

ISD #314  
Isanti, Pine, Chisago,  
& Kanabec Counties  
Braham, MN 55006

AGENDA  
REGULAR SCHOOL BOARD MEETING  
Monday, April 28, 2014  
7:00 pm – BAHS Community Room

1. Regular meeting called to order by Chair. Pledge of Allegiance.  
Roll call.
2. Adopt Agenda.
3. Consent Agenda:
  - a. Approve the minutes of the March 17th Regular Board meeting.
  - b. Approve the April bills.
  - c. Review and accept the April Treasurer's report.
  - d. Enrollment Analysis.
4. Acknowledgement of Donations or Contributions
5. Open Forum
6. Review Student Council Representative's report.
7. Review Elementary Principal's report.
8. Review Assistant Principal/Activities Director report.
9. Review High School Principal's report.
10. Review District Assessment Coordinator's report.
11. Review Community Education Director's report.
12. Superintendent's Report.
13. School Board members' reports/updates.
14. Consider Resolution Discontinuing and Reducing Educational Programs and Positions.
15. Consider Personnel items.
16. Review FY 2014-2015 preliminary budget
17. Consider appointment of LEA Representative for Federal Programs.
18. Consider proposal(s) received to provide the district's student transportation services.
19. Consider Resolution directing the Superintendent to revise the school policy manual.
20. Consider Decision on the 1:1 Initiative.
21. Consider Adoption of Revised 2013-2014 School Calendar.
22. Set a working school board meeting.
23. Reminder of the May School Board meeting.
24. Adjourn.

ADDENDUM

Regular School Board Meeting  
Monday, April 28, 2014  
7 p.m. - BAHS - Community Room

- 1. Meeting called to order by Chair. Pledge of Allegiance.

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Roll Call.

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- 2. Adopt agenda.

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- 3. Consent Agenda.

- a. Approve the minutes of the March 17th Regular School Board meeting.

Ind. School District No. 314  
Isanti, Pine, Chisago & Kanabec Counties  
Braham, MN 55006

Regular School Board Meeting  
Monday, March 17, 2014  
7:00 pm – BAHS Community Room

The regular school board meeting was called to order by Chair Steve Eklund at 7:00 p.m. The Pledge of Allegiance was given.

Members present: Steve Eklund, Robert Hughes, Tony Cuda, Zane Braund, Angie Flowers,  
Allison Londgren, Mike Thompson, and Supt. Gregory Winter.

Members absent: None.

Motion by M. Thompson second by T. Cuda to adopt the agenda with a change in hours for one of the paraprofessionals hired from 6.75 to 5.5 hours per day. Carried.

Motion by R. Hughes second by A. Flowers to approve the minutes of the February 24th Regular, March 5th and March 10th Working school board meetings; approve the March bills, \$199,965.42; and accept the February Treasurer’s report. Carried.

The board reviewed the current enrollment analysis.

Motion by A. Londgren, second by T. Cuda to adopt the following resolution accepting donations:  
“BE IT RESOLVED, by the School Board of Independent School District No. 314 that the School Board accepts with appreciation the following contributions and permits their use as designated by the donors.  
Carried

Donor	Item and/or Amount	Purpose
Mike Dennis, Memorial	\$150.00	Braham Chapter of FFA
East Central Energy	\$10,000.00	Rachel's Challenge
North Metro Saw	Metal Donation \$250.00	IT/ Vo Ag Program
Arrow Tank	Metal Donation \$500.00	IT/Vo Ag Program
Braham NAPA	In-Store Credit \$150.00	Power Mech - Super Mileage

Under Open Forum Becky Swanson, SB coach, expressed her thanks to the board for approving the upcoming Softball spring training trip to Florida. She stated the girls are very excited and she will give a full report at the April board meeting.

The Student Council written report was reviewed by the board. Tim Malone, Activities Director, added that SnoDaze week and the dance went well and expressed special thanks to Student Council Advisor Tammi Johnson for all their hard work.

