

MINUTES OF THE BOARD OF EDUCATION  
Independent School District No. 820  
Sebeka, MN 56477  
Regular meeting June 12, 2017

The regular meeting was called to order at 7:00 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 members Maureen Dragseth and Jason Pierson; Jake Huser from Weizenegger Engel Insurance and Lisa Preuss and Doug Eckland from EMS Insurance; and Review Messenger Reporter Roy Rudderforth.

Nelson moved, Erickson seconded to approve the agenda with the following additions: 7.5.4 Consider Leave of Absence Request from Ruth Bowman. Motion carried unanimously.

The Negotiations Committee noted that they have met with EMS a couple of times and the process is going well. One item of concern that needs to be added to the contract language is language that pertains to unrequested leaves of absence which is a change from the legislature. The next meeting with EMS is scheduled for Wednesday, June 21st. They will begin the negotiation process with ESP on June 13th.

The Superintendent Evaluation Committee met with Mr. Fjeldheim on Friday, May 26th to review board member comments pertaining to Mr. Fjeldheim's goals for the school year: Leadership and Facilitation on Future Building Facilities Improvements; Communication with our constituents through advertisement of our school programs via newsletters and information to our taxpayers; and Technology Google Site to put important information on so the school community has a reference point to go and receive updated school related information. They mentioned that all goals rated outstanding and/or accomplished. A final evaluation with the whole board will be held in August.

Business Manager Holly Paulson reported on (1) attended the year-end MASBO conference in Duluth on May 10th-12th, a Freshwater Education workshop on June 8th, and her and Laura will be attending the UFARS year-end CMERDC conference on June 29th; (2) registered for a webinar to help with the REAP grant application process for FY2018 funding and noted that this is now a requirement to receive the REAP grant; (3) open enrollment time has ended for the July 1st deadline for PEIP; submitted 70 applications to PEIP; (4) completed the first reading of the FY2018 budget and working on negotiation scenarios for FY2018 and FY2019.

Assistant Principal Mrs. Walter reported on (1) MCA testing window for all assessments was completed early May; (2) PreK end of year program was held on May 4th; end of year awards celebration was held on May 26th; and Sebeka High School Day of Caring was held the morning of May 15th with students and staff going out in the community to improve, clean up, support and to beautify our town of Sebeka; (3) report cards were sent out first week of June along with name of teachers for elementary students; (4) met with teachers during the last teacher days to review the school year, look at changes in the math curriculum and literacy assessments, and transitional plans for 7th & 8th grade students for next year; also transitioning Q-Comp groups to focus on higher order thinking; (5) teachers and students were asked to complete the Brightbytes survey in May (survey that looks at how our district is integrating and implementing use of technology within our system and how skills are a part of each of these categories); (6) planning for summer school options for students who need to get credit recovery and Targeted Services; (7) will be receiving grant monies to continue building our SEL programs; Wadena County Family Services Collaborative will be funding for a pilot program for social-emotional learning (K-2) using a research-based curriculum called Second step; (8) Mr. Roberts has completed the DIRS (Disciplinary Incident Reporting System) report; (9) recognized Carol Lindroos, Chelsey Hendrickx, Katie Rasmussen, Sandy Fultz, and Becca Pulju as 2016-2017 ENVoY teachers and noted that more teachers and paras will be trained in August; and (9) will be working on Title I applications and the "Read Well by 3rd Grade Plan" along with schedules for the new school year, organizing trainings and plans for our updated Everyday Math curriculum, Fastbridge assessments, and setting professional goals for the next school year.

Superintendent Mr. Fjeldheim reported on (1) Summer School for Targeted Services will run from Thursday, July 6th through Thursday, July 27th from 8:30 a.m. to 1:00 .m. and Credit Recovery for junior and senior high students will be held Tuesday through Thursday beginning July 11th; (2) End of year details being taken care of by office staff; (3) Reviewed MREA 2017 Legislative Summary, end of year health report completed by Janet Mattson, and Minnesota State Concurrent Enrollment program fees for the 2017-2018 school year; (4) Received confirmation on a WiFi grant with NJPA that was awarded to Friendly Rider of which we were a part to equip up to three buses with WiFi for next year; (5) MSBA Summer Seminar will be held on Sunday, August 6th for early bird sessions and regular sessions held on Monday, August 7th; (6) Summer food service will provide lunch during the month of June and breakfast and lunch in July for students; Custodial staff busy with summer projects; and Building Maintenance Services will come to clean classrooms the end of July.

