

# **SCHOOL BOARD MINUTES**

Monday, August 25, 2014 5:45 PM

## **Delano Public Schools**

Independent School District #879, Delano Minnesota

### **1. Call to order**

A. Record of members present or absent

Members Present: A. Johnson, C. Milano, L. Seguin, S. Baker, R. Durick, C. Black and M. Larson

Members Absent: None

### **2. Approval of Meeting Agenda**

Upon motion by L. Seguin, seconded by R. Durick, the Board of Education approved the meeting agenda. Motion passed.

### **3. Work Session**

M. Schoen reviewed Policy 516-Student Medication. He shared that this policy would be removed from the August agenda because of language that needs to be revised before a second read. The second reading of Policy 516-Student Medication will take place at the September board meeting. Board members inquired about epi-pen availability for students in the event of an emergency. M. Schoen stated that they are exploring the idea of getting a prescription from Ridgeview Medical Clinic to receive epi-pens at a low cost. A. Johnson asked about teachers' ability to administer epi-pens. M. Schoen stated that this is done on a case-by-case basis. M. Schoen shared that principal negotiations are ongoing, but language changes still need to be agreed upon for their contracts to be approved. M. Schoen debriefed the Board regarding Hazel Reinhardt's demographic study presentation. The Board discussed overcapacity of the district's school buildings, additional space needs, community growth and how that will impact the school district. M. Schoen shared that he will be out of work for surgery in mid-September. The board discussed who will step in if needed and how to carry out an emergency meeting in his absence. The Board discussed moving the September Board Meeting to Monday, September 15, 2014, in the Delano High School Media Center.

Upon motion by M. Larson, seconded by C. Black, the Board of Education called the meeting to recess at 6:47 p.m.. Motion passed.

A. Johnson called the meeting out of recess and to order at 7:06 p.m.

### **4. Pledge of Allegiance**

5. Upon motion by R. Durick, seconded by C. Milano, the Board of Education amended the meeting agenda to add Item B under New Business to move the date of the September Board Meeting. Motion passed.

### **6. Program Review - CE Summer Program Activities (Carley Boll)**

C. Boll and R. Seiberlich shared information about Summertime in the Parks, Fun in the Sun programs, Summer Trek field trips, Gales Woods Farm Camp, and the Voyager Environmental Camp. She shared that all these summer opportunities had good attendance and were successful. C. Boll shared that the youth recreation sports camp attendance were consistent with last year, with a slight drop in Tiger Strength. Tennis was a strong program this summer and gymnastics is also, with practice for the

Mega travelling teams held year round. She added that the summer aquatics program were strong, with a large increase in private lessons. C. Boll shared that the pool area had been updated, painted and new signs were installed in anticipation of the new girls swim team. R. Sieberlich reported on Tiger Kids Club and how they changed the creative play themes every three weeks which enhanced the program and the learning/play environment. C. Boll and R. Sieberlich shared a TKC student flood report that was produced down by the Crow River at the time Channel 9 news was filming a report for the evening news. This was a great opportunity for the students to interact with Fox 9 staff and experience what a reporter does. B. Sieberlich added that 5th and 6th grade after school child care has been added to Tiger Kids Club offerings. A. Johnson asked where they were going to put the 5th and 6th graders needing care. B. Sieberlich shared that they have gotten creative with space limitations in the CE building and will continue to do so to find adequate space for these students.

## **7. Consent Agenda**

Upon motion by L. Seguin, seconded by M. Larson, the Board of Education approved the consent agenda. Motion passed.

### **A. School Board Minutes**

1. July 28, 2014
2. August 18, 2014

### **B. Financial Affairs**

1. Current Budget Status with Year-to-Date Adjustments
2. Investment Transactions
3. Wire Transfers
4. Minnesota Liquid Asset Fund
5. Cash Report
6. Revenue Report by Fund
7. Expense Report by Fund
8. Expense Report by Program
9. Expense Report by Object
10. List of Bills Presented for Payment

## **8. Resolution for Acceptance of Gifts**

Upon motion by R. Durick, seconded by C. Milano, the Board of Education approved the Resolution for Acceptance of Gifts. Motion passed.

## **9.**

### **Personnel Matters:**

Upon motion by M. Larson, seconded by L. Seguin, the Board of Education approved the Personnel Matters. Motion passed.

### **A. Retirements/Resignations/Terminations**

1. Amy Gafkjen, DES Paraprofessional, resignation effective 08-13-14.
2. Erik Bergh, DMS Boys Soccer Coach, resignation effective 07-17-14 for the 2014-15 school year.
3. Katie Culviner, DMS Girls Basketball, Grade 7, resignation effective 08-12-14 for the 2014-15 school year.
4. Rachel Kunde, DMS Girls Basketball, Grade 8, resignation effective 08-04-14 for the 2014-15 school year.
5. Lori May, COMM ED Gymnastics Coach, resignation effective 08-04-14.
6. Crystal Doss, COMM ED Custodian, resignation effective 08-08-14.

