

**SCHOOL BOARD MEETING MINUTES
INDEPENDENT SCHOOL DISTRICT #578
PINE CITY, MINNESOTA 55063
Monday, February 11 2019 @ 6:30 P.M.
Pine City District Office Board Room
“Preparing Our Students for the Future”**

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, February 11, 2019 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, Tim Geisler, JacLynn Cavallin, Wally Connaker, Dan Peterson, Lisa Nos-Tollefson, Candice Ames.

Absent: None

Also present was Superintendent Annette K. Freiheit.

Motion by Ames second by Nos-Tollefson and carried unanimously to approve the agenda.

Positive Happenings

2019 School Board Recognition Week, February 18-22.

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

(a) Approve the January 14, 2019 regular meeting minutes.

(b) Approve the January 2019 bills to date as listed.

(c) Approve the following electronic fund transfers:

<u>Date</u>	<u>Amount</u>	<u>Transfer from</u>	<u>Transfer to</u>	<u>Description</u>
01/07/2019	\$25,000.00	MN TRUST	MSDLAF+ Liquid	CASH FLOW
01/11/2019	\$1,000,000.00	MN TRUST	STEARNS BANK	PAYROLL /CASH FLOW
1/30/2019	\$750,000.00	MN TRUST	STEARNS BANK	PAYROLL /CASH FLOW

The administration recommends that the School Board approve the resignation of:

(d) Kyle Allen, JH Baseball Coach, effective 1/31/19.

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

(e) Rebecca Oberg, .6756 LTS for Laurie Schminkey, (Lane 1, Step 2), effective 1/14/19 to 6/6/19.

(f) Steven Fore, LTS Custodian for Perry Skluzacek, effective 1/8/19 until Perry can return.

(g) Ruby Olsen, LTS Vision for Seth Sauter, (Lane 1, Step 2), effective 2/4/19.

as established in the prevailing Staff Agreement.

(h) Becky Steffen, childcare leave approximately 3/29/19 through end of school year.

(i) Laurie Schminkey, 2-5 year extended leave commencing 2019-20 school year.

Motion by Geisler second by Ames and carried unanimously to approve the Treasurer's Report.

Member Leibel introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE.

WHERE AS, there may be a change in enrollment and curriculum requirements;

WHERE AS, this enrollment and curriculum change may require that teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions.

BE IT RESOLVED, by the School Board of Independent School District No. 578 as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions (as a result of enrollment and curriculum changes), make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member Connaker and upon a roll call

Vote being taken thereon, the following voted in favor thereof: Leibel, Geisler, Cavallin, Connaker, Peterson, Nos-Tollefson, Ames.
and the following voted against the same: None
Whereupon said resolution was declared duly passed and adopted.

Motion by Geisler second by Ames and carried unanimously to approve the American Indian Resolution.

Motion by Leibel second by Nos-Tollefson and upon roll call vote Leibel, yes; Geisler, yes; Cavallin, yes; Connaker, yes; Peterson, yes; Nos-Tollefson, yes; Ames, no to approve the Costa Rica Trip. Motion passed.

Motion by Cavallin second by Leibel and carried unanimously to approve the German Trip.

Motion by Geisler second by Ames and carried unanimously to approve the revisions to the 2018-2019 school calendar.

ADMINISTRATIVE REPORTS

Miller

- Working on bids for upcoming summer projects.
- Had some freezing issues on the really cold days and are working on fixing them.
- Taking care of the parking lots and sidewalks are keeping us busy.

Laven

Focus: Student Learning and Achievement

- ECMECC/ECCO Grant Application for Work Experience or Job-Shadow at the High School
- Minnesota Student Survey Completed with:
 - 101 5th graders , 119 8th graders, 198 9th/11th graders

Focus: Culture for Growth and Success

- College and Career Committee Meeting
- Career Summit March 14, 2019
- ACT Preparation & Test Security & Parent Notification Letter went out with a new resource “[Act Academy](#)”
- Research Marzano Teacher Evaluation Model Review iObservation Academy Online Courses
- CAPP Meeting [Agenda](#)
 - Based on initial meeting, the discussion talked about new Arts Standards being grade specific, change to focus in 6th grade on Native American components of Art. Also, discussion on how the work can be braided to support needs of all students to use Arts as a means to help with Social Emotional Learning at younger ages.
 - For the High School, focus on the career pathways in the Art profession based on the MN Career Fields, Clusters, and Pathways
- [EPIC Conference Data Recap](#)
 - Cornelius Minor was recommended as a speaker for 2019-2020
 - Here's a link to his information: <https://www.heinemann.com/products/e09814.aspx#fulldesc>
- Secondary Mathematics reviewed resources including:
 - Envision (piloted)
 - Larson
 - Big Ideas
 - Realize (McGraw Hill)
 - Core Plus Mathematics

Focus: Efficient and Effective Operations

- [Operation Round Up Grant Final Report Submitted](#)
- Research policies regarding Academic Research

Stolp

Focus: Culture for Growth and Success

Goal: district will provide opportunities for successful activities

Every moment is a learning opportunity.... Practicing her name while refueling her energy!!!

