

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

AGENDA
REGULAR SCHOOL BOARD MEETING
Monday, April 16, 2018
7:00 pm – BAHS Community Room

1. Regular meeting called to order by Chair. Pledge of Allegiance.
2. Adopt Agenda.
3. Consent Agenda:
 - a. Approve the minutes of the March 19th Regular School Board meeting.
 - b. Approve the April bills.
 - c. Review and accept the April Treasurer's report.
 - d. Enrollment Analysis.
 - e. Personnel
4. Acknowledgement of Donations or Contributions.
5. Open Forum.
6. Presentation by PLC Leadership Team.
7. Review Elementary Principal's report.
8. Review High School Principal's report.
9. Review Community Ed report.
10. Superintendent's Report.
11. Acknowledge Braham "HONORS" Recipients.
12. Review Student Council Representative's report.
13. School Board members' reports/updates.
14. Consider Resolution Discontinuing and Reducing Educational Programs and Positions.
15. Consider Individual resolutions for paras reduction.
16. Review FY 2018-2019 preliminary budget.
17. Consider appointment of LEA Representative for Federal Programs.
18. Consider approval of agreement with ECMECC for Teacher on Special Assignment.
19. Consider approval of contract for Teacher on Special Assignment (TOSA) for 2018-19.
20. Consider request to start a Fishing team under the independent contract activity policy.
21. Consider approval for the Braham baseball team to travel to Florida for spring 2019.
22. Consider MOU with SEIU for twelve month secretary position.
23. Consider cycle review of MSBA and district Policies for update and revision. - page 16
24. Reminder of the May 21st Regular and working school board meetings.
25. Adjourn.

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

Roll Call.

2. Adopt agenda.

3. Consent Agenda:

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

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

Regular School Board Meeting
Monday, March 19, 2018
7:00 pm – BAHS Community Room

The regular school board meeting was called to order by Chair Steven Eklund at 7:00 p.m. The Pledge of Allegiance was recited. Chair Eklund requested a moment of silence in memory of students Alexis Hasser and Gavin Butenhoff.

Members present: - S. Eklund, M. Thompson, T. Cuda, A. Londgren, A. Flowers, D. Davis, D. Klemz, Supt. Gagner and Student Rep A. Kurvers.

Motion by A. Londgren, second by A. Flowers to adopt the agenda with one change. Item #25 changed to consider amendment Joint Powers Agreement with RRSEC. Carried.

Motion by M. Thompson, second by D. Davis to approve the minutes of the February 26 regular school board and the March 5 working board meetings; approve the March bills \$132,003.58; accept the March Treasurer’s report, and review the enrollment analysis. The board approved the following: 1) **Marissa Stolan** as a 1.0 FTE special ed teacher. She will be paid at BA 1, Step 1. Her start date will be Aug. 27, 2018; 2) **Meredith Salus**, as an EC special ed teacher. She will be paid at BA 1, Step 2. This is a continuation of her current position. 3) **Kim Beidleman** will continue as the .10 FTE English Language Learners teacher for the 2018-19 school year. 4) **Audra Carter** will continue as the Parent Educator approximately 1 hour per month for the 2018-19 school year. Carried

Motion by A. Flowers, second by A. Londgren to acknowledge the March 2018 donations for the purposes requested: for high school needs \$10 from Target Cyber Grants; for NHS \$95 from Royal Neighbors of Grasston; for Supermileage \$500 from Anonymous and \$250 from Isanti VFW. Carried

Open Forum. Jake King, Youth Pastor from Braham Covenant Church, thanked the school for inviting the local clergy to be part of the gathering on Sunday, March 11th, to support the students following the tragic death of two students.

No PLC presentation this month.

Principal Eklund reviewed his written report. The 3rd grade Wax Museum gave students the opportunity to choose a historical figure and present their information to the public. Principa Eklund stated, "It was one of the coolest things I've seen at Braham!" School of Excellence all school celebration will be May 22nd. Kindergarten round-up gave families the chance to pick up registration materials and meet the teachers. Congratulations to Brea Schminski and Karen Leniz, 3rd grade teachers, for being the T.E.A.M. award winners for March. They are an incredible team.

Principal/AD Kuhnke reviewed his written report. The 2018-19 high school schedule is being put together and student class registration should start soon. Congratulations to the boys basketball team for winning the MN Basketball Coaches Association Team Academic Section Championship. Great job in the classroom guys! Spring sports are underway. Braham will host four home track events this year.

The Community Ed report was reviewed. Youth Driver's Ed is well attended. Online pre-school registration opened on March 6th. Youth summer theater will be offered again this summer.