Under Discussion Items, (1) Mr. Fjeldheim reviewed summer projects to be completed and reviewed a brochure that was made regarding the bond referendum that will be sent out the beginning of July to all property owners in the Sebeka School District; and (2) Mrs. Dragseth reviewed a slide presentation regarding the Q-Comp program and what is and what is not working within the program to improve instruction and student achievement.

Nelson moved, Johnson seconded to approve the following consent agenda items with exception of 7.5.4 Leave of Absence Request from Ruth Bowman:

- May 8th regular school board minutes and May 31st work session minutes;
- Treasurer and Investment report for June;
- Monthly bills at \$692,590.34;
- Call for milk bids;
- Tenure for Emily Crabb, Jerome Meyer, Amy Brown, Katie Rasmussen, Kristin Hoff, Jesse Bullock, and Lacey Hendrickx;
- Resignation from Nicole Oyster as ECFE Part-time teacher;
- Lane change request from Sandy Fultz from MA+30 to MA+45 effective September 1st;
- End of year enrollment at 508 students K-12.

Motion carried unanimously.

Funk moved, Nelson seconded to deny a one year leave of absence request from Ruth Bowman due to the hardship it would cause the district and referenced it to Minnesota Statute 122A.46 Extended Leaves of Absence, “the duration of an extended leave of absence under this section must be determined by mutual agreement of the board and the teacher at the time the leave is granted and shall be at least three but no longer than five years”. Motion carried unanimously.

Pederson moved, Erickson seconded to approve the second reading of the revisions to the 2016-2017 budget showing revenues at \$6,478,966.00 and expenditures at \$6,655,896.00. The second revision of this year’s budget indicates a deficit of \$176,930.00 for a total fund balance of all accounts at \$1,742,992.00. Motion carried unanimously.

Jake Huser from Weizenegger Engel Insurance and Lisa Preuss and Doug Ecklund from EMC Insurance were present to review their policies and cost on school liability and workman’s compensation insurance. The Board tabled this item and will act on it at a second meeting on June 22nd due to gathering more information.

Pederson moved, Johnson seconded to approve to write off \$53.10 in past lunch accounts. Motion carried unanimously.

Erickson moved, Nelson seconded to approve the first reading of the 2017-2018 proposed budget showing revenues at \$6,629,590 and expenditures at \$6,753,515 noting With the projected revenue and expenditures as stated, there would be a deficit of \$123,925 projecting a fund balance on June 30, 2018 of \$1,619,067 and that this budget is based on a projected enrollment of 509 students and takes into effect the salary and benefit increases, and some additional inflationary increases for the 2017-2018 school year and if enrollments are less and additional expenditures exceed projections, the deficit could be greater and the fund balance lower. This budget is based on minimal capital expenses and no bus purchase during FY2018. Motion carried unanimously.

Olson moved, Johnson seconded to change the date for the July meeting from Monday, July 10th to Monday, July 17th at 7:00 p.m. in the District Office. Motion carried unanimously

Nelson moved, Olson seconded to approve a resolution appointing election judges for the August 8th bond referendum election. Election Judges for the Sebek School polling place are Anne Graham as Head Judge, Brad Lehmkuhl, Doug Koskiniemi, and Shannon Lausten; election judges for the Nimrod polling place (Nimrod Community Hall) are Pat Pederson as Head Judge, Maynard Benson, Cheryl Funk, and Glenda Gilster and to set the pay at \$15.00 per hour per judge. The following members voted in favor of the resolution: Erickson, Huttunen, Johnson, Nelson, Olson, Pederson; abstained: Funk; against: none. Therefore the resolution duly passed.

Funk moved, Pederson seconded to set Thursday, June 22nd as a second meeting to consider insurance bids, act on Ruth Bowman’s request; and review information regarding the bond referendum. Motion carried unanimously.

Olson moved, Funk seconded to adjourn the regular meeting at 9:10 p.m. Motion carried unanimously.

JoAnn Olson  
Clerk of Sebek School District