

**SCHOOL BOARD MEETING MINUTES
INDEPENDENT SCHOOL DISTRICT #578
PINE CITY, MINNESOTA 55063
Monday, December 12, 2016 @ 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, December 12, 2016 for the purpose of conducting regular board business.

Chairman Peterson called the meeting to order at 6:30 p.m.

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

Also present was Superintendent Annette Freiheit.

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

Positive Happenings:

Dihanna Fedder - Midwest Summit

Dihanna Fedder & Matt Baker - Broadband demo

Truth in Taxation Presentation by Jill Nolan.

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

(a) Approve the November 15, 2016 meeting minutes.

(b) Approve the November 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>
14-Nov	\$300,000.00	MN TRUST	MSDLAF+ LIQUID	PAYROLL
30-Sep	\$300,000.00	MN TRUST	MSDLAF+ LIQUID	PAYROLL

(d) Tyler Mans, 4th Quarter Unified Workout Supervisor, effective 12/1/16.

(e) Curt Wagner, Long Term Sub, (Step 2, Lane 1), 12 weeks beginning approximately 12/9/16, at a daily rate of \$207.

(f) Gregory Hunt, Temporary 1:1 Student Dependent SPED Paraprofessional, (Step 1, Lane 7), \$15.57 per hour, 6.75 hours per day, effective 11/18/16.

(g) Wendy Bock, SPED Paraprofessional, unpaid leave of absence 1/3/17 - 6/7/17.

(h) Acceptance of Audit Statements

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

Motion by Ames second by Connaker and carried unanimously to approve the final 2016 Payable 2017 Property Tax Levy.

Motion by Connaker second by Leibel and carried unanimously to approve the Dorian Out-of-State workshop..

Motion by Geisler second by Ames and carried unanimously to approve the Vision Coordinator contract with Jocelyn Rydberg.

Motion by Odegard second by Ascheman and carried unanimously to approve the Broadband grant.

Motion by Leibel second by Odegard and carried unanimously to approve the Reap Grant with out-of-state travel.

Motion by Leibel second by Geisler and carried unanimously to approve the changes to Policy 206.

Motion by Odegard second by Ames and carried unanimously to approve the changes to Policy 506.

Motion by Geisler second by Odegard and carried unanimously to approve the changes to Policy 534.

Motion by Ames second by Leibel and carried unanimously to approve the changes to Policy 616.

Motion by Odegard second by Geisler and carried unanimously to approve the changes to Policy 501.

Motion by Ascherman second by Ames and carried unanimously to approve the changes to Policy 502.

The motion for changes to Policy 504 was tabled

Motion by Leibel second by Geisler and carried unanimously to approve the changes to Policy 505.

Motion by Ames second by Ascherman and carried unanimously to approve the changes to Policy 507.

Motion by Leibel second by Odegard and carried unanimously to approve the changes to Policy 508.

Motion by Ascherman second by Peterson and carried unanimously to approve the changes to Policy 509.

Motion by Leibel second by Odegard and carried unanimously to approve the changes to Policy 509.1.

Motion by Leibel second by Ames and carried unanimously to approve the changes to Policy 511.

Motion by Odegard second by Ascherman and carried unanimously to approve the changes to Policy 512.

ANNUAL POLICY REVIEW

2nd reading of policies 000, 404, 405, 412.1, 417, 418, 421, 423

1st reading of policies 406, 416, 420.1, 424.1, 425, 428, 613, 625

ADMINISTRATIVE REPORTS

Anderson/Landgraf -

Below is the link to information regarding our University of MN CIS (college in the schools) programming.

- a. <https://drive.google.com/file/d/0B9FXWU6bpQMJczdEMml0OUN6X3ZWSUxRd2pHRE54RXhfalpF/view>

Below are the proposed changes to our registration handbook. All of the changes have gone through: Departments per department chairs, High School Staff Council, Curriculum Committee (via email). There are no proposed new classes, only wording changes to classes. Many of the changes are per university changing syllabus or name changes.

