

**REGULAR BOARD MEETING**

**July 16, 2019**

A Tax Abatement Hearing was held at the Worthington High School Media Center, 1211 Clary Street, Worthington, Minnesota on July 16, 2019, at 5:10 p.m. Hearing adjourned at 5:12 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 July 16, 2019, at 5:15 p.m.

The following were present: BOARD MEMBERS - Joel Lorenz, Steve Schnieder, Brad Shaffer, Lori Dudley, Linden Olson, Mike Harberts, Adam Blume, STUDENT BOARD REPRESENTATIVE – Adam Koller

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

Correspondence and Recognition: The board recognized the following: None.

1. Motion by Member Olson, seconded by Member Harberts and unanimously passed to approve the Consent Agenda for the July 16, 2019, School Board meeting with the addition of 4.3.33 approve employment of Mark Fisher as Math/Social Studies Teacher, 4.3.34 approve employment of Anna Breske as ECSE Teacher and move consent agenda items 4.10 approval of milk bids and 4.11 approval of bread bids to the main agenda.
2. Motion by Member Olson, seconded by Member Harberts and unanimously passed to approve the Main Agenda for the July 16, 2019, School Board meeting with the addition of 5.15 approval of milk bids and 5.16 approval of bread bids.
3. Motion by Member Dudley, seconded by Member Lorenz and unanimously passed to approve the minutes of the June 18, 2019, Regular School Board meeting.

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

4. Motion by Member Olson, seconded by Member Blume and unanimously passed to approve the action of the items on the Consent Agenda as follows:

- 4.1 Financial Reports -
  - A. Investments Matured and Purchased
  - B. Approved Wire Transfers
  - C. Claims and Accounts for July 16, 2019, as per Board Check Register

	<b><u>July 16, 2019</u></b>
<b>GENERAL FUND</b>	\$2,158,037.50
<b>FOOD SERVICE</b>	\$39,716.39
<b>TRANSPORTATION</b>	\$24,440.85
<b>COMMUNITY SERVICE</b>	\$68,883.08
<b>CAPITAL OUTLAY</b>	\$69,116.20
<b>BUILDING CONSTRUCTION</b>	\$541,298.60
<b>DEBT SERVICE</b>	\$2,200.00
<b>TRUST</b>	\$5,400.58
<b>INTEGRATION COLLABORATIVE</b>	\$16,861.19

**MONTH TOTAL**                      \$2,925,954.39

- D. Approved the Community Education Imprest Cash Account in the amount of \$82.00 for June 2019.
- E. Reviewed the Middle School, High School, Prairie Elementary and the Area Learning Center Activity Accounts June 2019.

Middle School Activity Account	\$2,695.25
High School Activity Account	\$15,887.25
Prairie Elementary Activity Account	\$0
Area Learning Center Activity Account	<u>\$121.53</u>
Total	\$18,704.03

- 4.2.1. Approved resignation of Sa K Blue Soe as Class I Paraprofessional at the Middle School effective June 6, 2019.
- 4.2.2. Approved resignation of Leticia Rivera Martinez as Evening Child Care Provider with Early Childhood Family Education effective June 6, 2019.
- 4.2.3. Approved resignation of Jose Bahena as Middle School Boys Soccer Coach effective June 25, 2019.
- 4.2.4. Approved resignation of Perla Banegas as EL Teacher at the High School effective June 27, 2019.
- 4.2.5. Approved resignation of Alexy Nunez as Custodian at the Learning Center effective June 24, 2019.
- 4.2.6. Approved resignation of Kylie Vis as Special Education Paraprofessional at the Area Learning Center effective July 3, 2019.
  
- 4.3.1. Approved employment of Brenda Colon as Bilingual Program Aide with Community Education/NCIC effective June 26, 2019.
- 4.3.2. Approved employment of Pam Bruse as Summer Food Service employee effective June 17, 2019.
- 4.3.3. Approved employment of Chandra Rowland as Summer Food Service employee effective June 18, 2019.
- 4.3.4. Approved a reduction in hours for Maria Biurquiz, ABE Paraprofessional with Community Education from 1.0 FTE to .84 FTE effective July 1, 2019.
- 4.3.5. Approved a reduction in hours for Deb Boomgaarden, ABE Secretary with Community Education from .87 FTE to .625 FTE effective July 1, 2019.
- 4.3.6. Approved employment of Deb Johnson as Summer Food Service employee effective June 10, 2019.
- 4.3.7. Approved employment of Carla Buchman as Summer Food Service employee effective June 25, 2019.
- 4.3.8. Approved employment of Victoria Duerr as Class II Paraprofessional at the Middle School effective August 26, 2019.
- 4.3.9. Approved employment of Sharon Lynn as Class II DCD Paraprofessional at Prairie Elementary effective August 26, 2019.
- 4.3.10. Approved employment of Ryan Elfering as Middle School Football Coach effective August 26, 2019.
- 4.3.11. Approved employment of Glenda Zeman as Class II Paraprofessional ECSE at Prairie Elementary effective August 26, 2019.
- 4.3.12. Approved employment of Katharina Swift as Class II DCD Paraprofessional at Prairie Elementary effective August 26, 2019.
- 4.3.13. Approved employment of Angelica Heille as Class II ECSE Paraprofessional at Prairie Elementary effective August 26, 2019.
- 4.3.14. Approved employment of Pathana (Sheila) Souwankham as Class II SLD Paraprofessional at Prairie Elementary effective August 26, 2019.