Supt. Gagner's written report was reviewed. ECMECC has a sub committee working with one of their member schools to become an associate member. This would have a financial impact on the remaining ECMECC members. A summer professional development opportunity (Lake ECMECC) will be held August 9th at Milaca Public Schools. He attended the Grandy Lions, Braham Chamber of Commerce, and Braham Area Ed Foundation meetings. The ACT will be offered to all juniors on April 3. MCA testing window is April 11 through May 11.

Supt. Gagner congratulated the following staff, students, and community members for their accomplishments as "Braham HONORS" recipients. They are: Chief Eric Baumgart, Lt Lance Olson, Officers Douglas Barron, Brandon Oliver, Jesse Zajac, Jason Evans, Eric Anderson, and Kevin Lease and Detective Kevin Stahl, Luke Becker, Cory Perrett, Bryan Johnson and the high school band, Brea Schminski, Karen Leniz, Jeff Eklund, Korey Sybrant, Josh Faulkner, Zach Zierden, Grant Wilsey, Josh Zimpel, Levi Wylie, Hunter Giffrow, Taite Shores, Alex Kurvers, Colton Schusted, Jacob Johnson, Ryan Roslin, Matt Yerke, Jack Carlson, Reed Riesing, Hayden Lee, Luke Bendickson, Zach Yerke, Kevin Laman, Logan Lynch, Michael Tilkens-Rogstad and Margaret Thompson.

Alex Kurvers, Student Council representative, reviewed their written report. The mentor program continues working with younger students. Pennies for Patients raised \$895.55. They will hold a food drive from March 5 - 28 for the local food shelf. They will host bake sales at the elementary on parent teacher conference evenings. The Student Council plans to purchase a memorial honoring Alexis Hasser and Gavin Butenhoff from Braham Monument Co.

School board members attended various events including: basketball games, budget meetings, wrestling, working meeting, staff budget presentation, choir concert, Kindergarten round-up and RRSEC meetings. Director Thompson reported that RRSEC has worked with the Cambridge-Isanti school district to transition three bargaining units from Cambridge-Isanti to RRSEC. This is one more step in the process of RRSEC becoming their own fiscal agent.

Motion by A. Londgren, second by D. Davis to approve the Resolution for Suspension of Per Meeting Salaries for school board members for 2018-19. A roll call vote was taken and carried unanimously.

Motion by M. Thompson, second by D. Klemz to approve the MOU with the BEA pertaining to PLC Facilitators for 2018-19. Roll call vote was taken and carried unanimously.

Motion by D. Klemz, second by T. Cuda to approve the 2% Staff Development Funds Waiver with BEA. A roll call vote was taken and carried unanimously. Carried

Motion by D. Davis, second by D. Klemz to adopt the Resolution Discontinuing and Reducing Education Programs and Positions. A roll call vote was taken and carried unanimously. A copy of said resolution shall be part of the official minutes.

Motion by D. Klemz, second by D. Davis to adopt the resolution proposing to place Kearina Maher on a .5 FTE unrequested leave of absence. A roll call vote was taken and carried unanimously. A copy of said resolution shall be part of the official minutes.

Motion by M. Thompson, second by A. Flowers to adopt the resolution relating to the release of the cleaner/sweeper, Jodi Splittstoser. A roll call vote was taken and carried unanimously. A copy of said resolution shall be part of the official minutes.

Motion by D. Davis, second by M. Thompson to adopt the resolution relating to the release of the Superintendent's Secretary, Connie Gelle. A roll call vote was taken and carried unanimously. A copy of said resolution shall be part of the official minutes.

Motion by M. Thompson, second by A. Flowers to adopt the resolution relating to the termination and nonrenewal of the teaching contract of Ryan Ferrin, a probationary teacher. A roll call vote was taken and carried unanimously. A copy of said resolution shall be part of the official minutes.

Motion by A. Londgren, second by D. Davis to adopt the resolution relating to the termination and nonrenewal of the teaching contract of Andrew Shaw, a probationary teacher. A roll call vote was taken and carried unanimously. A copy of said resolution shall be part of the official minutes.

Motion by D. Klemz, second by M. Thompson to adopt the resolution relating to the termination and nonrenewal of the teaching contract of Alex Sundly, a probationary teacher. A roll call vote was taken and carried unanimously. A copy of said resolution shall be part of the official minutes.

Motion by D. Davis, second by A. Londgren to adopt the resolution for changes to the chemical dependency counseling services for Braham students. A roll call vote was taken and carried unanimously. A copy of said resolution shall be part of the official minutes.

Motion by M. Thompson, second by T. Cuda to increase the activity fees for students by \$10 per activity. 7th & 8th grade students will pay \$50 and 9 - 12th grade students will pay \$60 per activity. A roll call vote was taken and carried unanimously.

