

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, May 20, 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, May 20, 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: Jere Day, Sara Larsen, Rachelle Nelson, Bryan Rensenbrink, Aimee Struffert, Jeff Larson. Those absent: Genevieve Plumadore. Superintendent Tim Truebenbach was also present.

Changes to Agenda:

VII. Approval of the Consent Agenda

D. Personnel Items

2. Change in Assignment or Replacement

68. Hire Edie Kuperus, Summer Technology Help (addition)

69. Hire Sharon DeVries, Summer Technology Help (addition)

70. Hire Robin Nelson, High School First Cook (addition)

71. Hire Austin Gorecki, Elementary Art Teacher (addition)

4. Leave Requests

2. Rebecca Ellefson, Food Service (addition)

J. Approval of the Overnight Field Trip Request for High School Marching Band to Tour New York City (addition)

K. Approve the Memorandum of Understanding for 2019-2020 Flexible Professional Development (addition)

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

Public Forum

No one spoke at public forum.

Committee Reports

R. Nelson reported the Teacher Negotiations Committee met on April 17 to discuss five level 3 grievances. A proposal was presented to the Teacher group for consideration. On May 2 the committee met to begin negotiations.

B. Rensenbrink reported the Building and Grounds Committee met on April 23 to discuss snow removal contracted services versus in-house removal, an Eagle Scout project, and update on the county road project that has been delayed for a year.

J. Larson reported the Committee of the Whole met on May 6 to discuss student activity fees and potential future referendum elections.

J. Day reported Meet and Confer met on May 4 to discuss a weather make-up plan proposal.

The Business Manager reported the Finance Committee met on May 15 to discuss meal prices and meal contracts, the copier lease, the audit engagement letter, and a recommended use of part of the donation received late last year.

Presentations

Carol Breitreutz, from Lion's KidSight Program, demonstrated the Welch Allen Spot Vision Screener and explained the benefits it provides for vision screening.

Kim Lubrant, School Nurse, provided Health Office highlights.

Consent Agenda

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

- Approval of the minutes from the April 15, 2019 Regular Board Meeting and the April 15, 2019 Closed Board Meeting
- Approval of check numbers 647699 through 647888 and wire transfers
- Approval of the transfers from PMA to First National Bank: \$400,000 on 4/5/19, \$700,000 on 4/15/19, \$700,000 on 4/29/19

- Hire Michele Leom, Home Based Instruction, 12 hours total, \$30.00/hour, effective May 10, 2019
- Change in hours for Jeannie Manthie, Paraprofessional, 38.75 hours/week, \$17.38/hour, effective April 3, 2019
- Revision to the hire Grace Thompson, Lifeguard, \$9.86/hour, not to exceed 38 hours/week, effective May 1, 2019 – June 3, 2020 (revised start date from June 3, 2019)
- Hire Donna Olson, Long Term Substitute for Christina Moscho, MA+20, Step 15, \$13,212.68 (based on 2018-19 Teacher Salary Schedule), effective August 26 – October 11, 2019
- Hire Rose Nelson, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Michelle Janson, Targeted Services Teacher, 44 hours total, \$30/hour, effective June 10-13, June 17-20
- Hire Rebecca Winkelman, Targeted Services Teacher, 44 hours total, \$30/hour, effective July 8-11, July 15-18
- Hire Rebecca Haukos, Targeted Services Teacher, 44 hours total, \$30/hour, effective July 8-11, July 15-18
- Hire Emily Orton, Targeted Services Teacher, 44 hours total, \$30/hour, effective June 10-13, June 17-20
- Hire Cassie Wredberg, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Susan Shepard, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Sarah Larsen, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Missy Tellinghuisen, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Erica Reiners, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Chelsie Belkholm, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Tracy Hass, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Sasha Koenig, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Shannon Lepper, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Corey Greninger, Targeted Services Teacher, 44 hours total, \$30/hour, effective July 8-11, July 15-18
- Hire Wendy Hakes-Anderson, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Jody Udstuen, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Cory Anderson, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Mary Jo Vickers, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Kim Lubrant, Targeted Services Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Chuck Henkemeyer, ESY Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Maren Erickson, ESY Teacher, 44 hours total, \$30/hour, effective July 8-11, July 15-18
- Hire Vanessa Eekhoff, ESY Teacher, 44 hours total, \$30/hour, effective June 10-13, June 17-20
- Hire Julie Quayle, ECSE 4 Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Christine Hostrawser, ECSE 4 Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Krystal Forbord, ECSE 3 Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Jodi Linder, ESY Teacher, 88 hours total, \$30/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Jane Kaufmann, ECSE 3 Paraprofessional, 84 hours total, \$17.38/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Sarah Larsen, ECSE 3 Paraprofessional, 84 hours total, \$16.62/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Brenda DeHart, ECSE 3 Paraprofessional, 84 hours total, \$16.62/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Jeannie Manthie, ECSE 4 Paraprofessional, 84 hours total, \$17.38/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Sherri Simon-Tolmie, ECSE 4 Paraprofessional, 84 hours total, \$17.38/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Connie Herges, ECSE 4 Paraprofessional, 84 hours total, \$16.62/hour, effective June 10-13, June 17-20, July 8-11, July 15-18

