

MINUTES OF THE BOARD OF EDUCATION  
Independent School District No. 820  
Sebeka, MN 56477  
Regular meeting May 14, 2018

The regular meeting was called to order at 6:00 p.m. The following members were in attendance: Nathan Erickson, Charles Funk, Rodney Huttunen, Eric Nelson, and JoAnn Olson. Absent members Russell Johnson and Bryan Pederson. Also present were Superintendent Dave Fjeldheim; Business Manager Holly Paulson; staff members Dave Kerkvliet and Cathy Baumgart; Student Council Representative Ashley Etter and Review Messenger Reporter Roy Rudderforth.

Nelson moved, Funk seconded to approve the agenda with the following additions of 6.4 Request from Randy Vandermay regarding Trap Shoot; 9.8 Transportation for senior class trip; and 9.9 Registration request for Trap Shoot Conference meet. Motion carried unanimously.

Student Council Representative Ashley Etter noted that Student Council had an "Appreciation Station" set up during the junior and senior high lunches for students to write notes of appreciation to teachers for Teacher Appreciation Week; and elections for next year's Student Council will take place the week of May 21st.

Holly Paulson's Business Manager report included: completed revisions for the FY2018 budget and working on the FY 2019 budget for the June meeting; representatives from Flexible Benefits Consulting held insurance renewal meetings for staff on May 2nd & 3rd; currently offering open enrollment for employees on health, dental and vision insurance; attended the annual MASBO conference Wednesday, May 9th through Friday, May 11th, will be paying out Q-Comp around 05/22/2018; received a small increase in Title I & II funds in the amounts of \$646.13 and \$104.85; LTFM for FY2017 has been reconciled and reviewed showing no variance between the audited statements and UFARS; journal entries for the School Tax Report and Recognizing the Levy have been completed; was able to bill Freshwater for Carol Schellack's time spent mentoring Allie Steffen in Speech; reviewed the 2nd budget revision for FY2018 which will be approved as a new business item later in the meeting.

Mr. Lillquist's Activities Director report included: Softball starts playoffs on May 21st - possibility of a home game; Baseball starts playoffs on May 24th; and Track subsections will be in Perham on May 24th and Section Track will be held in Fergus Falls on May 31st.

Mrs. Walter's Principal report included: congratulated Mrs. Koch and Mr. K. for a job well done on the elementary spring program and the spring band concert; Seniors honored at NJPA's Student Recognition Banquet were Briannah Nolan and Ryan Oakland; Mrs. Janet Mattson was awarded NJPA's Educator of Excellence of Award; Sebeka High School "Day of Caring" was held on May 14th with students helping to improve, to clean up, to support and to beautify our town; Class of 2018 graduation picture was taken and then seniors did an elementary walk-through; MCA's in Reading, Math, and Science have been completed with preliminary scores looking positive; plans for transitioning Junior High students (Trimesters for Exploratory classes, study skills, REACH (Character work), and Ramp Up (one weekly session through the course of the year); schedules for high school students for 2018-2019; Advisory and focus on relationships; end of year details for teachers, finals and in-service days; Class lists for elementary are being completed and will be distributed to teachers by next week; Summer school for Targeted Services is being worked on for grades 1st - 6th grades. Targeted Services will begin June 28th and run through July 26th, Mondays through Thursdays, Targeted Services and Credit Recovery for junior high students would run Tuesdays through Thursdays if there are enough students for the program.

Mr. Fjeldheim's report included: reviewed information regarding a "Collaborating Online NJPA Innovative" grant where a teacher from our school and an instructor from M-State could collaborate together to offer a college class to receive high school and college credits; reviewed information received from a meeting regarding resources we could use or have access to when dealing with families at risk in our regional area; legislation updates pertaining to education; letter received from MDE regarding the decision on whether the state's fair share laws are constitutional; information received from Minnesota Community and Technical College explaining the gradual increase in course costs over the next several years; minutes from Health and Safety meetings and a safety inspection walk-through done by Melissa Mattson from LCSC; noted that there is a double walled tank buried to the southeast of the '27-'37 building that was purchased in 2005 and has been used for a backup system for heating and that there is a possibility that this tank could be removed and used for our bus diesel fuel; Custodial Department getting organized for summer projects; end of year trips are being completed for elementary; and the summer food service program will run for the months of June (with just lunch being served) and July (breakfast and lunch).