Motion by D. Davis, second by T. Cuda to approve the hiring of Rebecca Swanson and Kearina Maher to share the 1.0 FTE business teacher position. R. Swanson will be paid at MA, Step 11 and K. Maher will be paid at MA, Step 9. The start date will be August 27, 2018. The hirings are contingent upon a variance being filed and approved by either MDE Educator Licensing Division or the Professional Educator Licensing and Standards Board (PELSB). A roll call vote was taken and carried unanimously.

Motion by M. Thompson, second by D. Klemz to approve the MOA with the BEA pertaining to Teacher on Special Assignment with Kim Beidleman for the 2018-19 school year. A roll call vote was taken and carried unanimously. A copy of said MOA shall become part of the official minutes.

Motion by D. Davis, second by A. Londgren to increase the contract days of the 10 month SEIU Local #284 secretarial position to 12 months per year. A roll call vote was taken and carried unanimously.

Motion by M. Thompson, second by D. Klemz to approve the Joint Powers amendment with RRSEC . A roll call vote was taken and carried unanimously.

Motion by A. Londgren, second by T. Cuda to accept the audit proposal submitted by Burkhardt and Burkhardt, LTD for FY18, FY19 and FY20. Carried

Board members S. Eklund, A. Flowers and A. Londgren volunteered to hand out diplomas for graduation 2018.

Motion by D. Klemz, second M. Thompson to adopt policies #907 - Rewards; #101 - School District Legal Status and #101.1 - Name of the School District. Carried

Chair Eklund reminded all present of the Regular School Board meeting to be held on Monday, April 16, 2018 at 7:00 p.m. in B100 - Community Room. A working school board meeting has been set for Monday, May 21, at 6 p.m. immediately preceding the regular board meeting.

Motion by A. Flowers, second by M. Thompson to adjourn the meeting. Chair Eklund adjourned the meeting at 7:42 p.m.

Attest: _____
Allison Londgren, Clerk

Attest: _____
Steven Eklund, Chair

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

	Sep 12	Oct 2	Nov 1	Dec 4	Jan 5	Feb 5	Mar 5	Apr 5
K	53	53	54	49	52	52	53	52
1	63	63	64	63	64	64	64	63
2	65	65	68	66	65	65	66	66
3	46	46	45	44	45	46	46	46
4	64	63	64	64	64	63	63	63
5	51	52	54	54	54	54	54	54
6	65	64	64	65	65	65	65	65
7	56	56	59	59	59	59	59	60
8	49	49	48	48	49	50	49	48
9	64	62	63	62	62	62	61	62
10	48	50	46	47	49	49	49	49
11	49	49	48	49	49	49	51	53
12	53	52	52	52	51	51	51	50
K - 12 Sub-Total	726	724	729	722	728	729	731	731
ECSE	17	19	19	19	19	22	24	24
TOTAL K - 12 plus ECSE	743	743	749	741	747	751	755	755

- e. Personnel

RECOMMENDATION

Nickie Nelson is being recommended by Supt. Gagner as the 12 month secretary as outlined in the SEIU Local #284 contract effective July 1, 2018. She will continue at her current secretary Step 4 salary.

RESIGNATION

Lindsey Atchison, special education para, has submitted her letter of resignation effective May 9, 2018. Ms. Atchison has been with the district since August 2017.

Kearina Maher, high school math teacher, has submitted her letter of resignation effective the end of the 2017-18 school year. Ms. Maher has been with the district since the fall of 2010.

REQUEST FOR LEAVE

Nicole Zimpel, food service worker, has submitted a request for a medical leave of absence without pay as of April 2nd. Her return date is expected to be April 26th.

Brea Schminski, 3rd grade teacher, is requesting a 12 week maternity leave August 27, 2018 thru November 16, 2018. She will return to work on November 19, 2018.

Shawna Bobo, van support para, has submitted a letter requesting leave from her afternoon van support para hours effective Monday, April 16 through the end of the school year.

RETIREMENT

Connie Gelle, Supt Secretary, has submitted her retirement letter. Her retirement date will be June 30, 2018. She has been with the district since the fall of 1987.

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
Allina Health - Neighborhood Health Connection	\$3,920.00	Healthy School Staff
Walmart	\$500.00	Supermileage
Janet Niemi	\$400.00	Supermileage
Roxanne Bromiley	\$500.00 value	Supermileage - parts
Heleen Bromiley	\$500.00 value	Supermileage - parts
MN Utilities & Excavating	\$250.00	Supermileage
Isle Automotive Inc	\$500.00	Supermileage
Kevin Wojahn	\$300.00	Supermileage

5. Open Forum.

6. Presentation by PLC Leadership Team

Kindergarten teachers Lori Auers, Roxanne Kirby and Dawn Olson will present at the meeting.

