

**SCHOOL BOARD MEETING  
INDEPENDENT SCHOOL DISTRICT #578  
PINE CITY, MINNESOTA 55063  
Monday, September 14, 2015 @ 6:30 P.M.  
Pine City District Office Board Room  
“Creating Our Future One Student at A Time”**

The regular meeting of the Board of Education of Independent School District No. 578, Pine City, Minnesota, was held at the Pine City District Office Board Room on Monday, September 14, 2015 for the purpose of conducting regular board business.

Chairman Peterson called the meeting to order at 6:35 p.m.

Upon Roll Call, the following members were present: Wendy Leibel, Alicia Ascherman, Dan Peterson, Candice Ames, Tim Geisler, Steve Odegard, Wally Connaker.

Absent: None

Also present was Superintendent Wayne Gilman.

Motion by Odegard second by Ames and carried unanimously to approve the agenda.

**Positive Happenings/Presentations/Open Forum:**

Dinner with new staff

Motion by Connaker second by Geisler and carried unanimously to approve the consent agenda.

- (a) Approve the August 10, 2015 regular minutes.
- (b) Approve the August 2, 2015 joint meeting notes.
- (c) Approve the August bills to date as listed.
- (d) Approve the following electronic fund transfers:

| <u>Date</u> | <u>Amount</u>  | <u>Transfer from</u> | <u>Transfer to</u> | <u>Description</u> |
|-------------|----------------|----------------------|--------------------|--------------------|
| 14-Aug      | \$215,000.00   | MN TRUST             | MSDLAF+ LIQUID     | PAYROLL            |
| 28-Aug      | \$1,000,000.00 | MN TRUST             | STEARNS BANK       | CASH FLOW          |
| 28-Aug      | \$265,000.00   | MN TRUST             | MSDLAF+ LIQUID     | PAYROLL            |

**The administration recommends that the School Board approve the resignations of the following staff:**

- (e) Mary Ellen Sauser, .5 SH Student Council Advisor, effective 7/1/15.
- (f) Dihanna Fedder, .5 Junior Class Advisor, effective 8/6/15.
- (g) Dani Allen, .5 Junior Class Advisor, effective 8/6/15.
- (h) Tara Rogers, Elementary SPED Paraprofessional, effective 8/10/15.
- (i) April Schroeder, Food Service, effective 8/16/15.
- (j) Cody Youngbauer, Assistant Varsity Hockey Coach, effective 8/27/15.
- (k) Carol Bebensee, Food Service, effective 9/2/15.
- (l) Jeff Hussong, JH Track Coach and Assistant Varsity Basketball Coach, effective 9/7/15.

**The administration recommends that the School Board approve the *change of employment* of the following staff:**

- (m) Jenna Steele, changing from Elementary SPED Para to High School SPED Para. No change in step, lane or hours. Effective 9/8/15.
- (n) P'Jay Siltanen, increase in time from 18 hours per week to 28, (Step 3, Lane 7), \$16.21 per hour. Effective 9/8/15.
- (o) Barb Smetana, increase in time from 3 hours to 3.5 hours per day, (Step 2, Lane 3), \$13.04 per hour. Effective 9/8/15.
- (p) Ani James, changing from Lunchroom Monitor/ECSE Paraprofessional to Elementary SPED Paraprofessional, (Step 3, Lane 7), \$16.21 per hour, 6.75 hours per day. Effective 9/8/15.
- (q) Christine Hong, changing from .5 Student Council Advisor to 1.0 Student Council Advisor, for an annual salary of \$1,195. Effective 8/31/15.

