- 32. Update of Assignment for Jenna Carlson, Clerical Class II, up to 212 Days including work days and holidays per contract year - *addition*
- 33. Update of Assignment for Briana Walther, Clerical Class II, up to 212 Days including work days and holidays per contract year - *addition*
- 34. Update of Assignment for Sherri Freese, Clerical Class II, up to 1730 Hours including work days and holidays per contract year - *addition*
- 35. Hire Christopher Sweeten, Custodian Class 1 Cleaner, 40 hours per week, \$14.63 per hour, effective September 3, 2024 - *addition*

G. First Reading of Policies with substantive changes

Policy 613 - Graduation Requirements - *addition*

H. First Reading of New Policies

Policy 606.5 - Library Materials - *addition*

IX. ITEMS ON WHICH BOARD DISCUSSION AND ACTION IS REQUESTED

G. Approval of Special JFHS AED Form B - *addition*

H. Approval the Transportation Memorandum of Understanding - *addition*

X. ITEMS OF INFORMATION AND/OR DISCUSSION ONLY

B. Discussion Regarding Non-Exclusionary Discipline - *addition*

Motion by J. Day, second by N. Neuhart, to approve the agenda. Motion carried, 6:0.

Public Forum

No one spoke in public forum.

Committee Reports

1. *Policy Committee Meeting (7/29) - N. Neuhart*

- a. *Policy 404 - Employment Background Checks*
- b. *Policy 416- Drug, Alcohol, and Cannabis Testing*
- c. *Policy 417- Chemical Use and Abuse*
- d. *Policy 418- Drug-Free Workplace/Drug-Free School*
- e. *Policy 606- Textbook and Instructional Materials*
- f. *Policy 606.5- Library Materials*
- g. *Policy 613- Graduation Requirements*
- h. *Other*

2. *Committee of the Whole (8/5) - A. Struffert*
 - a. *Rum River Special Education Cooperative Presentation*
 - b. *Review 2024-2025 Operational Plan*
 - c. *Staff and Student Handbook Discussion*
 - d. *Policy Discussion*
 - e. *Other*

Presentations

No presentations were given.

Principals/Directors/Coordinators Report

High School Principal: updates were given on new hires with Alexander Blegen, Vocal Music Teacher, Tesla Gontjes, English Teacher, Nicole Meyer, LTS Social Studies Teacher, Sherri Simon-Tolmie, returning Art Teacher, and Juli Haen, PT French/Spanish Teacher; summer work and state reporting; and changes to the MHS Parent/Student Handbook. Calendars and agendas were shared for MHS Testing Dates, New Teacher Workshop, and Back to School Workshop.

Elementary Principal: updates were given on new hires with Derrick Lepper, Physical Education/DAPE Teacher, McKayla Bauerly, Grade 3 Teacher, Roberta Kightlinger, LTS Grade 3 Teacher, Martin Garber, LTS Band Teacher, and new Paraprofessionals, Xiomara Melara, Maria Schmidt, and Madison Whiting; changes to the Elementary Parent/Student Handbook; Kindergarten transitional activities provided; and LETRS Training Phase 1.

Activities Director/Dean of Students: updates were given on the kickoff of the Fall Sports Season; summer equipment purchases and updates; event worker positions available; and participation numbers.

Community Education Director/Facilities Manager: updates were given for Community Education on final summer registration numbers and the finalization of Fall Programming. A facility update was given on the progress of summer cleaning and on summer projects including track resurfacing and painting, cafeteria piping/flooring, roof drains, courtyard improvements, security camera upgrades, and the 3rd Avenue entrance project.

Business Manager Report: gave an update on the financial picture of the district.

Approval of the Consent Agenda

Motion by N. Neuhart, second by S. Lange, to approve the consent agenda:

