

AGENDA
REGULAR SCHOOL BOARD MEETING
INDEPENDENT SCHOOL DISTRICT NO. 518
JULY 20, 2021
5:15 P.M.
WORTHINGTON HIGH SCHOOL MEDIA CENTER

1.0 CALL TO ORDER

- 1.1 Roll Call
- 1.2 Recognition of Visitors and Guests
- 1.3 Correspondence and Recognition
 - 1.3.1 Public Participation
 - 1.3.2 Recognition of Students, Staff and Community

2.0 APPROVAL OF AGENDA

- 2.1 Consent Agenda
- 2.2 Main Agenda

3.0 APPROVAL OF MINUTES

- 3.1 The June 15, 2021, Regular School Board meeting minutes.
- 3.2 Accept Committee meeting minutes as included.

4.0 CONSENT AGENDA

- 4.1 Financial Reports
- 4.2 Release of Employment
- 4.3 Approval of Employment
- 4.4 Board Dates and Times for Regular and Special Meetings
- 4.5 Official Media Sources for District No. 518
- 4.6 Depositories for District No. 518 Funds
- 4.7 Facsimile Signatures for Designated Depositories
- 4.8 District Legal Counsel
- 4.9 District Medical Services
- 4.10 Approval of Milk Bid for 2021-2022 (Enclosure)
- 4.11 Designate a District Asbestos Program Manager for 2021-2022
- 4.12 Designate a District Pupil Transportation Safety Director for 2021-2022
- 4.13 Grant Applications for 2021-2022
- 4.14 Designate 504 Coordinator and Building Representatives
- 4.15 Designate Title IX Coordinator
- 4.16 Designate Human Rights Officer
- 4.17 Approve Acceptance of Donations for the Month of June 2021
- 4.18 Request for Auditors to Make Year-End Adjustments
- 4.19 Approve LEA Representative

5.0 MAIN AGENDA

- 5.1 Monthly Financial Overview (Discussion)
- 5.2 Approve Student Handbooks (Action)
- 5.3 Approve Designation of Identified Official with Authority for the MDE External User Access Recertification System Resolution (Action) (Enclosure) (Roll Call Vote)
- 5.4 Approve Tax Abatement Resolution (Action) (Enclosure) (Roll Call Vote)

- 5.5 Approve the 2021-2022 Resolution for Membership in the Minnesota State High School League (Action) (Enclosure) (Roll Call Vote)
- 5.6 Approve Resolution to Approve Restricted Fund Balance Transfers (Action) (Enclosure) (Roll Call Vote)
- 5.7 Approve Learn from Home Plan (Action) (Enclosure)
- 5.8 Approve Contract with Education Minnesota Worthington (Action)
- 5.9 Approve Teacher Growth, Development and Evaluation Process Plan (Action) (Enclosure)
- 5.10 Approve Esports Club (Action)
- 5.11 Approve Employee Handbook (Action) (Enclosure)
- 5.12 Approve Organizational Charts (Action) (Enclosure)
- 5.13 Approve Long-Term Facilities Maintenance Plan (Action) (Enclosure)
- 5.14 Approve to Allow Spirit Card with American Bank & Trust (Action)
- 5.15 Approve Intermediate School Principal Contract (Action)
- 5.16 Approve Salary Adjustment for Elementary Principal (Action)
- 5.17 Consider/Approve Bid for Community Education Facility (Action)

6.0 REPORTS

- 6.1 Superintendent's Report
- 6.2 Instructional Committee Report
- 6.3 Operations Committee Report
- 6.4 Other Reports

7.0 OTHER BUSINESS

- 7.1

8.0 FUTURE BUSINESS

- 8.1

9.0 ADJOURNMENT

MEMO

TO: Lori Dudley Brad Shaffer Mike Harberts Tom Prins
Joel Lorenz Steve Schnieder Adam Blume

INFO TO: Dave Skog Tony Hastings Heidi Meyer Brett Perish
Jeff Luke Joshua Noble Katie Clarke Kari Gjerde
Sharon Johnson Allison Eitrem Cory Van Briesen Doug Brands
Carmen Johnson Pat Morphew Amy Ernst Parker Sandhurst
Ellen Hoefker Jodi Hansen Kelly Reeves

FROM: John Landgaard, Superintendent

SUBJECT: **CONSENT AGENDA INFORMATION**

DATE: July 15, 2021

The following information pertains to items that appear on the Consent Agenda. If for any reason you wish to discuss an item on this portion of the agenda, move to have it placed under 7.0 – Other Business.