**The administration recommends that the School Board approve the *employment* of the following staff:**

- (r) Bill Christianson, JH Football Coach, (Step 3), at an annual salary of \$1,673, effective 8/26/15.
- (s) HS New Teacher Mentors - Julie Berglund, Tom Huettl, Deb Edwards, Jory Magel, Marie Bourgoyne, Bill Christianson, Kim Brubaken, Jeff Adams, at an annual salary of \$300 each, effective 9/8/15.
- (t) Elementary New Teacher Mentors - Jill Borgstrom, Brenda Kloeckl, Deb Adams, Diane Hanson, Kerri Ugrich, Krista Fort, Teri Borich (3), Becky Steffen, at an annual salary of \$300 for each new teacher they mentor, effective 9/8/15.

**as established in the prevailing Teachers Master Agreement effective July 1, 2013.**

- (u) Mary Spinler, Food Service, (Step 1, Lane 3), \$12.64 per hour, 3 hours per day, Effective 9/8/15.
- (v) Holly James, Food Service, (Step 2, Lane 3), \$13.04 per hour, 3 hours per day. Effective 9/8/15.

(w) Carol Moskowitz, Food Service, (Step 1, Lane 3), \$12.64 per hour, 2 hours per day. Effective 9/8/15.  
(x) Krista Dostal, HS Media Center Paraprofessional, (Step 4, Lane 5), \$16.21 per hour, 6.75 hours per day. Effective 9/8/15.  
(y) Chanda Benjamin, ESL Paraprofessional/ADSIS Paraprofessional, (Step 2, Lane 5), \$15.28 per hour, 7 hours per day. Effective 9/8/15. (z) Hope Moulton, Elementary SPED Paraprofessional, (Step 1, Lane 7), \$15.26 per hour, 6.75 hours per day. Effective 9/8/15.  
(aa) As per school district policy, the administration recommends that the school board accept a donation of 5 backpacks filled with school supplies from Firstlight Health System. We thank the Firstlight Health System and their employees for this donation.

Motion by Odegard second by Leibel and carried unanimously to approve the Treasurer's/Cash Flow Report Update.

Member Odegard introduced the following resolution and moved its adoption:

Be it resolved that the school board of Independent School District #578 certify to the county auditor the proposed 2015 Payable 2016 tax levy. The amount of proposed levy is equal to the maximum levy limitation certified by Minnesota Department of Education and will be sent to the Pine County Auditor for use on the Truth-In-Taxation levy statements. The adoption of the final 2015 Payable 2016 tax levy will be voted on at the Monday, December 14, 2015 board meeting at 6:30 p.m. At this time and date we will hear public comments and respond to questions regarding the proposed 2015 Payable 2016 tax levy.

The motion for the adoption of the foregoing resolution was duly seconded by Geisler.

On a roll call vote, the following voted in favor: Leibel, Ascherman, Peterson, Ames, Geisler, Odegard, Connaker.

and the following voted against: None

whereupon said resolution was declared duly passed and adopted.

Motion by Ames second by Connaker and carried unanimously to approve Boiler Replacement and ECFE Heating and Ventilation projects as presented to us by InGensa, Inc. on August 10, 2015 in the amount of \$1,368,433.

Member Odegard introduced the following resolution and moved its adoption:

BE IT RESOLVED by the School Board of Independent School District 578, State of Minnesota (the "District"), as follows:

**Authorization to Execute Professional Services Contract.**

InGensa, Inc. has proposed to the Board that the District enter into a professional services contract (the "Program Management Agreement"), whereby InGensa, Inc. will furnish certain design, construction management, and commissioning services for capital improvements funded with levied dollars. Forms of the Program Management Agreement have been submitted to the District and are now on file. The Board Clerk and Superintendent are authorized to sign the Program Management Agreement with InGensa, Inc. subject to the final mutual agreement of all contract terms. The Program Management Agreement would then be executed in the name and on behalf of the District by the Board Clerk and Superintendent, in substantially the form on file.

The motion for the adoption of the foregoing resolution was duly seconded by Ames.

On a roll call vote, the following voted in favor: Leibel, Ascherman, Peterson, Ames, Geisler, Odegard, Connaker.

and the following voted against: None

whereupon said resolution was declared duly passed and adopted.