Elementary Principal Jeff Eklund reviewed his written report. Mr. Eklund stated the March Bomber PRIDE topic was "Discipline" and thanked Mr. Kotsmith and high school students for the video that was then showed to the board. MDE did a Title I site review at the elementary school. There are things to work on and improve, but according to our evaluator we are doing very well. Nomination letters will be sent out in the next 3 - 4 weeks for the Gifted and Talented 2014-15 program. The bathrooms at the elementary will have new wash stations and stalls installed over summer vacation.

Activities Director/Asst Principal Tim Malone reviewed his written report, which included a review of recent activities and upcoming events. Congratulations to our Girls and Boys basketball teams for winning the Conference Champs position. Most spring sport practices have started. Golf start date has been put off for one week. Our band and choir students participated in an all day MSHSL large group contest in Rush City on March 13th. They received an "Excellent" rating. The spring play is "All I Ever Needed to Know I Learned in Kindergarten". Performances are Friday and Saturday, April 4th and 5th at 7 pm and Sunday, April 6th at 2 pm.

High School Principal Justin Sawyer reviewed his written report, which included MCA testing that will be before the next board meeting. Work Skills Challenge Day and Gold Collar Career Day were attended by many of our students. Austin Johnson and Justin Gutzkow received 3rd place in the categories they participated in at Work Skills Challenge Day. The third round of teacher evaluations is underway. There are many exciting events to look forward to: HS Band concert on April 29; Academic Awards Night on May 8th; 7th and 8th grade Band & Choir concerts are May 12th; Jazz/Echelon Concert is May 16th and Graduation is May 30th.

District Assessment Coordinator Tracy Fix had no report this month.

Community Education Director Cheryl Arnold reviewed her written report. The next CE Advisory committee meeting is April 24th. Early Childhood Screening was held on February 27th. There were 30 children screened that day. The Early Childhood Family Education program had their 12th Annual Beach Bash which was very successful with about 65 parents and students in attendance. CE adult and youth classes are underway. PreSchool Open House will be on Thursday, April 10th. Packets for registration in that program will be available March 27.

Sup't. Winter's report to the board included updates for ECMECC and the Regional SEE meetings. ECMECC will begin updating ITV rooms this summer now that the RUS/DLT grant has been awarded. At the Regional SEE mtg there was continued discussion about the "Donut Hole Legislation" for outstate schools

with enrollments of 1000-2000. There will probably not be any funding for teacher evaluations in 2014-15. Sup't. Winter attended the RRSEC Governance meeting where there was continued discussion about the RRN facility in Milaca.

Board members reported on individual meetings and activities attended. Zane Braund, Angie Flowers, Tony Cuda were at the new Braham Community Center during the past month besides other committee meetings and games. All three commented on the nice facility. Coordinators at the Community Center were encouraged to contact Community Ed as a school connection. Mike Thompson was at the RRSEC meeting in Milaca. At the Governance meeting they voted to proceed with building a new facility to meet the needs at Rum River North. The facility will be financed through Milaca School District with one quarter of the building being designated for use by RRN. The facility will most likely be built on the current site. There will be more information at an upcoming school board meeting.

Motion by A. Flowers, second by R. Hughes to accept the resignation of Kathy Olson, Elementary School Media Center secretary effective at the end of the 2013-14 school year. Kathy has worked in the district since October 1997. Carried

Motion by M. Thompson, second by A. Londgren to accept the letter of retirement submitted by Joan Burke, Elementary Third Grade Teacher. Ms. Burke has taught at the BAES since November 1981. Carried.

Motion by R. Hughes, second by T. Cuda to accept the following:  
recommendation by High School Principal, Justin Sawyer to hire Cindy Broman as a long-term Substitute Paraprofessional for Edie Kaunonen's absence. Ms. Broman's start date was January 23rd through approximately March 10th, 2014. Ms. Broman was placed on Step 1 of the Paraprofessional contract.  
recommendation by District Head Custodian, Jeff Campbell to move Brad Johnson to the 10 a.m. to 6:30 p.m. cleaner/sweeper position at the high school. Mr. Johnson's changed hours began March 10, 2014. He will continue at Step 1 of the cleaner/sweeper lane of the Custodian/Groundskeeper contract.  
recommendation by Elementary Principal, Jeff Eklund to hire Lucy Pinataro as a 1:1 Paraprofessional for 6.75 hours per day. Mrs. Pinataro will start at Step 1 of the Secretary/Para contract. Her start date was March 13, 2014.  
recommendation by Elementary Principal, Jeff Eklund to hire Kelly Monson as a 1:1 Paraprofessional for 5.5 hours per day. Ms. Monson will start at Step 1 of the Secretary/Para contract. Her start date was March 13, 2014. Carried

