

MINUTES
SCHOOL BOARD, DISTRICT #2342
WEST CENTRAL AREA SECONDARY SCHOOL MEDIA CENTER
August 15, 2018

Meeting called to order at 5:10 pm by Bueckens. Members present per roll call: Christenson, Ulrich (hangouts), Nessman, Bueckens, Sabolik, Strunk and Biss. Members Absent: None. Administration present: Schmidt, Foslien, Powers, McNamara, Prash, Vincent and Moerke. Administration Absent: Nibbe

Visitors: Bill Myron, Mareen Biss, Addi Stark, Chris Ray, Ali Weigand

Motion by Biss, seconded by Sabolik, to modify the agenda under general consent item #6 should read Jessica Simon MA step 10 to MA + step 10, under new business; #3 should read accept resignation of Vanessa McNamara as softball coach, #5 add Emily Malone as Little Knights instructor and add #9 approve added overload for 1 trimester for Megan McDonald. MCU

Motion by Strunk, seconded by Biss, to approve the minutes of the regular school board meeting held on July 18, 2018. MCU

Motion by Nessman seconded by Strunk, to approve the payment of claims in the amount of \$514,213.87. Individual checks reviewed were #144136 for \$1040.70 to Kinetic Leasing, #144120 for \$49.13 to American Welding, #144175 for \$200 to Goverlan, and #144180 for \$372.91 to Hardware Distributors LTD. MCU

Committee/Curricular/Activities Reports -

Ms. Beuckens reported that public engagement committee proposal is that Kari Kreft have her do some public relations as part of her school day. Being able to interact with staff, communicate with community members. We are still working on two way communication, such as Facebook, website and also utilizing our tagline Challenge, Learn and Succeed. We are adding more channels for communication, Facebook, Website, School App., newspaper and constant contact.

Ms. Vincent reported on PBIS (Positive Behavior Intervention Supports) this will be implemented in both buildings. Ms. Biss reported the elementary schools will be a little different that secondary. Teachers will receive binders with lessons to teach students to work on being respectful, responsible and kind. The will have posters around the schools in different areas to show what is expected of them. Ms. Stark commented that their will be matrix for the school and teachers. The Secondary School will have the Knights CODE: Caring, Open Minded, Discipline and Engage. Students and Staff will be recognized for following PBIS strategies. We teach expected behaviors and promote those cultures in the buildings.

Technology Coordinator: (Kevin McNamara) – Mr. McNamara reported several staff members have attended training this summer for instruction on how to use our smart boards and also Google Summitt. Mr. McNamara reported that he has done 2 out 3 technology training sessions with the staff, 38 teachers have participated so far with next Monday being the last day. Mr. McNamara is working on programming for digital citizenship for preparing kids for the digital world. Mr. McNamara has been working on implementing Frontline sub calling system, this will allow staff to put in for time off and a call will go out electronically to a pool of substitutes with the substitutes calling back to accept. Also, Mr. McNamara wanted to Thank Stacy Desmet for her help in taking over Kevin's duties along with her own so he can focus on implementing the Frontline program.

Community Education: (Naomi Moerke) – Ms. Moerke reported that rschools is being utilized for all registration for community education including preschool and wraparound. Ms. Moerke has received correspondence on Pathway II Scholarships and will be viewing upcoming webinars to obtain more knowledge in the process. Applications will be handed out to students at Early Entrance Conferences. Ms. Moerke commented that we will be establishing the Roundtable again, this is a group of community members, with the goal of learning input on what the community would like to see for community education programming. The AARP Defensive Driving class will be held on August 22 from 1-5pm at the Hoffman Senior Center, Ed2Go classes are still available. Summer Recreation classes are wrapped up for the summer, looking ahead we are preparing our fall/winter brochure, with the potential of gymnastics class. Ms. Moerke reported that Preschool registration is now open with classes starting to fill up.

Activities Director: (Jacob Foslien) – Mr. Foslien reported that fall sports are up and running on Monday. He thanked Mindy Mortiz for coming in early and helping to make sure that all students had the required information

turned in per the Knights Card. He also reported that the online registration is up and running for school activities with only a few hiccups. We did fill the Volleyball and Assistant Football coaching vacancies. Wrapping up a few facility projects, we had diamond doctors come in and do some work to pitching mounds and will be spreading agri lime to softball and baseball fields.

Buildings & Grounds Director: (Wade Nibbe) – Mr. Schmidt reported that all three buildings are on schedule to be ready for the first day of school, thank you to the custodial staff for making the summer a success. The cement project around the outdoor basketball court is completed as of last week. This was a need as the area between the sidewalk and court was dirt and mud. The roofing project at north above the wrap around care space is scheduled to be done next week. Natalie has placed the order for benches, picnic table and trash container for the playground at South. A month ago we had 17 heat pumps with issues, today we have 12 repaired and running. We are waiting on parts to fix the rest. These pumps are the original pumps installed when the building was built in 1995. Repairs to the showers in the locker rooms are complete and boiler inspectors did a semi-annual inspection and all boilers passed and are in good working order with a scheduled fall tune up in mid to late September.

