

**SCHOOL BOARD MINUTES**  
Monday, July 22, 2013 7:00 PM  
**Delano Public Schools**  
Independent School District #879, Delano Minnesota

**1. Call to order/Pledge of Allegiance**

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**

**Motion: Durick Second: Baker Vote: 7-0**

**3. Consent Agenda**

**Motion: Seguin Second: Durick Vote: 7-0**

A. School Board Minutes

1. June 24, 2013 Minutes

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

**4. Personnel Matters:**

**Motion: Milano Second: Seguin Vote: 7-0**

A. Retirements/Resignations/Terminations

1. Tessa Cady, Community Education TAC, termination effective 06-02-12

2. Matt Lemke, Community Education TAC, termination effective 01-05-13
3. Nisa Prior, Community Education TAC, termination effective 08-27-12
4. Bryan Sinkel, Community Education TAC, termination effective 01-20-13

B. Recommendations for Employment

1. Emily Kalvig, DHS Mathematics, beginning 08-27-13. Replaces Anna Olson who resigned.
2. Kristi Nyquist, DES Early Childhood Special Education (.5 fte), beginning 08-27-13. New position.
3. Tammy Wermager, DHS/DMS Special Education DCD Program, beginning 08-27-13. Replaces Jessica Nelson who resigned.

C. Contract Changes/Approvals

1. 2013-14 Superintendent's and School Board Assistant/Communications Coordinator Contract with Traci Lawman
2. 2013-15 Technology Coordinator Contract with Jerry Malo.
3. Clare Nolan, Community Education Tutor, beginning 06-10-13. New program/position.
4. Mary Patterson, Community Education Tutor, beginning 06-10-13. New program/position.
5. Jessica Reed, Community Education Tutor, beginning 06-10-13. New program/position.
6. Tammy Wermager, Community Education Tutor, beginning 06-10-13. New program/position.

D. Leaves of Absence

1. Marcie Ludwig, DES Kindergarten teacher, requesting family leave beginning approximately 11-02-13 through 12-20-13.
2. Paul Ludwig, DES Technology Coordinator, requesting family leave beginning 01-02-14 through 01-10-14.
3. Kristi Nyquist, DES Early Childhood Special Education teacher, requesting family leave beginning 8-27-13 through 09-30-13.

**5. 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.**

**6. Administrative Reports**

A. Superintendent

Mr. Schoen reported on the board approval of the district's strategic plan that has four major aims and will span over the next 5 years. He also added that the goal of this plan is systematic and academic growth for all level learners. M. Schoen updated the board on the middle school roof that is currently being replaced. This replacement will eliminate leaking issues at the middle school. M. Schoen continued with two additional updates. Trans Alarm will be working on security updates to all four buildings in the coming months. These updates will make the schools a safer place for all students, staff and visiting community members. In addition, the wireless capabilities in all buildings will be upgraded to make wireless use universal campus wide.

**B. Business Manager**

Ms. Reeder reported that they are preparing for the audit that will take place this fall. In addition, there will be some parking lot repairs made campus wide.

**C. Community Education Director**

Ms. Johnson reported on Concerts in the Park. She also added that summer programs are going well, but enrollment is down in some activities. In addition, the fall community education brochure is currently being developed and will be mailed in late August.

## **7. Board Reports**

**A. MAWSECO**

A Johnson reported that the board met on June 25 and welcomed the new director. They discussed employee contracts and how special education funding looks favorable for the coming year. A. Johnson also shared that the numbers in the STEP and JOURNEY programs are down significantly so there will be a reduction in the paraprofessional group.

**B. Schools for Equity in Education (SEE)**

C. Milano reported that M. Schoen attended the recent meeting in Cokato. Executive Director Brad Lundell reported on what the 2013 legislative session means to education in Minnesota. M. Schoen shared that there was dialog between school administrators about what to expect in the coming months and years.

**C. Delano Area Sports Arena (DASA)**

M. Larson reported that the board met on Wednesday, July 17. They discussed insurance coverage, the manager's report and what maintenance will be completed over the summer to get ready for fall.

**D. Activities Report**

R. Durick reported that there have been changes made to the Wright County Conference. New Prague will be joining the conference and there will be two divisions in the conference, east and west. In addition, there will be two conference championships due to the divisions. M. Lindquist has initiated a photography bidding process so that district activities will have some consistency in who takes district photography as well as photography specifications. R. Durick added that M. Lindquist will continue to work with the Activities Council.

## **8. Old Business**

## **9. New Business**

**A. Policy 902 Use of School District Facilities and Equipment**

M. Schoen commented that the updated policy was to reflect changes made at the school and city level. D. Johnson added that these changes would enhance scheduling, simplify the fee schedule and improve the process of how facilities are scheduled due to a growing conference and community.

**B. 2013-2015 Transportation Contract**

M. Schoen shared that the district negotiated a new contract with Stahlke Bus Service that will serve

the district's transportation needs for the next two years.

- C. First and only reading of policies due to non-substantive and/or legal reference changes. Policy 504-Student Dress and Appearance, Policy 506-Student Discipline, Policy 533-Wellness, Policy 602-Organization of School Calendar and School Day, Policy 609-Religion, Policy 703-Annual Audit, Policy 801-Equal Access to Facilities of Secondary Schools

- A. Johnson read the policies that were reviewed and updated. These updates were for non-substantive and legal reference changes.

- D. First reading of Policy 527-Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches

- A. Johnson stated that first read was in July and second read will take place in August.

- E. Delano Public Schools Strategic Plan

- M. Schoen expressed that Delano Public School's 2013-2018 Strategic Plan will be communicated to the community through many different formats with the emphasis on the four benchmarks. A. Johnson added that she views this as a working document that maps out where the district needs to go in the future with the focus on moving ahead and staying aligned with the vision and the steps within the plan.

- 10. Closed Session under Minn. Stat. 13D, Open Meeting Law, Subd. 3 Labor Negotiations. This closed meeting will include discussion regarding the negotiations of the 2013-15 teacher contract. At 7:28 p.m. motion by Baker, seconded by Black, vote 7-0 to go into closed session. Closed session was completed at 7:45 p.m.**

- 11. Adjournment at 7:56 p.m.  
Motion: Seguin Second: Larson Vote: 7-0**