Motion by A. Londgren, second by M. Thompson to accept the following "C" Schedule hiring recommendations made by Tim Malone, Activities Director:  
Juanita Worthley as the Academic Bowl Advisor. Ms. Worthley will be placed on Step 1 of the "C" Schedule.  
and,  
Kendell Proell as the Junior High Track Coach. Mr. Proell will be placed on step 1 of the "C" schedule.  
Carried

Motion by R. Hughes, second by A. Flowers to approve the 2013-2015 Secretary/Paraprofessional and Custodian/Groundskeeper contracts, as tentatively agreed to by the school board negotiation committees. Both SEIU Local #284 units have met and approved the contracts. Carried. Chair Eklund thanked the board members for their work on these union contracts.

Motion by T. Cuda, second by A. Flowers to authorize the calling/advertising for bids for student transportation/bus services for the school district for the 2014-2015 and the 2015-2016 school years. Carried. The legal notice will be placed in the *Isanti County News* on 3/26/14 and 4/2/14 issues.

Board Members Steven Eklund, Allison Londgren and Mike Thompson volunteered to hand out diplomas at

the 2014 Graduation Ceremony to on Friday, May 30, 2014 at 7 p.m. Board Chair Steven Eklund will “accept” the graduating class.

Chair Eklund reminded all present that the Regular April school board meeting is set for Monday, April 28th, at 7:00 pm, BAHS Community Room.

Motion by A. Londgren, second by A. Flowers to adjourn at 7:38 p.m. Carried

Attest: \_\_\_\_\_  
 Zane Braund, Clerk Steve Eklund, Chair

- b. Approve the April bills.
- c. Review and accept the April Treasurer’s report.
- d. Enrollment Analysis.

Grade	Sept 10th	Oct 9th	Nov 6th	Dec 6th	Jan 10th	Feb 7th	Mar 5th	Apr 2nd
K	71	72	71	70	67	67	68	69
1	59	58	57	57	57	57	57	55
2	69	71	72	72	70	70	68	68
3	60	60	61	60	62	62	62	61
4	65	63	62	62	62	62	63	65
5	74	72	73	74	71	69	69	69
6	67	67	66	67	65	63	63	65
7	70	69	69	69	68	68	69	68
8	69	69	68	67	66	65	65	65
9	62	62	62	63	63	60	60	59
10	77	77	76	75	74	73	73	73
11	45	45	45	45	42	43	43	44
12	48	47	48	49	49	48	48	48
<b>K - 12 Sub-Total</b>	<b>836</b>	<b>832</b>	<b>830</b>	<b>830</b>	<b>816</b>	<b>807</b>	<b>808</b>	<b>809</b>
EC/SE	9	12	10	10	10	12	13	12
<b>TOTAL K - 12 plus ECSE</b>	<b>845</b>	<b>844</b>	<b>840</b>	<b>840</b>	<b>826</b>	<b>819</b>	<b>821</b>	<b>821</b>

4. Acknowledgement of donations or contributions.

Minnesota Statute 123B.02 permits school boards to “...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof.”

Therefore, the Superintendent recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No.314 that the School Board accepts with appreciation the following contributions and permits their use as designated by the donors.

Donor	Item and/or Amount	Purpose
Jeff Campbell	Machining tools \$1,200.00	Vocational IT/Ag
Tractor Supply Co	Misc hardware & dog treats \$2,200.00	Vocational IT/Ag
Mike Leibel	Bridgeport Mill & kurt vice \$2,000.00	Vocation IT/Ag
Peter Hesselroth	\$100.00	FFA Scholarship
Braham Hardware	In-store credit \$50.00	Super Mileage Challenge
Bert's Auto Body	\$100.00	Super Mileage Challenge
Dave Gimpl	Misc golf equipment, balls, clubs, etc \$1,175.00	Golf team

5. Open Forum.

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6. Review Student Council Representative's report.

