

School Board Meeting Minutes
INDEPENDENT SCHOOL DISTRICT #912
MILACA, MINNESOTA 56353
Monday, September 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, September 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: 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

4. Lane Changes

18. Cassandra Wredberg, BA+30 to MA (addition)

IX. Items on Which Board Discussion and Action is Requested

B. Certify the Proposed Pay 20 Levy (enclosure added)

F. Designation of Identified Official with Authority for the MDE External User Access Recertification System (addition)

X. Items of Information and/or Discussion Only

A. Enrollment – numbers updated

XI. Superintendent and Board Member Items

A. Superintendent Report (enclosure added)

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 August 26 the Community Relations Committee met to discuss referendum/election communication strategies.

J. Day reported on August 26 and September 3 the Paraprofessional Negotiations Committee met to begin negotiations.

J. Larson reported a September 13 Committee of the Whole meeting was posted for board member participation/attendance at the block party.

Presentations

David Wedin, the Curriculum and Instruction Coordinator, presented to the board the 2018-2019 student achievement results.

Consent Agenda

Motion by B. Rensenbrink, second by R. Nelson, to approve the consent agenda:

- Approval of the minutes from the August 19, 2019 Regular Board Meeting and the September 3, 2019 Special Board Meeting
- Approval of check numbers 648368 through 648490 and wire transfers
- Approval of the transfers from PMA to First National: \$600,000 on 8/13/19, \$300,000 on 8/23/19, \$600,000 on 8/29/19
- Hire Leslie Ploeger, Long Term Substitute for Laura Braun, BA, Step 1, 1.0 FTE, \$7,711.52, effective August 26 – October 16, 2019
- Hire David Dillan, Long Term Substitute for Mandi Musolino-Olson, MA, Step 15, 1.0 FTE, \$67,554, effective August 26, 2019 – May 27, 2020
- Hire Ashley Fussy, Paraprofessional (replacing Missy Cramlet), 31.25 hours/week, \$14.06/hour, effective August 26, 2019