7. Review Elementary Principal's report.

Braham Area Elementary April 2018 Board Report

1. Conferences

- We had a good turnout despite the bad weather.
- Thanks to BEPO for providing a meal! Very much appreciated!

2. School of Excellence

- All school celebration May 22.
- You are all invited.

3. Cow Eyes

- 3rd Grade dissected cow eyes on April 10.
- Thanks to Judy Bendickson and Dr. Mork for making this happen for our kids!

4. Book Fair

- The book fair during conference week was a huge success. Thanks to Michelle Becker and Dana Hendren for all the time spent organizing and running this event.

5. MCA Testing

- In process

6. Arbor Day/Earth Day Celebration

- Our school Celebration will be Friday, April 13.
- Thanks to BEPO and Tina Heidelberger for organizing this event and making it possible.

7. Field Trip

- 1st Grade - Como Zoo
- 2nd Grade - Children's Museum
- 3rd Grade - Day at the Farm and Science Museum
- 4th Grade - Duluth Aquarium
- 5th Grade - University of MN, Valleyfair
- 6th Grade - Fur Post, Conservation Day

8. Congratulations to Michelle Becker and Dana Hendren! They are our Elementary T.E.A.M. (Together Everyone Achieves More) Award winners

- Michelle and Dana work in our school media centers. They have done an amazing job organizing our Book Fairs this year. The fair provides us with the opportunity for getting many more books for our students to read. Thank you!
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8. Review High School Principal's report.

HS Principal / Activities Director School Board Report April 24, 2017

1. Congratulations to our March Students of the Month: Grade 8: Evelyn Bombard, Hannah Klepsa, Grade 9: LeSean Greer, Cody Hansen, Henry Sullivan, Grade 11: Abigail Olson, T.J. Whipps and Grade 12: Pen Sullivan.
2. All of our students in grades 8-11 registered for their 2018-2019 classes on Thursday, April 5.

3. MCA/ACT Testing dates for grades 7-12:

- ACT TEST (Grade 11) - April 3
- MCA READING TEST (Grades 7, 8 and 10) – April 11, 12
- MCA MATH TEST (Grades 7, 8 and 11) – April 25, 26
- MCA SCIENCE TEST (Grades 8 and 10) – May 2, 3

4. All Spring Activities are now up and running. We would enjoy some nicer weather so we could actually get outside and compete. A lot of schedule changes, stay up-to-date with all of the activity at: <http://greatriverconference.org/public/genie/138/school/211/>

Spring Sports Participation:

Activity	2016	2017	2018
9-12 Baseball	20	23	22
7 & 8 Baseball	20	24	14
9-12 Softball	22	15	11
7 & 8 Softball	12	15	26
9-12 Track and Field	35	21	31
7 & 8 Track and Field	26	32	14
9-12 Golf	11	12	14
7 & 8 Golf	17	8	4
Spring Play	31	19	49
Clay Target	15	23	37

5. Thank you to the Prom Committee and Nickie Nelson for all of their work in getting prom ready for Saturday, April 14 at the Braham Event Center. The festivities start with: Grand March at 3:00, Murder Mystery Dinner Theater at 6:00 p.m. and the Dance with DJ Karl at 8:00 p.m.

6. Concert Schedule:

- Monday, April 23 at 8:00 p.m. - Jazz Concert
- Monday, May 7 at 8:00 p.m. - 7-12 Band Concert
- Monday, May 14 at 8:00 p.m. - 7-12 Choir Concert

7. Just a reminder, our Academic, Athletics & Arts Awards night is scheduled for Thursday, May 10th at 7:00 in the West Gym.

8. Our Supermileage team does leave on Wednesday, April 18 for Sonoma, CA. We have 17 students and 4 Chaperones (Becker, Lee & Kim Kreyer, and Leigh Hartert - Eden Prairie Tech Teacher). We will be competing at Sonoma Raceway with 2 urban concept cars, Ethanol and Gas.

9. The State FFA Convention is April 22-24. Seven students qualified for state:

- Ag Mechanics
 - Ben Carlson

- Soils Team
 - Hannah Olson
 - Mac Nelson
 - Tyler Heikes
 - Nate Fiedler

- State FFA Band
 - Kyra Johnson
 - Evelyn Bombard

10. Our FFA Plant Sale will occur on May 10, 11, 17 and 18 from 2:00 - 7:00 p.m; May 12 and 19 from 9:00 a.m. - 4:00 p.m. and on May 23 during track & field day. Some of the product available will be: 250 hanging baskets at \$10 each, 7 varieties of tomatoes and 6 kinds of peppers. There will also be many different kinds of flowers.