School Board Meeting  
BAHS Student Council Report  
April 28, 2014

- ★ We went on a field trip to the Mall of America on Wednesday, April 23 to see CSI: The Experience.
  - ★ We are planning on doing our annual ditch cleanup sometime in May.
  - ★ We are in the process of selecting new officers for next year.
  - ★ We will continue with recycling and announcements.
- 

7. Review Elementary Principal's report.

**1. MCA Testing**

- Math will begin Tuesday, April 29<sup>th</sup> (3 days)
- Reading will begin Tuesday, May 6<sup>th</sup> (3 days)
- 5<sup>th</sup> Grade Science begins May 14<sup>th</sup> (2 days)

**2. Conferences**

- 93% of our parents attended!!!

**3. Gifted and Talented**

- Letters went home with parents.
- Survey is up and running.
- Parents will be notified in June.

**4. Schedule**

- Next year's schedule is complete.

**5. RTI (Response to Intervention)**

- Our committee had our initial meeting to discuss how this might look.
- We are now in the process of working on scheduling this within the parameters of our master schedule and staff.

**6. Cub Scouts/Boy Scouts**

- Boy Scouts of America would like to organize a group in our area.
- We are currently looking for volunteers.

**7. Reading Corp/Math Corp**

- We have posted for 3 positions.
  - 1 Full-time literacy Tutor (K-4)
  - 1 Part-Time Literacy Tutor (Pre-K)
  - 1 Full-Time Math Tutor (5-8)

**8. Looking Ahead...**

- Elementary grades will be taking field trips in May
    - 1<sup>st</sup> Grade – Como Park
    - 2<sup>nd</sup> Grade – Children’s Museum
    - 3<sup>rd</sup> Grade – Science Museum
    - 4<sup>th</sup> Grade – Duluth Aquarium
    - 5<sup>th</sup> Grade – U of MN
      - 1. Energy and U
      - 2. Tour of TCF Bank Stadium
    - 6<sup>th</sup> Grade – State Capitol
  - 1-4 Field Day is Wednesday, May 14<sup>th</sup>
  - 5/6 Fun Day is Tuesday, May 20<sup>th</sup>
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8. Review Assistant Principal/Activities Director report.

**Activities Director  
School Board Report  
April 28<sup>th</sup>, 2014**

1. All Spring Sports are now up and running smoothly:

(With the exception of the weather)

Spring Sports Participation:

9-12 Baseball 22

7&8 Baseball 14

9-12 Softball 16

7&8 Softball 25

7-12 Track 40

7-12 Golf 18

Spring Play 22

2. Huge Thank-You to Tracy Fix and the Spring Play cast and crew for their version of “All I need to know I learned in Kindergarten.”

3. Prom and its events were a big hit! Thanks to the Committee and JeanAnn Mattson. The festivities started with: Grand March at 4:00, Dinner at new Community Center at 5:30.
  4. Please mark: April 29<sup>th</sup> HS. Band Concert, **May 2<sup>nd</sup> HS Choir Concert**, May 12<sup>th</sup> JH Band/Choir Concert, May 19<sup>th</sup> 5/6 Band/Choir Concert on your calendars.
  5. Just a reminder, our Academic-Fine Arts-Athletic Night is scheduled for May 8<sup>th</sup> at 7:00.
  6. UPDATE from Coach Swanson on Florida Trip with Softball Team.
  7. East Gym Score Board fundraising.
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9. Review High School Principal's report.

**School Board Report**

**April 2014**

**Justin Sawyer, Principal**

**MCA Tests:**

April has been a big month for MCA testing. 7<sup>th</sup> and 8<sup>th</sup> graders have taken Reading and Math, 10<sup>th</sup> graders have taken Reading, and 11<sup>th</sup> graders have taken Math. 8<sup>th</sup> and 10<sup>th</sup> graders still have the Science test in May.