- Hire Gail Wytenbeck, Paraprofessional (replacing Amber Nelson), 31.25 hours/week, \$14.06/hour, effective August 26, 2019
- Hire Brenda Hoen, Food Server, 11.25 hours/week, \$14.03/hour, effective September 5, 2019
- Notice of Assignment for Kathleen Fitschen, Give Me Five, Club House, Special Olympics, and FIRE Coordinator, approximately 32 hours/week, \$14.50/hour, effective July 1, 2019 – June 30, 2020
- Hire Missy Johnson, Wrap Around Care Aide/Kids Town Level One Aide, hours vary (25-30 hours/week), \$11.00/hour, effective August 26, 2019
- Notice of Assignment for Missy Johnson, Wrap Around Care Aide/Kids Town Level One Aide, approximately 25-30 hours/week, \$11.00/hour, effective July 1, 2019 – June 30, 2020
- Hire Mason Hartung, Kids Town/Youth Worker, hours vary (8-15 hours/week), \$9.86/hour, effective September 3, 2019
- Notice of Assignment for Mason Hartung, Kids Town/Youth Worker, approximately 15 hours/week, \$9.86/hour, effective July 1, 2019 – June 30, 2020
- Hire Josie Tabatt, Wrap Around Care Aide, approximately 30 hours/week, \$11.10/hour, effective August 25, 2019
- Notice of Assignment for Josie Tabatt, Wrap Around Care Aide, approximately 30 hours/week, \$11.10/hour, effective July 1, 2019 – June 30, 2020
- Hire Blake Freudenberg, Kids Town Student Aide/Wrap Around Care Student Aide, approximately 15 hours/week, \$10.10/hour, effective September 3, 2019
- Notice of Assignment for Blake Freudenberg, Kids Town Student Aide/Wrap Around Care Student Aide, approximately 15 hours/week, \$10.10/hour, effective July 1, 2019 – June 30, 2020
- Hire Judith Swenson, ECFE Aide/Kids Town Level One Aide, approximately 40 hours/week, \$12.75/hour, effective September 3, 2019
- Notice of Assignment for Judith Swenson, ECFE Aide/Kids Town Level One Aide, approximately 40 hours/week, \$12.75/hour, effective July 1, 2019 – June 30, 2020
- Hire Amanda Buss, Wrap Around Care Aide, approximately 30 hours/week, \$11.10/hour, effective August 26, 2019
- Notice of Assignment for Amanda Buss, Wrap Around Care Aide, approximately 30 hours/week, \$11.10/hour, effective July 1, 2019 – June 30, 2020
- Hire Lauren Mycue, Wrap Around Care Aide, approximately 30 hours/week, \$11.10/hour, effective August 26, 2019
- Notice of Assignment for Lauren Mycue, Wrap Around Care Aide, approximately 30 hours/week, \$11.10/hour, effective July 1, 2019 – June 30, 2020
- Hire Abigail Streff, Wrap Around Care Student Aide/Kids Town Student Aide, hours vary 8-15 hours/week, \$10.10/hour, effective September 3, 2019
- Notice of Assignment for Abigail Streff, Wrap Around Care Student Aide/Kids Town Student Aide, no more than 15 hours/week, \$10.10/hour, effective July 1, 2019 – June 30, 2020
- Hire Allison Wendland, Wrap Around Care Student Aide/Kids Town Student Aide, hours vary, \$10.10/hour, effective September 3, 2019
- Notice of Assignment for Allison Wendland, Wrap Around Care Student Aide/Kids Town Student Aide, no more than 10 hours/week, \$10.10/hour, effective July 1, 2019 – June 30, 2020
- Hire Brandi Katke, Wrap Around Care Supervisor/Kids Town Level Two Aide, up to 40 hours/week, \$14.00/hour, effective September 3, 2019
- Notice of Assignment for Brandi Katke, Wrap Around Care Supervisor (up to 30 hours/week)/Kids Town Level Two Aide (up to 10 hours/week), \$14.00/hour, effective July 1, 2019 – June 30, 2020
- Notice of Assignment for Nicole Tellefson, Kids Town, Youth Development, and Adult Enrichment Coordinator, 38 hours/week, \$14.50/hour, effective July 1, 2019 – June 30, 2020
- Hire Shelly Ash, Homecoming Advisor (replacing Laura Quaintance), BA+20, Step 1, \$838.72, effective September 3, 2019
- Hire Shelly Ash, Student Council Advisor (replacing Laura Quaintance), BA+20, Step 1, \$1,887.12, effective September 3, 2019
- Hire Elizabeth Budahn, Chamber Choir (replacing Laura Quaintance), BA+20, Step 1, \$2,096.80, effective September 3, 2019
- Hire Amy Olson, Paraprofessional (replacing Katherine Nelson), 31.25 hours/week, \$14.06/hour, effective August 29, 2019
- Hire Teresa Nelson, Elementary Paraprofessional (32.5 hours/week) & Kids Town Paraprofessional (6.25 hours/week), \$17.38/hour, effective September 5, 2019
- Hire Molly Schwartz, Elementary Paraprofessional (31.25 hours/week) & Kids Town Paraprofessional (7.50 hours/week), \$14.06/hour, effective September 5, 2019
- Notice of Assignment for Tonnie Huonder, Food Server, \$14.03/hour, not to exceed 14 or more hours/week, effective September 3, 2019
- Notice of Assignment for Brenda Hoen, Food Server, \$14.03/hour, not to exceed 14 or more hours/week, effective September 5, 2019
- Change in assignment for Coryann Bockoven, Paraprofessional, 25 hours/week (previously 27.5 hours/week), \$16.62/hour, effective September 3, 2019
- Notice of assignment for Jean Fritz, Food Server, not to exceed 14 or more hours/week, \$14.03/hour, effective September 3, 2019

- Hire Shelby Starks, ECFE Sibling Care Aide (replacing Missy Johnson), approximately 17 hours/week, \$11.00/hour, effective September 16, 2019
- Notice of assignment for Shelby Starks, ECFE Sibling Care Aide, approximately 17 hours/week, \$11.00/hour, effective September 16, 2019 – June 30, 2020
- Hire Heather Beumer, 7th Grade Assistant Volleyball Coach, BA+20, Step 1, \$1,120.09, effective September 9, 2019
- Change in the assignment for Sue Haapala, Paraprofessional, 35.25 hours/week (previously 36.25 hours/week), \$14.06/hour, effective September 3, 2019
- Change in the assignment for Lana Carlson, Paraprofessional, 36 hours/week (previously 35 hours/week), \$17.38/hour, effective September 5, 2019
- Hire Kendra Busch, Kids Town Aide/Wrap Around Care Aide, approximately 18 hours/week, \$11.00/hour, effective September 18, 2019
- Notice of assignment for Kendra Busch, Kids Town Aide/Wrap Around Care Aide, approximately 18 hours/week, \$11.00/hour, effective September 16, 2019 – June 30, 2020
- Accept the resignation of Lana Carlson, Paraprofessional (resigning from afternoon van para portion only), effective September 3, 2019
- Accept the resignation of Austin Gorecki, Elementary Art Teacher, effective August 23, 2019
- Lane Changes:
 - Julie Herrity-Weidenborner, BA+20 to BA+30, \$65,460
 - Ellen Johnson, BA to BA+20, \$45,672
 - Jeff Kiel, BA to BA+10, \$45,264
 - Jenny Wihlm, BA+30 to MA, \$68,736
 - Jackie Barland, BA+30 to MA, \$59,867
 - Jeremy Mikla, MA to MA+10, \$72,011
 - Patricia Voigt, MA to MA+20, \$75,286
 - Cassandra Smith, BA+30 to MA, \$50,993
 - Rosemary Nelson, BA+30 to MA+10, \$50,993
 - Jody Brenteson, BA+10 to BA+20, \$45,672
 - Christina Moscho, BA+30 to MA, \$50,993
 - Erica Reiners, MA to MA+10, \$56,726
 - Madison Aeling, BA to BA+10, \$49,358
 - Deborah Peterson, MA+10 to MA+20, \$60,957
 - Geri Wild, MA+10 to MA+20, \$73,240
 - Vanessa Eekhoff, BA to BA+20, \$44,173
 - Stacy Yatkoske, BA to BA+20, \$54,680
 - Cassandra Wredberg, BA+30 to MA, \$49,221
- Approve the 2019-2020 Joint Agreement with Princeton Public Schools for a Native American Indian Liaison
- Approve the 2019-2021 Curriculum and Instruction Coordinator Contract with David Wedin
- Approve the 2019 School Pool Blue Cross/Blue Shield Insurance Renewal

