

MINUTES OF THE BOARD OF EDUCATION
Independent School District No. 820
Sebeka, MN 56477
Regular meeting Monday, September 11, 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, Eric Nelson, JoAnn Olson, and Bryan Pederson. Absent Russell Johnson. Also present were Superintendent Dave Fjeldheim; Business Manager Holly Paulson; Activities Director Jon Lillquist; staff member Ruth Johnson; Student Council Representative Ashley Etter; Andrea Uhl from Ehlers and Associates; Andrew Adams from Eide Bailly; and Review Messenger Reporter Roy Rudderforth.

Funk moved, Pederson seconded to approve the agenda with the addition of 9.7 Superintendent Summative Evaluation. Motion carried unanimously.

Student Council Representative Ashley Etter informed the Board that Student Council members had met and are making plans for Fall Festival which will be held the week of September 25th. They are planning a hurricane donation the evening of September 28th during the volleyball game with proceeds going to the victims of Hurricane Harvey and Irma.

Business Manager Holly Paulson reported on (1) completed Title I & II applications and submitted to MDE; (2) Working on getting quotes from actuarial services for the District's GASB 75 Valuation; (3) Career & Tech FY2017 actual expenses due to MDE by 9/15/17; and (4) Setting up funds for the construction project and have had meetings with Ehler's Municipal and Investment groups.

Activities Director Jon Lillquist's reported on (1) Fall participation numbers in Volleyball are 49 participants in grades 7th-12th; participating in Cross Country are 11 girls in grades 7th-12th (3 from Sebeka-8 Menahga) and 9 boys in grades 7th-12th (2 from Sebeka-7 Menahga) and participating in Football are 37 in grades 9th-12th (21 from Sebeka - 16 Menahga), Jr. High Football has 31 participants (10 from Sebeka-21 Menahga); (2) Girls Cross Country have won two meets and finished second in one; Boys CC placed second at Pequot Lakes; and (3) Will be attending a MSHSL, Region 6A and Park Region Conference meeting on September 18th in Fergus Falls.

Assistant Principal Mrs. Walter's report included (1) paraprofessionals attended a training at Freshwater that highlighted best practices for their work and confidentiality; (2) a couple of teachers attended a Carnegie Math Academy and a group of teachers attended a Literacy Leadership Academy; (3) implementing the 7 gems of ENVoY for student management; (4) fifteen staff members attended "Cat in the Doghouse" training at NJPA; (5) PEER coaching will focus on higher order thinking; (6) Search Institute's REACH framework training held the end of August and elementary and a few high school staff were trained on Tech Mobile (7) elementary teachers reported 90% or better of our families attended the open house on August 31st with low percentages in the high school; the 7th grade/new student session had a good turnout; (8) first day for high school students started out in the gym and then advisory meetings to complete an activity/competition and to hold class meetings; (9) met with 1st-3rd grade students and teachers to set a purpose for the work of a good learner and to have some common language about expectations and behaviors; and (10) met with 4th -6th grade students to discuss Trojan PRIDE and Cool to Care; also talked about the Student Leadership Team for upper elementary and to review that there is a Buddy Bench on the playground. It was also noted that Mrs. Pulju had applied for a 7th Grade Reading Intervention grant through Dollar General Literacy Foundation Youth Literacy and was notified that the school was awarded a \$2500 grant for the 7th grade Reading Intervention program.

Superintendent Fjeldheim reported on (1) class enrollments up from last year with an elementary enrollment of 278 students and secondary enrollment of 242 students with an overall enrollment beginning the school year of 520 students; (2) new teachers are adjusting well and with the mentor system in place through Q-comp there will be additional support in place for a successful transition; (3) will be attending a School Finance Levy workshop on Wednesday, September 20th; (4) noted that he would like to resume negotiations with EMS and meet with transportation, supervisors and office staff for their negotiations; (5) need to set up a Credit Committee meeting to review a couple of applications for advanced education to determine credits that are germane to staff members are of focus (6) reviewed dates for MSBA Superintendent Evaluation Workshop; reviewed ACT results for 2017 and noted that the overall composite was comparable to the state; and reviewed a High School and Community partnership Program through M-State (7) noted that the Food Service has proposed to serve free breakfast for the month of October to all students and after school lunch program will begin the same time as TS begins in the elementary; and (8) noted that Food Service, Transportation, and Custodial departments are all running smoothly.

Under the Discussion Items, Andrea Uhl from Ehlers attended to review the Presale Report for Sebek School that will need board approval and to review several documents that need to be in place to move forward with the process of the bond sale, monitoring that will need to take place with and for the IRS and other requirements with the bond sale and investment process.

Mr. Fjeldheim also reviewed beginning of the year details, staffing, enrollments in secondary classes, other programming that will be implemented this year, etc.; reviewed his goals from the 2016-2017 school year; and dates and locations for the MSBA Fall Advocacy meeting and MREA Fall conference.

Olson moved, Nelson seconded to approve the following consent agenda items as presented:

- The August 14th regular meeting minutes;
- The Treasurer and Investment report for September;
- Monthly bills at \$464,672.40;
- Approved a lane change request for Chelsey Hendrickx from BA+0 to BA+15;
- Approved the assignment of Sheree Polman as National Honor Society Advisor;
- Approved the assignment of Nikki Ament as Jr. High Volleyball Coach;
- Approved the assignment of Missy Wattenhofer as Co-Prom Advisor;
- Approved the September enrollment at 520 students K-12.

Motion carried unanimously.

Andrew Adams, auditor from Eide Bailly, reviewed information on the 2016-2017 audit. He noted that overall the audit was very good with minimal findings.

Nelson moved, Erickson seconded to approve the first reading of the 2016-2017 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.

Funk moved, Nelson seconded to approve the proposed 2017-Payable-2018 Tax levy by maximizing the levy with final approval done at the December 11th Truth in Taxation meeting. Motion carried unanimously.

Erickson moved, Pederson seconded to approve the first reading of the 2017-2018 Faculty Handbook as presented. Motion carried unanimously.

Nelson moved Funk seconded to approve a Resolution Calling for the Sale of Bonds as presented by Andrea Uhl from Ehlers. The following members voted in favor: Erickson, Funk, Huttunen, Nelson, Olson, Pederson; against: none; absent: Johnson. Therefore the resolution was duly adopted.

Pederson moved, Nelson seconded to approve Doug Koskiniemi, Heidi Mattson, Jessica Funk, Nate Erickson, Rod Huttunen, Marlyn Horton, Jon Lillquist, and Mr. Fjeldheim as the members of the Building Committee; pay at \$15.00 per hour plus mileage for attending these meetings (it was noted the Mr. Fjeldheim would not be paid for these meetings), and approved the building committee spending authority up to \$50,000. Board member Funk abstained from voting. Motion carried unanimously.

Funk moved, Nelson seconded to adopt a Post-Issuance Debt Compliance policy for Tax-exempt and Tax-advantaged Governmental Bonds to help ensure that all obligations will be in compliance with all applicable federal regulations. The following members voted in favor: Erickson, Funk, Huttunen, Nelson, Olson, Pederson; against: none; absent: Johnson. Therefore the resolution was duly adopted.

Funk moved, Pederson seconded to approve the final summative evaluation for Mr. Fjeldheim's agreed on goals for the 2016-2017 school year as all fully completed by either achieved or highly succeeded. Motion carried unanimously.

Nelson moved, Olson seconded to adjourn the regular meeting at 7:58 p.m. Motion carried unanimously.