

REGULAR BOARD MEETING

June 19, 2018

A Tax Abatement Hearing was held at the Worthington High School Media Center, 1211 Clary Street, Worthington, Minnesota on June 19, 2018, at 5:10 p.m. Hearing adjourned at 5:15 p.m.

A regular meeting of the School Board of Independent School District No. 518, Worthington, Minnesota, was held at the Worthington High School Media Center, 1211 Clary Street, Worthington, Minnesota on June 19, 2018, at 5:15 p.m.

The following were present: BOARD MEMBERS – Scott Rosenberg, Brad Shaffer, Lori Dudley, Mike Harberts, Steve Schnieder, Joel Lorenz, Linden Olson

ABSENT-STUDENT BOARD REPRESENTATIVE – Joselin Gonzales Mejia

ADMINISTRATORS – Dave Skog, Director of Management Services; ABSENT-John Landgaard, Superintendent

Correspondence and Recognition: The board recognized the following employees/students: 35 ABE students have been published in the Minnesota Literacy Council’s 2018 “Journeys” publication. ABE Student Htoo Bla Say received the Thomas M. Kraemer Memorial Education Award from the Minnesota Literacy Council, which included a scholarship. The Boys at the State golf meet; Anneke Weg at the Girls State golf meeting; Obang Ojullo finished 9th in 300-meter hurdles at state track meet and Blaine Doeden at State tennis meet.

A presentation by Katie Clarke, Director Teaching and Learning on the AdvanceED review.

1. Motion by Member Olson, and seconded by Member Schnieder and unanimously passed to approve the Consent Agenda for the June 19, 2018, School Board meeting with the change to item 4.3.2 an increase in FTE for Dana Larson from a .71 FTE to a .90 FTE as Class II Paraprofessional.
2. Motion by Member Olson, seconded by Member Schnieder and unanimously passed to approve the Main Agenda for the June 19, 2018, School Board meeting.
3. Motion by Member Lorenz, seconded by Member Harberts and unanimously passed to approve the May 15, 2018, Regular School Board meeting minutes.

Motion by Member Lorenz, seconded by Member Harberts and unanimously passed to accept the school board committee meeting minutes as received.

4. Motion by Member Rosenberg, seconded by Member Shaffer to approve the action of the items on the Consent Agenda as follows:

4.1 Financial Reports -

- A. Approved Investments Matured and Purchased
- B. Approved Wire Transfers
- C. Approved Claims and Accounts for June 19, 2018, as per Board Check Register

	<u>June 19, 2018</u>
GENERAL FUND	\$2,307,072.08
FOOD SERVICE	\$116,896.97
TRANSPORTATION	\$100,277.06
COMMUNITY SERVICE	\$29,071.01

CAPITAL OUTLAY	\$19,592.04
BUILDING CONSTRUCTION	\$57,450.00
TRUST	\$320.00
INTEGRATION COLLABORATIVE	<u>\$11,024.56</u>
MONTH TOTAL	\$2,641,703.72

- D. Approved the Community Education Imprest Cash Account in the amount of \$0 for May 2018.
- E. Reviewed the Middle School, High School, Prairie Elementary and the Area Learning Center Activity Accounts for May 2018.

Middle School Activity Account	\$7,129.10
High School Activity Account	\$11,468.93
Prairie Elementary Activity Account	\$413.91
Area Learning Center Activity Account	<u>\$63.72</u>
Total	\$19,075.66