Respectfully Submitted,
Shawn Kuhnke

9. Review Community Ed report.

Community Education Classes have been moving through the spring season. Our Youth Drivers Ed Class had 27 students, very well attended. For the Adults, our MN Safety Council classes for defensive driving and partner classes with Cambridge- Isanti Comm. Ed. are very well attended.

ECFE is looking forward to their Big Truck Day on April 14. Always a great time for our little students to experience big machinery up close.

Community Ed will be running the Youth Summer Theatre program again this June. More information to come later this month.

10. Superintendent's report.

1. ECMECC Operating Committee highlights - March. 23, 2018:

- We are still waiting on a decision from St. Francis on whether or not to leave the cooperative or become an associate member. Results of this decision will impact member fees for the 2018-2019 school year with ISD #314's likely increase between \$4,700 - \$5,500.
 - As a result of this request ECMECC completed a value analysis for each district. The value for Braham is \$94,000. In other words we would need to pay that additional amount annually to offer the same level of services.
- The annual summer professional development opportunity (Lake ECMECC) will be held Thursday, August 9, at Milaca Public Schools.

2. RRSEC Executive Council/Governing Board meeting highlights - March 28, 2018:

- The revised budget for 2017-2018 saw an increase of 3.83%.

- The long standing HRA insurance issue between fiscal host C-I and RRSEC is finally resolved. The result to Braham will be a charge of \$3,860.
- The preliminary budget for 2018-2019 was shared. Expect an overall increase of 1.36%. This is primarily due to an increase in services (RRN is adding space and students) and only districts utilizing the services will be charged.
- The cooperative remains on schedule to become its own fiscal agent, with all its own employees, as of July 1, 2018.
- We still are waiting on a decision from C-I regarding their intentions to stay or leave the coop.

3. Grandy Lions meeting highlights - April 2, 2018:

- Routine business - various donations made
- Motion was made to purchase propane tanks and rent tent for Pancake Breakfast which will be held at the Grandy Community Center on Sunday, May 6.

4. Braham Chamber meeting highlights - April 10, 2018:

- All city garage sale will be held April 26-28.
- Planning continues for Braham Appreciation Day to be held Saturday, June 2, parade at 3:00 p.m.
- Pie Day will be Friday, August 3

5. Braham Education Foundation highlights:

- 1st Annual Gala/HOF Banquet was held April 13 at the Event Center - report next month.
- Next meeting is Monday, May 7, at 5:00 p.m. in B100. All are invited.

6. District Assessment Coordinator (DAC) update:

- ACT was offered to all juniors on April 3, make up date is April 24.
- MCA testing began April 11 and continues through May 11.

7. Thursday, May 3, from 11:00 - 7:00, is the **4th Annual Braham Business Expo** at the Event Center. The district will host an informational booth.

8. School Calendar Update: **SCHOOL WILL BE IN SESSION on Friday, May 4th, 2018**

11. Acknowledge Braham “HONORS” Recipients.

Brea Schminski, Karen Leniz, Judy Bendickson, Dr. Troy Mork	Braham Area School District #314 would like to recognize you for your contribution in promoting purposeful, hands-on learning, as part of the eye dissection unit with third grade students. Your efforts are appreciated!
Bryan Johnson, Tracy Fix, Nancy VanderHeyden, Andrea Downing, Darwin Nelson, Susan Severson, Julie Anderson, Roberta Kopel, Katie Kunshier, Tammi Johnson, Katie Sparling, Shelley Kay, Aaron Knutsvig, Nickie Nelson	Braham Area School District #314 would like to recognize you for your contribution towards the 2018 production of, 'Alice's Adventures in Wonderland'. Students involved in quality extracurricular programming have high rates of success beyond high school and your leadership and commitment to excellence makes a difference.

Steve Eklund, Kyla Rippey	Braham Area School District #314 would like to recognize you for your participation in visiting legislators as part of SEE Days at the Capitol on March 22, 2018. Grassroots involvement has a direct impact on opportunities for students in the Braham School District and we are grateful that you were willing to give up a day in support of our community and school.
Jan Strohkirch, Jeff Eklund, Lindsay Rasmussen, Roxanne Kirby, Dawn Olson, Lori Auers, Danae Shaw, Steve Eklund	Braham Area School District #314 would like to express our appreciation for your participation in Kindergarten Round-Up 2018. Your efforts to promote and serve the district are shining examples of what it takes to be a school of excellence.
Mike Thompson, Deb Thompson, Joe Rajkowski, Gary Skarsten	Braham Area School District #314 would like to recognize you for your efforts to assist the district in administering the 2018 ACT exam to our junior class. Your willingness to serve others is appreciated!
Amanda Tessmer	Braham Area School District #314 would like to commend you for your efforts in organizing the Public Safety Job Fair to be held Tuesday, May 8th. Great Staff = Great Schools!
Dawn Price, Joan Schleicher, Lauren Kreyer, Megan Lanhart, Tyler Lancrain, Pen Sullivan, McKenna Grams, Megan Gruba, Heather Forslin, Alex Kurvers	Braham Area School District #314 would like to recognize you for volunteering to greet family and friends who attended the Elementary Spring Concerts on Friday, April 6, 2018. Your efforts assisted with school safety and ensuring a well run event. Thank you for sharing your time with us!

