

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

The regular meeting was called to order at 6:00 p.m. The following members were in attendance: Nate Erickson, Charles Funk, Russell Johnson, Eric Nelson, JoAnn Olson, and Bryan Pederson; Absent Rodney Huttunen. Also present were Superintendent Dave Fjeldheim; K-12 Principal Jill Walter; Business Manager Holly Paulson; Activities Director Jon Lillquist; staff members Becky Pierson and Donna Yliniemi; Student Council member Ashley Etter; and Review Messenger Reporter Roy Rudderforth.

Nelson moved, Olson seconded to approve the agenda with the following additions: 7.1.1 Approve October 5<sup>th</sup> Special Board Meeting minutes; 7.4.1 Approve donation from Tom and Kyle Schulz; 7.5.3.A Approve Head Custodial Contract; 7.5.7 Approve Co-Homecoming Advisor Melissa Koch; 9.5 Approve National FFA trip. Motion carried unanimously.

Student Council Representative Ashley Etter reported on Fall Festival Week noting that there were dress up days every day; powder puff volleyball; activities planned during lunch times; and an activity day with bounce houses, movies, video games, and open gym. A fundraiser was held for hurricane victims and \$1,148.20 was raised and was sent to a school district in Texas. She also noted that Student Council will be meeting to discuss Halloween and what they feel can be done to promote Bullying Prevention month.

Business Manager Holly Paulson reported on (1) Tom and Kyle Schulz Foundation donated \$1,000 to be used by the FFA for National Convention cost and/or student scholarships; (2) working on quotes from actuarial services for the District's GASB 75 Valuation; (3) Career and Tech FY2017 actual expenses have been submitted; allowable expenditures totaled \$176,127.24; (4) Levy Certification has been Maximized and sent to county auditors along with the date and time of the Truth in Taxation meeting; and (5) received notification that the REAP (Rural Education Achievement Program) grant has been selected for funding and we will receive \$22,990 and money is to be used for programs and services that will meet the needs of students in small rural schools.

Activities Director Jon Lillquist reported on (1) still looking for an Assistant Speech Coach; (2) Cross Country Section is on October 27th; Volleyball playoffs begin October 23rd; and Football playoffs begin on October 24th; (3) new concussion insurance coverage is provided by MSHSL effective August 1, 2017; and (4) all fall coaches have completed their Continuing Ed requirements through the MSHSL.

K-12 Principal Mrs. Walter reported on grants received from GoNoodle in the amount of \$1,000 submitted by Janet Mattson and a Reading Workshop Curriculum (purchase of NEWSELA) in the amount of \$2500 submitted by Becca Pulju; and working on ENVoY, Skills classes, SEL, student led conferences, student leadership, tech goals and advisory plans.

Superintendent Mr. Fjeldheim reported on (1) Targeted Services for grades K-6 will begin on October 17th and run through April 26th on Tuesdays and Thursdays; (2) mid-term grades were mailed out on October 5th; (3) Evaluations for non-tenured teachers will take place the second half of October, tenured teacher evaluations will be completed during the second semester; (3) Peer Coaches will complete their first observations by beginning of November; (4) working on completing the school -wide goals for Q-Comp focusing on reading for the elementary and secondary; (5) completed several variances on teachers this year so they are considered qualified to teach a class or subject that is not on their license; and (6) working on the "World's Best Workforce" report.

Under Discussion Items, Mr. Fjeldheim and Mrs. Walter reviewed the 2017 MCA testing data and regional school data; and also reviewed information regarding the MREA Fall conference November 12th-14th and requested board members to let us know who will be attending the Annual MSBA Convention on January 11-12th so rooms can be reserved and registrations completed.

Nelson moved, Pederson seconded to approve the following consent agenda items with the exception of 7.5.3A. Head custodial contract:

- Regular meeting minutes from the September 11th board meeting and the October 5th special board meeting;
- Treasurer and Investment report for October;
- Monthly bills at \$633,938.79;
- \$1,000 donation from Tom and Kyle Schulz Foundation;

- Q-Comp Leadership positions: Q-Comp Coordinator-Maureen Dragseth; Peer Coaches - Dan Doyle, Mike Heino, Becca Pulju, Nikki Ament, Donna Yliniemi, and Maureen Dragseth; Data Manager - Shana Pazdernik-Hensch; Data Management Team - Vicki Lake and Cody Geiser; Teacher Mentors - Dan Doyle, Jeff Lake, Donna Yliniemi, Tiffany Tobkin, Tamara Kopacek, and Kathy Fjeldheim.
- Contracts for EMS, bus drivers, and ten and twelve month employees for the 2017-2019 school years;
- Resignation of Lacey Hendrickx as Assistant Track Coach;
- Assignment of Michelle Koch as Head Speech Coach;
- Assignment of Melissa Koch as Co-Homecoming Advisor;
- October enrollment at 515 students K-12.\

Motion carried unanimously.

Erickson moved, Nelson seconded to approve the 2017-2019 employment agreement for Head Custodian Marlyn Horton. Funk abstained from voting. Motion carried.

Nelson moved, Erickson seconded to approve the second reading of the Faculty Handbook as presented. Motion carried unanimously.

Pederson moved, Olson seconded to approve the second reading of the audit report showing the findings of a material weakness in Segregation of Duties and preparation of financial statements and noting that the overall 2016-2017 audit went very well. Motion carried unanimously

Olson moved, Nelson seconded to approve Board Treasurer Russell Johnson, Holly Paulson and Mr. Fjeldheim as a committee to authorize to enter into an agreement with an investment company to invest bond proceeds throughout the duration of the building project. Motion carried unanimously.

Johnson moved, Erickson seconded to approve the following competencies for bus drivers 1) Safely operate the type of school bus the driver will be operating; 2) Understand student behavior, including issues related to students with disabilities;3) Ensure orderly conduct of students on the bus and handle incidents of misconduct appropriately; 4) Know and understand relevant laws, rules of the road, and local school bus safety policies; 5) Handle emergency situations; 6) Safely load and unload students. This is done on a yearly basis throughout the year at in-services that all bus drivers are required to attend and noted that this training took place on October 3rd. Motion carried unanimously.

Nelson moved, Pederson seconded to approve the Assurance of Compliance report showing that the school district is in compliance with state and federal laws prohibiting discrimination. Motion carried unanimously.

Johnson moved, Erickson seconded to approve the quote from Hildi Incorporated for a total two year quote of \$2,400 for the GASB 75 Valuation Proposal. Motion carried unanimously.

Johnson moved, Pederson seconded to approve the National FFA trip to Louisville, Kentucky in November and noted that the district will pay the advisor fees according to policy and the scholarship money of \$1,000 received from the Tom and Kyle Schulz Foundation will be used to help offset expenses of the students who will be attending. Motion carried unanimously.

Pederson moved, Erickson seconded to approve changing the Monday, November 13th board meeting to Thursday, November 16th at 6:00 p.m. in the District Office due to a conflict with the MREA conference. Motion carried unanimously.

Johnson moved, Erickson seconded to adjourn the regular meeting at 7:16 p.m. Motion carried unanimously.