

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, October 16, 2017 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 16, 2017 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: Aimee Struffert, Bryan Rensenbrink, Sarah Ploeger, Brandon Baker, Jeff Larson, Jere Day. Those absent: Todd Quaintance. Superintendent Tim Truebenbach was also present.

Changes to Agenda:

VII. Approval of the Consent Agenda

D. Personnel Items

4. Staff Leave Requests

- a. Approve FMLA leave for Katherine Hagman-Jones, English Teacher (Name correction for clarification)
- b. Accept the resignation of Shelly Ash, NHS Advisor (strike - duplicate)
- c. Revision to the maternity leave request from Krystal Forbord (addition)
- d. Approve FMLA leave for Lou Palmquist (addition)

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

Public Forum

Chris Nord, representing parents and Milaca swimmers and divers, addressed the Board regarding the pool facilities including equipment, maintenance/repairs, and funding. One concern included the pool scoreboard. He felt an inequality of athletics exists. Swimmers fundraised to purchase the pool scoreboard, then the District purchased new scoreboards for the gyms and fields.

Mr. Nord also addressed the Board regarding gate fees. As a business owner, he spoke with other business owners and there is a feeling the District is being irresponsible by asking businesses for donations, when gate fee revenue was eliminated. He feels gate fees should be reinstated and the funds be used to support extracurriculars. He feels eliminating gate fees was a noble idea, and suggested when families pay activity fees they could receive a reduced fee activity pass. This would keep Milaca families in attendance, as well as receiving revenue from guests and extended family that attend events.

B. Baker commented that after the pool scoreboards were fundraised for and purchased a new source of revenue, Long Term Facilities Revenue, was made available for the purchase of the football field and gymnasium scoreboards, but the Board was unaware this revenue was going to be available. Had the Board been aware of this revenue, they would have informed the swim team to hold off fundraising for the pool scoreboard. He apologized on behalf of the Building and Grounds Committee.

J. Larson welcomed the swimming/diving team representatives. J. Larson proposed the Board would follow-up with the Community Education Director/Facilities Manager, Assistant Principal of Student Activities, and the Superintendent to review and work through the concerns brought forth.

Committee Reports

B. Baker reported at the September 26 Building and Grounds meeting the committee discussed the Hall of Fame cases and guidelines for displaying team banners/pictures in the gymnasium and entry foyer area.

A. Struffert reported at the September 26 Policy meeting the committee reviewed policies for first and third readings and annual review. The committee also discussed the student dress and appearance policy and requested Board discussion for yearbook picture guidelines for sports such as trap and archery.

B. Baker reported at the September 26 Finance meeting the committee reviewed the levy limitation and certification, budget calendar, and sub pay of the units.

Superintendent Truebenbach reported at the October 5 Committee of the Whole meeting the committee reviewed a presentation on the facilities survey update and discussed Community Education goals and vision.

J. Larson reported at the October 6 Superintendent Negotiations meeting the committee met with the Superintendent for negotiations.

Presentation

Rob Brown, from Nexus Solutions, presented conceptual drawings and budgets for a facility addition and potential referendum. There were five different facility addition options presented to the Board. Tax impact is based on a \$100,000 home.

Option 1 - \$8,981,875 (Tax Impact: \$40/year)

- 2 station gym
- Community room
- Fitness center
- Locker rooms
- Additional 250 parking spaces

Option 2 - \$17,480,875 (Tax impact: \$78/year)

- 2 station gym
- Community room
- Fitness center
- Locker rooms
- Additional 250 parking spaces
- New 600 seat auditorium

Option 3 - \$11,350,000 (Tax impact: \$50/year)

- Field house with 3 station gym and elevated 4 lane walking track
- Community room
- Fitness center
- Locker rooms
- Enhance HS gym for performance arts
- Additional 200 parking spaces

Option 3a - \$11,725,000 (Tax impact: \$52/year)

Same as Option 3, plus:

- Further HS gym enhancements for performance arts including:
 - Upgrade sound system
 - Portable band shell
 - Additional theatrical lighting

Option 4 - \$12,913,594 (Tax impact: \$57/year)

- Field house with 4 station gym and elevated 4 lane walking track
- Community room
- Fitness center
- Locker rooms
- Additional 200 parking spaces

Option 4a - \$16,746,094 (Tax impact: \$74/year)

Same as Option 4, plus:

- Convert HS gym into 600 seat auditorium

Option 5 - \$19,115,000 (Tax impact: \$85/year)

- Field house with 5 station gym and 6 lane running track
- Community room
- Fitness center
- Locker rooms
- Additional 200 parking spaces

Option 5a - \$22,947,500 (Tax impact: \$102/year)

Same as Option 5, plus:

- Convert HS gym into 600 seat auditorium

Each of the options presented would construct the addition to the north side of the building, resulting in relocating the baseball diamonds - \$1,9321,160 (Tax impact: \$9/year)

