

MINUTES OF THE BOARD OF EDUCATION
Independent School District No. 820
Sebeka, MN 56477
Regular meeting Thursday, November 16, 2017

The regular meeting was called to order at 6:00 p.m. The following members were in attendance: Nate Erickson, Charles Funk, Rod Huttunen, Russell Johnson, Eric Nelson, and Bryan Pederson. Absent member JoAnn Olson. Also present were Superintendent Dave Fjeldheim; Principal Jill Walter; Business Manager Holly Paulson; staff member Becky Pierson; and Review Messenger Reporter Roy Rudderforth.

Nelson moved, Erickson seconded to approve the agenda with the addition of adding BBB Cheerleading Advisor Sarah Kuschel to 7.5.1 Approval of winter coaching positions. Motion carried unanimously.

Business Manager Holly Paulson reported on (1) Census information has been collected and submitted to Hildi Inc for preparation of the GASB 75 Actuarial Report for 06/30/2017; (2) Met with Steve Pumper from PMA Financial Network, Inc. for consideration to attain their services as the District's broker to invest the construction funds; documents needed for setup have been completed; (3) Received \$1,000 in grant funds from the Minneapolis Foundation to match the Thomas and Kyle Schulz Family Foundation \$,1000 donation to be used for FFA for National Convention cost or student scholarships; (4) The MDE District Revenue and Expenditures Budget has been completed and published in the Review Messenger and on the school website; (5) Retroactive pay for the teachers, 10-12 month employees and bus drivers was paid out on 10/24/2017 and the \$200 Q-Comp incentive pay that is linked to meeting or exceeding goals was paid out to the secondary staff on 10/30/2017; (6) New salary census figures have been submitted to National Insurance Services for FY 2018; (7) Received an increase of \$5,379.72 in Title I funds and \$583.70 in Title II funds; (8) Updated the MSBA Data Hub for the teacher's Master Agreement and administrative positions through June 30, 2018; and (9) Attended the year-end payroll workshop at CMERDC.

Activities Director Jon Lillquist's report included (1) GBB officially started on November 13th (most are on Florida trip); BBB and Wrestling starts on November 20th; (2) attended PRC meeting on November 8th; and (3) winter coaches are completing their continuing education requirements.

Principal Mrs. Walter reported on (1) End of first quarter was November 3rd and conferences were held on the 9th with 96% participation in the elementary and 62% in the secondary; (2) Grants received - Mr. Lillquist and Mrs. Lake Macmillan Field Trip Grant in the amount of \$43 per student to help offset the cost for the 6th grade class trip; (3) Fall CPI refresher course was completed for Special Education staff and paraprofessionals; (4) Title I Parent Night was held on October 17th with discussion on services provided to students; (5) The 4th-6th grade Student Leadership Team met and are beginning the study of leaderships and goals this group would like to support throughout the school year; (6) Americanism Program was held on November 9th and thanked the Americanism Committee and Mr. K and Mrs. Koch for their hard work and dedication; (7) Staff Inservice day was held on November 6th with focus on RAMP-Up work, and Fastbridge training; (8) Attended a MASSP Law Seminar on November 22nd with topics of discussion on the new legislation, tiered licenses, discipline and Behavior, TRA, Hazing; (9) Working on Emergency Operation Plan and informed the Board that Mrs. Kern and Mr. Roberts had training on "Alice" and they will be training our staff this year and then our community and students after that; and (10) Winter Band Concert is scheduled for December 1st at 7:30 p.m.; Elementary Winter program is scheduled for December 8th at 1:30 p.m.; and Winter Choir Concert is scheduled for December 11th at 7:30 p.m.

Superintendent Mr. Fjeldheim reported on (1) Thanked the Americanism Committee and the music department for their hard work on the Americanism program that was held with students in attendance on November 9th; (2) Freshwater Legislative Day scheduled for December 6th at the CLC Campus in Staples; (3) Health and Safety Committee will meet on Thursday, November 30th at 7:30 a.m. in the Media Center; (4) Reviewed the MREA Legislative Platform for the 2018 legislative session and the M-State High School Partners Program report; and (5) Custodial staff have all outside work completed and are ready for the winter season; Transportation and Food Service departments running fairly well; The after school meal program has increased and the free breakfast for K-12 is meeting the needs of revenue based on reimbursement to support the continuation of this program.

