

## **Minutes for Dec. 20, 2017 School Board Meeting Holdingford Public School**

Public Hearing: Chair Mike Higgins called The Truth in Taxation Hearing to order at 6:00 p.m. in the LMC. Business Manager Beth Heinze presented, audited revenue and expenditures 2016-2017, budgeted revenue and expenditures 2017-2018, fund balances, enrollment history and projections, 2017 pay 2018.

Questions. None

Mr. Higgins closed the Tax Hearing at 6:10PM

Chair Mike Higgins called the regular meeting of the School Board of Independent School District #738 to order at 6:11 PM in the LMC.

Pledge was recited.

Members present: Ali Kruger, Russ Wolter, Mike Higgins, Ben Christensen, Dale Streit, and Pat Meier.

Members absent: None

Also attending was Superintendent Chris Swenson, Secondary Principal Brian Silbernack, Angela Safran Interim Principal, and Business Manager Beth Heinze. Also guests Carter and Brenda Wuebkers

Motion by Christensen, second by Kruger to approve the amended agenda. Items added 7.7. Approval of Math Curriculum Purchase; 8.12. Approval of 8<sup>th</sup> Grade Girls Basketball Coach; 8.13. Approval of Work Agreement with Transportation Director. Motion carried. All In Favor (AIF).

Motion by Christensen, second by Wolter, to approve the consent agenda. Items in consent agenda included: approval of the minutes from Nov. 15<sup>th</sup>, Reg. Board Meeting, Nov. 15<sup>th</sup>, Special Meeting, and Dec. 6<sup>th</sup>, Board Work Session; approval of the schedule of bills in the amount of \$370,326.75, computer checks approved 80210--80276; approval of the district activity checks 011878-011884, which totaled \$7,214.64; approval of the electronic transfer for Nov. \$1,064,410.44; Treasurer's report balance per books November \$3,867,718.012,943,895.16; approve Adam Johnson for 5<sup>th</sup> Grade Math Masters Advisor; approve Ronda Latterell and Melissa Patrick for Elementary Reading Co-Chairs; approval of Policy 405 Veteran's Preference; approval of Policy 501 School Weapons Policy; approval of Policy 502 Search of Student Lockers, Desks, Personal Possessions, and Students Person; approval of Policy 612.1 Development of Parent and Family Engagement Policies for Title I Programs; approval of Winter Community Education Instructors.

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

Voting against the same: None. Motion carried.

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

CITIZEN PARTICIPATION- Carter Wuebkers introduced himself and informed the Board that he is attending the meeting to meet qualifications for the Citizenship in the Community Merit Badge for Boy Scouts.

### **REPORTS**

Superintendent Chris Swenson reported on job description progress. He will now send them out to the Board for review then discuss them at the next work session. He attended some Excellent Concerts! Mr. Swenson also talked about his communications audit progress; he would like to incorporate this into the survey being developed to gather input on levy and referendum support. He also reported on the recent Power Outage.

Secondary Principal Brian Silbernack reported a lower turnout at Parent Teacher Conferences; quarter 2 midterms are out, great holiday concerts, and new course proposals – going back to LA11 & LA12 instead of individual semester courses. Mr. Silbernack also presented the timeline for class registrations and updated the Board on ACT test 73 out of 79 juniors are taking the test at a cost of \$30. He is helping Ms. Safran prepare for

MCA testing.

Mr. Swenson invited the board to come in and read to kids or have lunch with the kids.

BSED Report: Mike Higgins reported on MREA membership through MN ED District voices heard lobbying at the Capital, billing changes, SPED monitoring, training English Learners, and Assistive Tech use.

Business Manager Beth Heinze reported on monthly expenditures as of Nov. 2017. Her office is busy finalizing levy to certify, inputting enrollment submissions so that she can begin the budget process for next year.

#### BUSINESS

Ms. Heinze presented the Tax Levy for approval at \$1,749,860.63. Motion by Wolter, second by Christensen, to Certify the Tax Levy 2017, payable 2018 at \$1,749,860.63. Motion carried. AIF.

Mr. Swenson presented the Meal Charge Standard Procedure. Motion by Streit, second by Kruger, to adopt the Meal Charge Standard Procedure as presented. Motion carried. AIF.

The meeting continued with the first reading of Policies 303 Superintendent Selection, Policy 509 Enrollment of Nonresident Students, Policy 525 Violence Prevention, and Policy 604 Instructional Curriculum.

Ms. Heinze summarized the K-6 Math Curriculum quote with Houghton Mifflin Harcourt and explained the needed approval at this time in order to generate a purchase order number to allow the training involved with purchase to start in April, billing will be in July. Motion by Meier, second by Christensen, to approve the purchase of the new math curriculum from Houghton Mifflin Harcourt at \$149,140.74. Motion carried. AIF.

#### PERSONNEL

Motion by Christensen, second by Streit, to accept one-semester (semester 2 of the 2017-2018 school year) Leave of Absence from Angela Safran. Motion carried AIF.

Mr. Swenson recommended Monica Pick for Elementary Title I Teacher position. Motion by Christensen, second by Kruger, to hire Monica Pick at BS Step 1 for the 2017-2018 school year. Motion carried AIF.

Mr. Swenson recommended Angela Safran for the Secondary Interim Principal position starting 1/22/18. Motion by Pat second by Ben to hire Angela Safran for the remainder of the 2017-2018 school year as Interim Secondary Principal. Motion carried AIF. Details of contract on file in the District Office.

Mr. Swenson recommended Samantha Lake for the Social Worker Long Term Sub position. Motion by Christensen, second by Streit, to hire Samantha Lake at BS Step 1 from approximately 1/8/2018-4/3/2018. Motion carried AIF.

Mr. Silbernick recommended Eric Corcoran for Secondary Ed Assistant . Motion by Christensen, second by Kruger, to hire Eric Corcoran for Secondary Ed. Assistant position at Grade IV beginning Salary of \$11.50. Motion carried AIF.

Motion by Christensen, second by Kruger, to approve Work Agreement with Technology Technician for 2017-2018 & 2018-2019. Motion carried AIF. Package is a 5.25% increase over 2 years.

Motion by Meier, second by Christensen, to approve Work Agreement with District Adm. Assistant for 2017-2018 & 2018-2019. Motion carried AIF. Package is a 4.03% increase over 2 years.

Motion by Meier, second by Christensen, to approve Work Agreement with District Business Office Clerk for 2017-2018 & 2018-2019. Motion carried AIF. Package is a 4.06% increase over 2 years.

Motion by Christensen, second by Kruger, to approve Work Agreement with Ed Assistants for 2017-2018 & 2018-2019. Motion carried AIF. Package is a 7.09% increase over 2 years.

Motion by Christensen, second by Streit, to approve FMLA Leave for Jessica Mickelson from approximately 4/4/18-5/25/18. Motion carried. AIF.

Motion by Christensen, second by Meier, to approve Master Agreement with Teachers for 2017-2018 & 2018-2019. Motion carried AIF. Package is a 5.25% increase over 2 years.

Motion by Christensen, second by Streit, to approve 8<sup>th</sup> Grade Girls Basketball Coach, Connor DeMorett at Category 8 Step 1. Motion carried AIF.

Motion by Wolter, second by Christensen, to approve Work Agreement with Transportation Director for 2017-2018 & 2018-2019. Motion carried AIF. Package is a 4.5% increase over 2 years.

Announcements:

Board Work Session Jan. 3, 2018.

The agenda was completed at 7:09 PM with a motion to adjourn by Meier, second by Christensen. Motion carried. AIF.

Respectfully Submitted by  
Ben Christensen, Clerk