School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912
MILACA, MINNESOTA 56353
Monday, July 17, 2017 6:30 pm
Area Learning Center

A regular meeting of the Board of Education of Independent School District No. 912, Milaca, Minnesota was held at the Area Learning Center on Monday, July 17, 2017 for the purpose of discussing Board business.

The meeting was called to order at 6:34 p.m. by Chairperson Jeff Larson.

Upon roll call the following members were present: Sarah Ploeger, Brandon Baker, Jeff Larson, Jere Day, Aimee Struffert, Bryan Rensenbrink. Those absent: Todd Quaintance. Superintendent Tim Truebenbach was also present.

Changes to Agenda:

VII. Approval of the Consent Agenda
- D. Personnel Items
  - 2. Change in Assignment or Replacement
    - g. Approve the Notice of Assignment with Jean Fritz, Food Server (addition)

- I. Approval of the 2017-2019 Title I Tutor Letter of Assignment with Susan Shepard (addition)

- J. Approval of the 2017-2019 Title I Tutor Letter of Assignment with Deborah Winkler (addition)

- K. Approval of the 2017-2019 Curriculum and Instructor Coordinator Contract with David Wedin (addition)

XI. Superintendent and Board Member Items
- D. First Reading of Policies
  - Policy 798 – Unpaid Meal Charges and Debt Collection (Strike - MSBA has released a boilerplate policy. The Policy Committee will review before bringing it to the Board.)

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

Public Forum

No one spoke at Public Forum.

Committee Reports

S. Ploeger reported the Teacher Negotiations committee met with the teachers on June 21 and 26 and has reached a tentative agreement. Teachers will vote on the contract in August and Ms. Ploeger requested a Special Meeting on September 5 to approve the contract.

A. Struffert reported at the June 27 Policy meeting the committee reviewed the policies on the agenda for Board review.

B. Baker referred the July 11 Building and Grounds meeting report to the Facilities Manager, which he gave during his report.

Presentations

No presentations.

Consent Agenda

Motion by A. Struffert, second by S. Ploeger, to approve the consent agenda:
- Approval of the minutes from the June 19, 2017 Regular Board Meeting
- Approval of checks numbers 643634, 643666 through 643884 and wire transfers
- Approval of the transfers from PMA to First National Bank: $400,000 on 6/9/17, $500,000 on 6/21/17
- Hire Brandon Kiel, JV Boys Basketball Coach (replacing Dylan Moorlag), $3,201.04, effective November 19, 2017
- Hire Emily Ruegemer, Head Softball Coach (replacing Rachel Bekius), BA+20, Step 3, $3,727.98, effective March 12, 2018
- Hire Alicia Bah, Summer School ESY Paraprofessional, 84 hours total, $12.00/hour, effective June 5, 2017
- Hire Tessa Jenson, Summer Cleaner (replacing Paula Borst), 40 hours/week, $10.50/hour, effective June 30, 2017
- Hire Jean Fritz, Food Service (replacing Katherine Nelson), 13.75 hours/week, $13.42/hour, effective August 28, 2017

- Hire Tessa Jenson, Summer Van Paraprofessional, 36 hours total, $12.80/hour, effective July 18, 2017
- Approval of the 2017-2018 Membership with Resource Training & Solutions, $4,636.22
- Approval of the 2017-2018 Contract for Media Consultation Services with Andrea Mikla, Positive Community Norms Specialist
- Approval of 2017-2018 Contract for Planning & Implementation Project Coordinator MNDH Grant with Amber Kent
- Approval of the 2017-2018 MSBA Association Dues and Policy Services Renewal, $6,593.00
- Approval of the 2017-2019 Title I Tutor Letter of Assignment with Susan Shepard
- Approval of the 2017-2019 Title I Tutor Letter of Assignment with Deborah Winkler
- Approve the 2017-2019 Curriculum and Instructor Coordinator Contract with David Wedin

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

There were no reports from the High School Principal, Elementary Principal, Curriculum and Instructor Coordinator, or the Assistant Principal of Student Activities.

The Community Ed Director/Facilities Manager (Bob Sumner) updated the board on the construction projects. The addition is nearing completion. The substantial completion date was July 15, but was moved to the end of July, due to minor issues. Stairs have been put in place. The connection corridor between the existing building and the addition was poured, but was too heavy for the seals, so was removed, and re-poured. The windows have been installed and the building is sealed up.

Mr. Sumner reported the external grounds projects are progressing. Curbs have been poured and getting ready for asphalt. S. Ploeger asked if there would be fence installed around the drainage pond located near the Elementary. Mr. Sumner explained the city of Milaca required the installation of the drainage pond for runoff, based on the new impermeable surface of the parking lot expansion. Current plans do not include fencing around the pond. The head engineer at Larson Engineering and the District's contacts from Nexus have done work at many school districts that have installed drainage ponds without fencing. Generally, drainage ponds are planted with native vegetation and do not contain standing water at all times. The Business Manager will contact EMC Insurance regarding risk assessment with the drainage pond. S. Ploeger requested looking into a fence.