12. Review Student Council report

BAHS Student Council School Board Report April 2018

Mentor Program: Our mentoring program is going well! Each group has 2-3 seventh and eighth grade students in them, with one high schooler helping them with subjects they are struggling in.

March Food Drive: The March Food Drive took place from March 5th through the 28th. We had made flyers and put them up around town, at local businesses, and in the schools. Whatever has been collected will go to the Braham Food Shelf.

Bake Sale: We once again hosted a bake sale for the elementary conferences on Thursday, April 5th.

Feed My Starving Children: On Friday May 4th we will be joining with the National Honor Society to volunteer our time at Feed My Starving Children in Coon Rapids, where we will pack food to be sent to a country in need.

Recycling and Announcements: We will continue to read announcements and collect recycling on Fridays.

Respectfully submitted by,
Emma Downing, Co-Secretary
4/5/18

- 13. School Board members' reports/updates.

- 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 22, 2018, 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:

- 1. Two paraprofessionals

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.

SCHOOL BOARD OF

INDEPENDENT SCHOOL DISTRICT NO. 314

Dated: April 16, 2018

Allison Londgren
CLERK OF THE SCHOOL BOARD

15. Individual resolutions for paras reduction

Resolution #1

Board Member _____ introduced the following resolution and moved its adoption

RESOLUTION RELATING TO THE RELEASE OF THE FOLLOWING

Paraprofessional

BE IT RESOLVED, by the School Board of Independent School District **314**, that due to the financial condition of the school district the below named employee will be released at the end of the close of the **2017-2018** school year, May 30, 2018:

Crystal Sundermeyer

BE IT FURTHER RESOLVED that written notice will be sent to the employee listed above regarding his/her status as to recall rights as per the 2017-2020 master agreement between the SEIU Local #284 Union of non-licensed staff and the Independent School District #314 dated January 2018.

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.

Respectfully,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 314

Allison Londgren
Clerk of the School Board

Resolution #2

Board Member _____ introduced the following resolution and moved its adoption

RESOLUTION RELATING TO THE RELEASE OF THE FOLLOWING

Paraprofessional

BE IT RESOLVED, by the School Board of Independent School District **314**, that due to the financial condition of the school district the below named employee will be released at the end of the close of the **2017-2018** school year, May 30, 2018:

Heather Hanson

BE IT FURTHER RESOLVED that written notice will be sent to the employee listed above regarding his/her status as to recall rights as per the 2017-2020 master agreement between the SEIU Local #284 Union of non-licensed staff and the Independent School District #314 dated January 2018.

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.

Respectfully,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 314

Allison Londgren
Clerk of the School Board

_____, _____, _____

16. Review FY 2018-19 preliminary budget

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENSE</u>	
01-General	6,683,013	6,459,812	
	5,100	(29,848)	
	24,205	(173,925)	
Lindsey Atchison	0	(20,419)	
Crystal Sundermeyer	0	(11,527)	
Heather Hanson	0	(22,437)	
ECCO Textbooks	<u>0</u>	<u>6,000</u>	
	6,712,318	6,207,656	

03-Transportation	477,219	567,344	
05-Capital	477,486	489,964	
	0	0	
	477,486	489,964	
10-Athletics	66,535	459,208	
	3,000	(3,411)	
	69,535	455,797	
TOTAL	7,736,558	7,720,761	15,797

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 2018-2019 school year.

18. Consider approval of agreement with ECMECC for Teacher on Special Assignment.

A tentative agreement has been reached with ECMECC for ECMECC to purchase from Braham a .5 FTE (plus full time fringe benefits) of the school counselor position for the 2018-19 school year as the East Central College & Career Options (ECCO) Coordinator. A copy of the agreement is included with the addendum items.

19. Consider approval of contract for Teacher on Special Assignment (TOSA) for 2018-19.

ECMECC has hired Amanda Tessmer as the ECCO coordinator for the 2018-19 school year. This will be a 1.0 FTE contract with .5 FTE and fringe benefits reimbursed by ECMECC. Ms. Tessmer will be paid at MA, Step 2. Her start date in this position will be August 27, 2018.

