

**Unadopted Minutes  
REGULAR SCHOOL BOARD MEETING  
Albany Area Schools – ISD #745  
May 18, 2016**

**1. CALL TO ORDER**

The meeting was called to order by Chair Winkels at 7:00 p.m.

**2. ROLL CALL**

Present: Winkels, Gersch, Dirkes, Kreuzer, McLachlan

Late: None                      Absent: Hansen, Seiler                      Student Representative: Savannah Studinski

**3.0 Public Forum**

**4.0 Agenda- Additions or Deletions**

**5.0 Approvals**

**5.1 Previous Meeting Minutes** Motion by Kreuzer, seconded by Gersch to approve the minutes from the April 20, 2016 Regular Meeting and the May 4, 2016 Work Session.

Supported by all present

**5.2 Cash Flow Report**

Motion by Dirkes, seconded by Kreuzer to approve the Cash Flow Report for March 2016.

**6. Consent Agenda**

<b>AFT</b>	Stephanie Stang	From KDG to First Gr 16-17
	Steve Stromme	Work Based Learning .25
<b>AESP</b>	Marlene Ramacher	from 6.5 to 7.25 addl time for transportation
	Karl Kise	Comm Ed/Kids Co Site Leader
<b>LTS</b>	Emma Johnson	Long Term Substitute
<b>Comm Ed</b>	Kendra Hoffarth	Aquatics
	Samantha Bromenshenkel	Aquatics
	Amy Berscheit	Aquatics
<b>Kids Co</b>	Connor Huberty	Will Kleinschmidt
	Kendra Kotzer	Judy Schneider
	Hailey Wimmer	Amanda Harren
	Mary Klasen	Site Leader
<b>LOA</b>	THREE	
<b>Severance</b>	Richard Rakotz	
<b>Resignations</b>	Caleb Watson	last day worked May 31, 2016
	Kathryn Bushman	last day worked April 26, 2016
<b>Retirement</b>	Richard Rakotz	last day worked June 15, 2016
	Mary Smith	last day worked June 30, 2016

<b>Donations</b>	<b>From</b>	<b>Purpose</b>	<b>Receipt</b>
\$100.00	Dick and Rosie Overman	Boys' Golf	53181
\$100.00	Dick and Rosie Overman	Theatre	53185
\$20.00	Just Give	Albany Elementary	53227
\$12,430.00	Albany Apothecary	Track Timing System	53244
\$1,500.00	Albany Apothecary	Scholarship	53244
\$2,000.00	Lorraine Nordmann	Scholarship	53244
\$50.00	Anonymous	Family Outreach	53276
\$110.00	Albany Baseball Association	Hill Topper	53276
\$61.56	Anonymous	Avon Elem	53285
\$100.00	Jacklyn Haney	Student Activity Acct-Band	n/a

**Expenditures:**

01 General Fund	\$943,757.60
02 Food Services	\$59,702.19
04 Community Services	\$36,806.59
06 Building Construction	\$3,062.25
08 Scholarships	\$500.00

Motion by Gersch, second by Kreuzer to approve the consent agenda.

Supported by all present

## **7. Reports**

### **7.1 Student Representative Report-Savannah**

- Seniors held a teacher breakfast and coaches breakfast
- Senior Banquet was held on May 11, was well attended and there were many positive comments
- Spring Fling is taking place during the week of May 16<sup>th</sup>
- The last Senior Magazine and Albany Ink will be distributed next week
- Snap Chat has been going well (500 participants)
- Student Council has decided to send out thank you cards to various staff members for their help
- Construction has started
- Graduation is set for May 27th

