

School Board Meeting Minutes

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, April 17, 2017 6:30 pm

High School Media Center

A regular and closed meeting of the Board of Education of Independent School District No. 912, Milaca, Minnesota was held in the High School Media Center on Monday, April 17, 2017 for the purpose of discussing Board business and closed for the purpose of a student expulsion (MN §121A.43 to 121A.53).

The meeting was called to order at 6:30 p.m. by Vice -Chairperson Todd Quaintance.

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

Changes to Agenda:

VII. Approval of the Consent Agenda

D. Personnel Items

3. Resignations/Retirements/Seasonal Layoff/Termination

e. Accept the resignation of Barbara Reiners, Athletic Trainer (addition)

f. Approve the termination of Rebecca Mortiz, Food Service (addition)

4. Staff Leave Requests

d. Approve the extended leave of absence for David Wedin (clarification)

M. Approve the Zion Church Building Lease, \$5,500 (enclosure addition)

N. Approval of the Overnight Trip Request for State Speech Tournament (addition)

IX. Items on Which Board Discussion and Action is Requested

B. Approve the Bid with Harddrives, Inc. (enclosure addition)

C. Approve the Bid with Mavo Systems, Inc. (motion details and enclosure addition)

Motion by S. Ploeger to approve the agenda with the above changes and to postpone definitely action item K (the motion to approve restoring activity/event gate fees for visiting teams, generating \$13,000) until the May 15, 2017 regularly scheduled meeting. Second by B. Baker. Motion carried.

Public Forum

No one spoke at Public Forum.

Committee Reports

T. Quaintance reported at the April 3 Committee of the Whole meeting the Board discussed gate fees, Assistant Principal of Student Activities presented on gate fees and process for creating a coaching ratio, and discussed the district logos.

The April 11 Committee of the Whole meeting was a gathering of Board members who came to listen to the Community Engagement Meeting. J. Larson, T. Quaintance, A. Struffert, and S. Ploeger attended this meeting.

B. Baker reported at the April 4 Building and Grounds meeting the committee reviewed the base bid for the parking lot; heard a construction update: concrete poured, steel framing was to start, on April 13 steel and structural support to start on the top level; discussed Safe Lift training for staff.

A. Struffert reported at the April 4 Policy meeting the committee discussed the Wellness Policy (Policy 533) and Field Trip Policy (Policy 610); three policies on the agenda for second reading and three for third reading; policies on the agenda for the first and second reading will include red lines of the edits and the third reading will be the final unmarked version; policy committee will meet monthly.

B. Baker reported at the April 4 Finance meeting the committee reviewed the budget for the adjustment list; land rental with Travis Novotny to work the land; recommended not to leave Teachers On Call; discussed Rum River Co-op; discussed leases for summer programming space.

S. Ploeger reported at the April 10 Teacher Negotiations meeting the committee discussed using the same process as last time, asked Superintendent Truebenbach to gather comparable from surrounding districts, and plan to closely review the C Schedule.

Consent Agenda

Motion by B. Rensenbrink, second by S. Ploeger, to approve the consent agenda.