Elementary School Principal: (Natalie Prasch) – Ms. Prasch reported that enrollment for this year is up at least 15 students at North and a couple of students at South. She reported they are fully staffed with the hiring of Emily Malone as the Little Knights instructor at South. New-to-district teachers will meet for New Teacher Orientation on Monday, August 20th. Melissa Anderson and Vanessa McNamara will work with new staff to introduce them to the district. They will have the opportunity to meet with their mentors as well. Ms. Prasch reported that we have received positive feedback on the summer wrap around care program. Megan Holmes and Marissa Skinnemon deserve credit for putting together a fund learning activities for students. They have had themes each week with visits to the library for children's programming and visits to the Grant County Human Society and Elbow Lake Fire House. Ms. Prasch reported that both North and South buildings are looking great, thank you to the custodians for a job well done. We placed the order for the donation sign, benches and picnic table for the playground at South.

Secondary School Principal: (Claire Vincent) – Ms. Vincent reported open house will be on August 23rd from 4-7 pm for grades 5-12. This will allow 5th & 6th grade students to come to school and visit classrooms, walk the halls. They will also sign up for Early Entrance Conferences with teachers. Ms. Vincent reported that office staff is back to work full time. Grades 7-12 will start school as scheduled on September 4th.

Business Manager: (Diane Powers) - Ms. Powers reported that we received confirmation from the state pay equity division and we are in compliance with the information that we sent in January, next report will be in 3 years. Title I and Title II applications are due at the end of the month. Ms. Powers reported that we are in the process of getting P Cards, were notified that as part of approval they have to perform a money laundering background check. Hoping to be up and running by middle September.

Superintendent: (Barry Schmidt) -. Mr. Schmidt shared information from Eric Sawatzke received a \$10,000 grant from Monsanto and \$10,000 from the Anderson Bash. A walk-through was done with Sheriff and Fire Department for crisis management plan. Mr. Schmidt mentioned that it is extremely important to make sure the doors are not propped open at any time, otherwise we are not a secured environment. We are working on crisis management plan and implementing run, hide and fight with teachers/students, also changing vocabulary we will not use "soft lockdown" but "secured environment." Work is being done on the website for information regarding the levy, Frequently Ask Questions will be added shortly. Mr. Schmidt reported that he was approached by a teacher regarding Return to Work Agreement by staff member. This would be used by a staff member that is 63 and would like to retire but then can be rehired back on a 1 year contract. We wouldn't have to pay TRA, they can negotiate contract items. Will bring more information to next meeting. Mr. Schmidt information about all the upgrades that the district has done over the last 5 years.

Motion by Nessman, seconded by Christenson to approve the 2018-2019 adult meal price as dictated by the MN Department of Education at \$3.75, this is an increase of \$0.10; approve the budget line item for the public engagement committee of \$5,000 this would be a shift in funds; approve the propane bid from Anderson Oil and LP of \$1.24 gallon, bids were received from Farmers Coop Oil at \$1.27 and Farm & Home Oil at \$1.369 per gallon; approve the milk bid from Food Services of America, accept the resignation of Tiffany Fystrom as Para, Lane change request from Jessica Simon from MA step 10 to MA +10 Step 10; and approve the bread bid from Bimbo Bakeries. MCU

Motion by Beuckens, seconded by Strunk, to approve the following unfinished business (MCU):

1. Final reading of the following policies:
 - a. Policy #523 - Policies Incorporated by Reference
 - a) Policy #525 - Violence Prevention [Applicable to Students & Staff]
 - b) Policy #526 - Hazing Prohibition
 - c) Policy #527 - Student Use & Parking of Motor Vehicles; Patrols, Inspections & Searches (and form)
 - d) Policy #527 Form - Student Parking Permit Request
 - e) Policy #528 - Student, Parental, Family & Marital Status Nondiscrimination

New Business:

1. Motion by Christenson, seconded by Nessman to approve the Elementary and Secondary School Handbook. MCU
2. Motion by Christenson, seconded by Beuckens to approve the non-renewal of Head Baseball Position. MCU
3. Motion by Sabolik, seconded by Biss to accept the resignation of Vanessa McNamara as softball coach. MCU
4. Motion by Nessman, seconded by Christenson to take action on pairing with Morris for Hockey. MCU
5. Motion by Biss, Seconded by Nessman to approve the hiring of Annie hildebrandt, Dawn Baumgardner, and Erika Borden as Paraprofessional; Emily Malone as Little Knights instructor and Eliza Reimers as Cheerleading Advisor. MCU
6. Motion by Biss, seconded by Nessman to approve the resolution to hold a School Board Member election on November 6, 2018. Resolution passed 6 Yes votes.
7. Motion by Biss, seconded by Nessman to approve the 2018-2019 Fee Schedule. MCU
8. First Reading of the following policies:
 - a. Policy #410 - Family & Medical Leave Act
 - b. Policy #413 - Harassment & Violence
 - c. Policy #413 - Form - Harassment & Violence Form
 - d. Policy #414 - Mandatory Reporting of Child Neglect or Physical, or Sexual Abuse
 - e. Policy #414 Form - Confidential Student Maltreatment Form
 - f. Policy #415 - Mandatory Reporting of Maltreatment of Vulnerable Adults
 - g. Policy #427 - Work Load Limits for Certain Special Education Teachers
9. Motion by Sabolik, seconded by Christenson to approve the overload for 1 trimester for Megan McDonald this is due to time allotted for Kari Kreft for Public Engagement duties. MCU

Other

1. Motion by Nessman, seconded by Beuckens to change the time of the October 17th board meeting to 5:30 pm. MCU

Motion by Biss, seconded by Sabolik, to adjourn. MCU

Michelle Nessman – Clerk/Treasurer