- 4.3.15. Approved employment of Jennifer Bousema as Class II ASD Paraprofessional at Prairie Elementary effective August 26, 2019.
- 4.3.16. Approved employment of Nuralein Haji as Class II DCD Paraprofessional at Prairie Elementary effective August 26, 2019.
- 4.3.17. Approved employment of Kayla Rodenberg as Class II DCD Paraprofessional at Prairie Elementary effective August 26, 2019.
- 4.3.18. Approved employment of Arely Rodriguez as Class I Paraprofessional at the Middle School effective August 26, 2019.
- 4.3.19. Approved employment of Debra Jacobson as Class II Paraprofessional at the Middle School effective August 26, 2019.
- 4.3.20. Approved employment of Ingrid Mazariegos as Class I Paraprofessional at the Middle School effective August 26, 2019.
- 4.3.21. Approved employment of Jeanette Valdez as Class I Paraprofessional at the Middle School effective August 26, 2019.
- 4.3.22. Approved employment of Tah So Ghay Collah as Class II Paraprofessional at the Middle School effective August 26, 2019.
- 4.3.23. Approved employment of Teri Reller as Class II Paraprofessional at the Middle School effective August 26, 2019.
- 4.3.24. Approved employment of Cody Honius as C-Squad/Middle School Boys Soccer Coach effective August 12, 2019.
- 4.3.25. Approved employment of Lorena Gonzalez-Miranda as a part-time Community Connector with Community Education effective July 1, 2019.
- 4.3.26. Approved an increase in assignment from a .9 FTE to a 1.0 FTE for Lori Morrow as Early Childhood Teacher with Community Education effective July 1, 2019.
- 4.3.27. Approved employment of Sara Oldre as Summer Custodian Help at Prairie Elementary effective July 1, 2019.
- 4.3.28. Approved employment of Joan Pater as Summer Custodian Help at Prairie Elementary effective July 1, 2019.
- 4.3.29. Approved employment of Stephanie Hodge as Summer Custodian Help at Prairie Elementary effective July 1, 2019.
- 4.3.30. Approved a reduction in assignment/classification for Dana Larson from Class II to Class I Paraprofessional at Prairie Elementary effective August 26, 2019.
- 4.3.31. Approved a reduction in assignment/classification for Vegie Darling from Class II to Class I Paraprofessional at Prairie Elementary effective August 26, 2019.
- 4.3.32. Approved employment of Kayla Rodenberg as Assistant Dance Coach at the High School effective October 7, 2019.
- 4.3.33. Approved employment of Mark Fisher as Math/Social Studies Teacher at the High School effective August 26, 2019.
- 4.3.34. Approved employment of Anna Breske as Early Childhood Special Education Teacher at Prairie Elementary effective August 26, 2019.

#### 4.4 Board Dates and Times for Regular and Special Meetings

- 1) To set the third (3<sup>rd</sup>) Tuesday of the month as regular Board meeting dates.
- 2) To set the times of the regular Board meetings at 5:15 p.m. for August 2019 through July 2020.
- 3) The dates and times of Special Board meetings will be set at regular Board meetings.

#### 4.5 Official Media Sources for District No. 518

- 1) Approved the *Worthington Globe* as official publication.
- 2) Approved KWOA, KITN, K101, KUSQ, *Worthington Globe* and Worthington Cable TV for official and emergency announcements.

#### 4.6 Approved to name the Wells Fargo Bank of Worthington; Bank of the West of Worthington; Rolling Hills Bank and Trust; United Prairie Bank of Worthington; First State Bank Southwest – Worthington; Worthington Federal Savings and Loan; Minnesota School District Liquid Asset Fund; Saloman Smith

Barney Co., Inc.; PMA Securities, Inc.; Piper Jaffray of Minneapolis; PMA Financial Network, Inc. and US Bank as 2019-2020 depositories for District No. 518 funds.

