

School Board Meeting Minutes
INDEPENDENT SCHOOL DISTRICT #912
MILACA, MINNESOTA 56353
Monday, October 21, 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, October 21, 2019, for the purpose of discussing board business.

The meeting was called to order at 6:31 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:

The Chairperson requested moving the Principals/Directors/Coordinators Reports before the Consent Agenda.

VII. Approval of the Consent Agenda

D. Personnel Items

1. New Positions/Change in Assignment/Replacement

13. Hire Destiny Theisen, Grade 8 Softball Coach (addition)

14. Hire Brent Jergens, Grade 8 Basketball Coach (addition)

3. Staff Leave Requests

3. Accept the leave request for Sherri Simon-Tolmie, Paraprofessional (addition)

H. Approve the 2019-2021 Custodial Contract – revised enclosure

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 Forum.

Committee Reports

R. Nelson reported on September 16 the Community Relations Committee met to discuss referendum/election communication strategies.

J. Day reported on September 17 the Food Service Negotiations and the Paraprofessional Negotiations Committees met to negotiate.

A. Struffert reported on September 19 the Custodial Negotiations Committee met to negotiate and reached a tentative agreement settling at a little above 6%.

J. Larson reported an October 3 Committee of the Whole meeting was posted for board member participation/attendance at the Elementary Family Fun Night.

B. Rensenbrink reported on October 15 the Building and Grounds Committee met to discuss the 2019 snow plow contract, holding pond safety concerns, and Johnson Controls Inc. contract.

B. Rensenbrink reported on October 15 the Finance Committee met to discuss enrollment, the budget calendar, budget assumptions for FY21, and levy certifications.

Presentations

High School Counselors, Jodie Gladis and Trina Olson, presented to the board on the high school counseling program.

Superintendent Truebenbach presented the Minnesota Department of Education Review and Comment approval for the November 5, 2019 Special Election bond question.

Principals/Directors/Coordinators Report

High School Principal's report: in 2018-19 students in College in the Schools courses took 1,132 college credits, saving families \$415,336.80; October is College in the Schools month; provided detail on the Central Europe and Holocaust trip. J. Larson requested further commentary about the Europe and Holocaust Tour. Mr. Patnode and Ms. Bell explained the opportunities the trip offers students and the value of educational trips. Students attending the trip have the opportunity to earn high school and college credit if they choose to.

Elementary Principal's report: welcomed Reading Corps member, Shirley Guerink; Family Fun Night was successful; sandbox, bike track, and sensory track added to the courtyard to make it a more useable area; grade 6 observed an archeological dig while visiting Kathio State Park; October 21-25 is Olweus Bullying Awareness Week.

Curriculum and Instruction Coordinator's report: assessment data comparing surrounding school districts and showing Milaca's achievement gap is reduced when comparing the data from students who do not receive special education services or free and reduced priced lunch with similar students from other districts; preparing timeline to meet recently adopted science standards for implementation the 2023-2024 school year; continuing partnership with Princeton for the American Indian Liaison for 2019-20.

Activities Director/Dean of Students' report: MSHSL Foundation Form A Foundation Grant; basketball backboards update; student leadership conferences for Juniors and Sophomores; summary of fall activities seasons; winter registration begins October 21; gate receipts.

Community Education Director/Facilities Manager's report: presenting with Kathy Fitschen to represent Special Olympics MN at the annual MN Community Education Conference; snow removal contract; 14th annual Operation Community Connect.

Business Manager's report: audit field work is complete and will be presented on December 2 at 5:30 p.m.; PIEP open enrollment; FY2021 budget timeline; employee wage statements sent to employees to comply with wage theft law; October enrollment slightly lower than budgeted, requiring adjustments in revised budget; provided financial picture of the district.