- Hire Jody Meixell, ECSE 4 Paraprofessional, 84 hours total, \$15.29/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Nickie Pierotti, ECSE 4 Paraprofessional, 84 hours total, \$14.06/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Christine Jenson, ESY Paraprofessional, 84 hours total, \$17.38/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Kristie Steffenson, ESY Paraprofessional, 84 hours total, \$17.38/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Sheila Dahlen, ESY Paraprofessional, 84 hours total, \$14.06/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Katie Kampa, ESY Paraprofessional, 84 hours total, \$16.62/hour, effective June 10-13, June 17-20, July 8-11, July 15-18
- Hire Betsy Wall, ECSE Teacher, 30 hours/week as indicated on IFSP, \$30/hour, effective June 1 - August 30, 2019
- Hire Kim Wendt, ECSE Teacher, 24 hours/week as indicated on IFSP, \$30/hour, effective June 1 - August 30, 2019
- Hire Leigh Vivant, Summer Food Service, hours vary, \$20.86/hour, effective June 3, 2019
- Hire Laura Fagerstrom, Summer Food Service, hours vary, \$19.59/hour, effective June 3, 2019
- Hire Linda Moyer, Summer Food Service, hours vary, \$17.87/hour, effective June 3, 2019
- Hire Jean Fritz, Summer Food Service, hours vary, \$14.03/hour, effective June 3, 2019
- Hire Tonnie Huonder, Summer Food Service, hours vary, \$14.28/hour, effective June 3, 2019
- Hire Conni Freudenburg, Summer Food Service, hours vary, \$19.59/hour, effective June 3, 2019
- Hire Stacie Bruss, Summer Food Service, hours vary, \$14.03/hour, effective June 3, 2019
- Hire Leah Bergantzel, Summer Food Service, hours vary, \$15.66/hour, effective June 3, 2019
- Hire Cami Spears, Summer Food Service, hours vary, \$15.66/hour, effective June 3, 2019
- Hire Derrick Lepper, Seasonal Cleaner, \$11.00/hour, 40 hours/week, effective June 3 – August 23, 2019
- Hire Beau Lepper, Seasonal Cleaner, \$11.00/hour, 40 hours/week, effective June 3 – August 23, 2019
- Hire Nicholas Riebel, Seasonal Cleaner, \$11.00/hour, 40 hours/week, effective June 3 – August 23, 2019
- Hire Paula Borst, Seasonal Cleaner, \$11.00/hour, 24 hours/week, effective June 3 – August 23, 2019
- Hire Jennifer Warne, Seasonal Cleaner, \$11.00/hour, 40 hours/week, effective June 3 – August 23, 2019
- Hire Dave Grilz, Targeted Services Teacher, \$30.00/hour, up to 89 hours, effective June 10, 2019
- Hire Peg Lawrence, Targeted Services Teacher, \$30.00/hour, up to 89 hours, effective June 10, 2019
- Hire Nicole Hoffman, ESY SPED Teacher, \$30.00/hour, 55 hours total, effective June 10-13, June 17-20, July 16-18
- Hire Marianne Hasselberg, ESY SPED Teacher, \$30.00/hour, 25 hours total, effective July 8-11, July 15
- Hire Laura Barnes, ESY Paraprofessional, \$14.06/hour, 72 hours total, effective June 10, 2019
- Hire Lana Carlson, ESY Paraprofessional, \$17.38/hour, 96 hours total, effective June 10, 2019
- Hire Melissa Cramlet, ESY Paraprofessional, \$14.06/hour, 72 hours total, effective June 10, 2019
- Hire Bennett Lerud, ESY/Targeted Services Paraprofessional, \$14.06/hour, 84 hours total, effective June 10, 2019
- Hire Kelly Neubarth, ESY Paraprofessional, \$14.06/hour, 72 hours total, effective June 10, 2019
- Hire Edie Kuperus, Summer Technology Help, \$13.00/hour, 80 hours total, effective June 1, 2019
- Hire Sharon DeVries, Summer Technology Help, \$13.00/hour, 80 hours total, effective June 1, 2019
- Hire Robin Nelson, High School First Cook, \$19.59/hour, 37.5 hours/week, effective May 29, 2019
- Hire Austin Gorecki, Elementary Art Teacher, BA, Step 1, 0.5 FTE, \$19,493, effective August 20, 2019
- Accept the resignation of Jill Tye, Special Education Teacher, effective April 23, 2019
- Accept the resignation of Tashia Hobert, Elementary Teacher, effective the end of the 2018-19 school year
- Accept the resignation of John Krzyska, Business Teacher, effective the end of the 2018-19 school year
- Accept the resignation of Joyce Geving, Special Education Teacher, effective the end of the 2018-19 school year
- Termination due to budget adjustments of Jodi Allen, Paraprofessional, effective May 29, 2019
- Accept the resignation of Cory Ploeger, Head Girls Basketball Coach, effective May 6, 2019
- Approve the retirement of Barb Hanenburg, Food Service, effective May 28, 2019. Thank you, Barb, for 20 years of service to Milaca Public Schools!
- Accept the resignation of Ben Kvidt, Assistant Principal of Student Activities, effective the end of the 2018-19 school year
- Termination due to budget adjustments of Bennett Lerud, Paraprofessional, effective May 28, 2019
- Termination due to budget adjustments of Amber Nelson, Paraprofessional, effective May 28, 2019
- Termination due to budget adjustments of Nicole Nassif, Paraprofessional, effective May 28, 2019
- Accept the resignation of Nicole Hoffman, JV Girls Basketball Coach, effective May 8, 2019
- Leave requests:
 - Trisha Tramel, Elementary Teacher, effective April 5-27, 2019
 - Rebecca Ellefson, Food Service, effective May 20 – June 30, 2019
- Approve the School Nutrition Programs Joint Agreement with Rum River Special Ed Cooperative
- Approve the 2019-2021 Audit Agreement with BergenKDV, in the amount of \$18,900 for 2019, \$19,500 for 2020, and \$20,000 for 2021

