

INDEPENDENT SCHOOL DISTRICT #912

MILACA, MINNESOTA 56353

Monday, April 17, 2023 6:30 p.m.

ALC

REGULAR BOARD MEETING

I. CALL TO ORDER REGULAR BOARD MEETING AND PLEDGE OF ALLEGIANCE -

Chairperson Aimee Struffert

II. ROLL CALL - CLERK Those present: Those absent:

Voting Rotation: Jennifer Corrow, Jere Day, Caity Eggen, Samantha Lange, Sara Larsen, Nathan Neuhart, Aimee Struffert

III. APPROVAL OF AGENDA

IV. PUBLIC FORUM

Open forum is a specific time set-aside during School Board Meetings for members of the public to communicate to the board, even if they are not on the agenda. To participate in the open forum, please sign in on the clipboard before the meeting is called to order.

Guidelines for the open forum:

- When your name is called, please stand. Remember to state your name, address and the organization you represent. Please limit your comments to five minutes, with a maximum of 15 minutes per topic. These limitations are needed to run a timely and orderly board meeting.*
- Most information about students is also private under Minnesota law. The Board cannot allow public discussion of information that could identify individual students.*
- Personnel matters should not be discussed because most of those issues are private under Minnesota law. If you have a concern with a district staff member, try to resolve the issue with the individual. If you cannot resolve the issue, follow the district's chain of command.*
- The School Board is eager to listen to your remarks; however, Board Members are not able to debate issues that arise during the open forum. The forum is an opportunity for the citizens to speak and the board to listen. Items brought before the Board through the Public Forum may be answered immediately if the information is known, or referred either to the Administration or to a Board Committee for further study. If issues presented at Public Forum need further Board action and are unrelated to the current meeting agenda, the item will be placed on a future agenda for action.*
- We urge participants in the forum to model civil, respectful speech on topics appropriate for the forum. Thank you so much for your willingness to present your thoughts and questions to us. (See School District Policy 206 Public Participation in School Board Meetings for further information. This policy, in its entirety, can be found under Policies on the School District Website.)*

V. COMMITTEE REPORTS

A. *Committee of the Whole (4/3) - A. Struffert*

- 1. Operational Plan Update*
- 2. Fund Balance Discussion*
- 3. Land Update*
- 4. Learning Update*
- 5. Other*

B. *Building and Grounds Committee (4/17) - S. Larsen*

- 1. Summer Project Preview*
- 2. Courtyard Playground Proposal*
- 3. District Office Changes*
- 4. Other*

VI. PRESENTATIONS

Building Tour - following the Regular Board Meeting

VII. PRINCIPALS/DIRECTORS/COORDINATORS REPORTS

- A. High School Principal - [Report](#)
- B. Elementary Principal - [Report](#)
- C. Activities Director/Dean of Students - [Report](#) to follow
- D. Community Education Director/Facilities Manager - [Report](#)
- E. Business Manager Report - [Report](#)

VIII. APPROVAL OF THE CONSENT AGENDA

The consent agenda is used for those items on the agenda that usually do not require discussion or explanation as to the reason for board action. At the request of any individual school board member, an item shall be removed from the consent agenda and placed on the regular agenda for discussion.

- A. **Approval of Minutes (Enclosure)**
[March 20, 2023 Regular Board Meeting](#)
- B. **Approval of Bills (Enclosures)**
 - 1. [Checks](#)
 - 2. [Wires](#)
- C. **Approval of Wire Transfers Listed Below:**

