

MINUTES OF THE BOARD OF EDUCATION  
Independent School District No. 820  
Sebeka, MN 56477  
Regular meeting January 9, 2017

The regular meeting was called to order at 6:34 p.m. The following members were in attendance: Nathan Erickson, Charles Funk, Rodney Huttunen, Russell Johnson, Eric Nelson, JoAnn Olson, and Bryan Pederson. Also present were Superintendent Dave Fjeldheim; Assistant Principal Jill Walter; Business Manager Holly Paulson; staff member Cathy Baumgart; and Review Messenger Roy Rudderforth.

Nelson moved, Olson seconded to approve the agenda as presented. Motion carried unanimously.

The Budget Committee met on Thursday, January 5th to review the revised 2016-2017 budget and to look at what to expect for the 2017-2018 budget and reviewed the Capital Needs Plan for 2017-2018. Mr. Fjeldheim also discussed facility information regarding options for a bond referendum, 5-year Capital Needs Plan, and other projects that needed to be addressed over the next several years with the Budget Committee where two members are also on the Facility Committee.

Business Manager Holly Paulson reported on (1) 2016-Payable-2017 Levy certified and submitted to MDE; (2) Report of Outstanding Indebtedness submitted to district counties; (3) FY 2017 budget revisions; (4) 2017 pretax deductions have been set up for Flex and HSA; and (5) 2016 4th quarter payroll reports completed, 2016 payroll has been reconciled and submitted to the Region for preparation of W-2's.

Activities Director Jon Lillquist's report included (1) Accomplishments - James Clark reached his 1,000th career point on December 10th; Madison Lake reached her 1,000th career point on December 28th; and Austin Bacon was named outstanding wrestler at the Crookston tournament; and (2) 7th grade boys basketball has four 7th graders and 9 5th & 6th players; will only have a 7th grade team for junior high since the 8th graders are moved up to fill in for C-team and JV sports.

Assistant Principal Mrs. Walter reported on (1) final day of semester is January 20th with finals scheduled for the 19th and 20th; (2) spent time in December writing some small grants for work within Advisory, conversed with teachers about our special education planning, the Online 18 program, MCIS and the Community Panel scheduled for the 11th and details for the end of semester and Homecoming activities; (3) Homecoming coronation will be the evening of January 27th and will follow with dress up days, etc. the week of January 30th; (4) Advisory time will focus on Career and College Readiness through the MCIS program with juniors and seniors participating in a community panel of business leaders about "Employability Skills and Self-Employment"; (5) Inservice day will be on Monday, January 23rd; (6) reviewed Clarity Brightbytes surveys; (7) noted that school will be in session on Martin Luther King Day and reviewed a statute that requires schools to provide at least one hour of learning must be devoted to a patriotic observance of the day. She noted that the English-Language Arts PLC group has been working to prepare lessons that is focused on Martin Luther King and the principles of human and civil rights, peace, equality, and justice and have asked these teachers to make plans for this day that include an original lesson focused on these principles with students; (8) will be attending the MASSP winter conference January 19th and 20th.

Superintendent Mr. Fjeldheim reported on (1) second observation for non-tenured teachers will be completed this month; (2) class schedule for 2017-2018 currently being worked on and registration will take place by early March; (3) Paraprofessional Week is January 23rd - January 27th and each paraprofessional will get a Certificate of Commendation signed by the Governor; (4) visited with Mr. K about setting up a Meet and Confer meeting the second half of January with teachers regarding the facilities decision that was made and get feedback from staff to make sure to address some of their concerns in the design/layout of that decision; (5) reviewed dates for MSBA's Negotiations Seminars and workshops for new board officers; (6) extended appreciation to the custodians for coming in early and doing the snow plowing; noted that Food Service, Transportation and Custodial departments are all running smoothly.

Under Discussion Items, Mr. Fjeldheim reviewed final details regarding transportation and hotel rooms for the MSBA conference noting that all board members will be attending this conference; reviewed the assessments that our district pays each month to Freshwater so the Board is better able to understand what services we are receiving from Freshwater; and reviewed different options for the board to consider regarding a bond referendum. He also reviewed projects costs that he received from Vercon from Menahga for the options we were presented. He noted that no matter what decision is made, there will be a cost to the taxpayers whether it is a bond referendum or a large Health and Safety project to address the aging heating/cooling and ventilation in need of replacement.