AGENDA ITEM

4.1 Financial Reports:

- A. Investment Report: (Enclosure)

| <u>June 2020</u> | <u>June 2021</u> |
|------------------|------------------|
| \$43,887,133.27 | \$45,189,313.59 |

- B. Wire Transfer Listing (Enclosure)

- C. Financial Information/Business Transactions: (Enclosure)
Review of Monthly Claims/Accounts July 20, 2021, per Bd. Check Register.

| | <u>July 20, 2021</u> |
|----------------------------------|-----------------------|
| GENERAL FUND | \$2,859,694.11 |
| FOOD SERVICE | \$60,074.56 |
| TRANSPORTATION | \$119,446.93 |
| COMMUNITY SERVICE | \$110,834.59 |
| CAPITAL OUTLAY | \$123,474.76 |
| BUILDING CONSTRUCTION | \$323,213.36 |
| DEBT SERVICE | \$2,200.00 |
| TRUST | \$66,829.96 |
| INTEGRATION COLLABORATIVE | \$78,434.58 |
| STUDENT ACTIVITY | \$4,207.07 |
| MONTH TOTAL | \$3,748,409.92 |

Recommended Action: “To approve claims/accounts as presented July 20, 2021, in the amount of \$3,748,409.92.”

- D. Approval of Community Education Imprest Cash Account for June 2021. (Enclosure)

Recommended Action: “To approve the Community Education Imprest Cash Account in the amount of \$52.31 for June 2021.”

4.2 Release of Employment

Recommended Action:

- 1) "To approve resignation of Makayla Peterson as ECSE Teacher at Prairie Elementary effective June 14, 2021."
- 2) "To approve resignation of Katie Eggers as Class II Paraprofessional at Prairie Elementary effective June 14, 2021."
- 3) "To approve retirement of Bonnie Simpson as Cook at the Middle School effective May 28, 2021."
- 4) "To approve resignation of Julie Petersen as Special Education Teacher at the High School effective June 22, 2021."
- 5) "To approve resignation of Ben Lopez as Class II Paraprofessional at the Middle School effective July 5, 2021."
- 6) "To approve resignation of Caitlyn Harmsen as Math Teacher at the High School effective June 30, 2021."
- 7) "To approve resignation of Beatriz Bautista as Class II Paraprofessional at the High School effective July 8, 2021."
- 8) "To approve resignation of Kisanet Waldu as Class II Paraprofessional at the High School effective July 8, 2021."
- 9) "To approve resignation of Sharon Lynn as Class II Paraprofessional at Prairie Elementary effective July 13, 2021."
- 10) "To approve resignation of Rachel Fisher as Youth Development Leader with NCIC effective July 19, 2021."
- 11) "To approve resignation of Vania Fleace as Class I Paraprofessional at Prairie Elementary effective July 14, 2021."

4.3 Approval of Employment

Recommended Action:

- 1) "To approve employment of Eric Michael as Assistant High School Football Coach effective August 16, 2021."
- 2) "To approve the rehire of Aimee Phung as EL Teacher at Prairie Elementary effective August 23, 2021."
- 3) "To approve the rehire of Rebecca Brignac as LD Teacher at Prairie Elementary effective August 23, 2021."
- 4) "To approve employment of Ashley Krantz as Technology Casual Help with the District effective June 14, 2021."
- 5) "To approve employment of Emily Krumvieda as Summer Custodial Help at the High School effective June 14, 2021."
- 6) "To approve the rehire of Shaine Rasmussen as Science Teacher at the Middle School effective August 23, 2021."
- 7) "To approve employment of Shawn Hurley as Summer Weight Room Supervisor at the High School effective June 7, 2021."
- 8) "To approve employment of Petra Jimenez de Cornejo as Class III Secretary at Community Education effective July 26, 2021."
- 9) "To approve employment of Keri Ling as Kindergarten Teacher at Prairie Elementary effective August 16, 2021."
- 10) "To approve employment of Maitland Dykstra as 1st Grade Teacher at Prairie Elementary effective August 16, 2021."
- 11) "To approve the rehire of Morgan Rukstales as Orchestra/Music Teacher at the Middle School effective August 23, 2021."
- 12) "To approve employment of Barb Wendt as High School Credit Recovery Rover Teacher at the Learning Center effective May 20, 2021."

