

Minutes for December 18, 2019 School Board Meeting Holdingford Public School

Chairperson Christensen opened the Truth in Taxation Hearing at 6:00 PM. Business Manager Beth Heinze presented revenue and expenditure dollars from last year and projected revenues and expenditures for the current year. She showed power point slides including Budget Overview of Revenues and Expenditures, General Fund Budget by Objective of Expenditure, Types of Fund Balances, Fund Balance History of General Fund Unassigned Balance, Enrollment Foundation for Revenue, Detail Breakout of Levy for General Fund, Community Services Fund, and Debt Service Fund.

The proposed Levy is an 8.5 % increase over all. 6% of the increase is due to an increase in property values, which the school has no control over. There were no questions and the Hearing was closed at 6:15 PM.

Chair Ben Christensen called the regular meeting of the School Board of Independent School District #738 to order at 6:16 PM in the LMC. The Pledge was recited.

Members present: Evelyn Martini, Russ Wolter, Ed Feia, Ben Christensen, Mike Higgins, Dale Streit, Pat Meier. No members were absent

Also attending was Superintendent Chris Swenson, Business Manager Beth Heinze, Elementary Principal Jim Stang, Secondary Principal Angela Safran, Board Member Elect Robb Knettel and Luke Selken from ICS.

Motion by Higgins, second by Wolter to approve the amended agenda. Items added: 7.9. accept donation from Upsala Community Covenant Church; 8.6. approval of amended Administrative Assistants Work Agreement; 8.7. authorization to hire Jenna Palmer for Para position; and 8.8. authorization to hire Lydia Hoikka and Rebecca Lampert for Kid Zone Assistant positions. Motion carried. All In Favor (AIF).

Motion by Feia, second by Wolter to approve the consent agenda. Items in consent agenda included: approval of the minutes from Nov. 6th Work Session, Nov. 13th regular board meeting and the Dec. 4th Work Session; approval of the schedule of bills in the amount of \$405,034.72 computer checks approved 83489--83644; approval of the electronic transfers for Nov. \$1,398,987.34; acknowledgement of the Oct. Treasurers Report with a balance of \$12,656,749.62 and the Nov. Treasurers Report with a balance of \$12,407,430.52; approval of approval of Policy 325 Voluntary Employment Policy and Form 325; approval of Policy 403 Discipline, Suspension, And Dismissal of School District Employees; approval of Policy 404 Employment Background Check and 404 Form; approval of Policy 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse and 414 Reporting Form; annual review of Policy 506 Student Discipline and 506 Form; annual review of Policy 514 Bullying Prohibition Policy; annual review of Policy 522 Student Sex Nondiscrimination; approval of 9th Grade Boys Basketball Coach Jenny Streit at Category 5 Step 1; approve Elementary Study Skills staff as presented; hired Stephanie Gertken for Junior High Speech Coach at Category 7 Step 1; approve to accept donation from Holdingford Lioness of \$450 to continue the Lunch buddies Program; and approval to extend the length of the workday for Jill Grebinoski by 15 minutes. Chair Christensen thanked the Upsala Covenant Church for their generous donation.

On roll call voting in favor: Martini, Wolter, Feia, Christensen, Higgins, Streit, and Meier.

Voting against the same: None. Motion carried.

Chairperson Christensen welcomed fellow board members, administration, staff and guests.

REPORTS

Building update Luke Selken from ICS updated the Board on the construction project. He reported the foundation is nearly complete on elementary classroom addition and after the new year they will move onto the high school front entrance and start work on the foundation. Mr. Selken informed the Board on the change orders: on the transportation addition it was decided to remove the existing wall between the old building and the addition which added \$2,998 to the project; the fuel tank was larger than originally communicated which

added an extra \$1,760 for removal, The Digital Trophy Display was added and to get power and data to it is an extra \$857.

Superintendent Mr. Swenson presented an award to Evelyn Martini for completing MSBA Trainings I, II, III, and IV! Congratulations Ms. Martini! He reported on survey results on flexible learning days, generally positive with a few concerns about planning time and technology availability to all students. Mr. Swenson thanked the Board for watching the video "Most Likely To Succeed" at the last work session, this will be discussed at an upcoming work session. Lastly, He thanked Mr. Higgins, Mr. Wolter & Mr. Streit for their time on the Board and wished the entire Board Happy Holidays.

Elementary Principal Mr. Stang reported Bus Driver Arnold Stueve will be retiring he thanked him and all the Bus Drivers for transporting students safely to and from school everyday. He thanked staff and students for the wonderful Holiday Concerts, and the PTA for all they do. Mr. Stang informed the Board the Adverse Childhood Training has really paid off in helping staff adapt to new students. He added everyone is working hard and they are ready for the new year. Lastly Mr. Stang invited the Board to come in and read in Feb. during I love to read month.