→ → → →

- ❑ Outreach: working with local PreK for continuing education opportunities
 - ❑ Creating a pilot program to implement behavior curriculum in a local preschool.
- ❑ Family fun event - Valentine Bash
 - ❑ Feb 7

- ❑ Ages 2-7
- ❑ Activities focus on early childhood learning and social & emotional standards and strategies for parents
- ❑ Includes evening early childhood screening
- ❑ Family field trip
 - ❑ MN Children's Museum - March 15
- ❑ Pyramid Model
 - ❑ Jan 17 - Board of School Administrators Conference
 - ❑ Each school board member stated they know the classroom are struggling with challenging behaviors and it is a barrier to learning
 - ❑ National Pyramid Model is offering online webinars to increase professional development
- ❑ Dragon Wagon
 - ❑ Quotes for Dragon Wagon 2.0
 - ❑ Finalizing quotes
- ❑ Snow Days for Pre-k
 - ❑ Official guidance for Pre-k is snow days are not counted against attendance requirement
- ❑ Youth
 - ❑ Digital Escape room with Ms Lundholm & Mrs Jahnz
 - ❑ Cheerleading Camp
 - ❑ Father - Daughter dance -- April 12
- ❑ Adults
 - ❑ Pickleball is expanding & very popular!!
 - ❑ Photo Organization
 - ❑ Sustainable Living with Jane
 - ❑ Monarch Rescue
 - ❑ Renewable Energy
 - ❑ We R Able - Adults with Disabilities - Call Valorie for more information (320) 358-1210
 - ❑ Popcorn & a movie - 1st Thursday of the month

↓↓↓↓↓ A predictable schedules helps to reduce stress & behaviors ↓↓↓↓↓

Lorsung/LeMier

Focus: Student Learning and Achievement

- IE: Data, Student Success, Celebrations
- February is "I Love to Read Month". This year's guest Visiting Author, [Traci Sorell](#) ~ her web page is linked~ will visit the elementary February 12 and 13. All students will get to see her.
- Celebration: Spring choir has started.

Focus: Culture for Growth and Success

- Ie. effective workplace, promote and maintain healthy relationships
- January - wrapped up Kindness Month.

Focus: Efficient and Effective Operations

- IE: Facilities; Staffing; Enrollment
- Professional growth plans will be updated again by March 2nd. Review will take place the following week.
- GLTF meetings will be held Feb. 12 to start the analysis of winter assessment data.
- Non-tenured observations are complete.
- Grades 5, 3, and Special Ed are participating in the Teacher Evaluation and Development Summative Evaluation. Observations start in February.

Christianson

Dragon Winter Activities - MSHSL Sections time

One Act Play had a successful Sub-Section (hosted here in Pine City) but unfortunately did not qualify to advance to Sections this season

Girls Dance Team competed at Sections in Chisago Lakes but did not advance

Boys Hockey is currently in 1st place in the Two Rivers Conference and is playing tonight (Feb. 11) to hopefully secure their 4th straight Championship and are looking to be seeded 3rd or 4th as they head into Sections on Thursday, February 21

Boys Basketball currently is in 1st place in the Conference and ranked 8th in the Sections with some pivotal games coming up here before the season ends with a huge game against Hinckley Finlayson looming on the horizon Friday, March 1 in Hinckley that could decide the conference. Our 23 **Cheerleaders** have been giving much support.

Girls Basketball is currently in 2nd place in the conference and 6th in Sections. The girls look to be in line to host a first round Section game on Thursday, February 28

Dragon Wrestling were crowned Great River Conference Dual Meet Champions going undefeated in Conference duals this season. The wrestlers competed at the Conference Individual Tournament in Rush City this past Friday and will be in Section team action tomorrow night, Feb. 12 in Princeton with the individual Sections in Hibbing on Feb. 22. A couple of our wrestlers are having great seasons and hope to challenge for a chance to go to state in their respective weight classes.