- Approval of the minutes from the March 20, 2017 Regular and Closed Board Meeting
- Approval of checks numbers 643048, 643056 through 643276 and wire transfers
- Approval of the wire transfers from PMA to First National: \$200,000 on 3/1/17, \$300,000 on 3/2/17, \$400,000 on 3/7/17; \$250,000 on 3/15/17, \$250,000 on 3/15/17, \$300,000 on 3/24/17, \$400,000 on 3/30/17, \$500,000 on 3/31/17
- Increase in hours for Sheila Dahlen, Paraprofessional, 18 hours/week (was previously 15 hours/week), \$12.00/hour, effective April 3, 2017
- Hire Eric Tye, Grade 7 Baseball Coach (replacing Corey Greninger), BA+20, Step 6, \$2,054.03, effective March 28, 2017
- Level I Certification increase for Candice Nelson, Food Server, \$15.70/hour (\$15.45/hour + \$0.25 increase), effective January 25, 2017
- Revision to the hire of Michelle Crandall, Lifeguard, hours as needed, \$9.50/hour, effective March 3, 2017 (originally approved effective October 31, 2016)
- Revision to the hire of Breanna Mehrwerth, Lifeguard, hours as needed, \$9.50/hour, effective March 3, 2017 (originally approved effective October 31, 2016)
- Revision to the hire of Marcella Anderson, ECSE Assistant (replacing Cole Wredberg), approximately 2 hours/week, \$9.88/hour, effective March 14, 2017 (originally approved effective February 14, 2017)
- Increase in hours for Deb Sumner, Paraprofessional (replacing Lisa Parkos), 32.5 hours/week (was previously 31.25 hour/week), \$12.00/hour, effective March 31, 2017
- Hire Kevin Armbrust, English Teacher (replacing Catherine Ashbridge), MA, Step 11, 1.0 FTE, \$57,803, effective August 21, 2017
- Hire Jennifer Burroughs, Assistant Varsity Swim Coach (replacing Sarah Marte), BA+20, Step 12, \$4,327.20, effective August 14, 2017
- Accept the resignation of Joe Wenner, Grade 7 & 8 Swim Coach, effective March 20, 2017
- Accept the resignation of Aaron Samuel, Grade 7 & 8 Boys/Girls Cross Country Coach, effective April 3, 2017
- Approve the termination of Melvin Hartung, Custodian, effective April 4, 2017
- Accept the resignation of Patsy Buck, Food Service, effective April 6, 2017
- Accept the resignation of Barbara Rein, Athletic Trainer, effective the end of the 2016-2017 sports season
- Approve the termination of Rebecca Moritz, Food Service, effective April 12, 2017
- Approve One Year Leave of Absence for Mary Freeberg, Special Education Teacher, effective 2017-2018 school year
- Accept the maternity leave request for Amanda Loidolt, Art Teacher/Media Technician, effective August 28 – October 16, 2016
- Accept the maternity leave request for Stacy Yatcoske, Elementary Teacher, effective July 18 – September 10, 2017
- Approve the extended leave of absence for David Wedin, Elementary Teacher, through the 2017-2018 school year so he may return to his teaching position if a contract agreement has not been agreed upon for his Curriculum and Instruction Coordinator position by July 31, 2017 (originally approved through the 2016-2017 school year)
- Approve the maternity leave request for Heather Rassler, ECSE Teacher, effective August 28 – November 12, 2017
- Revision to the maternity leave request for Jessica Juntunen, Elementary Teacher, effective August 28 – October 15, 2017 (originally approved as August 28 – October 8, 2017)
- Approve FMLA for Linda Mickelson, Paraprofessional, effective April 18-28, 2017
- Third reading and approval of policies: Entrance Age Policy, Policy 513 – Student Promotion, Retention, and Program Design, Policy 603 – Curriculum Development
- Name Steve Voshell as LEA Representative 2017-2018 in filling application Under Public Law 107-110
- Approval of Policy 515 Public Notice (Directory Information) and Policy 520 Public Notice (Student Surveys) for 2017-2018
- Approve the 2016-2017 Computer Technician Contract with Amy Goebel
- Approve the overnight trip request for the sixth grade Deep Portage Trip, December 4-8, 2017
- Approval of the renewal of the Joint Agreement with Community Christian School for Catering Services
- Approve the Pease Community Christian School Building Lease, \$11,100
- Approve the Faith Christian School Building Lease, \$2,450
- Approve the Zion Church Building Lease, \$5,500
- Approval of the overnight trip request for the Speech Tournament at Apple Valley High School, April 21-22, 2017.

The consent agenda was unanimously approved.

Principals/Directors/Coordinators Report

The High School Principal reported a PLC showcase was held at the March 27 professional development day, which was well received and information was shared by PLCs that any teacher could take back and use in their classrooms; reviewed important end of the year dates; reported the master schedule is being developed; established potential partnerships with Milaca Elim Home for a CNA certification course and Fairview for a Medical Careers Exploration course; provided a copy of cell phone use page from the student handbook for review.

The Elementary Principal reported that Princeton challenged Milaca to a reading challenge and Milaca students won the challenge by reading more minutes during the month of March than Princeton students; the scheduling committee created a draft schedule with a change for 6th grade students that take a study hall instead of band or choir by offering a specials option; recognized Randy Zimmer for his retirement.

The Elementary Assistant Principal reported on the ALICE emergency response training that staff underwent and how it will be rolled out to parents and students. There will be trainings held in the fall for new staff and for all students. He discussed a CrisisGo app that would allow the district to communicate to emergency responders, teachers, and families through mobile devices or desktop computers. He is contacting schools that use CrisisGo for feedback.

The Curriculum and Instruction Coordinator provided an assessment update. Entering into week 3 of MCA testing in the Elementary and High School is starting first week of MCA testing. ACT test in the High School on April 19. So far testing has been moving smoothly without technology glitches.

The Assistant Principal of Student Activities reported the production of the new scoreboards in on schedule: preinstall meeting scheduled for the last week of April and scoreboards will be delivered on May 11; Barb Rein, Athletic Trainer, has resigned and he is investigating potential options for athletic training services with Fairview; the Milaca weight room will be moved to the concessions area for the summer; and spring sports participation numbers.

The Community Ed Director/Facilities Manager reported the summer brochure includes information on summer construction and relocation; Jeff Linkinbach will be in Milaca on April 18 to present on positive community norms; provided a construction update: lower level is framed, upper level will be enclosed soon, site improvement and asbestos abatement bids on agenda for approval; relocation contracts have been finalized and certificates of insurance have been provided. T. Truebenbach added that Safe Lift training was presented to staff.