20. Consider request to start a Fishing team under the independent contract activity policy.

Korey Sybrant, 4th grade teacher, has submitted a request for the school board to consider adding a Fishing team under the independent contract activity policy in the Braham Activities Handbook. He has offered his services to assist in the formation of this club at no cost to the district. A copy of his request is in the addendum items.

_____, _____, _____

21. Consider approval for Braham baseball team to travel to Florida for spring 2019.

Aitor Leniz, Varsity baseball coach, has submitted a request asking for approval for the baseball team to participate in a spring training experience in Florida sometime between March 20-28, 2019. The trip would be planned not to exceed three student contact days as per Braham policy #610.

_____, _____, _____

22. Consider MOU with SEIU for twelve month secretary position.

Consider approval of a Memorandum of Understanding (MOU) with SEIU pertaining to the ten month secretarial position being converted to a twelve month position. A copy of the MOU is in the information sent to the board and in the signature file for review, if desired.

_____, _____, _____

23. Consider cycle review of MSBA and district Policies for update and revision.

The following policies are being submitted for cycle review and if the board so chooses, adoption: #103 - Complaints - Students, Employees, parents, Other Persons; #104 Independent School District #314 School Philosophy & Mission Statement; and, #201 - School Board Legal Status.

Braham Area Public Schools

Ind. School Dist. #314

Braham, MN 55006

Adopted: **July 18, 2016; April 16, 2018**

#103 - COMPLAINTS – STUDENTS, EMPLOYEES, PARENTS, OTHER PERSONS

I. PURPOSE

The school district takes seriously all concerns or complaints by students, employees, parents or other persons. If a specific complaint procedure is provided within any other policy of the school district, the specific procedure shall be followed in reference to such a complaint. If a specific complaint procedure is not provided, the purpose of this policy is to provide a procedure that may be used.

II. GENERAL STATEMENT OF POLICY

- A. Students, parents, employees or other persons, may report concerns or complaints to the school district. While written reports are encouraged, a complaint may be made orally. Any employee receiving a complaint shall advise the principal or immediate supervisor of the receipt of the complaint. The supervisor shall make an initial determination as to the seriousness of the complaint and whether the matter should be referred to the superintendent. A person may file a complaint at any level of the school district; i.e., principal, superintendent or school board. However, persons are encouraged to file a complaint at the building level when appropriate.
- B. Depending upon the nature and seriousness of the complaint, the supervisor or other administrator receiving the complaint shall determine the nature and scope of the investigation or follow-up procedures. If the complaint involves serious allegations, the matter shall promptly be referred to the superintendent who shall determine whether an internal or external investigation should be conducted. In either case, the superintendent shall determine the nature and scope of the investigation and designate the person responsible for the investigation or follow-up relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate administrator concerning the status or outcome of the matter.
- C. The appropriate administrator shall respond in writing to the complaining party concerning the outcome of the investigation or follow-up, including any appropriate action or corrective measure that was taken. The superintendent shall be copied on the correspondence and consulted in advance of the written response when appropriate. The response to the complaining party shall be consistent with the rights of others pursuant to the applicable provisions of Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) or other law.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

Cross References: MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
 MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
 MSBA/MASA Model Policy 413 (Harassment and Violence)
 MSBA/MASA Model Policy 514 (Bullying Prohibition)
 MSBA Service Manual, Chapter 13, School Law Bulletin "I" (School Records – Privacy – Access to Data)

Braham Area Public Schools

Ind. School District #314

Braham, MN 55006

Adopted: July 21, 1987

Amended: February 22, 2016; **April 16, 2018**

#104 SCHOOL DISTRICT MISSION STATEMENT

I. PURPOSE

The purpose of this policy is to establish a clear statement of the purpose for which the school district exists.

II. GENERAL STATEMENT OF POLICY

The school board believes that a mission statement should be adopted. The mission statement should be based on the beliefs and values of the community, should direct any change effort and should be the basis on which decisions are made. The school board, on behalf of and with extensive participation by the community, should develop a consensus among its members regarding the nature of the enterprise the school board governs, the purposes it serves, the constituencies it should consider, including student representation, and the results it intends to produce.

III. MISSION STATEMENT

Braham Area Schools is dedicated to providing high quality positive lifelong learning to nurture each individual's unique potential, talent, and self worth. This will be accomplished by:

- fostering a high level of community commitment
- creating increased opportunities for learning
- encouraging open communication
- recognizing that education is a cooperative responsibility, and
- building meaningful relationships with all stakeholders

IV. REVIEW

The school board will review the school district's mission every two years, especially when members of the board change. The school board will conduct a comprehensive review of the mission, including the beliefs and values of the community, every five to seven years.