### **7.2Purple Pride**

- Dan Kramer, countless staff members count on him to solve their tech problems, always willing to tackle any problem
- Jack Evens-Ludwig Photography, willing to work on special projects, happy to come on short notice to photograph student and staff on bridge
- Eric Rosen, great example to students at Albany Elem in his role as school service worker
- Bob Schaefer, always doing his job with a smile and truly does "all other duties"
- Christina Fleege, prepares box tops and labels for shipment so school receives benefits
- Galen Johnson, kudos for organizing the band to play at the ground breaking ceremony
- Isabel Rolfes, Madison Schmitz, Chris Budde, Alyssa Young, Anders Amdahl, Travis Ramacher and Paige Wolf, for efforts and contributions to the Economics Challenge
- Heidi Bunger, she makes the bus ride fun and students love and respect her
- Kathy Gilk, Daniel Fragodt, Carrie Schmitz and Rob Holt worked tirelessly to prepare 7<sup>th</sup> grade students for MCA tests
- Aileen Swenson, thank you for the video introducing staff for the incoming 7<sup>th</sup> graders
- Albany Lions covered expenses for the Adaptive Bowling competition on April 19<sup>th</sup>
- Ridell Curtis, awesome job planning, organizing & executing a wonderful prom
- Alissa Klemmer, great addition to the team at ALE she welcomes all staff and enjoys making other smile
- Jacob Boone, handled an accident situation with a student athlete very well
- Bob Schaefer, "GREAT" addition to the ALE staff does so many extra things too numerous to mention.
- Janet Macey, emails menus to school nurse daily so that carb counts are right for our diabetic students
- Kelly Orbeck, she is a great caregiver and friend to all students. Has a positive effect on our school culture and climate
- Pattie Pyle, positive attitude toward education and all students is highly contagious!
- Math Dept's work with Gr 11 students resulted in 63% of our students proficient, statewide last year was 48%
- Students have a 58% proficiency rate on MCA Science tests compared to their 8<sup>th</sup> gr year at 40%. Thank you to the Science staff for all your work with our students.
- 10<sup>th</sup> Gr students tested at a 47% proficiency on the English portion of the MCA's, up from 42% as 8<sup>th</sup> graders. We appreciate all the work from our English Dept to assist our students.
- Nicole Snoberger, she deserves an award for all she does for her students. Sees the individual needs of students.

- Jim Kvistad and Melanie Dunlap, excellent job in preparing students for the MCA tests
- Melissa Westberg is a ray of sunshine at ECC. We appreciate her positive attitude, she is inspiring.
- Catherine Lucken completed a song book project with students that will be housed at the Stearns County Historical Museum.
- Aileen Swenson, instrumental in getting George Couras to speak with our staff next fall.
- Savannah Studinski was recognized in her role as a Student Board Rep. Savannah attended all board meetings and was prepared and offered the Board

### **7.3 Worked Based Learning Update**

- Steve Stromme updated the board on workplace learning. Steve made twenty one visits to local businesses to launch an internship program. Twelve students will be placed with nine local businesses for the internship program. The businesses participating are: Mother of Mercy Nursing Home, Albany Area Schools, Tani, Albany Chrysler, Midsota Manufacturing, Lake Country Veterinary Clinic, Central Minnesota Credit Union, Blattner Energy and Albany Manufacturing.

## **8. Business**

### **8.1 Awarding of Bid Package #2**

- Ryan Breitbach and Ron Kraemer presented the bids and their recommendations for the low bids.
- Bid package #3 may be released mid-June and likely opened mid-July.
  - Motion by Kreuzer, seconded by Gersch to award the bid for bid package #12 for Carpentry Work to Yamry in the amount of \$180,000.
    - Supported by all present
  - Motion by Gersch, seconded by Kreuzer to award the bid for bid package #13 for concrete to Voss Plumbing and Heating in the amount of \$66,068.
    - Supported by all present
  - Motion by Kreuzer, seconded by Gersch to award the bid for bid package #14 for Masonry work to Johnson-Nelson in the amount of \$303,700.
    - Supported by all present
  - Motion by Gersch, seconded by Kreuzer to award the bid for bid package #15 for steel welding and fabrication to CAB Construction Corp. in the amount of \$55,314.
    - Supported by all present
  - Motion by Kreuzer, seconded by Gersch to award the bid for bid package #16 for structural steel to J&H Erectors in the amount of \$32,600.
    - Supported by all present
  - Motion by Gersch, seconded by Kreuzer to award the bid for bid package #17 for roofing to Buysse Roofing in the amount of \$84,400.
    - Supported by all present
  - Motion by Kreuzer, seconded by Gersch to award bid package #18 for hardware and doors to Mid Central Door in the amount of \$24,998.
    - Supported by all present
  - Motion by Gersch, seconded by Kreuzer to award bid package #19 for windows to East Side Glass in the amount of \$112,000.
    - Supported by all present
  - Motion by Kreuzer, seconded by Gersch to award bid package #20 for drywall to B&B Wall Systems in the amount of \$79,125.
    - Supported by all present
  - Motion by Gersch, seconded by Kreuzer to award bid package #21 for ceramic tile to MCI in the amount of \$21,691.
    - Supported by all present
  - Motion by Kreuzer, seconded by Gersch to award bid package #22 for flooring to MCI in the amount of \$50,177
    - Supported by all present