- b. <https://docs.google.com/document/d/1txOrnRa7mb5U1iLDQc2Ox5RAOdGT2pkxvdFdfj3IKqg/edit>

Interquest K9 services at PCHS on 11/30. No positive hits after a detailed search of PCHS. We mainly concentrated on classrooms and lockers.

Stolp -

Early Childhood

- Parents are commenting on the difference!
 - 4 days a week
 - lessons aligned with Standards
 - PreK - Grade 3 alignment
 - Fidelity checks on interventions
 - Fidelity check on classroom environment
 - Focus on higher level thinking/questions
 - Biggest change - Reflecting on the good & the bad
 - Hierarchy of our program
 1. Review the environment
 2. Review adult interaction & responses
 3. Review child interaction & responses
- A Moving Child is a Learning Child
 - Gross Motor room
 - Partnering with Occupational Therapist & Physical Therapist from SCRED
 - Redesigning outside play area

Community Education

- Lorie Line
- Pearl Harbor
 - Dinner at the Legion - Dec 4
 - Presentation at the HS Auditorium - Dec 7

2016-18 Goals: To increase outreach

To increase collaboration

- Pearl Harbor: Collaboration with - Pine Area Endowment, The American Legion, Chamber of Commerce, Pine City Community Education, Pine City History Association, the Pine City Pioneer, and Public Library
- Health & Wellness Day: Collaboration with Fairview, Early Childhood Coalition, Initiative foundation & MN Organization of Fetal Alcohol Syndrome
- Early Childhood: Collaboration with Head Start, Pine Technical College, Initiative Foundation, Southwest MN State University

Lorsung/LeMier -

TEACHERS

- Teachers posted a reflection on their Growth Plans. Next reflection will be the end of quarter 2 and then at the end of the school year.
- REAP Grant
 - **Describe the goals that your district expects to accomplish with these funds.**
 - The elementary has 43.1% free and reduced. The barriers students in poverty face leads to challenges faced by our teachers and support staff as students in poverty have unique learning, social and behavior challenges.
 - The goal we have for these funds is to increase our knowledge on what being poor does to children's brains and learn purposeful strategies for student engagement, learning and achievement.
 - As educators, we spend a lot of our undergrad work on the knowledge of content and pedagogy. As a district we are deeply committed to PLC work where we answer the 4 questions of: 1. What do we want our students to know? 2. How will we know when they have learned it? 3. How will we respond when some students don't learn? 4. How will we respond if they already know it? However, without having a deeper understanding of what being poor does to children's' brains and what we can do differently to support students, knowledge of content and unpacking the standards goes only so far for these students.
 - Following this opportunity, the staff will engage colleagues in further discussion of the impact of poverty and the roles it plays in student learning for the development of an action plan to move us forward in meeting the needs of students in poverty.
 - **Describe the services to be provided with these funds and how the services are aligned with current ESEA Title programs and funds.**
 - Our current ESEA Title program and funds are used to strengthen our core programming, provide instructional support for our lowest performing students, and are aligned with content and pedagogy professional development.
 - REAP Grant funds serves as a vehicle for whole school reform with a focus on mindset of poverty and breaking the poverty barriers. Without having an understanding of how students in poverty are impacted, our focus on core instruction and instructional strategies to meet the needs of learners will not happen as intended unless our staff know where students in poverty are coming from and how we can adjust what we say and do.
 - **How will student academic achievement be increased?**
 - As our understanding of how students in poverty brains are impacted, when they are living in stressful situations, helps us know the 'why' we need to support students in different ways to level the playing field and provide learning opportunities to reach academic achievement.
 - For example, when my staff learn that overexposure to cortisol leads to the deterioration of the hippocampus which forms and retrieves memories, cognitive skills decline and a compromised immune system happens. By growing our knowledge of this information and beyond, educators will have an understanding to 'why' we need to not treat all kids sitting in our classrooms the same way. When kids living in poverty live in high stressful situations come to school, their survival instinct in heightened leading to diminished engagement and increased behaviors, their memory center is damaged, and their immune system is compromised leading to increased absences. As educators, knowing this helps us understand the need to have supports and different kinds of supports in place and that not all kids can be treated the same way. Often times, this kind of knowledge is not learned at the teacher prep level and happens when we, as a school, provide these learning opportunities.