- 4.2.1. Approved resignation of Jasmine Ober as Assistant High School Dance Coach effective May 14, 2018.
- 4.2.2. Approved resignation of Amy Oberloh as Interventionist at Prairie Elementary effective June 4, 2018.
- 4.2.3. Approved resignation of Ben Derynck as Assistant Wrestling Coach with the School District effective May 18, 2018.
- 4.2.4. Approved resignation of Mark Prunty as Head Wrestling Coach with the School District effective May 18, 2018.
- 4.2.5. Approved resignation of Brianna Farrell as Special Education Paraprofessional at the High School effective May 31, 2018.
- 4.2.6. Approved resignation of Dan Bruns as Middle School Boys Basketball Coach effective May 21, 2018.
- 4.2.7. Approved resignation of Gillian Singler as Language Arts Teacher at the High School effective June 5, 2018.
- 4.2.8. Approved resignation of Brady Wrede as Fourth Grade Teacher at Prairie Elementary and as Assistant Boys Basketball Coach for the High School effective the end of the 2017-2018 school year.
- 4.2.9. Approved resignation of Tucker Besel as Science Teacher at the High School effective the end of the 2017-2018 school year.
- 4.2.10. Approved resignation of Javier Jimenez as Middle School Boys Soccer Coach effective May 31, 2018.
- 4.2.11. Approved resignation of Juan Flores as Middle School Girls Soccer Coach effective May 21, 2018.
- 4.2.12. Approved resignation of Erica Bryer as EL Teacher at the Middle School effective the end of the 2017-2018 school year.
- 4.2.13. Approved resignation of Isela Ramirez Sanchez as EL Paraprofessional at the Area Learning Center effective June 1, 2018.
- 4.2.14. Approved resignation of Bruce Kraft as Custodian at Prairie Elementary effective May 31, 2018.
- 4.2.15. Approved resignation of Casey Hertz as 9th Grade Boys Basketball Coach effective June 5, 2018.
- 4.2.16. Approved resignation of Jessica Larson as Class II Paraprofessional at the Middle School effective June 7, 2018.
- 4.2.17. Approved resignation of Jennifer Brands as part-time licensed School Nurse for non-public schools effective the end of the 2017-2018 contract year.
- 4.2.18. Approved resignation of Rebecca McGaughey as Staff Development Chair at the Middle School effective June 4, 2018.

- 4.3.1. Approved employment of Jamie Gravenhof as Class II Custodian at Prairie Elementary effective June 4, 2018.
- 4.3.2. Approved an increase in FTE from .71 FTE to a .90 FTE for Dana Larson Class II Paraprofessional at Prairie Elementary effective August 27, 2018.
- 4.3.3. Approved employment of Audrey Schumann from Class II to Class I Paraprofessional at Prairie Elementary effective August 27, 2018.
- 4.3.4. Approved employment of Anna Blok as ECSE Teacher at Prairie Elementary effective August 20, 2018.
- 4.3.5. Approved employment of Angela Fritz as Summer School Teacher at Prairie Elementary effective May 23, 2018.
- 4.3.6. Approved an increase in assignment from a .9 FTE to a 1.0 FTE for Anne Foley as Enrichment Program Coordinator with Community Education effective July 1, 2018.
- 4.3.7. Approved an increase in assignment from .8 FTE to a 1.0 FTE for Martha Olsen as Adult Basic Education Coordinator with Community Education effective July 1, 2018.
- 4.3.8. Approved an increase in assignment from a .75 FTE to a .876 FTE for Debra Boomgarden as ABE secretary with Community Education effective July 1, 2018.
- 4.3.9. Approved an increase in assignment from a .75 FTE to a .875 FTE for Carolina Contreras de la Torre as ABE Class II Secretary with Community Education effective July 1, 2018.
- 4.3.10. Approved employment of Jennifer Brands as Class II Secretary at Prairie Elementary effective August 13, 2018.
- 4.3.11. Approved employment of Brenna Brown as Early Childhood Teacher at Community Education effective July 1, 2018.
- 4.3.12. Approved employment of Brett Oltmanns as SLD Teacher at the High School effective August 20, 2018.
- 4.3.13. Approved employment of Carla Buchman as Cook at the Middle School effective September 4, 2018.
- 4.3.14. Approved employment of Gina Marco as Summer School Food Service Assistant effective June 11, 2018.
- 4.3.15. Approved employment of Juan Flores as Head Boys Soccer Coach at the High school effective May 31, 2018.
- 4.3.16. Approved an increase in assignment for Alma Flores from half time to full time Class I Custodian at Prairie Elementary effective June 5, 2018.
- 4.3.17. Approved employment of Casey Hertz as Assistant Boys Varsity Basketball Coach effective June 5, 2018
- 4.3.18. Approved employment of Ashley Skalsky as 1st Grade EL Teacher at Prairie Elementary effective August 20, 2018.
- 4.3.19. Approved employment of Anna Johnson as 3rd Grade Teacher at Prairie Elementary effective August 20, 2018.
- 4.3.20. Approved employment of Lisa Harms as Science Teacher at the High School effective August 20, 2018.
- 4.3.21. Approved employment of Amanda Voigt as 4th Grade Teacher at Prairie Elementary effective August 20, 2018.
- 4.3.22. Approved employment of Micah Johnson as NCIC Enrichment Program Aide effective June 19, 2018.
- 4.3.23. Approved employment of Jessie Olson as 4th Grade EL Teacher at Prairie Elementary effective August 20, 2018.