**Mock Crash:**

On April 11<sup>th</sup>, we hosted a mock crash to remind students of the dangers of drinking and driving. Our 10<sup>th</sup> – 12<sup>th</sup> graders attended the presentation, which included one student being airlifted. Thank you to Ross Benzen and all of the agencies who helped make the event a great success.

**Parent Teacher Conferences:**

Conferences were held April 1 and 3. Similar to the past, the attendance numbers are lower than Fall conferences.

Attendance by Grade:

7<sup>th</sup> – 19/68 = 28%    8<sup>th</sup> – 18/65 = 28%    9<sup>th</sup> – 22/58 = 38%

10<sup>th</sup> – 27/73 = 37%    11<sup>th</sup> – 23/44 = 52%    12<sup>th</sup> 17/48 = 35%

Go Bombers!

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10. Review District Assessment Coordinator's report.

April 2014: District Assessment Coordinator Report

Spring MCA testing has begun. Grades 7, 8, 10 and 11 are now finished with their Reading and Math assessments. Grades 3-6 will begin their Reading and Math assessments on Tuesday, April 29 and



conclude on Thursday, May 8. Grades 5, 8 and High School Science assessments will take place in the week of May 12-16. GRAD retakes will resume in May.

Respectfully Submitted,  
Tracy Fix

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11. Review Community Education Director's report.

**Community Education Updates as of 4/21/14**

**Work In Progress-**

Summer Community Ed Program Planning  
Community Ed Facebook Page  
Community Outreach- new babies  
Early Childhood Vouchers- Pathway I

**Community Ed Class Enrollment**

**ADULT-**

Indoor Walking- 40  
Indoor drop in Volleyball- Full house  
Cardio Fitness & Weight Training- 10  
Yoga- 6

**YOUTH –**

Build Your Own Fishing Rod- 5  
Youth Drivers Ed- 18  
Firearms Safety Training- 27  
Princess Party- 7  
Youth FIRST CLUB- 73  
Minecraft Club- 19

**ECFE (Early Childhood Family Education) Program-**

Classes well attended!!!  
**Mixed Ages-** 21 children, 14 parents (WOW!!!)  
**Family Fun Nights-** 5 children, 4 parents  
**Story time and Open Play-** weekly attendance by local families!  
**Scream FREE Parenting Workshop- 4**

**Preschool Program-**

**3 sections-** running with 2 full and 1 almost full. Max is 20 in each.  
**Fall 2014 Preschool Open House –** held Thursday, April 10  
**Results and budget information for next year-** will go over

Submitted by Cheryl Arnold 4/21/14

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12. Superintendent's report.



Superintendent's Report for April '14

A. Some updates on meetings and conferences that I have recently attended:

RRSEC: The budgets were revisited and approved at the meeting. We had first reading on policies for all programs under RRSEC.

Friends of the Library: With many donations coming in specifically for the library, the committee discussed how to handle a separate checking account. Creating a 5013c would be a costly proposal for such a small budget. Tusen Tack will be approached to see if the library account can be under their 501c3 account.

Supt. Regional: Brad Lundell from SEE gave a presentation to the group on the latest update from the legislative session. There was also a discussion on Elementary parent groups and what type of model is working in schools.

ECMECC Governance: Mr. Eklund will cover this meeting in his report.

SEE: I will be attending this meeting this coming Thursday.

Legislative Update: Funding and Anti-Bullying will be discussed.

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13. School Board members' reports/updates.

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14. Consider Resolution Discontinuing and Reducing Educational Programs and Positions.

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION DISCONTINUING AND REDUCING  
EDUCATIONAL PROGRAMS AND POSITIONS**

WHEREAS, the School Board of Independent School District No. 314 adopted a resolution on January 27, 2014, directing the administration to make recommendations for reductions in programs and positions, and

WHEREAS, said recommendations have been received and considered by the school board,  
BE IT RESOLVED, by the School Board of Independent School District No. 314, as follows:  
That the following programs and positions, or portions thereof, be discontinued:

Media .5 FTE Cut  
Title I Para 1 FTE Cut  
District Para 1 FTE Cut  
TOTAL = 2.5 FTE Cut

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:

whereupon said resolution was declared duly passed and adopted.