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

The High School Principal's written report included enrollment slightly up; homecoming week events; reminder of the MSF Ultra Golf Tournament on September 14; Fall MAP testing schedule.

The Elementary Principal's written report included 96.11% Open House attendance, provided the article "Beating the Odds" from the Star Tribune, and reported Milaca is "beating the odds" in reading and math achievement; submitted ADSIS plan; submitted Title grants; enrollment slightly up.

The Curriculum and Instruction Coordinator's written report included 2018-2019 student achievement results; provided Elementary, High School, and District Improvement plans.

The Activities Director/Dean of Students' written report included fall activities and participation numbers; partnership with Heggies to sponsor "Thank a Ref" and "Heggies Player(s) of the Game"; homecoming week activities; upcoming activities; gate receipt totals; season pass sales.

The Community Education Director/Facilities Manager's written report included the Parent Aware Rating; he is a candidate to serve on the MN Community Education Association Board; security upgrades; snow removal proposals.

The Business Manager's written report included health insurance open enrollment date; student activities accounts transition to general fund; solicited for snow removal proposals; beginning 2019 payable 2020 levy season; audit field work is October 7-11; provided financial picture of the district.

Items on Which Board Discussion and Action is Requested

TEACHER CONTRACT FOR MINNESOTA PUBLIC SCHOOL DISTRICTS

The School Board of Independent School District No. 912 of the State of Minnesota, Milaca, Minnesota, enters into this Contract, pursuant to M.S. 122A.40, as amended, with Sherri Simon-Tolmie, a legally qualified licensed teacher who agrees to teach in the public schools of said District as an Elementary Art Teacher for the school year 2019 to 2020.

The following provisions shall apply and are a part of this Contract:

1. **Basic Services:** Said teacher shall faithfully perform the services prescribed by the School Board, or its designated representative(s), whether or not such services are specifically described in this Contract, abide by the rules and regulations as established by the School Board and the State of Minnesota, and any additions or amendments thereto, for the annual salary indicated below, and agrees to teach for the School District as assigned in such grades or subjects for which the teacher has the necessary license.
2. **Duration:** This Contract is subject to the provisions of M.S. 122A.40, as amended, and to all laws, rules, and regulations of the State of Minnesota relevant to qualification, licensure, employment, termination, and discharge of teachers for cause. Thereafter, this Contract shall remain in full force and effect except if modified by mutual consent of the School Board and the teacher or unless terminated as provided by law, or by written resignation pursuant to M.S. 122A.40.
3. **Duty Year:** The teacher's duty year and vacation days shall be as adopted by the School Board, and the teacher agrees to teach on those legal holidays on which the School Board is authorized to conduct school if the School Board so determines. In the event a duty day is lost due to any emergency, the teacher agrees to perform duties on such other day in lieu thereof as determined by the School Board.
4. **Additional Services:** The School Board, or its designated representative(s), may assign the teacher to extra-curricular, co-curricular, or other assignments, subject to established compensation for such services which exceed the services authorized in paragraph 1. Said extra-curricular, co-curricular, or other assignments may be described in paragraph 6. of this Contract or by letter of assignment, together with a recitation of the compensation, if any, to be paid for said assignment. The School Board, or its designated representative(s), may make any additions or amendments during the duty year as shall be necessary. Said extra-curricular, co-curricular, or other assignments and compensation, if any, for such assignment shall not become a part of the teacher's continuing contract rights unless the words, "continuing contract," are recorded immediately following the assignment.
5. **Reference:** This Contract shall be subject to the agreement between the School District and the exclusive representative, if any, and the provisions of the Public Employment Labor Relations Act, as amended.
6. **Special Provisions:** BA, Step 1, 0.5 FTE ****Contingent upon receiving official college transcripts and Minnesota Teaching License****

In addition, said teacher agrees to perform the following additional services for the additional salary indicated.