- Baseball complex on district owned property referred to as Johnson Farm
 - 3 regulation fields (1 with lighting)
 - Convert existing barn into concessions stand
 - Parking lot
 - Convert JV baseball diamond into a softball field

In addition, Nexus recommended the following:

- Add a large projects bay and fab lab to Technology Education Department - \$1,137,500 (Tax impact: \$5/year)
- Facility security upgrades - \$393,750 (Tax impact: \$2/year)
- Replace roof that is currently 20-25 years old - \$3,135,000 (Tax impact: \$14/year)
- Replace older elementary classroom windows - \$255,000 (Tax impact: \$1/year)

Nexus asked for Board input on each of the options presented. Next steps include conducting Town Hall meetings to gather community input, which will be used to determine if the District should pursue a referendum election on May 8, 2018. The first Town Hall meeting is scheduled to coincide with an Open House for the new ALC/High School classroom addition on November 6 at 5:30 p.m. in the Area Learning Center meeting space on the lower level of the addition.

Consent Agenda

Motion by B. Baker, second by B. Rensenbrink, to approve the consent agenda. J. Larson added a friendly amendment to correct the rate of pay for Shelly Ash's FCCLA position. B. Baker accepted, B. Rensenbrink seconded, the friendly amendment.

- Approval of the minutes from the September 18, 2017 Regular and Closed Board Meeting
- Approval of checks numbers 643185, 644148 through 644359, and wire transfers
- Approval of the transfers from Minnesota Trust to First National: \$500,000 on 9/5/17, \$500,000 on 9/6/17, \$400,000 on 9/26/17, \$300,000 on 9/28/17

- Hire Donna Olson, Home Bound Teacher, 5 hours/week, \$30/hour, effective October 2, 2017
- Hire Shelly Ash, FCCLA Advisor (replacing Ashley Nelson), BA+20, Step 1, \$1,636.52, effective September 19, 2017
- Change in assignment for Stacy Gothman, Paraprofessional, 33.75 hours/week (previously 31.25 hours/week), \$12.80/hour, effective September 25, 2017
- Change in assignment for Sheila Dahlen, Paraprofessional, 16 hours/week (previously 18 hours/week), \$12.80/hour, effective September 5, 2017
- Increase in hours for Sherri Freese, Community Education/Activities Secretary, 36 hours/week (previously 32 hours/week), \$16.32/hour, effective August 14, 2017
- Change in assignment for Kim Jordan, Paraprofessional, 33.75 hours/week (previously 31.25 hours/week), \$15.14/hour, effective September 28, 2017
- Hire Anthony Van't Hof, Cleaner Level 1 (replacing Alex Chalberg), 40 hours/week, \$11.00/hour, effective September 27, 2017
- Notice of Assignment for Marcella Anderson, ECFE Aide, hours as needed, \$10.05/hour, effective July 1, 2017 – June 30, 2018
- Hire Damian Fish, National Honor Society Advisor (replacing Shelly Ash), BA+20, Step 1, \$409.13, effective October 3, 2017
- Revision to the hire of Randy Zimmer, Long Term Substitute for Jessica Juntunen, BA+40, Step 15, \$12,312.11 (was \$13,103.69), effective August 28 – October 15, 2017 (was October 18, 2017)
- Accept the resignation of Shelly Ash, NHS Advisor, effective September 26, 2017
- Accept the resignation of Tyler Haugen, Assistant Theater Director and Assistant Speech Coach, effective September 19, 2017
- Accept the resignation of Dave Leom, Head Girls Basketball Coach, effective October 6, 2017
- Approve FMLA leave for Katherine Hagman-Jones, English Teacher, effective October 30 – November 13, 2017
- Revision to the maternity leave request from Krystal Forbord, effective approximately November 27, 2017 – February 23, 2018 (previously approved from November 27, 2017 – February 5, 2018)
- Approve FMLA leave for Lou Palmquist, Head Custodian, effective October 9, 2017
- Correction to the lane change for Katherine Hagman-Jones, MA to MA+10, \$69,046 (previously approved at \$52,298)
- Correction to the lane change for Kyle Shepard, BA+20 to MA, \$47,195 (previously approved at \$45,493)
- Third Reading and Approval of Policies: Policy 524 – Internet Acceptable Use and Safety Policy, Policy 534 – Unpaid Meal Charges, Policy 613 – Graduation Requirements, Policy 623 – Mandatory Summer School Instruction
- Approve the Overnight Trip Request for the Youth Leadership Academy (P & I Grant) to Attend Youth Leadership Training in Baxter, MN, October 23 - 24, 2017
- Approve the Contract Adjustments to the 2015 – 2018 Superintendent Contract
- Approve the 2017 – 2019 Food Service Contract
- Approve the Budget Timeline for the 2018-2019 Budget Year
- Approve Increasing the Food Service Substitute Rate to \$11.00/Hour
- Approve Increasing the Custodial Substitute Rate to \$11.00/Hour
- Approve Increasing the Clerical Substitute Rate to \$12.50/Hour
- Approve Increasing the Community Education Substitute Rate to \$10.50/Hour
- Approve the 2017 – 2019 Custodial Contract
- Approve the 2017 – 2019 Community Education Director/Facilities Manager Contract
- Annual Review of Policies: 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 514 - Bullying Prohibition Policy, Policy 522 - Student Sex Nondiscrimination, Policy 806 - Crisis Management Policy