Funk moved, Nelson seconded to approve the following consent agenda items:

- Truth in Taxation and regular meeting minutes of December 12th;
- Treasurer and Investment report for January;
- monthly bills at \$531,011.43
- Approved the assignment of Kieler Skaro as a one-to-one paraprofessional;
- enrollment report at 495 students K-12;

Motion carried unanimously.

Pederson moved, Funk seconded to approve the second reading of the 2016-2017 EMS Seniority List as presented.

Motion carried unanimously.

Funk moved, Nelson seconded to approve the first reading of the following 2016-2017 budget revisions as presented by Business Manager Holly Paulson showing a projected fund balance of \$1,674,284 ending June 30, 2017.

	Projected Fund Balance 06/30/2016	Budgeted Revenues	Revised Revenues	Change in Revenue 1 <sup>st</sup> Revision	Budgeted Expenditures	Revised Expenditures	change in Expenditures 1 <sup>st</sup> Revision	Projected Fund Balance June 30, 2017
<b>General Fund:</b>								
Unreserved Fund Balance	1,712,287	5,563,964	5,655,405	91,441	5,639,868	5,851,078	211,210	1,516,614
Reserved for Health and Safety	(54,940)	13,185	13,185	0	0	0	0	(41,755)
Track Maintenance Fund	0	5,000	5,000	0	37,577	0	(37,577)	5,000
Reserved LTFM	0	91,678	108,018	16,340	130,297	82,915	(47,382)	25,103
Reserved for School Forest	7,540	0	0	0	0	0	0	7,540
Reserved for Capital Needs	108,961	134,247	141,133	6,886	239,075	250,073	10,998	22
<b>TOTAL GENERAL FUND</b>	<b>\$ 1,773,849</b>	<b>\$ 5,808,074</b>	<b>\$ 5,922,741</b>	<b>\$ 114,667</b>	<b>\$ 6,046,817</b>	<b>\$ 6,184,067</b>	<b>\$ 137,250</b>	<b>\$ 1,512,524</b>
<b>TOTAL FOOD SERVICE</b>	<b>\$ 21,030</b>	<b>\$ 299,122</b>	<b>\$ 313,166</b>	<b>\$ 14,044</b>	<b>\$ 340,978</b>	<b>\$ 320,602</b>	<b>\$ (20,376)</b>	<b>\$ 13,594</b>
<b>COMMUNITY SERVICE:</b>								
Restricted Fund Balance	3,450	5,922	6,337	415	1,200	1,200	0	8,587
Community Education	(6,109)	23,947	28,949	5,002	26,748	36,502	9,754	(13,662)
ECFE	18,013	23,845	23,845	0	27,580	28,188	608	13,670
School Readiness	(2,009)	80,503	91,423	10,920	70,529	72,472	1,943	16,942
<b>TOTAL COMM. SERV FD</b>	<b>\$ 13,345</b>	<b>\$ 134,217</b>	<b>\$ 150,554</b>	<b>\$ 16,337</b>	<b>\$ 126,057</b>	<b>\$ 138,362</b>	<b>\$ 12,305</b>	<b>\$ 25,537</b>
<b>TOTAL TRUST FUND</b>	<b>\$ 111,699</b>	<b>\$ 11,685</b>	<b>\$ 25,255</b>	<b>\$ 13,570</b>	<b>\$ 14,025</b>	<b>\$ 14,325</b>	<b>\$ 300</b>	<b>\$ 122,629</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 1,919,924</b>	<b>\$ 6,253,098</b>	<b>\$ 6,411,716</b>	<b>\$ 158,618</b>	<b>\$ 6,527,877</b>	<b>\$ 6,657,356</b>	<b>\$ 129,479</b>	<b>\$ 1,674,284</b>

Motion carried unanimously.

Funk moved, Erickson seconded to approve a resolution authorizing administration to make recommendations for cost containments for the 2017-2018 school year. The following members voted in favor: Erickson, Funk, Huttunen, Johnson, Nelson, Olson, Pederson; the following voted against: none; therefore the resolution was duly passed.

Nelson moved, Pederson seconded to adjourn the regular meeting at 8:32 p.m. Motion carried unanimously.

JoAnn Olson  
 Clerk of Sebeka School District