

School Board Meeting Minutes
INDEPENDENT SCHOOL DISTRICT #912
MILACA, MINNESOTA 56353
Monday, December 16, 2019 6:30 pm
Area Learning Center Meeting Space

A regular meeting of the Board of Education of Independent School District No. 912, Milaca, Minnesota was held at the Milaca Area Learning Center meeting space on Monday, December 16, 2019, for the purpose of discussing board business.

The meeting was called to order at 6:30 p.m. by Chairperson Jeff Larson.

Upon roll call the following members were present: Jennifer Corrow, Jere Day, Sara Larsen, Rachelle Nelson, Bryan Rensenbrink, Aimee Struffert, Jeff Larson. Superintendent Tim Truebenbach was also present.

Changes to Agenda:

VII. Approval of the Consent Agenda

D. Personnel Items

2. Resignations/Retirements/Seasonal Layoff/Termination:

2. Approve the retirement of Susan Rogers, Special Education Teacher (addition)

J. Approve the Overnight Trip Request for French Class to Paris and the Chateaux, August 5-13, 2021 (addition)

Motion by J. Day, second by B. Rensenbrink, to approve the agenda with the above changes. Motion carried.

Public Forum

No one spoke at public form.

Committee Reports

J. Day reported on November 19 the Paraprofessional Negotiations Committee met to negotiate and have a tentative agreement on the agenda for approval.

B. Rensenbrink reported on November 25 the Finance Committee met to review the audit and the Truth In Taxation presentation.

J. Larson reported on December 2 and December 16 the Superintendent Evaluation Committee met to discuss the Superintendent evaluation.

A. Struffert reported on December 4 the Policy Committee met for policy review.

B. Rensenbrink reported on December 12 the Building and Grounds Committee met for a bond work update; discuss vaping sensor quotes; snow removal services update. The committee also discussed district owned land and directed the Superintendent to get the value of the property.

Presentations

Amber Kent, from the P & I Grant, presented the results of the MN student survey data.

Michelle Stupar, Jennifer Terhaar, and Mr. Voshell presented on the Elementary Student Support workers and program.

Principals/Directors/Coordinators Report

High School Principal's report: ALC received East Central Regional Arts Council grant (\$2,860) to provide exposure to arts through hands-on learning; Certified Nursing Assistant Class has 20 students enrolled; course additions to the registration handbook.

Elementary Principal's report: Targeted Services School Year Program has 165 students enrolled and averaging 125 attending; Milaca Elementary participating in Holiday Helping Hands.

Curriculum and Instruction Coordinator's report: partnered with Community Christian School to provide reading curriculum; next day school is closed due to weather will be a Blended Learning Day.

Activities Director/Dean of Students' report: congratulated Aiden Mikla and Gracie Ash for being chosen Milaca's ExCel Award winners; fall and winter sports activities participation numbers; winter activities schedules updated on the Granite Ridge Conference website; gate receipts.

Community Education Director/Facilities Manager's report: Winter/Spring brochure being mailed over winter break; new collaboration with Central MN Jobs and Training and with Mille Lacs Band of Ojibwe for ABE/GED Programming; held bond project planning meetings; roof project progress.

Business Manager's report: FY21 budget assumptions; revising FY20 budget; calendar year end; updating 403B documents; preparing bond sale documents; District Office Receptionist/Account Payable position has been posted as a temporary position from January through the end of the school year; provided financial picture of the district.

Consent Agenda

Motion by A. Struffert, second by R. Nelson, to approve the consent agenda:

