

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, November 19, 2018 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, November 19, 2018, 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: Brandon Baker, Jere Day, Rachelle Nelson, Todd Quaintance, Bryan Rensenbrink, Aimee Struffert, Jeff Larson. Those absent: none. Superintendent Tim Truebenbach was also present.

Changes to Agenda:

VII. Approval of the Consent Agenda

D. Personnel Items

2. Change in Assignment or Replacement

- f. Hire Peg Lawrence, Targeted Services Teacher (addition)
- g. Hire Dave Leom, Targeted Services Teacher (addition)
- h. Hire Emily Orton, Targeted Services Teacher (addition)
- i. Hire Heather Rassler, Targeted Services Teacher (addition)
- j. Hire Rebecca Winkelman, Targeted Services Teacher (addition)
- k. Hire Chuck Henkemeyer, Targeted Services Teacher (addition)
- l. Hire Christine Hostrawser, Targeted Services Teacher (addition)
- m. Hire Sarah Ranweiler, Targeted Services Teacher (addition)
- n. Hire Vanessa Eekhoff, Targeted Services Teacher (addition)
- o. Hire Sarah Larsen, Targeted Services Teacher (addition)
- p. Hire Erica Reiners, Targeted Services Teacher (addition)
- q. Hire Tracy Hass, Targeted Services Teacher (addition)
- r. Hire Sasha Koenig, Targeted Services Teacher (addition)
- s. Hire Shannon Lepper, Targeted Services Teacher (addition)
- t. Hire Rachel Arens, Targeted Services Teacher (addition)
- u. Hire Missy Tellinghuisen, Targeted Services Teacher (addition)
- v. Hire Rebecca Haukos, Targeted Services Teacher (addition)
- w. Hire Mary Jo Vickers, Targeted Services Teacher (addition)
- x. Hire Susan Shepard, Targeted Services Teacher (addition)

3. Resignations/Retirements/Layoffs/Terminations

- b. Accept the resignation of Tessa Jenson, Paraprofessional (addition)

G. Approve the Interagency Family Facilitator Services Agreement Addendum with Mille Lacs County (strike)

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

Public Forum

No one spoke at public forum.

Committee Reports

T. Quaintance reported the Building and Grounds Committee met on October 23 to discuss the public address system for building wide communications, flooring removal/replacement in new addition due to adhesive issue, and gym floors were refinished in October.

B. Baker reported the Finance Committee met on October 23 to discuss enrollment and 2019-2020 budget assumptions.

J. Larson reported the Committee of the Whole met on October 30 to attend the community meeting on the operating levy and bond referendum and on November 14 to discuss enrollment and 2019-2020 budget assumptions.

Presentations

No presentations.

Consent Agenda

Motion by T. Quaintance, second by R. Nelson, to approve the consent agenda.