- Approve the 63 Month Copier Lease Agreement with Loffler, June 2019 – September 2024, \$75,360.74
- Approval of the Renewal of the Joint Agreement with Community Christian School for Catering Services
- Approve Seasonal Layoff of PERA Personnel
- Approve the Overnight Trip Request for High School Marching Band to Tour New York City, June 29 – July 3, 2020
- Approve the Memorandum of Understanding for 2019-2020 Flexible Professional Development

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

The High School Principal recognized people integral in the success of the Duluth senior trip, prom, Day of Service, Senior Awards, Baccalaureate, and graduation; provided itinerary for the St. Cloud Technical Community College and Industry Tour during year-end teacher workshop; posted for the following: SPED teacher, Business teacher, English teacher, and Dean Student/Activities Director; intends to update handbook into Google format.

The Elementary Principal reported 136 students enrolled for summer school; commented on student handbook; congratulated the 137 kindergartner graduates and thanked Mr. Nelson and the band for performing at the ceremony.

The Curriculum and Instruction Coordinator provided testing update; reported World's Best Workforce met; commented on May 28-30 Professional Development and Flexible Professional Development; coordinated Aztec dance performance with American Indian Liaison, Gary Loch.

The Assistant Principal of Student Activities provided a spring sports update; congratulated the girl's golf team for winning the conference title for the third year in a row; recognized the students who participated in the Conference Art Show: Oksana Vickstrom for placing 1st in Printmaking, Blake Tolmie for placing 2nd in Sculpture, and Tobi Brown for overall Best in Show.

The Community Education Director/Facilities Manager provided update on summer registration; highlighted P&I Grant activities; reported hiring 5 full-time summer cleaning staff; thanked custodial staff for their work during the year-end activities.

The Business Manager reported on preliminary FY2020 budgets, and meal contracts and price increases; 2020 student house sold by bid (\$51,200); copier equipment lease; year-end meetings; audit engagement letter; continuing free summer meal program for ages 18 and under; presented the financial picture of the district.