- 13) "To approve employment of Amber Tietz as Tracy Targeted Services Summer School Teacher effective June 30, 2021."
- 14) "To approve employment of Brian Bau as Social Studies Teacher at the Learning Center effective August 16, 2021."
- 15) "To approve an increase in FTE from .625 FTE to 1.0 FTE for Nancy Landeros as Bilingual Program Aide with NCIC effective June 30, 2021."
- 16) "To approve a decrease in FTE from 1.0 FTE to .625 FTE for Aida Simon as Bilingual Program Aide with NCIC effective July 19, 2021."
- 17) "To approve employment of Jessica McCann as High School Credit Recovery Rover Teacher at the Learning Center effective June 21, 2021."
- 18) "To approve employment of Moira Crooks as High School Credit Recovery Rover Teacher at the Learning Center effective June 21, 2021."
- 19) "To approve employment of Terri Reller as Summer Custodian Help at the Middle School effective June 29, 2021."
- 20) "To approve employment of Ingrid Mazariegos as ABE Facilitator with Community Education effective July 1, 2021."
- 21) "To approve employment of Tricia Feldman as ECSE Birth-3 Part C Summer Teacher effective May 29, 2021."
- 22) "To approve employment of Evan Stoesz as Counselor at the Middle School effective August 16, 2021."
- 23) "To approve a decrease in assignment from full-time to half-time for Sandra Sand as Class II Paraprofessional at the High School effective August 2021."
- 24) "To approve employment of Chandra Rowland as Class II Paraprofessional at the Middle School effective August 23, 2021."
- 25) "To approve employment of Emily Krumvieda as Class II Paraprofessional at the Middle School effective August 23, 2021."
- 26) "To approve employment of Cristina Timmermann as Class II Paraprofessional at the Middle School effective August 23, 2021."
- 27) "To approve employment of Chelsea Wintz as Summer Math Camp Facilitator with NCIC effective July 12, 2021."
- 28) "To approve employment of Kari Sauerbrei as VIBE Class II Administrative Assistant effective July 14, 2021."
- 29) "To approve employment of Lynnette Faragher, Jen Schulz and Haley Petrowiak as Year Book Advisors at Prairie Elementary effective August 1, 2021."
- 30) "To approve employment of Vania Fleace as Class II Secretary at the Middle School effective August 2, 2021."
- 31) "To approve employment of Matthew Nelson as Class II Paraprofessional at the Middle School effective August 23, 2021."
- 32) "To approve employment of Tammy Meinders as Summer Custodian Help at Prairie Elementary effective July 12, 2021."
- 33) "To approve employment of Karin Peters as Summer Custodian Help at Prairie Elementary effective July 12, 2021."

4.4 Board Dates and Times for Regular and Special Meetings

Recommended Action:

- 1) "To set the third (3rd) Tuesday of the month as Regular School Board meeting dates."
- 2) "To set the times of the Regular School Board meetings at 5:15 p.m. for August 2021 through July 2022."
- 3) "The dates and times of Special School Board meetings will be set at Regular School Board meetings."

4.5 Official Media Sources for District No. 518

1) *The Globe*

Recommended Action: “To approve *The Globe* as official publication.”

2) KWOA, KITN, K101, KUSQ, *The Globe* and Worthington Cable TV

Recommended Action: “To approve KWOA, KITN, K101, KUSQ, *The Globe*, and Worthington Cable TV for official and emergency announcements.”

4.6 Depositories for District No. 518 Funds

Recommended Action: “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 2021-2022 depositories for District No. 518 funds.”

4.7 Facsimile Signatures for Designated Depositories

Recommended Action: “To approve the use of facsimile signatures of Chairman, Clerk and Treasurer on checks issued by the District.”

4.8 District Legal Counsel

Recommended Action: “To approve the firms of Knutson, Flynn & Deans of Mendota Heights; Ratwik, Roszak & Maloney of Minneapolis; Kennedy & Graven of Minneapolis and Ahlquist and Wilttrout PC of Worthington as sources of legal counsel.”

4.9 District Medical Services

Recommended Action: “To approve Avera Medical Group Worthington; Sanford Regional Hospital Worthington; Sanford Clinic Worthington; and Prairie Rehabilitation Services as sources for medical information and services.”

4.10 Approval of Milk Bid for 2021-2022 (Enclosure)

Recommended Action: “To approve the milk bid of Kemps Lemars as presented for the 2021-2022 school year.”

4.11 Designate a District Asbestos Program Manager for 2021-2022

Recommended Action: “To approve Dave Skog as Asbestos Program Manager for the fiscal year 2021-2022.”

4.12 Designate a District Pupil Transportation Safety Director for 2021-2022

Recommended Action: “To approve Dave Skog as District Pupil Transportation Safety Director for fiscal year 2021-2022.”

4.13 Grant Applications for 2021-2022

Recommended Action: “To approve the Administration/District to submit grant applications as received in a timely manner for fiscal year 2021-2022.”

4.14 Designate 504 Coordinator and Building Representatives

Recommended Action: “To designate John Landgaard as 504 Coordinator and Tony Hastings, Cory Van Briesen and Brett Perish as building representatives.”