- Approval of the minutes from the October 15, 2018 Regular Board Meeting and November 14, 2018 Special Board Meeting
- Approval of check numbers 646571 through 646780 and wire transfers
- Approval of PMA Transfers to First National Bank: \$700,000 on 10/9/18, \$200,000 on 10/17/18, \$900,000 on 10/26/18
- Hire Amber Nelson, Paraprofessional, 31.25 hours/week, \$14.06/hour, effective November 6, 2018
- Hire Robert Clement, Class I Cleaner (replacing Jeremy Dahlen), \$13.13/hour, 40 hours/week, effective October 23, 2018
- Hire Samuel Hasz, Grade 9 Boys Basketball Coach (replacing Zach Ploeger), \$2,725.84, effective November 19, 2018
- Hire Bennett Lerud, Paraprofessional (replacing Brenda Rueckert), 31.25 hours/week, \$14.06/hour, effective November 6, 2018
- Hire Nicole Nassif, Paraprofessional (replacing Deanna Printy), 31.25 hours/week, \$16.06/hour, effective November 8, 2018
- Hire John Hodson, Grade 8 Boys Basketball Coach (replacing Dave Dillan), BA+20, Step 3, \$1,953.59, effective January 2, 2019
- Hire Peg Lawrence, Targeted Services Teacher, 18 hours total, \$30/hour, effective November 19, 2018
- Hire Dave Leom, Targeted Services Teacher, 18 hours total, \$30/hour, effective November 29, 2018
- Hire Emily Orton, Targeted Services Teacher, 33 hours total, \$30/hour, effective November 19, 2018
- Hire Heather Rassler, Targeted Services Teacher, 33 hours total, \$30/hour, effective November 19, 2018
- Hire Rebecca Winkelman, Targeted Services Teacher, 33 hours total, \$30/hour, effective November 19, 2018
- Hire Chuck Henkemeyer, Targeted Services Teacher, 33 hours total, \$30/hour, effective November 19, 2018
- Hire Christine Hostrawser, Targeted Services Teacher, 33 hours total, \$30/hour, effective November 19, 2018
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- Hire Rachel Arens, Targeted Services Teacher, 33 hours total, \$30/hour, effective November 19, 2018
- Hire Missy Tellinghuisen, Targeted Services Teacher, 33 hours total, \$30/hour, effective November 19, 2018
- Hire Rebecca Haukos, Targeted Services Teacher, 33 hours total, \$30/hour, effective November 19, 2018
- Hire Mary Jo Vickers, Targeted Services Teacher, 33 hours total, \$30/hour, effective November 19, 2018
- Hire Susan Shepard, Targeted Services Teacher, 33 hours total, \$30/hour, effective November 19, 2018
- Accept the resignation of Dave Dillan, Grade 8 Boys Basketball Coach, effective October 31, 2018
- Accept the resignation of Tessa Jenson, Paraprofessional, effective November 16, 2018
- Leave of absence for Missy Tellinghuisen, December 13, 2018 – January 4, 2019
- Leave of absence for Patricia Coffee, October 29 – November 30, 2018
- Approval of MSHSL activity volunteers:
 - o Volleyball: Ellen Johnson
 - o Swim/Dive: Lindsey Paurus
 - o Football: Pat Broberg, Kyle Shepard
 - o Basketball: Doug Reetz, Mike Dumonceaux
 - o Softball: Jen Sommerlot
 - o Girls Golf: Molly Banks
 - o Wrestling: Jon Fradette, Chris Nord, Travis Hall, Randy Zimmer
- Approve the 2018-2019 Native American Parent Committee
- Approve the 2018-2019 World's Best Workforce Committee
- Approve the Overnight Trip Request to Bemidji State University for students to participate in the BSU Honor Band, January 25-26, 2019
- Approve the November 2018 Teacher Development and Evaluation Plan

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

The High School Principal reported on the FFA National Convention, Veterans Day Program, fall conferences completed with an increase in parent contact (28% Fall 2017 vs. 30% Fall 2018), and Social, Academic, Emotional Behavior Risk Screener (SAEBRS) is helping address needs of all students by identifying students struggling with social, academic, and emotional behavior; conducted survey to identify areas of student pride – top 5: staff and teacher relationships, food (lunch, concessions, pack shack, summer lunch program), sports teams/activities options, band and choir, and service projects. MHS juniors, Brenda Pollard and Aubrie Vivant presented on the Volunteer Club and requested the board consider adding the club as a student activity on the C-schedule.

The Elementary Principal reported approximately 80% attendance at conferences with highest participation in first grade (95%) and lowest participation in sixth grade (72%); continuing to offer peer observation opportunities for teachers to observe peers in the classroom; Eickhoff family donated \$5000 to purchase hand drums for the music program; sixth grade Deep Portage trip is in December; spotlight PD activities continue; concert season has started.

The Curriculum and Instruction Coordinator reported creating a video summary of the board assessment report for staff; attended MDE seminar lead by Dr. Michael Rodriguez regarding potential flaws of using MCA data; grade level/department meetings continue to discuss assessment results, instruction, and curriculum; continuing informal instruction observations; Teacher Development and Evaluation plan complete; World's Best Workforce Plan and summary will be brought to the board in December.