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

The High School Principal provided fall reading/math MAP testing results; Veterans Day Program is November 10 at 1:00 p.m.; 2017-18 classroom walkthrough goal is for Principal, Assistant Principal, and Assistant Principal of Student Activities to visit every classroom each quarter.

The Elementary Principal reported approximately 850 people attended Family Fun Night and thanked PTO and staff; the October Professional Development day focused on creating building calmness; Spotlight Professional Development; National Hot Lunch Week was October 9-13.

The Curriculum and Instruction Coordinator reported on fall MAP testing; Flexible Professional Development progress; Spotlight Professional Development offered weekly; and American Indian programming.

The Assistant Principal of Student Activities provided update on fall sports; winter activity meeting will be Nov. 9; shared email from Albany Activities Director who had a swimmer that lost their mother to cancer, expressing appreciation for the card offering condolences sent from the Milaca swim team.

The Community Education Director/Facilities Manager reported partnering with Mille Lacs County for Operation Community Connect; Give Me Five and Special Olympics participation is increasing; attended MN Educational Facilities Management

Professionals conference; update on construction project; Jim's Mille Lacs Disposal is interested in starting a milk carton recycling program.

The Business Manager reported audit scheduled for the week of October 23, PEIP open enrollment, Milaca selected for desk review for 2017 Special Education monitoring, budget calendar, and provided financial picture of the district.

Items on Which Board Discussion and Action is Requested

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

Motion by B. Rensenbrink, second by A. Struffert, to approve the resolution establishing combined polling places for multiple precincts and designating hour during which the polling places will remain open for voting for school district elections not held on the day of a statewide election. Roll call vote. Those voted in favor: A. Struffert, B. Rensenbrink, S. Ploeger, B. Baker, J. Larson, J. Day. Those voted against: none. Those absent: T. Quaintance. Motion carried.

The Board reviewed the enrollment numbers.

Superintendent and Board Member Items

Superintendent Truebenbach distributed the book of "Seeds of Fire, Roots of Hope" to the board. The administration team is reading the book and having group discussions on content. Superintendent Truebenbach presented four options for a homepage update, official color swatches for the Milaca logos, and a less detailed option of the "M wolf" logo. Superintendent Truebenbach reported the final group to negotiate is the Principals and their negotiations will begin in the next month.

Superintendent Truebenbach recognized FFA Advisors, Mr. Olson and Ms. Pietzrak, along with FFA members for hosting Elementary Ag day in May 2017. The Minnesota Trappers Association donated pelts to FFA and Milaca students were pictured during the Ag day event in the Minnesota Trappers Association magazine.

Board Member Items

J. Larson asked the concerns from the swimming/diving parents be worked through the proper channels, and the parents, students, and coaches be engaged in the process, and involve the Board when necessary.

The Board noted pool area lighting upgrades took place over the past few years and should be communicated to parents.

S. Ploeger asked about concern regarding the warm-ups more than 20 years old. She asked if other activities provided warm-ups. The Assistant Principal of Student Activities replied most activities fundraise to purchase warm-ups. S. Ploeger asked this be communicated with the swimming/diving team families.

S. Ploeger asked about the concern regarding the volunteer diving coach, noting the district once paid this position. Assistant Principal of Student Activities responded no experienced applicants applied for the diving coach position, so an additional swim coach was hired to provide the necessary supervision based on participation. There is not a diving coach position on the C-schedule. Adding a diving coach for the season would have provided coaching/supervision for 5 divers.

B. Baker asked CE Director/Facility Manager to review the list of maintenance issues and report to Board. He also asked Assistant Principal of Student Activities to review the equipment requests and report to the Finance Committee. S. Ploeger asked to communicate to the parents that gate fees did not go to activities and eliminating gate fees did not result in activities losing funding.

J. Day asked for the Board to keep Princeton School District, who unexpectedly experienced a staff member death, in their thoughts.

The Board reviewed the first reading of the Policy 410 – Family and Medical Leave Policy.

The Board reviewed the Student Activities Accounts.

Motion by B. Baker, second by B. Rensenbrink, to adjourn the meeting. Motion carried.

The meeting adjourned at 9:06 p.m.

Respectfully submitted,


Chairperson


Clerk

November 20, 2017

Date

November 20, 2017

Date