\_\_\_\_\_  
\_\_\_\_\_

15. Consider Personnel items.

**Resolution #1:**

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE NONRENEWAL OF THE TEACHING CONTRACT  
OF Lauren Amundson, A PROBATIONARY TEACHER

WHEREAS, Lauren Amundson is a probationary teacher in Ind. School District No. 314.

BE IT RESOLVED, by the School Board of Independent School District No. 314, that pursuant to Minnesota State Statute 122A, that the teaching contract of Lauren Amundson, a probationary teacher in Independent School District No. 314, is hereby non-renewed at the close of the current 2013-2014 school year.

BE IT FURTHER RESOLVED, that written notice be sent to said teacher regarding non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF NONRENEWAL

Mr/Mrs \_\_\_\_\_  
\_\_\_\_\_

Dear Ms. Amundson:

You are hereby notified that at a regular meeting of the School Board of Ind. School District No. 314 held on April 28, 2014, a resolution was adopted by a majority vote to non-renew your contract effective at the end of the current school year and not to renew your contract for the 2014-2015 school year. Said action of the board is taken pursuant to Minnesota State Statute 122A.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract.

Respectfully,

SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 314

\_\_\_\_\_  
Clerk of the School Board

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

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

\_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**Resolution #2:**

**RESOLUTION RELATING TO THE NON-RENEWAL OF THE TEACHING CONTRACT  
OF Bill Broderius, A PROBATIONARY TEACHER**

WHEREAS, Bill Broderius is a probationary teacher in Ind. School District No. 314.

BE IT RESOLVED, by the School Board of Independent School District No. 314, that pursuant to Minnesota State Statute 122A, that the teaching contract of Bill Broderius, a probationary teacher in Independent School District No. 314, is hereby non-renewed at the close of the current **2013-2014** school year.

BE IT FURTHER RESOLVED, that written notice be sent to said teacher regarding non-renewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF NONRENEWAL

Mr/Mrs \_\_\_\_\_  
\_\_\_\_\_

Dear Mr. Broderius:

You are hereby notified that at a regular meeting of the School Board of Ind. School District No. 314 held on April 28, 2014, a resolution was adopted by a majority vote to non-renew your contract effective at the end of the current school year and not to renew your contract for the 2014-2015 school year. Said action of the board is taken pursuant to Minnesota State Statute 122A.

You may officially request that the school board give its reasons for the non-renewal of your teaching contract.

Respectfully,

SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 314

\_\_\_\_\_  
Clerk of the School Board

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

\_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**Resolution #3:**

**Resolution Proposing to Place Tenured Teachers on Unrequested Leave of Absence**

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION PROPOSING TO PLACE Jared Eichten  
ON .17 ADDITIONAL UNREQUESTED LEAVE OF ABSENCE

BE IT RESOLVED, by the School Board of Independent School District No. 314, as follows:

1. That it is proposed the Jared Eichten, a teacher of said school district, be placed on .17 FTE additional unrequested leave of absence without pay or fringe benefits, effective at the end of the 2013-2014 school year on the last day of school pursuant to M.S. 122A. This makes the **total Unrequested Leave of Absence .50 FTE.**
2. That written notice be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law, and that said notice shall include a date for hearing if requested and be in substantially the following form:

NOTICE OF PROPOSED PLACEMENT ON .17 ADDITIONAL UNREQUESTED

LEAVE OF ABSENCE AND HEARING, IF REQUESTED

Mr/Ms \_\_\_\_\_  
\_\_\_\_\_

Dear Mr. Eichten:

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 314 held on April 28, 2014, consideration was given to your placement on .17 additional unrequested leave of absence without pay or fringe benefits as a teacher of Ind. School District No. 314, and a resolution was adopted by a majority vote of the Board, proposing your placement on .50 total unrequested leave of absence effective at the end of the 2013-2014 school year pursuant to MN Statutes 122A, upon the grounds described in said statute and which are specifically as follows:

Discontinuance of Position, Lack of Pupils, Financial Limitations.

Under the provisions of the laws, you are entitled to a hearing before the school board provided that you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the school board's proposed action.

A copy of this notice will be sent by certified mail return receipt requested on April 29, 2014.