Consent Agenda

Motion by B. Rensenbrink, second by A. Struffert, to approve the consent agenda:

- Approval of the minutes from the September 16, 2019 Regular Board Meeting
- Approval of check numbers 648491 through 648700 and wire transfers
- Approval of transfers from MN Trust to First National: \$700,000 on 9/12/19, \$900,000 on 9/27/19
- Hire April Leonard, Robotics Advisor, \$1,920.15, effective September 16, 2019
- Hire Nick Hoffman, Head Baseball Coach (replacing Craig Talberg), BA+20, Step 7, \$4,515.84, effective March 16, 2020
- Increase in hours for Lana Carlson, Paraprofessional, 37.7 hours/week (previously 36 hours/week), \$17.38/hour, effective September 18, 2019
- Increase in hours for Kelly Neubarth, Paraprofessional, 32.5 hours/week (previously 31.25 hours/week), \$14.06/hour, effective September 4, 2019
- Hire Sam Hasz, JV Boys Basketball (replacing Zach Ploeger), \$3,413.60, effective November 18, 2019
- Change in hours for Sherri Simon-Tolmie, Paraprofessional, 17.5 hours/week (previously 33.75 hours/week), \$17.38/hour, effective September 30, 2019 (due to accepting .5 FTE Art Teacher position)
- Hire Sherri Simon-Tolmie, Elementary Art Teacher, BA, Step 1, .5 FTE, \$17,490.98 effective September 30, 2019
- Reduction in hours for Cami Speers, Food Server, 25 hours/week (previously 26.25 hours/week), \$15.66/hour, effective September 3, 2019
- Hire Sarah Dahlberg, Grade 9 Girls Basketball Coach, BA+20, Step 1, \$2,773.55
- Hire Keith Anderson, JV Baseball Coach, BA+20, Step 15, \$4,352.95
- Hire Jeff Kiel, Grade 9 Boys Basketball Coach, BA+20, Step 6, \$3,163.94
- Hire Jodi Allen, Paraprofessional (replacing Sherri Simon Tolmie), 20 hours/week, \$14.06/hour, effective October 10, 2019
- Hire Destiny Theisen, Grade 8 Softball Coach (replacing Martin Garber), \$1,920.15, effective March 11, 2020
- Hire Brent Jergens, Grade 8 Basketball Coach (replacing Matt Follmuth), BA+20, Step 2, \$1,920.15, effective March 18, 2020
- Accept the resignation of Marcella Anderson, Sibling Care Aide, effective September 18, 2019
- Accept the resignation of Sam Hasz, Grade 9 Boys Basketball, effective September 20, 2019
- Accept the resignation of Destiny Theisen, Grade 7 Softball Coach, effective October 16, 2019
- Staff Leave Requests:
 - o Rebecca Wuensch, Kindergarten Teacher, February 27 - May 8, 2020
 - o Laura Fagerstrom, Food Service, September 17 - October 4, 2019
 - o Sherri Simon-Tolmie, Paraprofessional, 10:00 a.m. - 2:00 p.m., to teach Elementary Art, effective September 30 through the 2019-2020 school year

- Approve the 2020-2021 Budget Timeline
- Annual Review of Policies: Policy 410 – Family and Medical Leave, Policy 413 - Harassment and Violence, Policy 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse, Policy 415 - Mandated Reporting of Maltreatment of Vulnerable Adults, Policy 506 – Student Discipline, Policy 514 - Bullying Prohibition Policy, Policy 522 - Student Sex Nondiscrimination, Policy 524 – Internet Acceptable Use and Safety Policy, Policy 806 - Crisis Management Policy
- Approve the Central Europe and Holocaust Tour, August 2021
- Approve the 2019-2021 Custodial Contract
- Approve the 2019-2020 Snow Removal Contract

The consent agenda was unanimously approved.

Items on Which Board Discussion and Action is Requested

Motion R. Nelson, second by J. Day, to approve the Treasurer's Report. Motion carried.