4.15 Designate Title IX Coordinator

Recommended Action: “To designate Carmen Johnson as Title IX Coordinator.”

4.16 Designate Human Rights Officer

Recommended Action: “To designate Carmen Johnson as Human Rights Officer.”

4.17 Approve Acceptance of Donations for the Month of June 2021

Recommended Action: “To approve the following donations for the month of June 2021: Henning Construction earthwork at Crailsheim site, Wold Architects for Trojan Field project, SW Initiative Foundation for Trojan Textiles printer, Sports Booster Club and Worthington Area Music Booster Organization for Scholarships.”

4.18 Request for Approval for Auditors to Make Year-End Adjustments

Recommended Action: “To authorize the auditors to make appropriate year-end adjustments for the 2020-2021 school year.”

4.19 Approve LEA Representative

Recommended Action: “To approve Katie Clarke as LEA Representative.”

If you have any questions or concerns about the Consent Agenda, please move to have the item removed and discussed under 7.0 - Other Business.

MEMO

TO: Lori Dudley Brad Shaffer Mike Harberts Tom Prins
Joel Lorenz Steve Schnieder Adam Blume

INFO TO: Dave Skog Tony Hastings Katie Clarke Brett Perish
Jeff Luke Joshua Noble Heidi Meyer Kari Gjerde
Sharon Johnson Allison Eitrem Cory Van Briesen Doug Brands
Carmen Johnson Pat Morphew Amy Ernst Parker Sandhurst
Ellen Hoefker Jodi Hansen Kelly Reeves

FROM: John Landgaard, Superintendent

SUBJECT: MAIN AGENDA INFORMATION

DATE: July 15, 2021

The following information is intended to provide the Board with background data for the meeting on Tuesday.

AGENDA ITEMS

- 5.1 Monthly Financial Overview (Enclosure)
 - 5.1.1 Revenues by Fund
 - 5.1.2 Expenditures
 - 5.1.3 Comparison

- 5.2 Approve Student Handbook Changes (Action)

Recommended Action: "To approve the student handbook changes."

- 5.3 Approve Designation of Identified Official with Authority for the MDE External User Access Recertification System Resolution (Action) (Enclosure) (Roll Call Vote)

Recommended Action: "To approve John Landgaard, Superintendent to act as the Identified Official with Authority and Lisa Ahrenstorff to act as the IOWA for the MDE External User Access Recertification System for the Worthington Public School District 518."

- 5.4 Approve Tax Abatement Resolution (Action) (Enclosure) (Roll Call Vote)

Recommended Action: "To approve Tax Abatement Resolution."

- 5.5 Approve the 2021-2022 Resolution for Membership in the Minnesota State High School League (Action) (Enclosure) (Roll Call Vote)

Recommended Action: "To approve the 2021-2022 Resolution for Membership in the Minnesota State High School League."

- 5.6 Approve Resolution to Approve Restricted Fund Balance Transfers (Action) (Enclosure) (Roll Call Vote)

Recommended Action: "To approve Resolution to Approve Restricted Fund Balance Transfers."

- 5.7 Approve Learn from Home Plan (Action) (Enclosure)

Recommended Action: "To approve the Learn from Home Plan."

- 5.8 Approve Contract with Education Minnesota Worthington (Action)
Recommended Action: “To approve the Education Minnesota Worthington teachers’ contract.”
- 5.9 Approve Teacher Growth, Development and Evaluation Process Plan (Action) (Enclosure)
Recommended Action: “To approve the Teacher Growth, Development and Evaluation Process Plan.”
- 5.10 Approve Esports Club (Action)
Recommended Action: “To approve the Esports club.”
- 5.11 Approve Employee Handbook (Action) (Enclosure)
Recommended Action: “To approve employee handbook.”
- 5.12 Approve Organizational Charts (Action) (Enclosure)
Recommended Action: “To approve organizational charts.”
- 5.13 Approve Long-term Facility Maintenance Plan (Action) (Enclosure)
Recommended Action: “To approve long-term facility maintenance plan.”
- 5.14 Approve to Allow Spirit Card with American Bank & Trust (Action)
Recommended Action: “To approve to allow spirit card with American Bank & Trust.”
- 5.15 Approve Intermediate School Principal Contract (Action)
Recommended Action: “To approve principal contract for Katie Clarke as Intermediate Principal/Director of Teaching and Learning.”
- 5.16 Approve Salary Adjustment for Elementary Principal (Action)
Recommended Action: “To approve salary adjustment to recognize years of service as Assistant Principal for Heidi Meyer.”
- 5.17 Consider/Approve Bid for Community Education Facility (Action)
Recommended Action: “To consider/approve bid for Community Education facility.”

If you have any concerns or questions, please give me a call.