- Approval of the minutes from the July 15, 2024 Regular Board Meeting
- Approval of checks and wires
- Approval of transfers from PMA to First National Bank: \$1,000,000.00 on July 15, 2024, \$600,000.00 on July 18, 2024, and \$600,000.00 on July 31, 2024
- Hire Tesla Gontjes, English Teacher (replacing John Calhoun), BA, Step 1, 1.0 FTE, \$47,357.00, effective August 20, 2024
- Hire Madison Whiting, Paraprofessional (replacing Michele McDonald), 34.15 hours per week, \$16.33 per hour, effective August 26, 2024
- Hire Maria Schmidt, Paraprofessional (replacing Nikki Pierotti), 34.15 hours per week, \$16.33 per hour, effective August 26, 2024
- Hire Connie Herges, KinderCamp Paraprofessional, up to 7 total hours, \$19.87 per hour, effective August 6, 2024
- Hire Jeannie Manthie, KinderCamp Paraprofessional, up to 6 total hours, \$19.87 per hour, effective August 6, 2024
- Hire Coryann Bockoven, KinderCamp Paraprofessional, up to 6 total hours, \$19.87 per hour, effective August 6, 2024
- Hire Deb Gadacz, KinderCamp Paraprofessional, up to 6 total hours, \$20.22 per hour, effective August 6, 2024
- Hire Kayla Miller, KinderCamp Paraprofessional, up to 6 total hours, \$16.33 per hour, effective August 6, 2024
- Hire Angie Koppendrayer, KinderCamp Teacher, up to 9 total hours, \$30.00 per hour, effective August 6, 2024
- Hire Allie Klaphake, KinderCamp Teacher, up to 9 total hours, \$30.00 per hour, effective August 6, 2024
- Hire Kylee Ray, KinderCamp Teacher, up to 9 total hours, \$30.00 per hour, effective August 6, 2024
- Hire Sarah Aderman, KinderCamp Teacher, up to 9 total hours, \$30.00 per hour, effective August 6, 2024
- Hire Brittney Sundberg, KinderCamp Teacher, up to 7 total hours, \$30.00 per hour, effective August 6, 2024
- Hire Belinda Ash, KinderCamp Teacher, up to 7 total hours, \$30.00 per hour, effective August 6, 2024
- Hire Mary Jo Vickers, KinderCamp Teacher, up to 7 total hours, \$30.00 per hour, effective August 6, 2024
- Hire Mandy Anderson, KinderCamp Teacher, up to 7 total hours, \$30.00 per hour, effective August 6, 2024
- Hire Derrick Lepper, KinderCamp Teacher, up to 7 total hours, \$30.00 per hour, effective August 6, 2024
- Hire Kim Lubrant, KinderCamp Nurse, up to 6 total hours, \$30.00 per hour, effective August 6, 2024
- Hire Nicole Meyer, High School Long Term Substitute for Angela Helle, BA, Step 1, 1.0 FTE, \$23,938.70, effective August 26, 2024 - January 17, 2025

- Hire Juliana Haen, World Language Teacher, BA+20, Step 14, 0.8 FTE, \$57,607.20, effective August 26, 2024
- Hire Nick Hoffman, Head 9th Grade Football Coach (replacing Chad Christy), \$3,848.75, effective August 12, 2024
- Hire Derrick Lepper, Physical Education/DAPE, BA, Step 2, 1.0 FTE, \$47,357.00, effective August 26, 2024
- Hire Roberta Kightlinger, Elementary Long Term Substitute for Rebecca Barland, BA, Step 1, 1.0 FTE, \$14,571.38, effective August 26, 2024 - November 15, 2024
- Hire Martin Garber, Elementary Long Term Substitute for Carina Belford, MA+20, Step 15, 1.0 FTE, \$28,740.66, effective August 26, 2024 - November 26, 2024
- Hire McKayla Bauerly, Elementary Teacher (replacing Michelle Meixell), BA, Step 2, 1.0 FTE, \$47,357.00, effective August 26, 2024 - May 27, 2025
- Accept change in assignment with Christa Duevel, from Food Server to Cook (replacing Candice Nelson), from 3 hours per day to 7.50 hours per day, from \$16.89 per hour to \$19.58 per hour, effective August 26, 2024
- Hire Mary Strohmayr, Junior High One Act Play Advisor (replacing Jacob Barsness), \$2,458.17, effective November 4, 2024
- Hire LeeAnn Petty, Paraprofessional, 32.90 hours per week, \$16.33 per hour, effective August 26, 2024
- Update of Assignment for Tonya Kline, Clerical Class I, up to 235 Days including work days and holidays per contract year
- Update of Assignment for Heather Hoeck, Clerical Class I, up to 255 Days including work days and holidays per contract year
- Update of Assignment for Erin Biggins, Clerical Class II, up to 195 Days including work days and holidays per contract year
- Update of Assignment for Jenna Carlson, Clerical Class II, up to 212 Days including work days and holidays per contract year
- Update of Assignment for Briana Walther, Clerical Class II, up to 212 Days including work days and holidays per contract year
- Update of Assignment for Sherri Freese, Clerical Class II, up to 1730 Hours including work days and holidays per contract year
- Hire Christopher Sweeten, Custodian Class 1 Cleaner, 40 hours per week, \$14.63 per hour, effective September 3, 2024
- Approve staff leave requests:
 - Sherri Simon-Tolmie, Paraprofessional, 2024-2025 school year
- Accept the resignation of Coleton Kiel, Student Cleaner, effective July 10, 2024
- Accept the resignation of Chad Christy, Head 9th Grade Football Coach, effective July 15, 2024
- Accept the resignation of Roberta Kightlinger, ECFE Sibling Care/Kids Town Aide/Wrap Around Care Aide, effective July 30, 2024
- Scheduled Review of Policies
 - Policy 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse
 - Policy 415 - Mandated Reporting of Maltreatment of Vulnerable Adults
 - Policy 524 - Internet, Technology, and Cell Phone Acceptable Use and Safety Policy
- First Reading and Approval of Policies with minor/legal changes in compliance with legislative updates
 - Policy 410 - Family and Medical Leave
 - Policy 413 - Harassment and Violence
 - Policy 506 - Student Discipline
 - Policy 514 - Bullying Prohibition Policy
 - Policy 606 - Textbooks and Instructional Materials
 - Policy 616 - School District System of Accountability
 - Policy 806 - Crisis Management
 - Policy 722 - Public Data and Data Subject Requests
- First Reading of Policies with substantive changes
 - Policy 416 - Drug, Alcohol, and Cannabis Testing
 - Policy 417 - Chemical Use and Abuse
 - Policy 418 - Drug-Free Workplace/Drug-Free School
 - Policy 507 - Corporal Punishment and Prone Restraint
 - Policy 613 - Graduation Requirements
 - Policy 709 - Student Transportation Safety Policy
- First Reading of New Policies
 - Policy 606.5 - Library Materials
 - Policy 621- Literacy and the Read Act
 - Policy 624 - Online Instruction

