

MINUTES OF THE BOARD OF EDUCATION
Independent School District No. 820
Sebeka, MN 56477
Regular meeting June 11, 2018

The regular meeting was called to order at 7:00 p.m. The following members were in attendance: Nathan Erickson, Charles Funk, Rodney Huttunen, Russell Johnson, Eric Nelson, JoAnn Olson, and Bryan Pederson. Also present were Superintendent Dave Fjeldheim; Assistant Principal Jill Walter; Business Manager Holly Paulson; staff members Maureen Dragseth, Dave Kerkvliet and Chelsey Hendrickx; Architect Mark Lenz, Jim Theurer and Travis Fluechtmann from CGI; Randy and Stephanie Vandermay and Review Messenger Reporter Roy Rudderforth.

Nelson moved, Funk seconded to approve the agenda as presented. Motion carried unanimously.

Business Manager Holly Paulson reported on (1) will be attending the UFARS year-end CMERDC conference, a Long-Term Maintenance and H&S update meeting at LCSC, and a Financial Management for School Nutrition at LCSC; (2) paid out Q-Comp on 05/22/2018; (3) completed the TRA Annual Salary report noting that the TRA rate will increase from 7.5% to 7.71% on 07/01/2018; (4) insurance open enrollment forms have been completed and submitted for Health, Dental, and Vision; (5) FY2019 initial budget completed; (6) Career and Tech FY2019 will be entered into MDE by June 11th and working on summer payoffs for completion of FY2018.

Jon Lillquist's Activities Director report included (1) Girls softball team going to State Tournament in Mankato and noted this is only the second trip in school history; and (2) Football district for the next two years will stay relatively the same.

Principal Mrs. Walter reported on (1) MCA testing window for all assessments was completed early May; (2) end of year awards celebration was held on May 24th and 25th; (3) report cards were sent out the end of May along with name of teachers for elementary students; (4) met with teachers during the last teacher days to review the school year, (5) teachers and students were asked to complete the Brightbytes survey in May (survey that looks at how our district is integrating and implementing use of technology within our system and how skills are a part of each of these categories; (6) planning for summer school options for students who need to get credit recovery and Targeted Services; (7) will be receiving grant monies to continue building our SEL programs; Wadena County Family Services Collaborative will be funding our social-emotional learning using a research-based curriculum called Second step for grades 7 & 8; now have SEL curriculum for all of PreK-8th grades; (8) Mr. Roberts has completed the DIRS (Disciplinary Incident Reporting System) report; (9) recognized Carol Lindroos, Chelsey Hendrickx, Katie Rasmussen, Sandy Fultz, Heidi Huotari, Merlene Hesse and Becca Pulju as 2017-2018 ENVoY teachers and noted that more teachers and paras will be trained in August; and (9) will be working on Title I applications and the "Read Well by 3rd Grade Plan" along with schedules for the new school year, organizing trainings, draft schedule for paraprofessionals, updating handbooks and policies, scheduling picture days, and planning for SEL and Trojan PRIDE.

Superintendent Mr. Fjeldheim reported on (1) end of year health report completed by Janet Mattson, MSBA's 2018 Legislative summary, PMA Bond Portfolio Management report, MASA Region V meeting agenda, and MSBA Summer Seminar will be held on Sunday, August 5th for early bird sessions and regular sessions held on Monday, August 6th; (2) Summer food service will provide lunch during the month of June and breakfast and lunch in July for students; Custodial staff busy with summer projects; and Building Maintenance Services will come to clean classrooms.

Randy and Stephanie Vandermay were present to let the School Board know that the State Trap Shooting was cancelled due to rain and the students were not able to participate. They also noted that Sebeka's Trap Shooting Team took second place in the conference and Garrett Butler placed 3rd in the conference in the male division and Alysia Rathcke placed 1st in the female division.

Travis Fluechtmann from CGI reviewed timelines for the project and noted that construction should begin the week of June 25th. The groundbreaking for the new construction took place before the school board meeting on Monday, June 11th.