Our Co-Op ladies are doing well also.

Our five ladies on the **Cambridge-Isanti Girls Hockey** completed their regular season 18-7 and look to be seeded 5th in their section play.

Our 12 Gymnasts on the **Rush City Gymnastics team** have also been doing well and will be in Section action on February 16 in Becker.

A special shout out to **Jennifer Krinke** again this year for organizing our High School Choir kids to sing the National Anthem at all of our home Boys and Girls Basketball, Hockey, and Wrestling events that our Pep Band is not able to play at. It makes for a real class act for Pine City High School to have such high quality musicians perform.

*** Activities Advisory Committee meeting : Thursday, February 21 7:15a.m. in the board room

Anderson/Landgraf

Focus: Student Learning and Achievement

Registration message to parents 9-12

Business Academy:

These business courses will be scheduled in 8-week blocks, so students would be able to complete all four in one academic year. Each course will be offered in a hybrid model, with students "meeting" virtually one day a week and completing other course requirements online. The 5th course, College Composition, could be taken online or as a concurrent enrollment course (through PTCC or another institution) to round out the requirements of the Academy.

The four business courses will be offered at a discounted rate to interested high schools at \$299 per student per course (as opposed to the traditional ITV rate of \$399 per student/course). There are no required textbooks for the Business courses.

Fall Courses

- **BUSN 1110 Introduction to Business (1st 8 weeks)**
- **BUSN 1120 Business Computer Applications (2nd 8 weeks)**

Spring Courses

- **BUSN 1130 Human Relations in Business (1st 8 weeks)**
- **BUSN 1140 Business Information Systems (2nd 8 weeks)**

Students participating in the Business Academy will have the opportunity to participate in the following activities:

- **Fall field trip to PTCC to participate in hands-on activity with PTCC Business Faculty (PTCC will cover the cost of sub and transportation)**
- **Spring field trip to PTCC to celebrate success of all students, and for those who completed all required courses for the Business Essentials Certificate (PTCC will cover the cost of sub and transportation)**
- **PTCC Graduation! Students who complete all requirements of the Business Essentials Certificate will be invited to participate in our graduation ceremony.**

The Business Essentials Certificate Provides Better Career Opportunities

Pine Technical & Community College's Business Essentials Certificate provides you with the foundation to advance your professional skills or continue your business education. The curriculum provides the skills employers are seeking.

- **Courses are delivered in an online and hybrid format.**
- **Flexible schedule and start dates.**
- **Students can take one course at a time in 5 consecutive 8-week sessions.**
- **Students can complete the certificate in one semester.**
- **No textbook costs for most business courses (Open Source Textbooks via University of Minnesota Libraries Publishing and the Saylor Foundation publishers).**
- **The certificate is designed with flexibility in mind, the program is complementary to all majors and is upward compatible with the Business Administration diploma and Business Transfer Pathway AS degree.**

Career and Transfer Outlook for Business Essentials Certificate Graduates

- **Business occupations are projected to grow 8 percent from 2014 to 2024, according to the Bureau of Labor Statistics.**
- **Graduates of the Business Essentials Certificate will be prepared to work in a variety of office settings.**

FYI. Tim Schlichting and possibly Jared Eichten, IT teachers will be participating in this training to offer the manufacturing academy to students SY 20.

Brief update regarding the grant that PTCC received from the Office of Higher Education (OHE) to develop the Manufacturing Academy. 4 trainings over the course of the summer and the 2019-2020 academic year to become credentialed to teach the manufacturing courses listed below.

- **CMAE 1514 Safety Awareness**
- **CMAE 1522 Quality Practices**
- **CMAE 1518 Manufacturing Processes and Production**
- **CMAE 1526 Maintenance Awareness**

First two trainings scheduled for this summer. Both trainings will be held at PTCC.

- **Safety Awareness – June 19 – 21, 2019**
- **Quality – July 17 – 19, 2019**

Two additional 3-day trainings will be scheduled during the 2019-2020 academic year to round out training for the four courses.

Healthcare Academy update:

Information from Kierstan Peck at PTCC about some proposed changes to the Healthcare Academy series of courses and asked for your feedback. Thanks to those who got back to us. Generally, all responses were okay with making the changes which are designed to make it a

little easier for students to qualify for the program, align it better with other nursing programs at PTCC and give better access to the extra class needed for students to qualify to take the CNA exam.