Motion carried, 6:0.

Items on Which Board Discussion and Action is Requested

Motion by J. Day, second by J. Corrow, to approve the Treasurer's Report. Motion carried, 6:0.

Motion by S. Larsen, second by J. Corrow, to approve the Adult Meal Price/Student Additional Lunch Price Fees for the 2024-2025 School Year. Motion carried, 6:0.

Motion by N. Neuhart, second by S. Lange, to approve the 2024-2025 Elementary School Handbook. Motion carried, 6:0.

Motion by S. Larsen, second by J. Corrow, to approve the 2024-2025 High School Handbook. Motion carried, 6:0.

Motion by N. Neuhart, second by J. Day, to approve the Staff Handbook. Motion carried, 6:0.

Motion by S. Larsen, second by S. Lange, to approve the 2024-2025 Milaca Public Schools Operational Plan. Motion carried, 6:0.

Board member J. Corrow introduced the RESOLUTION OF SCHOOL BOARD/GOVERNING BOARD SUPPORTING FORM B APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION for a NFHS AED FORM B. The motion for the adoption of the foregoing resolution was duly seconded by S. Lange. The following voted in favor of the resolution: J. Corrow, J. Day, S. Lange, N. Neuhart, A. Struffert. The following were absent: C. Eggen. The following voted against the resolution: None. Whereupon said resolution was duly declared passed and adopted.

Motion by J. Day, second by S. Lange, to approve the Transportation Memorandum of Understanding. Motion carried 6:0.

Superintendent Items

Superintendent Wedin gave an update on upcoming back to school events; the completion of summer projects including summer cleaning, drive lane project in back of the building, and security camera upgrades. Information was shared on the upcoming City Engagement Event sponsored by the City of Milaca through their receipt of the Empowering Small Minnesota Cities Grant.

Board Member Items

No board member items were brought forward for discussion.

Motion by S. Larsen, second by J. Day, to adjourn the regular meeting at 7:27 p.m. Motion carried 6:0.

Motion by J. Day, second by N. Neuhart, to begin the closed meeting for Superintendent Evaluation per MN § 13D.05.3 at 7:28 p.m. Motion carried 6:0.

Motion by J. Corrow, second by S. Lange, to adjourn the closed meeting at 8:09 p.m. Motion carried 6:0.

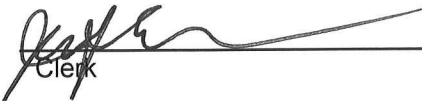
Motion by S. Larsen, second by S. Lange, to open the regular meeting at 8:10 p.m. Motion carried 6:0.

Motion by J. Corrow, second by S. Larsen, to adjourn the regular meeting at 8:10 p.m. Motion carried 6:0.

Respectfully submitted,



Chairperson



Clerk

September 16, 2024

Date

September 16, 2024

Date