The Assistant Principal of Student Activities reported swimmers competed at sections and the 200 free relay team competed at the State Tournament; fall sports season is wrapping up with coaches meetings; winter sports season has begun.

The Community Education Director/Facilities Manager reported the winter/spring brochure is scheduled to be published December 21; new audio system purchased and installed for board meetings; finalized proposals to have the well filled on offsite school owned property; winter facility schedule is busy and space is limited for activities.

The Business Manager reported the FY18 audit is complete and will be presented on December 3 at 5:30 p.m. followed by the Truth and Taxation hearing; dental insurance 2-year renewal increased (2.94% increase in year 1, 0% in year 2); the FY18 Pcard rebate was \$5,816.54; provided update on budget assumptions; presented financial picture of the district.

Items on Which Board Discussion and Action is Requested

Motion by B. Baker, second by J. Day, 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
Oct. 2018	Ed & Marilyn Hendry	Industrial Tech Department	Industrial Tech Equipment and Tools	~\$1,000

The motion for the adoption of the foregoing resolution was duly seconded by J. Day and upon vote being taken thereon the following voted in favor thereof: B. Baker, J. Day, R. Nelson, T. Quaintance, B. Rensenbrink, A. Struffert, J. Larson

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

Board Member T. Quaintance 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. The motion for the adoption for the foregoing resolution was duly seconded by Board Member B. Rensenbrink, and upon vote being taken thereon, the following voted in favor thereof: B. Baker, J. Day, R. Nelson, T. Quaintance, B. Rensenbrink, A. Struffert, J. Larson; and the following voted against the same: none; whereupon, said resolution was declared duly passed and adopted.

Member B. Baker, introduced the following resolution and moved its adoption: Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefor. The motion for the adoption for the foregoing resolution was duly seconded by Board Member T. Quaintance, and upon vote being taken thereon, the following voted in favor thereof: B. Baker, J. Day, R. Nelson, T. Quaintance, B. Rensenbrink, A. Struffert, J. Larson; and the following voted against the same: none; whereupon, said resolution was declared duly passed and adopted.

The Board reviewed the enrollment numbers.

Superintendent and Board Member Items

Superintendent Truebenbach reported continuing to work with the principals and Curriculum and Instruction Coordinator to closely review the student achievement results. Superintendent Truebenbach continues to be impressed with the positive trends of the testing results.

Now the election is complete, Superintendent Truebenbach will focus his attention on communicating school business to the community. He is creating a schedule with the paper to submit regular articles. Superintendent Truebenbach and the Milaca Community Coalition will attend the Community Tree Lighting event on November 23. He invited the board to attend as well.

Superintendent Truebenbach and the Business Manager are developing a step-by-step budgeting timeline to include details for communication with constituents as budgeting season nears.

Superintendent Truebenbach reminded board members to sign up for the January MSBA Leadership conference, if they are attending. New board members have expressed interest to attend the December 7 and 8 Phase trainings in St. Cloud, but need a current board member to also attend as a mentor. Brandon Baker (Dec. 7) and Aimee Struffert (Dec. 8) volunteered to attend as mentors.

From around the district, Superintendent Truebenbach acknowledged the nurses. He thanked them coordinating the flu shot clinic and their efforts to keep students and staff healthy. Superintendent Truebenbach also recognized nurse substitutes are difficult to find and thanked our nurses for the extra work they put in when short staffed.

Board Member Items:

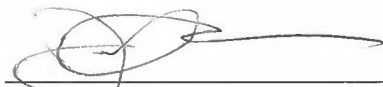
J. Larson congratulated Sara Larsen, Rachelle Nelson, Jere Day, and Genevieve Plumadore on being elected to the board.

B. Baker requested the board continue to work on developing a process of adding activities to the C-schedule.

The board reviewed the Student Activities Accounts.

Motion by B. Baker, second by A. Struffert, to adjourn. Motion carried. Meeting adjourned at 7:20 p.m.

Respectfully submitted,



Chairperson

December 17, 2018

Date



Clerk

December 17, 2018

Date