- 4.7 Approved the use of facsimile signatures of Chairman, Clerk and Treasurer on checks issued by the District.
  - 4.8 Approved the firms of Knutson, Flynn & Deans of Mendota Heights; Ratwik, Roszak & Maloney of Minneapolis; Kennedy & Graven of Minneapolis; Todd Ahlquist of Ahlquist and Wiltrout PC of Worthington and LaVelle Law Office of Worthington as sources of legal counsel.
  - 4.9 Approved Avera Medical Group Worthington; Sanford Regional Hospital Worthington; Sanford Clinic Worthington; and Prairie Rehabilitation Services as sources for medical information and services.
  - 4.10 Approved Dave Skog as Asbestos Program Manager for the fiscal year 2019-2020.
  - 4.11 Approved Dave Skog as District Pupil Transportation Safety Director for fiscal year 2019-2020.
  - 4.12 Approved Administration/District to submit Grant applications as received in a timely manner for fiscal year 2019-2020.
  - 4.13 Designated John Landgaard as 504 Coordinator and Tony Hastings, Cory Van Briesen, and Brett Perish as building representatives.
  - 4.14 Designated John Landgaard as Title IX Coordinator.
  - 4.15 Designated Carmen Johnson as Human Rights Officer.
  - 4.16 Approved the following donations for the month of June 2019: Southwest Initiative Foundation for Career & Teacher Preparation and First Robotics for High School robotics team.
  - 4.17 Authorized the auditors to make appropriate year-end adjustments for the 2018-2019 school year.
  - 4.18 Approve Heidi Meyer as LEA Representative.
  - 4.19 Approved an employee's request for sick leave (due to pregnancy) from November 1, 2019, through December 13, 2019, and childcare leave (without pay) from December 16, 2019, through December 20, 2019.
5. Member Olson introduced the following resolution and moved its adoption:

**Designation of Identified Official with Authority for the MDE External User Access Recertification System**

The Minnesota Department of Education (MDE) requires that school districts, charter schools or other organizations annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA) or organization. The Superintendent/Director recommends the Board or equivalent governing board authorize John Landgaard, Superintendent to act as the Identified Official with Authority for the Worthington School District 518.

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

and the following voted against the same: None.

whereupon said resolution was declared duly passed and adopted.

6. Motion by Member Harberts, seconded by Member Blume to approve Resolution #1 Approving Tax Abatement for Certain property Pursuant to Minn. State. 469.1813. Motion passed 7 to 0. A copy of the resolution is on file at the District Administration Office.
7. Motion by Member Schnieder, seconded by Member Dudley to approve Resolution #2 Approving Tax Abatement for Certain property Pursuant to Minn. State. 469.1813. Motion passed 7 to 0. A copy of the resolution is on file at the District Administration Office.
8. Motion by Member Olson, seconded by Member Dudley and unanimously passed to approve the student and faculty handbook changes.
9. Motion by Member Olson, seconded by Member Lorenz and unanimously passed to approve the DAPE agreement.
10. Motion by Member Schnieder, seconded by Member Harberts and unanimously passed to approve the student teaching agreement with South Dakota State University.
11. Motion by Member Olson, seconded by Member Lorenz and unanimously passed to approve the purchase of a generator for the High School from Caterpillar for \$74,000.
12. Motion by Member Olson, seconded by Member Lorenz to approve to sell school district property to highest bidder for at \$17,250/acre or approximately \$53,475. Motion passed 6 to 1 with Member Shaffer dissenting.
13. Motion by Member Dudley, seconded by Member Schnieder and unanimously passed to approve NCIC lease agreement with Minnesota West.
14. Motion by Member Olson, seconded by Member Lorenz and unanimously passed to authorize moving enough money from the general fund to the assigned account so that the assigned account equals \$15 million.
15. Motion by Member Olson, seconded by Member Schnieder and unanimously passed to approve to declare 550 i-Pad minis as surplus property.
16. Motion by Member Schnieder, seconded by Member Dudley and unanimously passed to approve to purchase two vans one at a cost of \$29,735 and a conversion one at \$42,081.
17. Motion by Member Schnieder, seconded by Member Lorenz and unanimously passed to accept quote from One Office Solution for furniture and equipment for the Learning Center building for \$146,779.46, which includes assembly.
18. Motion by Member Schnieder, seconded by Member Harberts and unanimously passed to approve the milk bid of Dean Foods as presented for the 2019-2020 school year.
19. Motion by Member Dudley, seconded by Member Lorenz and unanimously passed to approve the bread bid of Bimbo Bakeries USA as presented for the 2019-2020 school year.

The Board further discussed and reviewed the following matters: Investments and financial status; reports on: Superintendent's Report: Mr. Landgaard reported the following: Joint County, City, School meeting scheduled for July 30<sup>th</sup> at 7 p.m.; Architect interviews for WELL project; planning process for the High School and Trojan field and new wage theft law. Instructional Committee Report: Ms. Dudley reported the following: None. Operations Committee Report: Mr. Lorenz reported: None. Other Business: Adam Koller reported the following: The mission group staying at the High School, sports practices currently going on and national honor society volunteering. Mr. Olson reported: He will be attending the MSBA summer seminar in August. Future Business: None.

Meeting adjourned at 6:00 p.m.

Steve Schnieder, Clerk

Lisa Ahrenstorff, Deputy Clerk