- **Please provide a budget narrative justification.**
 - \$26,000 of the grant will be spent on sending 16 staff representing all areas of the school (ie: Homeroom, Special Education, Paraprofessionals, Mental Health, Administration) to the summer teacher workshop on 'Teaching With Poverty In Mind' an Eric Jensen Brain-Based Workshop. This amount includes the training, book study prior to the workshop, follow up work on an implementation plan to the rest of our staff, and an informational session with community stakeholders. The work will be done during the summer to not take staff away from instructional time with students.
 - The rest of the money will be used for a on site speaker, Dr. Donna Beegle, available for all staff and key community stakeholders such as members from our local Community College, chamber board, clergy, homeless shelter liaison, and truancy liaison.

STUDENTS

- Fall Conference Information
 - 5 homerooms had 100% attendance
 - 92% attendance (93% last year)
- Our Local VFW Post 4258 worked with Mr. Stoltz and Mr. Polzine for this year's Patriot's Pen. Patriot's Pen is an essay of 300-400 words. Both teachers used the Patriot's Pen essay to piggyback off of the Fur Trade and Land Treaties signed by Native Americans and European Americans during the 1700 and 1800's by talking about the what America meant to the people during this time and how times have changed since this time period in history. They hoped this would get the students to think about and appreciate the America they enjoy now. They gave the option of the 300-400 word essay of "The America I Believe In" as an extra credit opportunity in class as well as submitting their essay to the VFW for the contest. 15 essays were submitted for the contest. Next year Mr. Stoltz and Mr. Polzine plan on making the essay an in class assignment again with the option of submitting to the VFW Patriot's Pen essay contest because last year's turnout of essay was far greater when the students had to complete the essay as an in class assignment. Those 15 received a Patriot's Pen Essay Pen and a certificate. We have 3 finalists whose essays have been chosen to move onto the district level of the competition. These students took the top three places in 6th grade and moved onto the district level of the contest. The awards will be presented on December 16th at 1:30.
 - Thank you to Mr. Stoltz and Mr. Polzine for taking this on and going the extra mile with it.
- 6th Grade *Penny Wars* held November 14-22nd raised around \$798. The proceeds will be split between the foodshelf & Toys for Tots.
- Strength Based Center: Hour of Code
 - During the week of December 5-0, all students in grades 2-6 had an opportunity to experience the world of computer programming in our Strength-Based Center. Pine City Elementary students joined in with millions of other students in over 180 countries this week learning the basics of computer programming. Through Hour of Code, an introduction to computer science, students learned how to write computer code. Students could choose from many different activities such as Minecraft, Star Wars, Disney's Frozen or Angry Birds and write the code to make the objects on the screen move or interact. Students were actively engaged in problem-solving skills, logic and creativity as they learned how to write code. Students will be able to continue to explore computer programming beyond today if they choose. Our Strength-Based Center allows students to identify and build upon their areas of strengths and interests, so students who are interested in learning more about coding may continue to do so. In addition to writing code on the computer with two dimension objects, they can also choose to program a Sphero Robot using the same coding concepts that they learned this week.
- 5th and 6th Grade Student Council is conducting a Toys for Tots drive Dec 5 - 16.
- DRAGON ZONE update
 - Students reached 20,000 Dragon Zone positive slips and celebrated with pj day on December 9th.
- School Upcoming Events between now and the Jan. board meeting.
 - Elementary Choir Concert Matinee @ 1:45 and 7:00 pm
 - 3rd Grade Program Matinee @ 1:45 for grades K, 1,2, and 4 and 7:00pm

Laven -

Gifted and Talented: Diane Heacox presented a variety of classroom strategies for Differentiating Instruction for Gifted Students within the general education classroom. Her focus was with students acceleration, extensions, enhancements, complexity, depth, and innovation. Assessment were identified as the key for planning for differences within a classroom setting, including the Assessment for Learning (Formative - drive instruction), not Assessment of Learning (Summative), connecting well with our IMPACT work this month..