Mr. Sumner reported the internal projects are being completed as scheduled. Much of the flooring has been completed in the elementary; casework should be delivered July 31. Twenty to thirty of the new doors will not be delivered until the end of September. Temporary doors will be installed and replaced once the permanent doors arrive.

Community Education Update: Considering the construction, things are going well. No issues with Kids Town being held at Zion Church, other than a homeless person coming into Zion, but was handled and has not been an issue since. Not many programs cancelled due to participation, other than a Lego robotics program, which had a high price point for the area. The program, not Community Education, sets the price of classes. Many of the other regular programs, such as Tsunami, continued at offsite locations. Staff has done a great job communicating schedules to avoid conflicts. Special Olympics had bocce ball and track during the summer. Both have been completed.

The Business Manager reported the auditors are coming the week of July 24 for preliminary audit work and presented a financial picture of the district.

Items on Which Board Discussion and Action is Requested

Motion by B. Baker, second by S. Ploeger, to approve the Treasurer's Report. Motion carried.

Motion by B. Rensenbrink to approve the following resolution:

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
6/12/17	United Way	GM5	Monetary	$1,579

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: S. Ploeger, B. Baker, J. Larson, J. Day, A. Struffert, B. Rensenbrink

those absent: T. Quaintance

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

Motion by B. Baker, second by J. Day, to remove from the table the reinstatement of a 2.5 hour/day High School Food Service position. Motion carried to remove from the table. The Food Service Director was present to answer questions and provide details. Motion by B. Baker, second by B. Rensenbrink, to approve the reinstatement of a 2.5 hour/day High School Food Service Position. Motion carried.

Motion by A. Struffert, second by S. Ploeger, to approve the proposed community survey questions provided by Morris Leatherman. A representative from Nexus was present to answer questions. Motion carried.

Superintendent and Board Member Items
The Superintendent requested Board Members RSPV if they will be attending the MSBA summer session and to move the Committee of the Whole meeting to 5:00 p.m. on September 5, due to Labor Day. If the teachers have voted on their contract, this meeting will become a Special Meeting to approve their contract.

The Superintendent drew the Boards attention to the recruitment ad in the Town and Country Shopper. New open enrollments will be tracked to determine if the campaign is successful. He also noted that Milaca Public Schools and the High School Principal, Damian Patnode, are Town and Country Readers Choice winners. He congratulated Mr. Patnode for this award.

The Superintendent and the Board Chairperson attended a Positive Community Norms conference in Montana. Superintendent Truebenbach feels it was one of the top 3 conferences he has attended. The conference focused on ways to measure, strengthen, and target the positive within the organization and the district. He had expected the conference to cover substance abuse and underage drinking initiatives, but learned how concepts on the positive side of community norms can be spread throughout organizations. Positive Community Norms is about healthy living and healthy choices, and teaching kids how to make healthy choices. He highly recommends others attend. There were a large number of Minnesota representatives.

Chairperson Larson commented that many of the other Minnesota representatives were also recipients of the P&I grant or those who have received federal grants. A lot of those attendees were from around our general area and from communities similar in size to Milaca, so there was opportunity to interact with other communities. He is typically a skeptic, but this was also one of the top 3 conferences he has attended. The content was good, time was well managed, and the speakers were top-notch. He believes it would be beneficial to the district if other board members attended this conference in the future. He thought the conference was going to be about teenage alcohol abuse, but found the content spilled over into how we communicate district successes versus focusing on shortcomings, and the ramifications of what we communicate.

Board Member Items
J. Larson was inspired by the Positive Community Norms conference to begin board meetings with more positivity and spirit to help Board Members remember why they chose this calling. The role of the Board Member is more than making sure administration is doing their jobs, passing policy, and budget decisions; but also about doing what is right for the kids. He will work with Superintendent Truebenbach to make this change.

J. Day complimented the recruitment ad that was in the paper.

The Board reviewed the second reading of the following policies: Policy 414 – Mandated Reporting of Child Neglect or Physical or Sexual Abuse, Policy 509 – Enrollment of Nonresident Students, Policy 515 – Protection and Privacy of Pupil Records, Policy 525 – Violence Prevention, Policy 615 – Testing, Accommodations, Modifications, and Exemptions for IEPS, Section 504 Plans, and LEP Students, Policy 701 – Establishment and Adoption of School District Budget.

The Board reviewed the first reading of the following policies: Policy 303 – Superintendent Selection, Policy 405 – Veteran's Preference, Policy 602 – Organization of School Calendar and School Day, Policy 610 – Field Trips, Policy 619 – Staff Development for Standards, Policy 805 – Waste Reduction and Recycling, Policy 806 – Crisis Management Policy.

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

The meeting adjourned at 7:26 p.m.

Respectfully submitted,

Chairperson	August 21, 2017 Date
Sarah A Ploeger Clerk	August 21, 2017 Date