4.4 The board approved the following donations for the month of May 2018:

4.5 Approved Request a call for milk and bread bids for the 2018-2019 school year.

4.6 Approved the 2018-2019 school breakfast/lunch meal prices as follows:

	<u>Lunch</u>	<u>Breakfast</u>
Adult	\$4.00	\$2.25
Grades K-4	\$2.10	\$1.00 (Kindergarten is free)
Grades 5-12	\$2.25	\$1.25

4.7 Approved an employee's request for sick leave (due to pregnancy) from July 11, 2018, through August 22, 2018.

4.8 Approved summer school food service staff.

4.9 Approved summer school ESY staff.

4.10 Approved an employee's request for sick leave (due to pregnancy) from October 29, 2018, through December 10, 2018.

5. Motion by Member Shaffer, seconded by Member Rosenberg and unanimously passed to approve the student and faculty handbook changes.
6. Motion by Member Harberts, seconded by Member Schnieder and unanimously passed to approve the 2018-2019 preliminary budget.
7. Motion by Member Olson, seconded by Member Rosenberg and unanimously passed to approve the committed fund balance for severance in the amount of \$167,978.34 for 2018-2019.
8. Board Member Schnieder introduced the following Resolution and moved its adoption:

**RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY**

BE IT RESOLVED by the School Board of Independent School District No. 518, as follows:

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 518 shall begin on July 31, 2018, and shall close on August 14, 2018. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2.00 filing fee paid prior to 5:00 o'clock p.m. on August 14, 2018.
2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the *Worthington Globe*, the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy.
3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.
4. The notice of said filing dates shall be in substantially the following form:

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 518
WORTHINGTON
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 518 shall begin on July 31, 2018, and shall close at 5:00 o'clock p.m. on August 14, 2018.

The general election shall be held on Tuesday, November 6, 2018. At the election, three (3) members will be elected to the School Board for a term of four (4) years.

Affidavits of Candidacy are available from the school district clerk, Independent School District 518, 1117 Marine Avenue, Worthington, Minnesota. The filing fee for this office is \$2.00. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same general election.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 14, 2018.

Dated: 6/19/18

BY ORDER OF THE SCHOOL BOARD

Joel Lorenz
School District Clerk

The motion for the adoption for the foregoing Resolution was duly seconded by Board Member Shaffer and upon vote being taken thereon, the following voted in favor thereof: Lori Dudley, Scott Rosenberg, Joel Lorenz, Brad Shaffer, Linden Olson, Steve Schnieder, Mike Harberts

and the following voted against the same: None.

whereupon, said Resolution was declared duly passed and adopted.

9. Motion by Member Rosenberg, seconded by Member Lorenz and unanimously passed to approve student teaching agreement with Southwest Minnesota State University.
10. Board Member Schnieder introduced the following Resolution and moved its adoption:

**RESOLUTION ESTABLISHING A COMBINED POLLING PLACE FOR CERTAIN
MULTIPLE PRECINCTS AND DESIGNATING HOURS DURING WHICH THE
POLLING PLACE WILL REMAIN OPEN FOR VOTING FOR SCHOOL DISTRICT
ELECTIONS NOT HELD ON THE DAY OF A STATEWIDE ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 518, State of Minnesota, as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school elections not held on the day of a statewide election. **Each combined polling place must be a polling place that has been designated by a county or municipality.** The following combined polling place is hereby established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election in the calendar year following the adoption of this resolution:

COMBINED POLLING PLACE: Lakeside Church
1000 Linda Lane
Worthington, MN 56187

This combined polling place serves all territory located in Independent School District No. 518, Nobles County, Minnesota.

3. Pursuant to Minnesota Statutes, Section 205A.09, the combined polling place will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

4. The clerk is directed to file a certified copy of this resolution with the county auditor of Nobles County within 30 days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of the new polling place location to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate County Auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

The motion for the adoption of the foregoing resolution was duly seconded by Olson. On a roll call vote, the following voted in favor: Lori Dudley, Scott Rosenberg, Joel Lorenz, Brad Shaffer, Linden Olson, Steve Schnieder, Mike Harberts
and the following voted against: None.

whereupon said resolution was declared duly passed and adopted.