Mr. Fjeldheim reviewed staffing for 2018-2019 noting that Emily Kreklau has been hired to replace Cody Geiser; Elizabeth Hillukka has been hired to replace Tiffany Tobkin, Paraprofessional Jean Ament has resigned, and interviews will take place June 20th for the principal position.

Mrs. Dragseth reviewed a slide presentation regarding the Q-Comp program and what is and what is not working within the program to improve instruction and student achievement.

Pederson moved, Olson seconded to approve the following consent agenda items with the exception of 7.5.3 Resignation of Special Education Teacher Tiffany Tobkin; 7.5.4 Resignation of Paraprofessional Jean Ament; and 7.5.5 Resignation of Principal Jill Walter:

- May 14th regular school board minutes;
- Treasurer and Investment report for June;
- Monthly bills including construction fund bills at \$749,193.63;
- Call for milk bids;
- Tenure for Chelsey Hendrickx;
- Lane change request from Dave Kerkvliet from MA to MA+15 effective September 1st;
- The assignment of Elizabeth Hillukka as Elementary Special Education Instructor for the 2018-2019 school year;
- The assignment of Emily Kreklau as Secondary Math Instructor for the 2018-2019 school year;
- End of year enrollment at 504 students K-12.

Motion carried unanimously.

Funk moved, Nelson seconded to approve the resignation of Special Education Instructor Tiffany Tobkin and thanked her for her years of dedicated service to Sebekka School and wished her well on her new endeavor. Motion carried unanimously.

Pederson moved, Olson seconded to approve the resignation from Paraprofessional Jean Ament and thanked her for her 24 years of dedicated service to Sebekka School and wished her well on her retirement. Motion carried unanimously.

Funk moved, Nelson seconded to approve the resignation of Principal Jill Walter and thanked her for years of dedicated service to the students, staff and community of Sebekka School and wished her well on her new endeavor. Motion carried unanimously.

Nelson moved, Erickson seconded to approve the second reading of the revisions to the 2017-2018 budget showing revenues at \$6,711,722.00 and expenditures at \$6,726,588.00. The second revision of this year's budget indicates a reduction of \$14,866 for a total projected fund balance of all accounts at \$1,810,551.00 ending June 30, 2018. Motion carried unanimously.

The School Board reviewed quotes received from Jake Huser from Weizenegger Engel Insurance (\$55,853 plus additional \$500 for Volunteer Accident Coverage, \$2600 for Cyber/Data comp coverage, and \$13,075 for Builders Risk) and Lisa Preuss from EMC Insurance (\$53,146.44 which includes all coverages) for the cost on school liability and workman's compensation insurance.

Johnson moved, Funk seconded to approve the low quote from EMC Insurance in the amount of \$53,146.44 for the 2018-2019 school's Liability and Workman's Compensation Insurance. Motion carried unanimously.

Funk moved, Pederson seconded to approve the first reading of the 2018-2019 proposed budget showing revenues at \$6,758,988 and expenditures at \$6,713,406 noting with the projected revenue and expenditures as stated, there would be a surplus of \$45,582 projecting a fund balance on June 30, 2019 of \$1,856,133 and that this budget is based on a projected enrollment of 498 students and takes into effect the salary and benefit increases, and some additional inflationary increases for the 2018-2019 school year. Motion carried unanimously.

Olson moved, Erickson seconded to approve the Paraprofessional MOU contract addendum for 2018-2019 by adding on fifteen minutes to all student days Mondays through Thursdays. Motion carried unanimously.

Pederson moved, Funk seconded to change the date for the July meeting from Monday, July 9th to Monday, July 16th at 7:00 p.m. and to change the location for the July meeting to the Nimrod Community Hall. Motion carried unanimously.

The School Board tabled the approval of a resolution for a lease agreement for the purchase of three buses until the July 16th Board meeting.

Olson moved, Funk seconded to adjourn the regular meeting at 9:10 p.m. Motion carried unanimously.

JoAnn Olson
Clerk of Sebekka School District