- Approval of the minutes from the November 18, 2019 Regular Board Meeting and the December 2, 2019 Special Board Meeting
- Approval of check numbers 648934 through 649084 and wire transfers
- Approval of transfers from PMA to First National: \$400,000 on 11/5/19, \$700,000 on 11/14/19, \$800,000 on 11/22/19
- Hire Amber Rose, District Office Receptionist Long Term Substitute (replacing Amy Horrigan), 27.50 hours/week, \$16.00/hour, effective November 20 – December 20, 2019
- Hire Selena Henderson, Kids Town Level I Aide, 15 hours/week (hours may vary), \$11.00/hour, effective November 25, 2019
- Notice of Assignment for Selena Henderson, Kids Town Level I Aide, approximately 15 hours/week, \$11.00/hour, effective November 26, 2019 – June 30, 2020
- Hire Nicole Hoffman, Homebound Teacher, up to 72 hours total, \$30/hour, effective December 3, 2019 up to 24 weeks
- Hire Damian Fish, Homebound Teacher, up to 72 hours total, \$30/hour, effective December 3, 2019 up to 24 weeks
- Hire Paula Borst, Cleaner I Long Term Substitute for Robert Clement, 40 hours/week, \$11.97/hour, effective December 9, 2019 – September 30, 2020
- Hire Randy Zimmer, Grade 7 Wrestling Coach, \$596.34, effective December 2 – 20, 2019
- Change in hours for Sue Haapala, Paraprofessional, \$14.06/hour, 31.25 hours/week (previously 35.25 hours/week), effective December 6, 2019
- Change in hours for Lana Carlson, Paraprofessional, \$17.38/hour, 32.5 hours/week (previously 36.7 hours/week), effective December 9, 2019
- Change in hours for Becca Concannon, \$14.06/hour, 31.25 hours/week (previously 32.25 hours/week), effective December 6, 2019
- Change in hours for Cathy Dullinger, Paraprofessional, \$17.38/hour, 38.75 hours/week (previously 39.58 hours/week), effective September 3, 2019
- Accept the resignation of Amber Rose, District Office Receptionist Long Term Substitute, effective November 21, 2019
- Approve the retirement of Susan Rogers, Special Education Teacher, effective the end of the 2019-2020 school year. Thank you, Susan, for 10 years of service to Milaca Public Schools!
- Leave Requests:
 - o Melissa Tellinghuisen, Elementary Teacher, December 12, 2019 – January 6, 2020
 - o Emily Gaspers, ECFE Teacher, approximately April 17, 2020 through the end of the 2019-2020 school year
- Approve the 2019-2020 Instructional Coaching Services Contract with Randy Zimmer
- First Reading of Policies: Policy 621 – Record Keeping/Reporting/Advising of Student Achievement - *policy withdrawn*, Policy 622 – Profile of Learning Appeal Process – *policy withdrawn*, Policy 533 – Wellness, Policy 534 – Unpaid Meal Charges, Policy 604 – Instructional Curriculum, Policy 606 – Textbooks and Instructional Materials, Policy 612.1 – Development of Parent and Family Engagement Policies for Title I Programs, Policy 613 – Graduation Requirements, Policy 614 – School District Testing Plan and Requirements, Policy 615 – Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students, Policy 618 – Assessment of Student Achievement, Policy 623 – Mandatory Summer School Instruction, Policy 799 – Post-Issuance Debt Compliance Policy
- Approve the 2019-2020 World's Best Workforce Plan
- Approve the 2019-2021 Paraprofessional Contract
- Approve the Overnight Trip Request for Girls Golf to Paynesville, May 8-10, 2020
- Approve the Overnight Trip Request for French Class to Paris and the Chateaux, August 5-13, 2021

The consent agenda was unanimously approved.

Items on Which Board Discussion and Action is Requested

Motion B. Rensenbrink, second by J. Day, to approve the Treasurer's Report. Motion carried.

Motion by R. Nelson, second by J. Day, to certify the 2019 payable 2020 levy. Motion carried.

Motion by A. Struffert, second by B. Rensenbrink, to approve the following resolution: Adopting Post Issuance Debt Compliancy Policy for Tax-exempt and Tax-advantaged Governmental Bond. Roll call vote. Voted in favor: J. Corrow, J. Day, S. Larsen, R. Nelson, B. Rensenbrink, A. Struffert, J. Larson. Voted against: none. Motion carried.

Items of Information and/or Discussion Only

The Board reviewed the enrollment numbers.

Superintendent and Board Member Items

Superintendent Truebenbach is beginning the calendar development process for the 2020-2021 school year calendar. He intends to bring a calendar for board approve in February.

Superintendent Truebenbach, Mr. Wedin, and Mr. Hammero have been meeting with representatives from Onamia, Mora, and Isle to create a partnership for the ALC program. The deadline to apply with MDE to continue ALC programming is June 30, 2020 and there is a requirement to have a partnership to be eligible to continue to provide programming.

Superintendent Truebenbach and Mr. Patnode have been meeting with Joel Tapp and Rachelle Nelson from First National Bank to consider creating a First National branch within the school. This partnership could offer Business and CTE classes internship opportunities.

Superintendent Truebenbach reported some administrators will attend the Annual Security Summit. There will be over 90 school staff, police officers, and other school safety vendors in attendance to share their thoughts and ideas on school security.

Superintendent Truebenbach's term on the Milaca Area Chamber of Commerce has expired, but he looks forward to finding ways to continue being involved with the Chamber.

Superintendent Truebenbach reported that budgeting season is beginning. He will review budgeting targets and strategy with the Finance Committee in January.

Superintendent Truebenbach presented his proposed goals for 2019-2020: review and update the strategic plan, research enrollment "in" to build a marketing plan, and work toward completing MN Association of School Business Officials certification program (2 year program). The board approved the goals as presented.

From around the district, Superintendent Truebenbach recognized Mr. Foss for being selected by the Central Minnesota School Counselors Association as one of the two 2019-2020 Administrators of the Year.

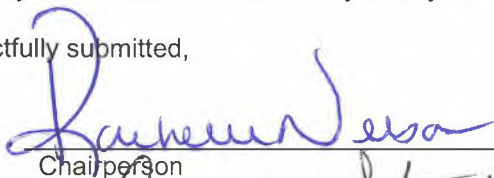
Board Member Items

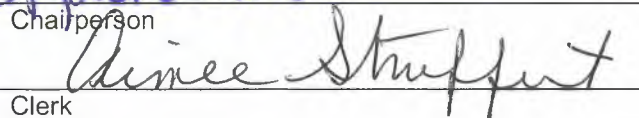
A. Struffert attended the MSBA Delegate Assembly and hopes all board members will attend the January MSBA Leadership Conference.

J. Day encouraged all board members to respond to each of Cory Pederson's eighth grade students who wrote letters to the board. In the letters, students shared their ideas on how to improve the school district.

Motion by B. Rensenbrink, second by J. Day, to adjourn. Motion carried. Meeting adjourned at 7:40 p.m.

Respectfully submitted,


Chairperson


Clerk

January 21, 2019

Date

January 21, 2019

Date