Motion by Ascherman second by Geisler and carried unanimously to approve the following lane changes: Joanne Blake MA15, Bill Christianson MA30, Joanne Cahill MA15, Teri Borich BA45, Ryan Larson BA30, Kristen Banz MA, Angie Shaffer MA45, Anna Potvin MA60, Becki Brown BA30, and Kelly Huettl BA30.. We congratulate these staff members on their educational accomplishments.

Motion by Ames second by Leibel and carried unanimously to approve the Annual Report.

Motion by Ames second by Geisler and carried unanimously to approve the World's Best Workforce Plan..

Member Connaker introduced the following resolution and moved its adoption:

WHEREAS, the Minnesota Amateur Sports Commission (MASC), via the State General Fund, provides for general funds to assist political subdivisions of the State of Minnesota for the fulfillment of the purpose and goals of the Mighty Ducks Grant Program, and

WHEREAS, the ISD #578 PINE CITY SCHOOLS desires to complete its project named NEW ELECTRIC ICE RESURFACER TO IMPROVE INDOOR AIR QUALITY at PINE CITY CIVIC CENTER located at 1225 MAIN STREET S, PINE CITY, MN.

RESOLVED:

- 1) That the total cost of completing the project shall be \$136,445 and ISD #578 PINE CITY SCHOOLS is requesting \$45,000 from the Mighty Ducks Grant Program and will assume responsibility for a matching contribution of \$91,445 from the Pine City Civic Center Association.
  - 2) PINE CITY CIVIC CENTER ASSOCIATION agrees to own, assume 100 percent operational costs for the equipment, and will operate the equipment for its intended purpose for the functional life of the equipment which is estimated to be 20 years.
  - 3) ISD #578 PINE CITY SCHOOLS agrees to enter into necessary and required agreements with the MASC for the specific purpose of completing the project.
  - 4) That a request for reimbursement be made to the MASC for the amount awarded after the completion of the project.
  - 5) That JILL NOLAN and/or ISD #578 PINE CITY SCHOOLS is authorized and directed to execute said application and serve as the official liaison with the MASC.
- The motion was the adoption of the foregoing resolution was duly seconded by Member Ames and upon roll call vote being taken thereof: Leibel, Ascherman, Peterson, Ames, Geisler, Odegard, Connaker.

And the following voted against: None

Motion by Connaker second by Leibel and carried unanimously to approve the purchase of 2 spotlights for the auditorium not to exceed \$7,000.

Purchase of up to 9 CYC lights was discussed. Deferred to 2016-17 budget.

**ADMINISTRATIVE REPORTS**

**Stolp-** Community Education Brochure delivered 9/13/15  
New website for Community Ed. & Early Childhood  
Early Childhood Screening - same dates as early outs  
Upcoming -  
Art on the Road - Collaboration with Art Council  
Plymouth Playhouse  
Pine Area Lions "costume" 5K - portion of proceeds will be donated to Pine City Schools Early Childhood

**Lorsung/LeMeir** - Great Start to New Year  
As of 9/9/15 - 51 new students and 45 withdrawals  
Upcoming events -  
Sept. 10 - Club's Choice kick off  
Sept. 14 - Bus Safety Week  
Sept. 14 - Oct. 9 - MAP testing for grades 2-6  
Sept. 16 - Picture Day  
Sept. 30 - Early Release  
Oct. 7 - National Walk to School Day

**Anderson/Landgraf** - Open House well attended  
Start of year went off with few glitches  
ParentView/Student View being implemented  
Change in lunch set up. Point of sale is now done at the end.  
MAP Testing coming up.  
Homecoming September 20-25 - Coronation Tuesday 1:45, Pepfest Friday 7th hour

**Nolan** - Audit week of September 14-18

**Gilman** - Track lines will be painted 9/17-9/18  
SEH gathering parking lot data  
Indian Ed. funding

Meeting adjourned at 7:53 p.m.

Wally Connaker  
Clerk