Under Discussion Items, Mr. Fjeldheim and Mr. Funk, reviewed meetings attended at the MREA Fall Conference. Mr. Funk also noted that he was glad that Mr. Smith and Mr. Oyster also attended the MREA conference representing the teachers. Mr. Fjeldheim also reviewed the Freshwater Assessment Manual to give the board members a better understanding of the assessments paid each month and what we are receiving for these expenditures.

The Board tabled discussion on the World's Best Workforce report summary until the December board meeting.

Mr. Fjeldheim reviewed several items of discussion from the Building Committee meeting that was held on Wednesday, October 4th. Topics included updates from meetings held with staff; reviewed existing plans with the actual building conditions; meeting with City staff noting that the City does not have any issues with the building addition and would like the civil engineer to contact the city engineer and Fire Chief to review the proposed site plan; stage/flex space; District Office/Main school office consolidation noting that the committee decided to not combine offices due to concerns with exiting requirements and additional costs; MLA presented a code plan where fire separation walls are required noting this may require upgrading of existing walls as well as fire door in corridors; additional egress doors at the southeast end of Commons area required to address occupant loads out of the building and for students departing at the end of the day; CGI presented a bid alternate list with associated costs; CGI will have Design Development costs by the end of the month; discussed using Long Term Facilities Maintenance Funding options for existing building upgrades such as HVAC upgrades and building maintenance items qualifying for the LTFM funding; and Mr. Fjeldheim explained the project costs have increased due to several wish list items from meetings that took place with numerous departmental areas and in all reality will have to be scaled back to stay within the bond referendum amount.

Nelson moved, Funk seconded to approve the following consent agenda items with the exception of 7.5.1 (this item was pulled out of the consent agenda):

- October 9th regular meeting minutes and October 26th special meeting minutes;
- Treasurer and Investment report for November;
- monthly bills at \$783,005.18;
- Donation of \$160.00 for EGG Reading program;
- Two year Coordinator pay for ECFE and School Readiness;
- Community Education Coordinator contract;
- Anna Skaro as ECFE Teaching Assistant;
- November enrollment at 510 students K-12

Motion carried unanimously.

Pederson moved, Nelson seconded to approve the following winter coaching assignments: Wrestling: Head Coach Jake Oyster; assistants Wade Hukriede and one position to be filled; BBB: Head Coach Jon Lillquist; assistants Jeff Lake; C-Team Luke Roberts; and Jr. High Jerome Meyer; GBB: Head Coach Mike Heino; assistant Reggie Kiser; C-Team Heidi Heino; and Jr. High Becca Pulju; and BBB Cheerleading: Sarah Kuschel. Funk abstained from voting. Motion carried.

Johnson moved, Erickson seconded to approve the first reading of the ESP (Education Support Professionals) Seniority list as presented for 2017-2018. Motion carried unanimously.

The Board tabled the discussion on the Leaf River proposal for diesel fuel tabled due to researching a number of EPA and regulatory items with the city and insurance company as well as the location and type of tank that can be used.

Funk moved, Nelson seconded to approve the Joint Powers Agreement for Wadena County Family Services Collaborative from January 1, 2018 through December 31, 2020. Motion carried unanimously.

Pederson moved, Johnson seconded to approve the renewal of a six year agreement for Cross Country, Wrestling, Speech, Track and Golf (football is on a two year agreement) with Menahga School. Motion carried unanimously.

Erickson moved, Johnson seconded to approve to have each school share the expenditures for each paired activity 50% equally and the second 50% to be shared based on the percentage of participants from each school. Motion carried unanimously.

Funk moved, Johnson seconded to adjourn the regular meeting at 7:49 p.m. Motion carried unanimously.

JoAnn Olson
Clerk of Sebeka School District