- Motion by Gersch, seconded by Kreuzer to award bid package #23 for acoustic design/ceiling tiles to St. Cloud Acoustic in the amount of \$36,950.
  - Supported by all present
- Motion by Kreuzer, seconded by Gersch to award the bid package #24 for painting to Henkemeyer Coatings in the amount of \$13,000.
  - Supported by all present
- Bid package #25 was discussed and tabled
- Bid package #26 was removed
- Motion by Gersch, seconded by Kreuzer to award the bid package #27 for fire suppression to Breth-Zenzen Fire in the amount of \$25,335.
  - Supported by all present
- Motion by Kreuzer, seconded by Gersch to award the combined bid package #28 & #29 for heating and plumbing to Lake Country Mechanical in the amount of \$470,700.
  - Supported by all present
- Motion by Gersch, seconded by Kreuzer to award bid package #30 for electric work to Liberty Electric Company in the amount of \$199,800.
  - Supported by all present
- Motion by Kreuzer, seconded by Gersch to award bid package #31 for excavation to Kraemer Trucking and Excavating in the amount of \$19,999.
  - Supported by all present

### **8.2 Approve Building Project Naming Rights Recommendations**

Motion by Dirkes second by McLachlan to approve the following naming rights:

- Blattner Energy: Fitness Center, Community Center and Performing Arts Center
  - Stearns Bank: Lobby & Cafeteria Area
  - Albany Mutual Telephone: Media Center and Student Learning Commons
  - Wells Concrete: Career Ag and Tech Ed Wing
  - CMCU: Concession Stands
- Supported by all present

### **8.3 Bus Bid for Service**

Motion by Kreuzer, second by Gersch to approve the bus service bid from Ramler Truck and Trailer Repair, the only bid received.

Supported by all present

### **8.4 Facility Procedures-First Read**

- Facility use procedures was read and discussed at the meeting. Proposed facility use fees and categories were presented. The Board will act upon this procedure at the June Board Meeting.

### **8.5 Staffing Recommendations**

Motion by Gersch, second by Kreuzer to approve the following staffing recommendations

.25 Communications Specialist

Supported by all present

Motion by Dirkes, second by Gersch to approve hiring 2 part time summer support for custodial staff

Supported by all present

Motion by Kreuzer, second by McLachlan to approve the creation of a Secondary School Principal and Middle School Principal position

Supported by all present

### **8.6 MOU with CCSP**

Motion by Gersch, second by Kreuzer to approve the MOU with District Maintenance Supervisor a member of CCSP.

Supported by all present

### **8.7 Student Parking 16-17**

Motion by Dirkes second by McLachlan to approve the \$5 student parking permit fee to offset the cost of issuing the permit.

### **8.8 1-1 Device Plan-Fee Approval**

Motion by Kreuzer second by McLachlan to approve a \$45.00 fee for 1-1 device rental and repair and expanding 1-1 devices to Grade 7.

Supported by all present

### **8.9 Resolution Placing Staff on Unrequested Leave of Absence**

RESOLUTION PLACING Kristy Yurczyk, Nancy Trehey, Julie Kost, and Laurie Hommerding  
ON UNREQUESTED LEAVE OF ABSENCE

WHEREAS, the School Board of Independent School District No. 745 adopted a resolution proposing placement of Kristy Yurczyk, Nancy Trehey, Julie Kost, and Laurie Hommerding on unrequested leave of absence on April 20, 2016, on the grounds of **Discontinuance of Position and Financial Limitations**; and

WHEREAS, said written notice of the proposed placement on unrequested leave was received by Kristy Yurczyk, Nancy Trehey, Julie Kost, and Laurie Hommerding by certified mail (or personal service), and