Under Discussion Items the Board reviewed the School Board Self-Evaluation; options for purchasing lots close to the school for parking; and end of year in-service plans and summer workshops. Randy Vandermay also presented information regarding Trap Shooting and asked the School Board to consider paying for registration fees for the Trap Shoot Conference Meet in Alexandria.

Funk moved, Erickson seconded to approve Mr. Fjeldheim and Mr. Huttunen to look into purchasing properties for school parking. Motion carried unanimously.

Olson moved, Nelson seconded to approve the following consent agenda items with the exception of 7.5.2 Cody Geiser resignation and 7.5.3 WCTA donation:

- April 9th regular meeting minutes and May 8th special meeting minutes;
- Treasurer and Investment report for May;
- Monthly bills in the amount of \$608,526.46;
- Assignments of Jon Lillquist as Summer Rec Director and Head Coach; Summer Rec helpers Jack Lillquist, Noah Stevens, Kenzi Nelson and Madi Bullock; adult helpers Reggie Kiser, Mike Heino, and Jeff Lake;
- Payment to Nimrod Baseball for the use of their field;
- May enrollment at 502 students K-12.

Motion carried unanimously.

Funk moved, Nelson seconded to accept the letter of resignation from Cody Geiser with regret and thanked him for his years of dedicated service to Sebeka School. Motion carried unanimously.

Funk moved, Nelson seconded to accept the \$750 donation from WCTA for Elementary Reading rewards. Motion carried unanimously.

Nelson moved, Erickson seconded to approve the second reading of the updated job descriptions for the Dean of Students, Principal and Superintendent. Motion carried unanimously.

Funk moved, Nelson seconded to approve the graduating Class of 2018 contingent upon all requirements have been completed at the conclusion of the 2017-2018 school year. Motion carried unanimously.

Nelson moved, Olson seconded to approve amending the 2017-2018 school calendar showing the last day for seniors is Wednesday, May 23rd with the senior class trip on Wednesday, May 16<sup>th</sup>; the last day for students in grades K-11 is Friday, May 25th with dismissal at 12:45 p.m.; last day for paraprofessionals is Friday, May 25th and the last contract day for teachers is Wednesday, May 30th. Motion carried unanimously.

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

Erickson moved, Funk seconded to approve authorizing the leasing of three new buses for the 2018-2019 school year. Motion carried unanimously.

Funk moved, Erickson seconded to approve the following capital expenditures up to \$132,000 for school year 2018-2019: replacement of gym doors in the large gym, painting the multi-purpose room and football scoreboard, switch and fiber upgrade, sports uniforms, and Thad's technology budget.

Olson moved, Funk seconded to authorize the resolution for application for NJPA Innovative Funding Collaborating Online with college instructors to work with a high school teacher to provide a college level class for credit. The following voted in favor: Erickson, Funk, Huttunen, Nelson, and Olson, against: none; absent: Johnson and Pederson; therefore the motion duly passed.

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The School Board reviewed the bids received for the earthwork/utilities/exterior improvements and the building demolition.

Funk moved, Nelson seconded to approve the low bid of \$268,575.00 from Anderson Brothers Construction of Brainerd,

LLC for the earthwork/utilities/exterior improvements and the low bid of \$295,450.00 from Hough Inc. of Detroit Lakes for the building demolition. Motion carried unanimously.

Nelson moved, Funk seconded to approve to pay transportation costs for the Senior Class trip to Como Zoo and Mall of America on May 16<sup>th</sup>. Motion carried unanimously.

Funk moved, Nelson seconded to approved to pay the registration costs in the amount of \$680 for the Trap Shoot Conference meet in Alexandria which will be held in June. Motion carried unanimously

Nelson moved, Olson seconded to adjourn the regular meeting at 7:33 p.m. Motion carried unanimously.

JoAnn Olson  
Clerk of Sebeka School District