Achievement and Integration: The Integration Collaborative District members from Hinckley, East Central, and Pine City Schools met to discuss the 2017-2020 Achievement and Integration grant. The discussion included identifying a common goal within the racially isolated district (Hinckley) and the current success, conducting a needs assessment, and future vision of the New Direction Program as the alternative to out of school suspension. Annually, the district's progress toward the goals of Achievement and Integration Plan is to be reported to MDE. Following the progress

reporting, the Integration Collaborative Districts will plan to continue their efforts toward creating the 2017-2020 grant with new goals (if the funds are still available). The Achievement and Integration Plan for 2017-2020 will come before the board for review and approval before March 15th.

Leading Learning (New thinking Instructional Leadership): Eric Sheninger, former Principal of a turn-around school, spoke on the importance of digital leadership and learning. Within his presentation he offered valuable insight as to his turnaround school and the impacts of leadership. One resource he shared with the audience included the [Conversation Prism](#) which explores the venue of ways the 21st Century Learners network and support the four C's of 21st Century Learners (creativity, collaboration, critical thinking, and communication).

Eric Sheninger reiterated a famous quote from William Horton, *“Change is not about the newest shiny new item. Unless you get instructional design right, technology can only increase the speed and certainty of failure”.*

ImPACT: For December's Early Release, licensed teaching staff participated in staff development focused on assessments and aligning standards with the appropriate assessment measure (skill, knowledge, reasoning, performance). In addition, the grade level/department collaborative conversations included answering, “How do we frame these assessments (selected/short answer responses, extended written responses, personal communication, performance assessment)?”

Other:

District Technology Committee
ELA Curriculum Core Resource Adoption Meeting
WIDA Materials Ordered
WIDA-ams Training
WBWF Summary Submitted to MDE
Test Security Plan Reviewed and Updated
Continuation of review for Graduation Policy #613
Continuing Education Committee

Freiheit -

Policy Review Update

100s:	5/5 reviewed and completed
200s:	18/18 reviewed and completed
300s:	6/6 reviewed and completed
400s:	16/31 reviewed and completed with 15 in process
500s:	15/35 reviewed and completed with 1 in process, 19 up for review at December policy committee meeting
600s:	1/24 reviewed and completed with 2 in process 21 up for review - Anticipated review in March
700s:	19 up for review - Anticipated review in January
800s:	5 up for review - Anticipated review in February
900s:	8 up for review - Anticipated review in February

District Calendar:

I am putting drafts together for 2017-18 and 2018-19. The principals, Director of T & L and I discussed key components of our district calendars for the future based on feedback and conversations they have had with staff and parents/community. In January I will meet with the calendar committee in two meetings. See the Calendar Approval Timeline for more details.

School Board Teamwork Self-Evaluation:

Three board members have completed the evaluation. We need all seven members completing the survey in order to identify strengths and areas needing improvement. The goal is discuss the results at our January 7th board retreat. School Board Teamwork Self-Evaluation Form

Superintendent Evaluation

I have created drafts for a mid-year (formative) evaluation and an end-of-year (summative) evaluation. These are based on examples shared at the MSBA Superintendent Evaluation workshop and on the goals that I had set in August.

I completed my First 100 days as PC Superintendent on November 30, 2016. I have updated my progress on my First 100 Days Plan. I marked the areas that I have completed with a “Completed” stamp. The areas needing further work are highlighted green. I have included them on my Second 100 Days as PC Superintendent plans, along with two new objectives.

Human Resources Department Update

We are working on creating a district employee handbook. We will survey employees (through a Google form) to determine what they feel is important to be included in the handbook.