Motion by Aimee Struffert 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
August 9, 2019	Milaca Swim Club	Swim/Dive Team	Booster club donation to pay volunteer coach	\$1,000.00
September 16, 2019	Milaca Girls Basketball	Girls Basketball	Booster club donation to pay for warm-ups	\$1,233.80
September 30, 2019	Milaca Swim Club	Swim/Dive Team	Booster club donation to pay for team parkas	\$5,177.97

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

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

Board Member Rachelle Nelson introduced the following Resolution and moved its adoption:

RESOLUTION ESTABLISHING COMBINED POLLING PLACES FOR MULTIPLE PRECINCTS AND DESIGNATING HOURS DURING WHICH THE POLLING PLACES WILL REMAIN OPEN FOR VOTING FOR SCHOOL DISTRICT ELECTIONS NOT HELD ON THE DAY OF A STATEWIDE ELECTION

BE IT RESOLVED by the School Board of Independent School District No. 912, State of Minnesota, as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.
2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school district elections not held on the day of a statewide election. Each combined polling place must be a polling place that has been designated by a county or municipality. The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election in the calendar year following the adoption of this resolution:

Combined Polling Place
for Precincts listed:

Milaca City Hall
255 1st St. E
Milaca, MN 56353

<u>Precinct Name</u>	<u>Precinct #</u>	<u>Precinct Name</u>	<u>Precinct #</u>
Bogus Brook Township	0010	Milaca City	0070
Borgholm Township	0015	Pease City	0105
Dailey Township	0025	Granite Ledge Township	0035
Greenbush Township	0040	Maywood Township	0050
Hayland Township	0045	Southfork Township	0100
Milaca Township	0075	Lakin Township	0105
Milo Township	0080	Morrill Township	0140
Page Township	0100	Mount Morris Township	0155
Bock City	0005	Dalbo Township	0030
Foreston City	0035		

3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.
4. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within thirty (30) days after its adoption.
5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

The motion for the adoption for the foregoing Resolution was duly seconded by Board Member Bryan Rensenbrink and upon vote being taken thereon, the following voted in favor thereof: Jennifer Corrow, Jere Day, Sara Larsen, Rachelle Nelson, Bryan Rensenbrink, Aimee Struffert, Jeff Larson

and the following voted against the same: none

whereupon, said Resolution was declared duly passed and adopted.

Board Member Bryan Rensenbrink introduced the following Resolution and moved its adoption:

Form A
Resolution of School Board Supporting
Form A Application to Minnesota
State High School League Foundation

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the District 912 School Board recognizes the value of student participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist school districts in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the Milaca School Board supports the District's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

The motion for the adoption for the foregoing Resolution was duly seconded by Board Member Jere Day and upon vote being taken thereon, the following voted in favor thereof: Jennifer Corrow, Jere Day, Sara Larsen, Rachelle Nelson, Bryan Rensenbrink, Aimee Struffert, Jeff Larson

and the following voted against the same: none

whereupon, said Resolution was declared duly passed and adopted.

Items of Information and/or Discussion Only

The Board reviewed the enrollment numbers and the Johnson Controls Inc. contract.

Superintendent and Board Member Items

Superintendent Truebenbach scheduled a Special Board Meeting for 6:00 p.m. on November 12 to canvas the election results, followed by a Committee of the Whole meeting to further discuss the Johnson Control Inc. contract.

Superintendent Truebenbach reported not only has Milaca students experienced growth in last spring's MCA scores, as present by Mr. Wedin at the September meeting, but also grew in every area in ACT test results. He is proud of the efforts of both students and staff in achieving this growth.

Superintendent Truebenbach has been working hard to be visible and visit with others regarding the election. He looked to the board for suggestions of additional places, people, and opportunities to continue educating the community on the election questions. Superintendent Truebenbach reported on October 29 the Chamber of Commerce is hosting an election information session that will include a building tour and time to answer questions. He requested board members attend as well.

From around the district, Superintendent Truebenbach acknowledged Sara Phillippi for her election coordination efforts.

Board Member Items

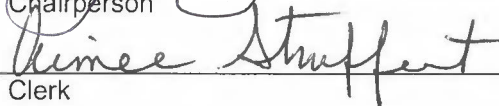
A. Struffert thanked the board as she was reelected for delegate assembly. She also attended MSBA Phase III and Phase IV Trainings and discovered the information was a valuable refresher.

J. Larson requested a future presentation on the student survey.

Motion by B. Rensenbrink, second by J. Day, to adjourn. Motion carried. Meeting adjourned at 7:53 p.m.

Respectfully submitted,


Chairperson


Clerk

November 18, 2019

Date

November 18, 2019

Date