PMA Transfers to First National Bank

3/9 \$1,000,000.00

3/30 \$1,000,000.00

D. **Personnel Items**

New Positions / Change in Assignment / Replacement

- 1. Hire Matt Follmuth, 7th Grade Baseball Coach, \$2,911.37, effective March 27, 2023
- 2. Hire Alison Gries, 9th Grade Softball Coach (replacing Angela Helle), \$2,219.70, effective March 13, 2023
- 3. Minimum wage increase for Emily Arens, from \$10.33 per hour to \$10.59 per hour, effective January 1, 2023
- 4. Minimum wage increase for Hilary Leom, from 10:33 per hour to \$10.59 per hour, effective January 1, 2023
- 5. Change of assignment for Teresa Nicholson, from Food Server to Cook-Cashier, 30 hours per week to 35 hours per week, \$17.78 per hour to \$19.32 per hour, effective March 20, 2023
- 6. Hire Austin Dickmann, 9th Grade Baseball Coach (replacing Kurt Kragt), \$2,219.70, effective March 20, 2023
- 7. Hire Angela Helle, Head Softball Coach (replacing Mitch Vedders), \$5682.15, effective March 13, 2023
- 8. Hire Ellie Schindeldecker, Junior High Girls Golf, \$1,997.73, effective March 27, 2023
- 9. Hire Beth Sumner, 7th Grade Softball Coach (replacing Hope Schendel), \$1,997.73, effective March 27, 2023

10. Change in assignment for Bonnie Hoebelheinrich, Food Server (replacing Teresa Nicholson), from 15 hours per week to 30 hours per week, \$15.32 per hour, effective April 11, 2023
11. Revision in days for Randy Johnson, High School Long Term Substitute for Ellen Greener, MA+20 Step 15, 1.0 FTE, from \$16,784.36 to \$17,214.73, effective March 21, 2023 - May 30, 2023
12. Accept revised notice of assignment with Cara Colpitts, Food Server, 11.25 hours per week, from \$15.32 per hour to \$15.57 per hour, effective March 16, 2023

Staff Leave Requests:

1. Revised leave for Judith Swenson, ECCE Aide, effective February 2, 2023 - May 26, 2023
2. Revised leave for Ellen Greener, High School Science Teacher and JV Softball Coach, effective March 20, 2023 - May 31, 2023
3. Patricia Voigt, High School Social Studies Teacher, effective April 25, 2023 - May 31, 2023**

Resignations / Retirements / Seasonal Layoff / Termination:

1. Accept the resignation of Angela Helle, 9th Grade Softball Coach, effective March 13, 2023
2. Accept the resignation of Anna Black-Asmus, High School Special Education Teacher, effective March 28, 2023
3. Accept the resignation of Kaleb Anderson, Head Boys Basketball Coach, effective March 29, 2023
4. Accept the resignation of Selena Henderson, High School Paraprofessional, effective April 14, 2023

E. Second Reading of Policies with substantive changes (*Enclosures*)

[Policy 410 - Family and Medical Leave Act](#)

[Policy 415 - Mandated Reporting of Maltreatment of Vulnerable Adults](#)

[Policy 524 - Internet Acceptable Use and Safety Policy](#)

[Policy 534 - School Meals Policy and Addendum](#)

F. Name Steve Voshell as LEA Representative 2023-2024 in Filling Application Under Public Law 107-110

G. Approval of Letter of Assignment with Kathy Allen, Finance Specialist, effective April 17, 2023 - June 30, 2024 (*Enclosure*)

[LOA Kathy Allen](#)

H. Approve the Overnight Trip Request for Milaca Girls Golf to Austin, MN, April 6-7, 2023 (*Enclosure*)

[Trip Request Form and Itinerary](#)

There will be approximately 10 students in grades 9-12 and 1 chaperone on this trip. Members of the Girls Golf Team are eligible to participate. No student days will be missed. The group will travel to Austin where they will have the opportunity to play golf at the Meadow Greens Golf Course. Fundraising goals have already been met for this trip and the cost will be \$650.00 from the student fundraising account.

I. Approve the Overnight Trip Request for Milaca Girls Golf to Paynesville, MN, May 12-14, 2023 (*Enclosure*)

[Trip Request Form and Itinerary](#)

There will be approximately 10-14 students in grades 9-12 and 1 chaperone on this trip. Members of the Girls Golf Team are eligible to participate. No student days will be missed. The group will travel to Paynesville where they will have the opportunity to play golf at the Koronis Hills Golf Course. Fundraising goals have already been met for this trip and the cost will be \$1,500.00 from the student fundraising account.