WHEREAS, said written notice of the proposed placement on unrequested leave contained a statement setting forth the reasons for the proposed placement as well as a statement that he (she) was entitled to a hearing before the school board provided he (she) make a request in writing within fourteen days of receipt of said notice, and that if no hearing was requested within said fourteen day period it constituted acquiescence by Kristy Yurczyk, Nancy Trehey, Julie Kost, and Laurie Hommerding to the school board's proposed action, and

WHEREAS, no written request of any kind was received by the school board or superintendent of schools from Kristy Yurczyk, Nancy Trehey, Julie Kost, and Laurie Hommerding for a hearing as of May 17, 2016, and

WHEREAS, said failure to make written request for a hearing within fourteen days after receipt of notice of proposed placement on unrequested leave constitutes acquiescence by Kristy Yurczyk, Nancy Trehey, Julie Kost, and Laurie Hommerding to his (her) placement on unrequested leave.

BE IT HEREBY RESOLVED, by the School Board of Independent School District No. 745 that Kristy Yurczyk, Nancy Trehey, Julie Kost, and Laurie Hommerding be and hereby are placed on unrequested leave of absence as a teacher of Independent School District No. 745 on the grounds of **Discontinuance of Position and Financial Limitations** effective at the end of the 2015-2016 school year on June 30, 2016 pursuant to Minnesota Statutes, Sec.122A.40, Subd. 11\*, without pay or fringe benefits.

BE IT FURTHER RESOLVED, that a notice of placement on unrequested leave, together with a copy of this resolution be forwarded to said teachers personally and that an affidavit of same be placed in his/her file, together with a copy of the notice and resolution.

Motion by Kreuzer that Kristy Yurczyk, Nancy Trehey, Julie Kost and Laurie Hommerding be placed on unrequested leave of absence as a teacher of Independent School District No. 745.

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

McLachlan, Gersch, Kreuzer, Winkles and Dirkes

and the following voted against the same: none Absent: Seiler and Hansen  
whereupon said resolution was declared duly passed and adopted.

### **8.10 Policy 503 Student Attendance-Second Read**

Motion by Kreuzer second by Gersch to approve Policy 503 Student Attendance

Supported by all present

### **8.11 Policy 506 Student Discipline-Second Read**

Motion by Gersch second by McLachlan to approve Policy 506 Student Discipline

Supported by all present

**8.12 Policy 527 Student Use and Parking of Motor Vehicles, Patrols, Inspections and Searches-First Read**

**8.13 Policy 532 Use of Peace Officers and Crisis Teams to Remove Students with IEP's from School Grounds-First Read**

**8.14 Policy 601 School District Curriculum and Instruction Goals-First Read**

**8.15 Policy 603 Curriculum Development-First Read**

**8.16 Policy 616-School District System Accountability-First Read**

**9. Board Committee Reports**

Minutes available will be attached to Board Book

**9.1 Teaching and Learning Committee**

**9.2 Staff Development**

**9.3 World's Best Work Force**

**10. Superintendent's Report**

- The building project add on list was shared and would be considered in the event the project comes in under budget. The project list will be prioritized.
- A district list of items and additional requests were discussed with the board. A prioritized (from admin) list will be brought back to the board in June.
- Project updates
  - A sample of the District Newsletter was shared
  - The building project is progressing as scheduled
- The open staff positions were shared with the Board
- Superintendent Johnson discussed the federal government guidance on insuring all students are free from discrimination based on sex. Waiting for MSBA to provide guidance and will work with school district attorney moving forward
- Enrollment remains stable with the district maintaining 1,700 students with a class size average of approximately 21 students in the elementary schools
- Superintendent Johnson spoke of the two telephone proposals from Albany Mutual Telephone and Marco. A 3<sup>rd</sup> party will review the two proposals and ask questions to the provider and make a recommendation to the District.
- Q-Comp application was received with additional revisions requested

**11. Adjournment**

Agenda completed at 9:33 pm, a motion to adjourn was made by Kreuzer, seconded by Gersch.

Supported by all present

Dean Dirkes, Clerk

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Greg Johnson, Superintendent