Legal References: Minn. Stat. § 120B.11 (School District Process for Reviewing Curriculum, Instruction, and Student Achievement)
Minn. Rule Parts 3501.0010-3501.0180
Minn. Rule Parts 3501.0200-3501.0270

Cross References:

Braham Area Public Schools

Ind. School Dist. #314

Braham, MN 55006

Adopted: April 17, 1995

Amended: August 22, 2016;

Reviewed: April 16, 2018

#201 - LEGAL STATUS OF THE SCHOOL BOARD

I. PURPOSE

The care, management, and control of the schools is vested by statutory and constitutional authority in the school board. The school board shall carry out the mission of the school district with diligence, prudence, and dedication to the ideals of providing the finest public education. The purpose of this policy is to define the authority, duties, and powers of the school board in carrying out its mission.

II. GENERAL STATEMENT OF POLICY

- A. The school board is the governing body of the school district. As such, the school board has responsibility for the care, management, and control over public schools in the school district.
- B. Generally, elected members of the school board have binding authority only when acting as a school board legally in session, except where specific authority is provided to school board members or officers individually. Generally, the school board is not bound by an action or statement on the part of an individual school board member unless the action is specifically directed or authorized by the school board.

III. DEFINITION

“School board” means the governing body of the school district.

IV. ORGANIZATION AND MEMBERSHIP

- A. The membership of the school board consists of six elected directors, or seven if the school board has submitted the question to the electors and a majority have approved a seven-member school board. The term of office is four years.
- B. There may be other ex officio members of the school board as provided by law. The superintendent is an ex officio member.
- C. A majority of voting members constitutes a quorum. The act of the majority of a quorum is the act of the school board.

V. POWERS AND DUTIES

- A. The school board has powers and duties specified by statute. The school board’s authority includes implied powers in addition to specific powers granted by the legislature.
- B. The school board exercises administrative functions. It also has certain powers of a legislative character and other powers of a quasi-judicial character.
- C. The school board shall superintend and manage the schools of the school district; adopt rules for their organization, government, and instruction; prescribe textbooks and courses of study; and make and authorize contracts.
- D. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.
- E. The school board, among other duties, shall perform the following in accordance with applicable law:

1. provide by levy of tax, necessary funds for the conduct of schools, the payment of indebtedness, and all proper expenses of the school district;
2. conduct the business of the schools and pay indebtedness and proper expenses;
3. employ and contract with necessary qualified teachers and discharge the same for cause;
4. provide services to promote the health of its pupils;
5. provide school buildings and erect needed buildings;
6. purchase, sell, and exchange school district property and equipment as deemed necessary by the school board for school purposes;
7. provide for payment of claims against the school district, and prosecute and defend actions by or against the school district, in all proper cases;
8. employ and discharge necessary employees and contract for other services;
9. provide for transportation of pupils to and from school, as governed by statute; and
10. procure insurance against liability of the school district, its officers, and employees.

F. The school board, at its discretion, may perform the following:

1. provide library facilities, public evening schools, adult and continuing education programs, summer school programs, and intersession classes of flexible school year programs;
2. furnish school lunches for pupils and teachers on such terms as the school board determines;
3. enter into agreements with one or more other independent school districts to provide for agreed upon educational services;
4. lease rooms or buildings for school purposes;
5. authorize the use of school facilities for community purposes that will not interfere with their use for school purposes;
6. authorize co-curricular and extracurricular activities;
7. receive, for the benefit of the school district, bequests, donations, or gifts for any proper purpose; and
8. perform other acts as the school board shall deem to be reasonably necessary or required for the governance of the schools.

Legal References: Minn. Stat. § 123A.22 (Cooperative Centers)

Minn. Stat. § 123B.02 (General Powers)

Minn. Stat. § 123B.09 (School Board Powers)

Minn. Stat. § 123B.14 (School District Officers)

Minn. Stat. § 123B.23 (Liability Insurance)

Minn. Stat. § 123B.49 (Co-curricular and Extracurricular Activities; Insurance)

Minn. Stat. § 123B.51 (School houses and Sites; Access for Non-curricular Purposes)

Minn. Stat. § 123B.85 (Definition)

Jensen v. Indep. Consol. Sch. Dist. No. 85, 160 Minn. 233, 199 N.W. 911 (1924)

Cross References: MSBA/MASA Model Policy 101 (Legal Status of the School District)

MSBA/MASA Model Policy 202 (School Board Officers)

MSBA/MASA Model Policy 203 (Operation of the School Board -Governing Rules)

MSBA/MASA Model Policy 205 (Open Meetings and Closed Meetings)

MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties

24. Reminder of the May 21st Regular and working school board meetings.

The Regular School Board meeting is set for Monday, May 21st, 7:00 pm, in B100 – Community Room. The working board meeting (levy and new financial statement discussion) starts at 6:00 p.m. the same evening.

25. Adjourn.