J. First Reading of Policies with substantive changes (Enclosures)**

[Policy 406 - Public and Private Personnel Data & Form](#)

[Policy 714 - Fund Balances](#)

IX. ITEMS ON WHICH BOARD DISCUSSION AND ACTION IS REQUESTED

A. Approval of Treasurer's Report (Enclosure)

[Treasurer's Report](#)

Discussion

A motion is in order to approve the Treasurer's Report.

B. Acknowledgement of Gifts/Donations

The Business Manager recommends the following resolution:

Motion by _____ to approve the following resolution:

ACKNOWLEDGEMENT OF GIFTS/DONATIONS

WHEREAS, School Board Policy #706 establishes guidelines for the acceptance of gifts/donations to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and

BE IT RESOLVED that the School Board of Independent School District No. 912 accept with appreciation the following gifts/donations and permit their use as designated by the donor(s).

Date	From	Site	Item/Nature of Donation/Gift	Value/Amount
Mar - 2023	Central Mille Lacs United Way	Community Education	Donations for the following programs: KidsTown - \$829.00 School Readiness - \$829.00 Special Olympics - \$414.00	\$2,072.00

The motion for the adoption of the foregoing resolution was duly seconded by _____ and upon vote being taken thereon the following voted in favor there of:
and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

C. Approval of the Resolution to Designate an Identified Official with Authority for Education Identity Access Management (Enclosure)

[EDIAM Resolution](#)

Member _____ introduced the following resolution and moved its adoption:

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local education agency that uses the Education Identity Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local education agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, 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 authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties. It is recommended the Board authorize add David Wedin, david.wedin@milaca.k12.mn.us, EDIAM user ID: david.wedin, to act as the Identified Official with Authority (IOwA) for Milaca Public Schools (ISD #912).

Discussion

A motion is in order to designate David Wedin, david.wedin@milaca.k12.mn.us, EDIAM user ID: david.wedin, to act as the Identified Official with Authority (IOwA) for Milaca Public Schools (ISD #912).

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

D. Approval of an Employment Notice Regarding Trialing Professional Leave of Coaches/Advisors for Hourly Employees (Enclosure to Follow)**

[Employment Notice for Hourly Coaches/Advisors](#)

Commentary by Superintendent Wedin

Discussion

A motion is in order to approve an Employment Notice Regarding Trialing Professional Leave for Hourly Employees.

X. ITEMS OF INFORMATION AND/OR DISCUSSION ONLY

A. Enrollment

2021-2022	<u>Sept.</u>	<u>Oct.</u>	<u>Nov.</u>	<u>Dec.</u>	<u>Jan.</u>	<u>Feb.</u>	<u>March</u>	<u>April</u>	<u>May</u>	<u>June</u>
EC	125	131	130	134	137	143	144	146	147	
K	115	114	116	116	115	115	113	115	116	
1	106	104	105	108	109	109	106	107	108	
2	90	88	91	93	93	92	94	95	95	
3	131	131	132	132	131	131	130	130	130	
4	118	119	119	119	119	117	117	117	118	
5	111	108	111	111	110	109	110	110	110	
6	118	118	119	119	118	119	119	120	122	
Sub Total EC-6	914	913	923	932	932	935	933	940	946	
7	131	132	132	131	130	127	122	125	124	