11. Motion by Member Schnieder, seconded by Member Olson and unanimously passed to approve Carmen Johnson as the Human Resource Coordinator at \$68,000 for 2018-2020 and a salary and benefit increase of 3.53% for 2019-2020.
12. Motion by Member Harberts, seconded by Member Shaffer and unanimously passed to approve salary and benefit increase for the Custodial Association of Worthington for 2018-2020. Increase in salary and benefits of 3.84% for 2018-2019 and 3.58% for 2019-2020 for a total of 7.57% over two years.
13. Motion by Member Harberts, seconded by Member Schnieder and unanimously passed to approve salary and benefit increase for the Worthington Paraprofessional Association for 2018-2020. Increase in salary and benefits of 4.51% for 2018-2019 and 3.94% for 2019-2020 for a total of 8.62% over two years.
14. Motion by Member Schnieder, seconded by Member Lorenz and unanimously passed to approve salary and benefit increase for the Secretarial Association of Worthington for 2018-2020. Increase in salary and benefits of 3.82% for 2018-2019 and 3.41% for 2019-2020 for a total of 7.36% over two years.
15. Motion by Member Rosenberg, seconded by Member Shaffer and unanimously passed to approve salary and benefit increase for the Worthington Administrator's Association for 2018-2020. Increase in salary and benefits of 3.39% for 2018-2019 and 3.07% for 2019-2020 for a total of 6.56% over two years.
16. Motion by Member Olson, seconded by Member Schnieder and unanimously passed to approve salary and benefit increase for the District Office Administrative Support Staff for 2018-2020. Increase in salary and benefits of 3.78% for 2018-2019 and 3.35% for 2019-2020 for a total of 7.26% over two years.

17. Motion by Member Lorenz, seconded by Member Schnieder and unanimously passed to approve salary and benefit increase for the Director of Management Services for 2018-2020. Increase in salary and benefits of 3.37% for 2018-2019 and 2.95% for 2019-2020 for a total of 6.42% over two years.
18. Motion by Member Harberts, seconded by Member Schnieder and unanimously passed to approve salary and benefit increase for the Director of Teaching and Learning for 2018-2020. Increase in salary and benefits of 3.13% for 2018-2019 and 3.21% for 2019-2020 for a total of 6.44% over two years.
19. Motion by Member Olson, seconded by Member Schnieder and unanimously passed to approve Resolution #1 Approving Tax Abatement for Certain Property Pursuant to Minn. Stat. 469.1813. A copy of the resolution is on file at the District Office.
20. Motion by Member Olson, seconded by Member Schnieder and unanimously passed to approve Resolution #2 Approving Tax Abatement for Certain Property Pursuant to Minn. Stat. 469.1813. A copy of the resolution is on file at the District Office.
21. Motion by Member Rosenberg, seconded by Member Lorenz and unanimously passed to approve an out of state travel request for Anne Raetz to attend the 2018 Advisers Institute Conference in Las Vegas, Nevada from July 9-13, 2018.
22. Motion by Member Rosenberg, seconded by Member Schnieder to approve naming the ALC/Gymnastics facility the Worthington Learning Center.

Motion by Member Schnieder, seconded by Member Olson to table the existing motion.

23. Motion by Member Olson, seconded by Member Shaffer and unanimously passed to approve memorandum of understanding with EMW.
24. Motion by Member Olson, seconded by Member Lorenz and unanimously passed to approve 2 full time FTE's.
25. Motion by Member Rosenberg, seconded by Member Harberts and unanimously passed to approve a student teaching agreement with SDSU.
26. Motion by Member Shaffer, seconded by Member Schnieder and unanimously passed to approve an extension of probationary teaching contract for Sue Pennings-Witzel.
27. Motion by Member Lorenz, seconded by Member Harberts and unanimously passed to approve computer bid from Dell at approximately \$165,650.00.
28. Motion by Member Lorenz, seconded by Member Schnieder to approve to declare 3.1 acres of land on the west corner of district property over by Fox Farm Road as surplus property.

Motion passed 4 to 3 with Members Harberts, Shaffer and Rosenberg dissenting.

29. Motion by Member Schnieder, seconded by Member Shaffer and unanimously passed to approve lead in water written compliance plan.

The Board further discussed and reviewed the following matters: Investments and financial status; Superintendent's Report – Mr. Skog reported the following: Upcoming new branding logo for the referendum. Instructional Committee Report – Mr. Rosenberg reported the following: Discussed changing the commencement date. Operations Committee Report – Mr. Lorenz reported the following: None. Other Reports: Mr. Olson gave a legislative update. Other Business - . Future Business – None.

Meeting adjourned at 6:26 p.m.

Joel Lorenz, Clerk

Lisa Ahrenstorff, Deputy Clerk