We have received quotes from three consulting firms (Springsted, Bjorklund Consulting, and Murphy Management Consultants) for the review and updating of job descriptions and comparable worth/pay equity for each positions. We are in the process of reviewing the quotes.

Future Board Activities

- ★ December 19, 2016: Policy Review Committee Meeting, 5:00-6:00 P.M.
- ★ December 21, 2016: Unesco Facility Review Presentation, 9:30-11:30 A.M.
- ★ January 7, 2017: School Board Retreat
- ★ January 12-13, 2017: MSBA Annual Leadership Conference.
- ★ February 13, 2017: School Finance Elections workshop, 9:30 AM to 4:00 PM (MASA-Jill and I will be attending. Any board members interested?)
- ★ January to April: Strategic Plan Revision
- ★ March 14: MSBA Negotiations Seminar, St. Cloud (this is the closest to PC)

Christianson

All winter activities are either in full swing or will be ramping up soon.

We have excellent numbers out for Girls Basketball fielding teams at the Varsity, JV, C-Squad and separate 7th and 8th grade teams.

We also have excellent numbers out for Basketball, again fielding teams at the Varsity, JV, and C-Squad levels. The Jr High Boys begin practice after Christmas break but early signups have the number for both grades as being large.

Hockey as well has good numbers. We are one of only two teams in the conference having a JV team as well as a Varsity squad. Many of our non-conference opponents as well are having trouble fielding a JV squad. Thanks to Head Coach Grant Nicoll and his connections around the area, he has secured some additional JV games for our guys so they actually have some games to play. No new members from Hinckley into the Co-Op this year but two should be joining the team next year as Sophomores.

Girls Hockey has five girls making the trek to Isanti to play on the Co-Op team with Cambridge and Mora.

Wrestling is struggling with numbers right now. But this is due mainly to a few low numbered grades. While other grades have adequate numbers out for the team, we just need to make sure not to have too many of those low numbered groups coming through.

Gymnastic is again showing great participation from the Pine City contingent in the Co-Op with Rush City and Hinckley.

Danceline has seen a major explosion of participation with our numbers closing in on where I will need to soon consider adding an additional coach to help due to the numbers.

Cheerleading continues their good numbers as they did this fall as well as last year.

Soon to be starting will be our One Act Play and Jr High Speech here in late December as well as Sr High Speech in January. All three groups are anticipating good numbers.

Band and Choir will be performing the All Conference activities in January as well as our Jazz bands in early February.

FUN FUN FUN - Plenty of activities for our kiddo's. You are more then welcome to come and cheer on our Dragons in action.

As always - It's always a great day to be a DRAGON !!!!!

Rydberg

Current Enrollment:

- Pine City - 8
- Hinckley/Finlayson - 4
- East Central School - 7

SOC

Presented at the Superintendent's Operating Committee (SOC) on 12/6/16 with Pathways to Change. Shared Vision background information and goals for 2016-2017 to all the Superintendents in the SCRED district. [SOC Dec 2016](#)

Positive Happenings:

Vision waffle breakfast and school auction is coming up on Dec 22nd. The kids and staff are always excited for this fun-filled day. The breakfast is our gift to the students with toppings galore. The auction is where students save their earned points during the school days and are able to bid during an all school auction, complete with bidding numbers. Auction items are mostly donations by staff, some from the Mary Murphy fund and items purchased within our budget.

Officer Coral brought in Mike Christianson from the Department of Homeland Security, Public Safety department. Mike does presentations and trainings for School Resource Officers. After a conversation with him, he asked if I would be interested in presenting at future training opportunities with him. I look forward to that opportunity and hope that we are able to capitalize on it.

Continued praise to our School Resource Officer, Coral Haselbauer. She continues to build relationships with the students while at the same time holding them accountable. She is a pleasure to work with and is appreciated by Vision students and staff alike.

Future Board Activities:

January Board Meeting

Meeting adjourned at 8:45 p.m.

Wally Connaker
Clerk