8	126	125	120	123	121	121	120	120	119	
9	156	155	153	152	151	146	147	145	146	
10	136	133	131	128	128	125	124	123	123	
11	156	156	156	150	149	143	144	144	144	
12	113	112	107	106	106	104	105	105	105	
Sub Total 7-12	818	813	799	790	785	766	762	762	761	
TOTAL EC-12	1732	1726	1722	1722	1717	1701	1695	1702	1707	
	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Home School										
(families)	34	92	98	100	100	96	98	98	98	
(students)	75	203	218	220	220	212	215	214	214	
Com Christian	80	80	78	78	79	79	79	79	79	
Pre K	15	15	24	24	23	23	23	23	23	
Faith Christian	50	50	49	49	49	47	47	47	47	
ALC Only	18	18	21	24	23	26	26	30	22	
ALC Credit	51	51	49	48	48	36	38	42	32	
Make-Up										
ALC/MHS	8	8	8	8	7	6	6	6	10	
TOTAL ALC	69	69	70	72	71	62	64	72	54	
K-6 OL Full Time	10	10	11	12	11	11	11	15	15	
7-12 OL Full Time	19	19	24	24	24	36	36	32	30	
7-12OL	9	9	5	5	5	7	5	6	6	
Supplement										
TOTAL K-12	38	38	40	41	40	54	52	53	51	
Online										
2022-2023	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
EC	109	106	104	103	103	105	108	107		
K	117	115	116	115	115	115	116	117		
1	120	121	121	120	122	121	121	120		
2	110	108	108	107	105	105	105	105		
3	94	94	93	94	92	92	94	94		
4	131	129	129	129	131	131	130	129		
5	121	119	119	118	118	116	116	116		
6	109	109	109	110	112	111	111	111		
Sub Total EC-6	911	901	899	896	898	896	901	899		
7	131	125	124	126	127	125	123	123		
8	125	124	124	126	126	124	125	125		
9	132	129	128	129	130	128	128	127		
10	146	143	139	137	136	135	134	133		
11	121	120	116	114	114	112	114	113		
12	150	147	147	147	148	140	140	140		
Sub Total 7-12	805	788	778	779	781	764	764	761		
TOTAL EC-12	1716	1689	1677	1675	1679	1660	1665	1660		
	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April	May	June
Home School										
(families)	37	88	97	98	99	100	100	103		
(students)	75	184	202	203	205	210	210	213		
Com Christian	86	88	88	88	88	88	88	89		
Pre K	23	24	24	24	24	24	24	24		
Faith Christian	123	115	115	115	114	114	114	113		
Pre K		8	8	7	8	8	8	8		
ALC Only	23	21	19	18	17	21	22	23		
**ALC Credit	35	36	32	33	33	25	32	32		
Make-Up										
**ALC/MHS	12	12	12	12	9	10	10	11		
TOTAL ALC	58	57	51	51	50	46	54	55		
7-12 OL Full Time	23	28	25	23	21	28	26	26		
**7-12OL	7	10	10	11	11	13	13	12		
Supplement										
TOTAL Online	30	38	36	34	32	41	39	38		

**Counts in these areas may overlap with High School enrollment counts.

B. May 15, 2023 Regular Board Meeting - time change to 6:00 PM

XI. SUPERINTENDENT AND BOARD MEMBER ITEMS

A. Superintendent Report - [Report](#)

B. Board Member Items

XII. MOTION TO ADJOURN MEETING

MILACA SCHOOL DISTRICT MISSION STATEMENT

To educate, empower, and engage all students to become caring and responsible citizens who will succeed in an ever-changing world.

MILACA SCHOOL DISTRICT VISION STATEMENT

Instilling pride and achieving excellence.

MILACA SCHOOL DISTRICT BELIEF STATEMENT

We believe:

1. *We believe in high-quality education and innovative opportunities for all students.*
2. *We believe in a strong partnership between students, staff, parents, and the community.*
3. *We believe students and staff deserve a safe, honest, positive, and supportive environment that is respectful, understanding, welcoming, and belonging.*
4. *We believe in college and career readiness.*
5. *We believe all students can learn, although, at different rates and in different ways.*
6. *We believe in providing the technology learning spaces necessary for a 21st-century education.*
7. *We believe students should continue to have multiple opportunities to be actively involved.*
8. *We believe in supporting students in their social-emotional and psychological well-being.*
9. *We believe in the responsibility to be fiscal stewards of district stakeholders.*