So, PTCC is going to go ahead with the following changes for the 19-20 school year. We will get these reflected in the course catalog available on our website. Also note that Medical Dosages will now be a standalone class during 2nd semester on Mondays (the other classes only meet Tuesday thru Thursday) so students can optionally take that class as well (for an additional fee)

Fall (1st Semester) “Packaged” Offerings:

1. HCCC 1215 Introduction to Healthcare Careers I
2. HPPC 1002 Medical Terminology*

Spring (2nd Semester) “Packaged” Offerings:

3. HCCC 1220 Introduction to Healthcare Careers II
4. HPPC 1004 Pharmacology**

Additional Spring Offerings:

5. HPPC 1000 Medical Dosages (Offered as a standalone course via ITV on Mondays during the full Spring semester. Cost per student would be \$133 for the course.)
6. HCCC 1225 Healthcare Careers Skill Set (Dates TBD, but will be offered on select Saturdays March-May) **This may be Saturdays/Sundays as we look at a possible schedule**

Notes

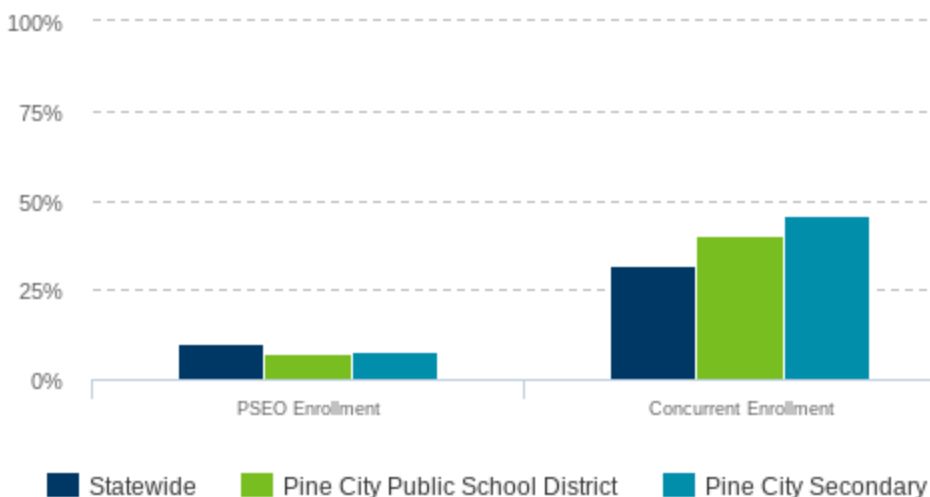
1. *Medical Terminology will be moved to the Fall (previously this was offered in the Spring). The course does not require placement scores and will provide students with a foundation for spring courses
2. **Pharmacology will be added to the Spring semester, packaged with HCCC 1220 (previously, Medical Dosages was packaged with HCCC 1220). This course does require a college level reading placement score.

With the changes suggested above, students would be able to meet nearly all prerequisite courses for PTCC’s nursing and medical assisting programs. The two additional prerequisite courses required would be College Composition (which many students can take via concurrent enrollment at their high schools) and BIOL 1240 Health and Disease in the Human Body, which students could take as a PSEO student, or self-pay in the summer, allowing them to start in either program in the Fall.

2017



Rigorous Course Enrollment



Pine City Secondary

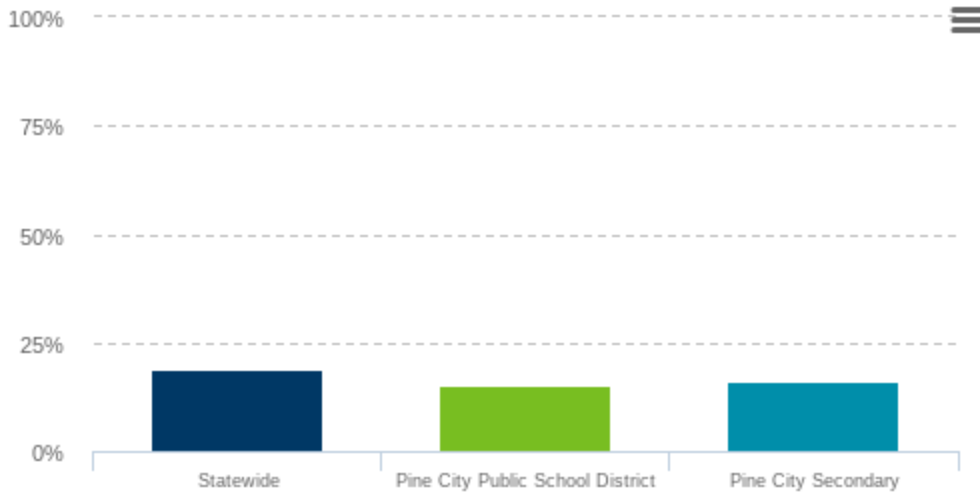
High School Graduation Year: 2017



Developmental Education Enrollment



Percent of HS Graduates Enrolled in Developmental Education During First Two Years