Respectfully,  
SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 314

\_\_\_\_\_  
Clerk of the School Board

3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A, and are hereby adopted as fully as though separately set forth and resolved herein.

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

\_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**Resolution #4**

Board Member \_\_\_\_\_ introduced the following resolution and moved its adoption

**RESOLUTION RELATING TO THE RELEASE OF THE FOLLOWING  
TITLE ONE EMPLOYEE**

BE IT RESOLVED, by the School Board of Independent School District 314, that due to the financial condition of the school district the below names employee will be released at the end of the close of the 2013-2014 school year:

Karen Ware

BE IT FURTHER RESOLVED that written notice will be sent to the employee listed above regarding her status as to recall rights.

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

And the following voted against:

Whereupon said resolution was declared duly passed and adopted.

\_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**Resolution #5:**

Board Member \_\_\_\_\_ introduced the following resolution and moved its adoption

**RESOLUTION RELATING TO THE RELEASE OF THE FOLLOWING  
KINDERGARTEN PARAPROFESSIONAL EMPLOYEE**

BE IT RESOLVED, by the School Board of Independent School District 314, that due to the financial condition of the school district the below names employee will be released at the end of the close of the 2013-2014 school year:

Deb Londgren

BE IT FURTHER RESOLVED that written notice will be sent to the employee listed above regarding her status as to recall rights.

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

And the following voted against:

Whereupon said resolution was declared duly passed and adopted.

\_\_\_\_\_  
\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_

**Letter of Resignation**

Judy Moravec, Elementary

Judy Moravec has submitted her letter of recommendation from her Elementary Food Service helper/server position, effective March 17, 2014. Ms. Moravec had worked as a sub and employee in Food Service since fall 2013.

Craig Kotsmith, HS Business teacher

Craig Kotsmith, HS Business teacher, has submitted a letter of resignation effective the end of the 2013-2014 school year. Mr. Kotsmith has accepted a position as Principal in the Carlton School District. Mr. Kotsmith has been with the district since the fall of 2007.

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**Letter of Retirement**

Pamela Eklund - Elementary Classroom Teacher

Pamela Eklund has submitted her letter of retirement from her elementary classroom teacher position, effective the end of the 2013-14 school year. Mrs. Eklund has been with the district since September 1989.

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**Maternity Leave Request**

Mariah Olson, Early Childhood Special Education Teacher

Mariah Olson, Early Childhood Special Education Teacher, has requested maternity leave beginning approximately, June 1st, 2014, which is her due date. Her pre-school obligations and home visits should be complete by May 14, 2014. Arrangements have been made with the elementary special education teachers to take over any kindergarten needs for the balance of the year. No other subs will be needed.

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**Employment Recommendations**

Amber Hoffman: 1.0 FTE High School Science

High School principals Justin Sawyer and Tim Malone recommend hiring Amber Hoffman as a 1.0 FTE Science Teacher starting in the Fall of 2014. Ms. Hoffman will start at BA Step 1 of the Teacher contract.

Deb Thompson: .5 FTE High School Spanish

High School principal Justin Sawyer recommends hiring Deb Thompson as a .5 FTE Spanish Teacher starting the Fall of 2014. Mrs. Thompson will be placed at MA 45 Step 1. We are excited to have Mrs. Thompson back in the building.

Hydie Hecht - Elementary Helper/server 2.5 hours per day

Donna Bryant, Food Service Director, is recommending Hydie Hecht to fill the 2.5 hour per day as a helper/server in Food Service at the elementary building. Ms. Hecht will be placed on Step 1 of the Food Service Contract. Her start date was April 23, 2014.



Stephanie Hamilton, HS Evening Cleaner/sweeper

Jeff Campbell, District Head Custodian, has recommended Stephanie Hamilton to fill the 3 - 11 pm evening cleaner/sweeper position. Ms. Hamilton will be placed on Step one of the cleaner/sweeper portion of the District Custodian & Groundskeeper contract. Her start date was Tuesday, April 22, 2014

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**“C” Schedule Resignation**

Juanita Worthley, Asst Track Coach Resignation

Juanita Worthley has submitted a letter of resignation from her Assistant Track Coach Position. Activities Director Malone recommends that the board accept this resignation.