Secondary Principal Ms. Safran reported Holiday Concerts have been great. Kudos to staff and students! She is starting to prepare for the next school year with scheduling, registrations, new courses proposals, apprenticeship program, and is preparing for spring testing season.

Ms. Martini reported on the BSED meeting. They approved adding a Para position at Voyagers, had the second reading on board policies, and they discussed the upcoming handle with care training. Mr. Swenson informed the Board that the Voyagers program is full with students on a waiting list, including two Holdingford students so options are being researched for more space, there will be more on this coming after the new year.

Business Manager Ms. Heinze report on monthly expenditure reports for Oct. and Nov. She explained that with all the new hires and contract settlements there has been an enormous amount of paper work, retro pay, and pay adjustments. She thanked Payroll Clerk Terri Stoermann for her diligence in getting all of this done in a timely manner. She added, to start the new year will be W2's and all of the health insurance adjustments will come with the premium increases and some staff changing plans. Ms. Heinze informed the Board that due to issues at MDE they have extended due dates for STARS reporting, it is now due Dec. 20th but she will more than likely need to request an extension.

BUSINESS

Motion by Streit, second by Higgins, to award the Construction Bid for Holdingford Elementary Secure Entrance at a cost of \$146,665.00 to Breitbach Construction Co. of Elrosa, MN. Motion carried. AIF.

Motion by Meier, second by Feia, to Certify the Tax Levy 2019, payable 2020 at \$2,589,478.65. Motion carried. AIF.

The meeting continued with the first reading of policies 419 Tobacco-Free Environment; 421 Gifts to Employees and School Board Members; 510 School Activities; 516 Student Medication; and 524 Internet Acceptable Use and Safety Policy and Form; 403 Discipline, Suspension, And Dismissal Of School District Employees; 404 Employment Background Checks and Form 404F; and 414 Mandated Reporting of Child Neglect Or Physical Or Sexual Abuse and Reporting Form 414F.

Motion by Feia, second by Higgins, to adopt the Resolution Establishing Combined Polling Places For Multiple Precincts And Designating Hours During Which The Polling Places Will Remain Open For Voting For School District Elections Not Held On The Day Of A Statewide Election. On roll call voting in favor: Martini, Wolter, Feia, Christensen, Higgins, Streit, and Meier. Voting against the same: None. Motion carried.

Motion by Higgins, second by Wolter, to approve to accept the donation of \$500 from the Upsala Community Covenant Church from their Helping Hands Fund for the School Social Work Fund to help Holdingford families in need. Motion carried. AIF.

The Board & Adm. thanked the entire community for their generosity this holiday season.

PERSONNEL

Motion by Meier, second by Streit, to approve FMLA Leave for Gena Larson from approximately May 1, 2020 to the end of the 2019-2020 school year. Motion carried. AIF.

Motion by Feia, second by Martini, to accept resignation from Paraprofessional Sadie Biro effective 12/2/2019. Motion carried. AIF.

Motion by Meier, second by Higgins, to hire Robert Lampert for 1.5-hour breakfast position at his current pay rate. This is in addition to his current position. Motion carried. AIF.

Motion by Streit, second by Martini, to approve salary increases for Non-Represented Employees for 2019-2020 and 2020-2021. Motion carried. AIF.

Motion by Feia with many thanks to Mr. Stueve for his years of dedicated Bus Driving! Second by Wolter, to accept resignation from Bus Driver Arnold Stueve. His last day driving bus will be January 24, 2020. Motion carried. AIF.

Motion by Feia, second by Streit, to approve the amended Grade 7 Administrative Assistants work agreement for 2019-2020 and 2020-2021. The correction reads maximum accumulative Personal Leave to four days. Motion carried. AIF.

Motion by Wolter, second by Higgins, to hire Jenna Palmer at Paraprofessional starting rate of pay. Official start date is Dec. 9, 2019. Motion carried. AIF.

Motion by Meier, second by Wolter, to hire Lydia Hoikka and Rebecca Lampert for the Kid Zone Assistant positions on Kid Zone pay scale at Step 1. Motion carried. AIF.

ANNOUNCEMENTS

Organizational Board Meeting January 8, 2020 @ 6:00 PM in the LMC.

Oath of Office & Election of Officers will take place.

Chair Christensen thanked the three outgoing Board members for their service. Mr. Higgins expressed how proud he is of the Holdingford School and he is confident in the board and administration that this will continue. He thanked the district and community for the opportunity to be a part of a great School Board!

The agenda was completed at 6:59 PM with a motion to adjourn by Higgins and a second by Streit. Motion carried. AIF.

Respectfully Submitted by
Dale Streit Clerk