The Business Manager reported on renting district land to Travis Novotny; off-site facility leases for summer programming completed; electronic storage options for personnel records, student records, special ed records; pre-employment screenings through workers comp insurance; property and liability and workers comp insurance request for proposals have been sent through the shared service agreement with Mora, Ogilvie, Foley; summer construction kick-off meeting has been held; update on the FY2018 budget; and provided a 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 S. Ploeger, to approve the bid with Harddrives, Inc. in the amount of \$767,472.89 for site improvements (parking lot). Motion carried.

Motion by B. Baker, second by B. Rensenbrink, to approve the bid with Mavo Systems, Inc. in the amount of \$174,844.00 for asbestos abatement. Motion carried.

Motion by S. Ploeger, second by J. Day, to approve the budget reduction in technology (email system) in the amount of \$11,000. Motion carried.

Motion by A. Struffert, second by B. Baker, to approve the budget reduction of 2.0 FTE teaching positions in the amount of \$130,000. Motion carried.

Motion by S. Ploeger, second by A. Struffert, to approve the budget reduction of two paraprofessional positions in the amount of \$50,000. Motion carried.

Motion by B. Rensenbrink, second by A. Struffert, to approve the budget reduction in supply budgets in the amount of \$20,000. J. Day voted against the motion. Motion carried.

Motion by S. Ploeger, second by A. Struffert, to approve pursuing on-site school readiness before/after care, generating \$30,000. Motion carried.

Motion by B. Rensenbrink, second by B. Baker, to approve expanding transportation routes, generating \$65,000. Motion carried.

Motion by B. Baker, second by A. Struffert, to approve securing scoreboard partnerships, generating \$32,000. Motion carried.

Motion by S. Ploeger, second by J. Day, to approve the budget addition of increasing ALC teacher time, in the amount of \$23,500. Motion carried.

Motion by A. Struffert, second by B. Rensenbrink, to approve the budget addition of allocating funds for the setup/maintenance of new scoreboards, in the amount of \$12,000. Motion carried.

Member A. Struffert introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION
AND NONRENEWAL OF THE TEACHING CONTRACT
OF KIM COLVIN A
PROBATIONARY TEACHER.

WHEREAS, Kim Colvin is a probationary teacher in Independent School District No 912

BE IT RESOLVED, by the School Board of Independent School District No. 912, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Kim Colvin, a probationary teacher in Independent School District No. 912, is hereby terminated at the close of the current 2016 – 2017 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION
AND NON-RENEWAL

Dear Ms. Colvin:

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 912 held on April 17, 2017, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2017 - 2018 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because your Community Expert license will expire June 2017.

Yours very truly,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 912

Clerk of the School Board

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

those absent: Jeff Larson

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

Member A. Struffert introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION
AND NONRENEWAL OF THE TEACHING CONTRACT
OF SUSAN SHEPARD A
PROBATIONARY TEACHER.

WHEREAS, Susan Shepard is a probationary teacher in Independent School District No 912

BE IT RESOLVED, by the School Board of Independent School District No. 912, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Susan Shepard, a probationary teacher in Independent School District No. 912, is hereby terminated at the close of the current 2016 – 2017 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION
AND NON-RENEWAL

Dear Ms. Shepard:

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 912 held on April 17, 2017, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2017 - 2018 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because you are not licensed for the position.

Yours very truly,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 912

Clerk of the School Board

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

those absent: Jeff Larson

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

Member B. Rensenbrink introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION
AND NONRENEWAL OF THE TEACHING CONTRACT
OF RANDY ZIMMER A
PROBATIONARY TEACHER.

WHEREAS, Randy Zimmer is a probationary teacher in Independent School District No 912

BE IT RESOLVED, by the School Board of Independent School District No. 912, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Randy Zimmer, a probationary teacher in Independent School District No. 912, is hereby terminated at the close of the current 2016 – 2017 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION
AND NON-RENEWAL

Dear Mr. Zimmer:

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 912 held on April 17, 2017, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2017 - 2018 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because your contract was effective only until the end of the 2016-2017 school year.

Yours very truly,

SCHOOL BOARD OF

Clerk of the School Board

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

those absent: J. Larson

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

Member S. Ploeger introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION
AND NONRENEWAL OF THE TEACHING CONTRACT
OF LAURALEE BOOKER A
PROBATIONARY TEACHER.

WHEREAS, Lauralee Booker is a probationary teacher in Independent School District No 912

BE IT RESOLVED, by the School Board of Independent School District No. 912, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of Lauralee Booker, a probationary teacher in Independent School District No. 912, is hereby terminated at the close of the current 2016 – 2017 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION
AND NON-RENEWAL

Dear Ms. Booker:

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 912 held on April 17, 2017, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2017 - 2018 school year. Said action of the board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because of budget reductions.