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**“C” Schedule Recommendations**

Kendell Proell Asst Track Coach

Activities Director Malone recommends the hire of Mr. Kendell Proell as the Assistant Track position step 1. This would be a move from his previous position as JH Track Coach Step 1.

Joe Rajkowski, JR Track Coach

Activities Director Malone recommends the hire of Mr. Joe Rajkowski for the JH Track position at step 9.

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**Tenure Teachers**

The following teachers have attained tenure status:

Shandell Harvey - Elementary Ed - BAES

Laurie McNallie - FACS Teacher - BAHS

No action is required. This is informational only.

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16. Review FY 2014-2015 preliminary budget

<b>BRAHAM ISD# 314; FY 15 PROPOSED FPM BUDGET</b>			
<b>FUND</b>		<b>REVENUE</b>	<b>EXPENDITURES</b>
<b>GENERAL FUND:</b>			
General -01		7,265,080	6,865,955
Transportation -03		501,729	468,841
Capital -05		297,883	597,370
Activities -10		57,065	439,739
<b>TOTAL GENERAL FUND:</b>		<b>\$8,121,757</b>	<b>\$8,371,905</b>

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17. Consider appointment of LEA Representative for Federal Programs.

A Local Education Agency representative must be appointed on an annual basis to serve as the administrator of the Title I, Title II, Title VI, and the Assurance of Mastery programs. The person serving as the elementary principal has annually been appointed to serve in this capacity, and is currently serving as such. I recommend the district again appoint the elementary principal to continue to serve in this capacity for the 2014-2015 school year.

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18. Consider proposal(s) received to provide the district’s student transportation services.

The deadline to submit a proposal for the district’s student transportation is Friday, April 25th. The information will be available at the board meeting on Monday, 4/28/14.

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19. Consider Resolution directing the Superintendent to revise the school policy manual.

“BE IT RESOLVED, by the School Board of Independent School District No.314 that the School Superintendent is directed to revise the school policy manual to a system of numbers versus letters to match the MSBA index and policies.”

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20. Consider Decision on the 1:1 Initiative.

The board will direct Administration to move forward with the 1:1 Initiative following two community meetings and two staff meetings. The framework of the initiative will be as follows:

- District purchase (lease) of Chromebooks for grades 6 & 7.
- BYOD at grades 8 - 12 with additional support of 2 Chromebook carts.
- Divert most of the district iPads to the elementary for integration into K-5 curriculum.

21. Consider Adoption of Revised 2013-2014 School Calendar.

The board will be asked to waive the student make-up day and add the teacher make-up days to the end of the calendar. The minimum number of days required by the state of Minnesota is 165. With the loss of 5 days on our 172 school calendar, we are down to 167 days, 2 days above the state minimum.

### Braham Area Schools 2013-2014 School Calendar

<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;">M T W T F</td> <td></td> </tr> <tr> <td style="text-align: center;"><b>AUGUST 2013</b></td> <td></td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">19 20 21 22 23</td> <td>27 - Teacher In-Service</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">26 27 28 29 30</td> <td>28 - Work Day / Open House</td> </tr> <tr> <td></td> <td>29 - Teacher In-Service</td> </tr> <tr> <td style="text-align: center;"><b>SEPTEMBER</b></td> <td></td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">2 3 4 5 6</td> <td>2 - No School (Labor Day)</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">9 10 11 12 13</td> <td>3 - First Day of School</td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">16 17 18 19 20</td> <td></td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">23 24 25 26 27</td> <td></td> </tr> <tr> <td style="border: 1px solid black; padding: 2px;">30</td> <td></td> </tr> <tr> <td style="text-align: center;"><b>OCTOBER</b></td> <td></td> </tr> <tr> <td style="border: 1px solid black; 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167		7 / 2 / 2																	

Adopted: Jan. 7, 2013  
 Revised: February 24, 2014  
 Revised: April 28, 2014

22. Set a working school board meeting.

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23. Reminder of the May school board meeting.

The May Regular School Board meeting is set for Monday, May 19th, 7:00 pm,  
B100 – Community Room.

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24. Adjourn.

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