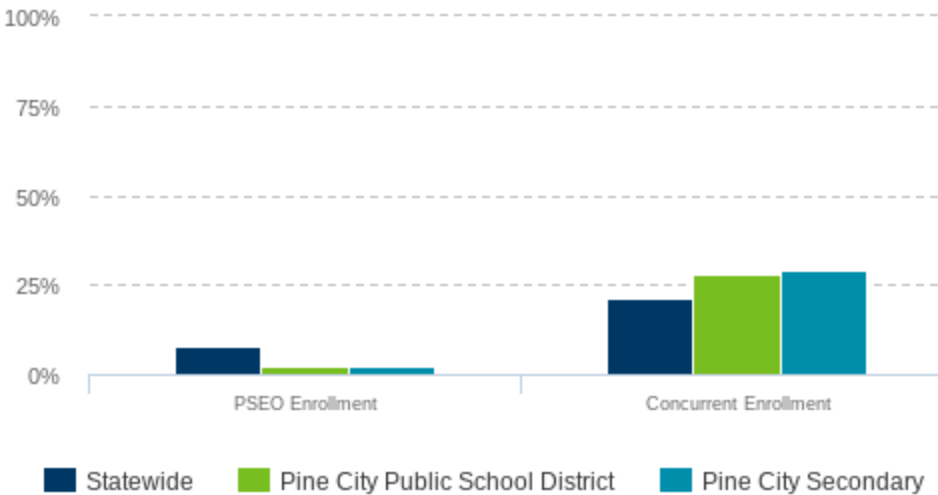


Pine City Secondary

High School Graduation Year: 2012



Rigorous Course Enrollment



Pine City Secondary

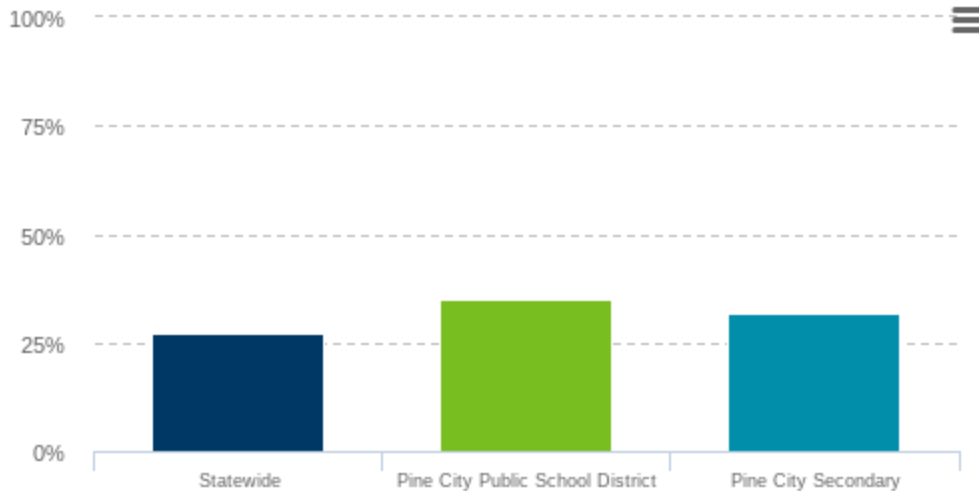
High School Graduation Year: 2012



Developmental Education Enrollment



Percent of HS Graduates Enrolled in Developmental Education During First Two Years



7th Grade Staff Meeting Agenda and Minutes
Rm 185 - 7:15 am - on the 1st Friday of each month

Purpose

1. To strengthen the core classes
2. To be the first step in identifying students with academic needs
3. Teaching across the curriculum/recognizing common vocabulary

Team Norms

1. Have a growth mindset about students, colleagues and self
2. Focus on solutions
3. Fill out student referral form
 - a. <https://goo.gl/AYjN9p>
4. Shift the focus to academic concerns
 - a. Behavior concerns
 - b. [BeMo Referral Form](#)

“

“How many of the students who walk by you each morning came from a house filled with chaos just ten minutes before they arrived at school?”