#### B. Recommendations for Employment

1. Tanya Musselman, DES .5 fte Early Childhood Special Education Speech/Language Pathologist, effective 08-25-14. Replaces Laurie Donayre who resigned.
2. Peter Hayes, DMS .5 fte Physical Education, effective 08-25-14. Replaces long-term sub, Justin Lund.
3. Ramona Eicher, DMS Special Education Long-term Substitute for Claire Austin who will be on family leave, effective 08-25-14 through 11-05-14.
4. Leo Pospichal, DHS Special Education Long-term Substitute for Laura Holmquist who will be on family leave, beginning approximately 09-27-14 through 11-14-14.
5. Jacqueline Currier, DMS Girls Soccer Coach, beginning 08-25-14. New position.
6. Matthew Strobl, DHS Junior Varsity/Assistant Girls Swim Coach, beginning 08-11-14. New position.
7. Janaki Bulet, DHS Junior Varsity Girls Soccer Coach, beginning 08-11-14. Replaces Laura MacLean who resigned.
8. Jeremy Osterbauer, DMS 30/hr per week Custodian, beginning 08-12-14. Replaces Ryan Brumm who resigned.
9. Joan Rud, DMS/DHS Head Cook, beginning 08-27-14. Replaces Pat Williams who retired.
10. Heather Frach, COMM ED Fall Dance Camp Instructor, beginning 08-11-14.
11. Samantha Wickland, COMM ED Fall Dance Camp Instructor, beginning 08-11-14.
12. Joel Koenecke, COMM ED Football Student Aide, beginning 07-15-14.
13. Nathan Norman, COMM ED Football Student Aide, beginning 07-15-14.
14. Alex Shaban, COMM ED Gymnastics Assistant Instructor, beginning 08-11-14.
15. Isaak Erickson, COMM ED Tennis Student Aide, beginning 6-10-14.
16. Nathan Petroski, COMM ED Tennis Student Aide, beginning 06-10-14.
17. Ellen Heinonen, COMM ED Summer Volleyball League Official, beginning 06-10-14.
18. Anika Paulson, COMM ED Summer Volleyball League Official, beginning 6-10-14.
19. Shelby Seurer, COMM ED Summer Volleyball League Official, beginning 06-10-14.

20. Eli Jawonski, COMM ED Aquatics, beginning 08-19-14.

C. Contract Changes/Approvals

1. Kayla Hofstedt, DMS Special Education EBD. Contract revised to 1.0 fte, effective 08-25-14 to replace John Anderson who resigned. Originally approved on 05-19-14 for .5 fte.
2. Jacob Dorsey, DHS Special Education Teacher requesting lane change from BA+45 to BA+60. Effective 09-20-14.
3. Linda Schmidt, DES Grade 1 Teacher requesting a lane change from BA+45 to BA+60. Effective 9-20-14.

D. Leaves of Absence

**10. Public Comment: School patrons are given the opportunity to address the school board regarding items that are not on the agenda. All patrons will be asked to state their name and address for the record.**

**11. Administrative Reports**

A. Superintendent

Superintendent Schoen reported that the district hosted 21 teachers during the New Teacher Workshops. He added that this was the largest group recently due to retirements, growth and transitions. He added that many professional development opportunities took place during the August Teacher Workshop days. M. Schoen shared an update on Tiger Trail and what needs to be completed before the beginning of school. M. Schoen added information about the newly updated mobile-friendly district website that was unveiled in August. He added that this change was made due to the number of district parents that access school information via a handheld device. M. Schoen shared that student representatives will return to board meetings beginning with the September meeting. The returning student representative is Abbey Hutchins and new member Thomas Grover will replace Alex Grant.

B. Principals:

1. Ms. Klinkner

Ms. Klinkner reported that 22 of 80 students that were invited attended the Targeted Services program this summer. She added that DMS has 6 new staff, 50 new students, 80 new lockers and they are still in need of desks and additional equipment to accommodate all the students. R. Klinkner shared that WEB orientation day was well attended, DMS Open House is Wednesday, August 27, and student council will offer dinner during the open house. R. Klinkner explained that DMS is moving away from using MAP testing and will begin using iReady. She added that training will be the week of August 25 and there will be a test run of iReady by the end of September. R. Klinkner shared that Cookie Dough Kick-Off will be first week of school, along with many other activities to get the students started for the year.