Yours very truly,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 912

Clerk of the School Board

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

those absent: J. 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 noted the enrollment numbers.

Superintendent and Board Members Items

The Superintendent reported he is taking an active Professional Development approach with the principals; he attended the Business Expo and hopes to showcase student artwork at future expos; Community Engagement meeting summary will be presented at the May 1 Committee of the Whole Meeting; and history of the school logos, both the M with the wolf walking out of it and the sports wolf head.

The Board directed the Superintendent to continue to research trademarking the school logos.

The Superintendent had the opportunity to attend the FFA banquet. He recommended Board Members attend the banquet if given the opportunity. He was impressed with the projects the FFA is involved in. He acknowledged Doug Olson and Leann Pietzrak for a job well done as advisors and Mr. Joel Foss for being recognized as an Honorary FFA Member.

A. Struffert reported the Wellness Committee met to discuss the Wellness Policy, including starting a garden project, creating a community group for the garden project, snack changes that need implementation, and possible grants for equipment.

S. Ploeger asked if any Board Members thought it would be a good idea for Supt. Truebenbach to conduct a simple community gate fee survey. The Board directed the Superintendent to conduct the survey.

The Board reviewed the second reading of the following policies:

Policy 601 – School District Curriculum and Instruction Goals

Policy 604 – Instructional Curriculum

Policy 613 – Graduation Requirements

The Board reviewed the Student Activities account.

Motion by B. Baker, second by B. Rensenbrink, to close the regular meeting. Motion carried. Meeting closed at 8:15 p.m.

Motion by B. Baker, second by B. Rensenbrink, to open the closed meeting to discuss a student expulsion (MN §121A.3 to 121A.53). Motion carried. Meeting opened at 8:21 p.m.

The Board discussed a student expulsion.

Motion by B. Rensenbrink, second by B. Baker, to close the closed meeting to discuss a student expulsion (MN §121A.3 to 121A.53). Motion carried. Meeting closed at 8:29 p.m.

Motion by B. Baker, second by B. Rensenbrink, to open the regular meeting. Motion carried. Meeting opened at 8:49 p.m.

Member B. Baker introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE
EXPULSION OF THE STUDENT IDENTIFIED
IN THE ATTACHMENTS HERETO AS THE "STUDENT 1712"

WHEREAS, the Student was proposed for expulsion pursuant to the Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121.56; and

WHEREAS, the Student and his parent were served the written notice of the School District's intent to initiate expulsion proceedings, and such notice was accompanied by a copy of the Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56, as required under the Act; and

WHEREAS, the Student and his parent elected to waive the scheduled hearing with the understanding that by such waiver, the proposed terms of expulsion would be submitted for action to the School Board of Independent School District No. 912.

THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 912 as follows:
The School Board hereby accepts the waiver of hearing executed by the Student's parent, a copy of which is attached hereto as Exhibit A and incorporated herein by reference.

By reviewing the record relating to this matter, the School Board hereby finds that, due to the nature of the conduct engaged in by the Student, the terms of the expulsion proposed by the School District are reasonable and appropriate. The School Board of Independent School District No. 912 hereby orders that the expulsion of the Student be imposed immediately pursuant to the Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40-121A.56. Said expulsion shall be imposed in accordance with the written notice provided to the Student and his parent, a copy of which is attached hereto as Exhibit B.

The School Board of Independent School District No. 912 also approves the terms of the agreement with the Student and his parent, a copy of which is attached hereto as Exhibit C.

The clerk of the School Board is directed to provide written notice of the expulsion to the Student and his parent in substantially the form as provided in Exhibit D.

It is further ordered that, pursuant to a proper request, the School District shall provide copies of this resolution. However, any release of said resolution shall not include the exhibits or attachments hereto, as the School Board hereby finds that such materials constitute "private data on individuals" pursuant to the Minnesota Government Data Practices Act, Minn. Stat. § 13.32.

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

those absent: J. Larson

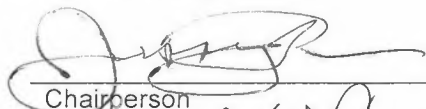
and the following voted against the same: none

whereupon, said Resolution was declared duly passed and adopted.

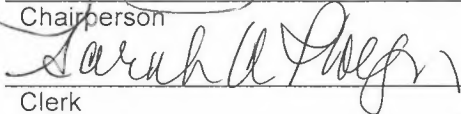
Motion by S. Ploeger, second by B. Rensenbrink, to adjourn the meeting.

The meeting adjourned at 8:51 p.m.

Respectfully submitted,



Chairperson



Clerk

May 15, 2017

Date

May 15, 2017

Date