”

KIDS DESERVE IT

Focus: Culture for Growth and Success

Snow Week: February 18-22

Variety Show:

Students in grades 9-12 are invited to sign up for the Snow Week Variety show to be held on Tuesday February 19. Come share your talents, skills, or entertaining skits with the school to kick off snow week. **Sign up in the HS office.** You must attend **Auditions -**

Variety Show - Auditions Moved to Friday Feb 8 After school

You must sign up in the HS office and attend "auditions" on Friday Feb 8 in order to participate. A mandatory Dress rehearsal is on Monday Feb. 18 at 3:00 PM also.

Dodgeball:

Students in grades 9-12: Grab some friends and get a team ready for Snow Week Dodgeball. Dodgeball will be held on **Monday February 18 at 8:00 PM** You may sign up in the **HS office** until **Thursday February 14.** The **cost is \$2.00 to play or watch.**

Focus: Efficient and Effective Operations

If you suspect a student has a vape or has been vaping

1. Quietly call Connie/Linda in the HS office to have one of us come down and check (student) for a vape.
2. We will escort them to the office by keeping their hands where we can see them.
3. We will do a search with another staff member present.
 - a. Kids do hide them in areas we can't search
4. If we find something, the student will be suspended and they will face school consequences for consequences for activities.
5. Questions?

Discipline Referral Numbers:

2017-18 YTD Jan 14

1180

2018-19 YTD Jan14

908

**-23% From 17-18 to
18-19**

Freiheit

Focus: Culture for Growth and Success

Superintendent Evaluation

We will be using the MSBA/MASA Evaluation Model. This model identifies eight (8) standards and each standard has five to seven (5-7) elements. For each element, they have developed a rubric that defines what each rating on the scale would look like. The rating scale is: highly effective, effective, expectations are being met, developing, ineffective, and NA/Unable to evaluate. At the end of each standard area, the evaluator will give an overall rating and have space for additional comments on my strengths and opportunities for improvement.

Timeline for Evaluation: I will introduce the evaluation form that is set up in Survey Monkey and will also have a paper copy available for review at the February Board Meeting. We will discuss the evaluation and any revisions needed. The school board will determine a deadline (proposed: Feb. 26th) for each board member to complete the evaluation form. After the deadline, a paper copy of the final results will be mailed to board members or you can arrange to pick it up in the district office (March 1st). Board members need to review the results and be prepared for discussion in a closed session at the end of the March 11th board meeting. During the discussion, we will identify prioritize areas for improvement. Then I will craft goals based on the priority areas for improvement and will present the goals at the April 8th board meeting.

Focus: Efficient and Effective Operations

Facilities

We are still reviewing options for the locker room situation at the Civic Center. I will meet with the PCCC Board on Friday, Feb. 8th and will have an update at the board meeting. I am also meeting with Paul Youngquist regarding facilities upgrades and other options on Friday, Feb. 8th and will have an update at the board meeting. The Facilities and Grounds committee met on Jan. 28th and the agenda/notes are linked under Committee Reports.

Feb. 25th Board Work Session

Agenda focus will be:

1. Next year's preliminary budget update (staffing, revenue projections, reductions)
2. Operating levy
3. LTFM and Capital Outlay Budgets and anticipated projects
4. Mid-year check-in on strategic Plan/WBWF plan

Future School Board Activities

- ★ February 21: Joint Boards Meeting with Luke Greiner from DEED on workforce and employment trends, 6:00 to 8:00 P.M. in the PCHS District School Board Room
- ★ February 25: School Board Work Session, 6:30 to 8:00 P.M. in the PCHS District School Board Room

MSBA Negotiations Seminar: Which one will we attend? (Tim, Dan, ???)

Saturday, February 23, 2019 | Best Western Plus Kelly Inn, 100 4th Avenue South, St. Cloud OR
Friday, March 1, 2019 | Holiday Inn Arbor Lakes, 11801 Fountains Way North, Maple Grove

Future Superintendent Activities

- ★ February 21: Joint Boards Meeting with Luke Greiner from DEED on workforce and employment trends, 6:00 to 8:00 P.M. in the PCHS District School Board Room
- ★ February 25: School Board Work Session, 6:30 to 8:00 P.M. in the PCHS District School Board Room
- ★ March 7-8: MASA Spring Conference, Minneapolis Marriott, Brooklyn Park

Meeting adjourned at 8:23 p.m.

Wally Connaker
Clerk