2. Dr. Heil

Dr. Heil reported that staff was trained on mental health issues by Keely Swartzner and Ginny Scheulke during day one of teacher workshops. He added that Q-Comp training was facilitated and the process of educating students and how to optimize teaching opportunities in the classroom was covered. Dr. Heil shared information about the 3D printer that was purchased with a grant from the Central MN Arts Board. He added that the 3D printer will provide an artistic expression of engineering for students. He added that the DHS Open House will be held Wednesday, August 27, and presentations for new students and parents will also be held. Dr. Heil added that athletics is in full swing and the first girls' swim season is underway. Dr. Heil added that Google Education has been introduced in the high school and some staff have been trained to assist with the introduction of Google School district wide. He shared that the average ACT score for Delano High School was 24.2 again this year, which ranks Delano High School in the top 5% schools in Minnesota. He added that all juniors will take the ACT test in April this year and this school administered test can be used for college admission.

3. Mr. Schuler

Mr. Schuler reported that the first day of teacher's workshop for DES pertained to positive behavior support and interventions. He added that 18% of DES staff is new this school year, current enrollment at DES is 872 students, and 43 new students have enrolled. D. Schuler commended the DES custodial staff for the work that was accomplished at the elementary school this summer. He added that 157 students attended Kindergarten Orientation and they experienced what a day in the life of a kindergartener would be like. D. Schuler shared that the DES Open House for grades 1-4 will be Wednesday, August 27, from 4-6 p.m. and on Friday, September 5, DES will host the annual Outside Family Movie Night highlighting The Lego Movie. In addition, New Family Night will be on Thursday, September 11, at 6:30 p.m. D. Schuler reported that new DES pick-up procedures were shared with parents and additional information will be provided this week as a reminder. He added that the pick-up procedures have changed to accommodate safety concerns for the students. D. Schuler also stated that the Tiger Trail is a welcome addition to accommodate walkers and bikers more safely to DES.

C. Business Manager

Ms. Reeder reported that snow plowing quotes are due by 11:00 a.m. on Monday, September 8 and specifications for bids are available in the district office. She added that quotes will be reviewed and and vendor approval will take place at the September board meeting.

D. Community Education Director

Ms. Johnson reported that CE summer programs wrapped up Friday, August 22. The Fall Heritage Festival is coming up and the students that participated in CLIMB Theatre's camp this summer will be performing at the festival throughout the day. D. Johnson thanked the Delano Football Boosters for donating helmets for the youth football program. She added that the fall community education brochure will be in mailboxes soon and invited community members to come see the MS fall play *Peter Pan* with performances on Thursday, September 5 through Saturday, September 7.

## 12. Board Reports

A. Wright Technical Center

R. Durick reported that he attended the last meeting on Tuesday, August 5, and WTC is preparing for the audit. He added that the Board is looking to change funding for the center to save on interest, which may equate to a savings for Delano Schools. The principal at WTC shared his goals with the Board which includes developing a video to help market WTC. R. Durick reported that 35 students will be attending WTC from Delano High School. M. Schoen added that the number that attends classes at WTC correlates with class sizes at DHS. R. Durick stated that a new class will be offered

beginning next year called Creating Entrepreneurial Opportunities. In addition, a lumber bid was accepted for the house building project and they are still looking into different ways to sell/donate the home in the coming years.

### **13. Old Business**

- A. **Second read of policies due to substantive and/or legal reference changes:** Policy 406-Public and Private Personnel Data, Policy 414-Mandated Reporting of Child Neglect or Physical or Sexual Abuse, Policy 514- Bullying Prohibition Policy, Policy 515-Protection and Privacy of Pupil Records, Policy 521-Student Disability Nondiscrimination.

**Upon motion by C. Milano, seconded by L. Seguin, the Board of Education approved the second read of policies due to substantive and/or legal reference changes. Motion passed.**

- B. Second read of **new policy** 426-Affordable Care Act (ACA) Compliance Policy.

**Upon motion by R. Durick, seconded by M. Larson, the Board of Education approved the second read of new Policy 426-Affordable Care Act (ACA) Compliance Policy. Motion passed.**

### **14. New Business**

- A. 2014-15 TAC Membership Rates

**Upon motion by M. Larson, seconded by L. Seguin, the Board of Education approved the 2014-15 TAC Membership Rates. Motion passed.**

- B. Change date and place of the September School Board Meeting.

**Upon motion by M. Larson, seconded by C. Milano, the Board of Education moved the September board meeting from Monday, September 22, at Delano City Hall to Monday, September 15, at the Delano High School Media Center.**

### **15. Adjournment**

**Upon motion by L. Seguin, seconded by M. Larson, the meeting was adjourned at 7:56 p.m. Motion passed.**