Additional Service	Additional Compensation
1. _____	\$ _____
2. _____	\$ _____

7. In consideration thereof, the School Board agrees to pay said teacher the following annual salary:

\$ 17,490.98	For basic services
\$ _____	For additional services as set forth in paragraph 6
\$ 17,490.98	Total salary, exclusive of fringe benefits

Such salary shall be paid as authorized and in such installments during the term of the year as may be determined by appropriate School Board regulation. This Contract shall be effective only after it has been authorized by the School Board in appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS THEREOF I have subscribed my signature this 9th day of October 2019
Teacher Sherri Simon-Tolmie

IN WITNESS THEREOF we have subscribed our signatures this 21 day of October 2019

INDEPENDENT SCHOOL DISTRICT NO. 912

Chairperson [Signature]

Clerk [Signature]

Motion by A. Struffert, second by B. Rensenbrink, to approve the Treasurer's Report. Motion carried.

Motion by B. Rensenbrink, second by J. Day, to certify the proposed 2019 pay 2020 levy at the "maximum" amount to be signed by the clerk at a later date. Motion carried.

Motion by R. Nelson, second by A. Struffert, to approve the resolution relating to appointing election judges and absentee ballot board members for the November 5, 2019 school district special election. Roll call vote. Those voted in favor: J. Day, S. Larsen, R. Nelson, B. Rensenbrink, A. Struffert, J. Larson. Those voted against: none. Motion carried.

Motion by B. Rensenbrink, second by R. Nelson, to approve the resolution relating to establishing the location for absentee voting and an absentee ballot board for school district elections not held on the day of a statewide election. Roll call vote. Those voted in favor: J. Day, S. Larsen, R. Nelson, B. Rensenbrink, A. Struffert, J. Larson. Those voted against: none. Motion carried.

Motion by A. Struffert, second by S. Larsen, to approve an increase in the HSA file limit, from \$15,000 to \$18,000, with First National Bank. R. Nelson abstained from the vote. Motion carried.

Motion by R. Nelson, second by A. Struffert, to designate Tim Truebenbach to act as the Identified Official with Authority (IOwA) for Milaca Public Schools (LEA). Motion carried.

Items of Information and/or Discussion Only

The Board reviewed the enrollment numbers.

Superintendent and Board Member Items

Superintendent Truebenbach reported the school year is off to a great start and he is proud of the student achievement progress.

Superintendent Truebenbach provided copies of the election communication materials and is working with the Chamber to schedule an election forum. He proposed the dates of October 15 or 29, 7:00 – 9:00 p.m. for the forum. After discussion, the board selected October 29 for the election forum. Superintendent Truebenbach is eager to start getting out in the community to promote the election.

Superintendent Truebenbach is excited to offer "Coffee with the Superintendent" as a Community Education class and even more excited that someone signed up for the first event!

Superintendent Truebenbach reported continuing to negotiate with the Paraprofessionals, Food Service, and Custodial groups. He is also working to complete Letter of Assignments for staff who are not part of a negotiating group.

From around the district, Superintendent Truebenbach thanked everyone involved in homecoming for their work in making the week a success. In particular, Superintendent Truebenbach thanked Jen Taylor, who does much of the planning, preparation, and coordination for the week.

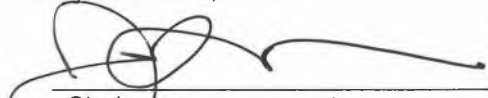
Board Member Items

A. Struffert reminded the board of the MSBA Fall Advocacy meeting at Resource Training Solutions in Sartell on September 17. A. Struffert reported she would appreciate board member's votes for the delegate position, as she would like to continue to serve in this role. A. Struffert reported she and Superintendent Truebenbach are going to ECMECC where 7 of the 14 classes being presented are by Milaca teachers.

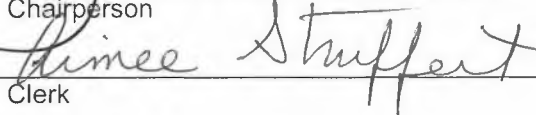
R. Nelson is impressed with the amount of gate fee revenue collected year to date.

Motion by B. Rensenbrink, second by J. Day, to adjourn. Motion carried. Meeting adjourned at 7:45 p.m.

Respectfully submitted,



Chairperson



Clerk

October 21, 2019

Date

October 21, 2019

Date