Items on Which Board Discussion and Action is Requested

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

Motion by R. Nelson to approve the following resolution:

ACKNOWLEDGEMENT OF GIFTS/DONATIONS

WHEREAS, School Board Policy #706 establishes guidelines for the acceptance of gifts/donations to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and

BE IT RESOLVED that the School Board of Independent School District No. 912 accept with appreciation the following gifts/donations and permit their use as designated by the donor(s).

Date	From	Site	Item/Nature of Donation/Gift	Value/Amount
April 11, 2019	Central Mille Lacs United Way	Kids Town/School Readiness programs	Monetary	\$1,818.00

The motion for the adoption of the foregoing resolution was duly seconded by B. Rensenbrink and upon vote being taken thereon the following voted in favor thereof: Jere Day, Sara Larsen, Rachelle Nelson, Bryan Rensenbrink, Aimee Struffert, Jeff Larson

those absent: Genevieve Plumadore

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

Motion by A. Struffert, second by J. Day, to approve the escalator bid with Kemps, Inc. for the 2019-2020 school year. Motion carried.

Motion by R. Nelson, second by A. Struffert, to approve increasing lunch prices \$0.10, breakfast prices \$0.05, and milk prices \$0.05 effective the start of the 2019-2020 school year. Motion carried.

Motion by A. Struffert, second by B. Rensenbrink, to approve the 2019-2020 Elementary Student Handbook. Motion carried.

Motion by J. Day, second by R. Nelson, to approve the 2019-2020 High School Handbook. Motion carried.

The Assistant Principal of Student Activities provided information on the gate fee and activity fee development. Motion by B. Rensenbrink, second by A. Struffert, to approve the budget adjustment of gate fees, effective 2019-2020 school year:

<u>Standard Gate Fees</u>	<u>Activity Passes</u>
Adults: \$6	Family: \$80/season
Visiting Students: \$4	Adult: \$30/season
Senior Citizens (55 yrs): \$4	Senior Citizens (55 yrs): \$20/season
Milaca Staff/Students:	Milaca Staff/Students:
Free admittance with school ID	Free admittance with school ID
	<i>Fall and winter season passes will be available.</i>
	<i>Individuals/families have the option of</i>
	<i>purchasing both fall and winter seasons upfront.</i>

Motion carried. J. Larsen asked what the expected revenue is from gate fees. Business Manager reported \$40,000.

Motion by B. Rensenbrink, second by J. Day, to approve the budget adjustment of activity fees, including a \$10 discount if paid two weeks in advance of the season, effective the 2019-2020 school year. S. Larsen requested a friendly amendment to indicate the fees are per activity. B. Rensenbrink accepted the friendly amendment.

	Full Price*	Reduced Lunch Price*	Free Lunch Price*
High School	\$110	\$100	\$90
Junior High	\$70	\$60	\$50
	<i>*fee per activity</i>		

Motion carried. The targeted revenue from activity fees is \$51,000. R. Nelson commented about considering a family cap in the future.

Items of Information and/or Discussion Only

The Board reviewed the enrollment numbers.

Superintendent and Board Member Items

Superintendent Truebenbach reported being pleased with this year's progress in student achievement. Once the test scores are released, the board will receive a complete update.

Superintendent Truebenbach has been working as a director for the Chamber of Commerce. He has attended the regular meetings and the group is currently planning Festival Week. He reminded the board the parade is June 20.

Superintendent Truebenbach has been working with administration and the teacher's union to create a "Weather Make-up Plan" for the district to follow in the event of multiple school day cancellations per year. He provided a draft for the board to review.

Superintendent Truebenbach reported it appears legislation will be approving 2% increases/year for schools over the next two years. The district's current budget was based on a 1.6% increase. The additional .4% is roughly an additional \$48,000 for the district.

Superintendent Truebenbach invited MSBA to the June 3 Committee of the Whole meeting to conduct a training session entitled "Mutual Expectations." He looks forward to continuing to strengthen the board through this training.

From around the district, Superintendent Truebenbach thanked the custodians for their work in set up and tear down during year-end activities. The custodians are a huge part of the team.

A. Struffert congratulated the ALC graduates. S. Larsen commented the ceremony was awesome.

B. Rensenbrink requested a future discussion on the Welch Allen Spot Vision Screener.

The board reviewed the Student Activities Accounts.

Motion by J. Day, second by B. Rensenbrink, to adjourn. Motion carried. Meeting adjourned at 8:06 p.m.

Respectfully submitted,



Chairperson

June 17, 2019

Date



Clerk

June 17, 2019

Date