

**Unadopted Minutes  
REGULAR SCHOOL BOARD MEETING  
Albany Area Schools – ISD #745  
July 20, 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, McLachlan

Late: NONE Absent: Kreuzer, Hansen, Seiler Student Representatives: NONE

**3.0 Public Forum:** no requests

**4.0 Agenda- Additions or Deletions**

none

**5.0 Approvals**

**5.1 Previous Meeting Minutes** Motion by Gersch, seconded by McLachlan to approve the minutes from the June 15, 2016 Regular Meeting.

Supported By All Present

**5.2 Cash Flow Report**

Motion by Dirkes, seconded by Gersch to approve the Cash Flow Report for May 2016.

Supported By All Present

**6. Consent Agenda**

<b><u>AFT:</u></b>	
Tiffany Carpenter	Ag
Krista Schmitz	Special Ed – Avon
Nicole Snoberger	Lane Change BA+15 to BA+30
Rachel VonWahlde	Lane Change BA+15 to BA+45
Jill Valerius	4 <sup>th</sup> Grade – Avon
Brittany Marthaler	EC
Stephanie Barthel	Summer Learning Adventures
<b><u>CIA</u></b>	Amy Notch
<b><u>AESP:</u></b>	
Todd Bungler	Bus Driver
Dan Dirkes	Bus Driver
Jodi Gerads	Custodial-Secondary
Nicole Schneider	EA-ESY
<b><u>Extra Curricular:</u></b>	
Karla Schneider	Swim, Head Coach
<b><u>Comm Ed</u></b>	
Cassie Nentl	Director
Nick Raeker	Kids Co
<b><u>Resignations</u></b>	
Kayla Johnson	Eff 7-1-16 EA-Avon
Robert Anderson	Eff 6-30-16 Wrstling Head Coach
Bernice Egan	Eff 6-26-16 FdSrv-Secondary
Nicole Bergh	Eff 6-27-16 Sped-Avon-not eligible for severance
<b><u>LOA</u></b>	Two requests

**Expenditures:**

The following checks were issued in paying claims: Wire transfers and checks 86854-87037

**Expenditures:**

01	General Fund	\$1,018,088.55
02	Food Services	\$6,397.02
04	Community Services	\$52,981.46
06	Building Construction	\$373,498.34
07	Debt Redemption	\$450.00
08	Scholarships	\$300.00

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

Supported By All Present

**7. Reports**

**7.1 Student Representative**

Olivia Maus, Emily Johnson and Emily Winkles have been selected as student representatives to the School Board for 2016-2017.

**7.2Purple Pride**

- Kelly Neu, continues to exemplify her dedication and always presents herself and the District in the best possible light.
- Darla Hommerding is mindful of her co-workers as she goes about her job responsibilities and is very considerate of all those she works with.
- Dan Kramer was recognized for his commitment and flexibility in support of district wide technology.
- Al Amdahl was recognized for the multiple baseball teams he coaches and organizes.
- Holy Family School and Our Savior's Lutheran Church were thanked for their assistance with the District activities.
- Middle School Planning Team was recognized for their work and professional attitude in their work this summer.
- Doug Konz was recognized for his work with the drivers and bus routes.

### **7.3 Transportation and Grounds Report**

Doug Konz gave an update on the transportation and grounds activities.

- In the past year, the state bus inspection was much improved from the prior year and very favorable.
- Konz commented that the summer busing has adapted to the schedule of construction events and there will be additional meetings scheduled to make sure everyone is on the same page.
- Bus routes continue to be evaluated and adjusted
- Doug informed the board that he will be retiring at the end of the upcoming school year.

### **7.4 Activities Report**

Scott Buntje presented the activities report for the district.

- The athletics web page has been updated and made more user friendly. This is a good resource for eligibility rules, policies, schedules, code of conduct etc...
- 70% of the district's students participated in Athletics and 80% including fine arts activities and trap
- Project issues were discussed by Buntje (track cleaning, practice areas, shot and discus areas relocated).
- Future considerations include Gymnastics and Soccer which have shown strong interest and would be looked at on a coop basis. Archery is another area of interest and will be considered. MSHSL reclassification will be addressed in the spring of 2017.

### **7.5 Superintendent Goal Summary**

The Superintendent Evaluation will take place in the upcoming weeks

## **8. Business**

### **8.1 Resolution Relating to the Election of School Board Members**

Member Dirkes entered the motion for the adoption of the foregoing resolution

#### **RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 745, State of Minnesota as follows:

(a) 1. It is necessary for the school district to hold its general election for the purpose of electing (four) school board members for terms of four (4) years each.

(b) The clerk shall include on the ballot the names of the individuals who file or have filed affidavits of candidacy during the period established for filing such affidavits, as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

2. Even Year: The general election is hereby called and elected to be held in conjunction with the state general election on Tuesday, the 8th day of November, 2016.

3. Even Year: Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the school district and which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as for the state general election.

4. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said election. The notice shall include the date of said general election and the office or offices to be voted on at said general election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said general election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said general election and to cause two sample ballots to be posted in each polling place on Election Day. The sample ballot shall not be printed on the same color paper as

the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said general election to be published in the official newspaper of the school district for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the offices to be filled set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on election day.

5. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with election authorities conducting other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.

6. The clerk is further authorized and directed to cause or to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system.

7. The individuals designated as judges for the state general election shall act as election judges for this election at the various polling places and shall conduct said election in the manner described by law. The election must be canvassed between the third and the tenth day following the general election.

and the resolution was duly seconded by Member Gersch and upon the vote being taken thereon, the following voted in favor thereof: Gersch, Winkles, McLachlan and Dirkes

Absent: Hansen, Seiler, Kreuzer

And the following voted against the same: none

## **8.2 Annual Approval LTFM 10 year plan and budget**

LTFM Ten year plan documents were presented for approval.

Motion by Gersch, second by McLachlan to approve the Long-Term Facilities Maintenance Revenue Application-Ten Year Expenditure Document as presented.

Supported by Winkles, Gersch, Dirkes, McLachlan Absent: Kreuzer, Hansen, Seiler

Motion Carried

Motion by Gersch, second by Dirkes to approve Ten-Year Long Term Facilities Maintenance Revenue Projection document as presented

Supported by Winkles, Gersch, Dirkes, McLachlan Absent: Kreuzer, Hansen, Seiler

Motion Carried

## **8.3 MSHSL Membership Resolution**

Member Dirkes entered the motion for the adoption of the foregoing resolution and the resolution was duly seconded by Gersch and upon the vote being taken thereon, the following voted in favor thereof: Gersch, Winkles, McLachlan and Dirkes.

Absent: Hansen, Seiler, Kreuzer

And the following voted against the same: none

## **8.4 MSBA Membership**

Motion by Gersch, second by McLachlan to approve membership with MSBA for the 16-17 school year.

Supported By All Present

## **8.5 Phone System**

Comparisons were made between Albany Mutual Telephone and Marco for phone systems. The Board was pleased with the Albany Mutual Telephone's services and total package. A contract will be requested and formal approval of the phone system update will take place at an upcoming meeting.

## **8.6 Building Project Updates**

Superintendent Johnson updated the Board on the status of the project. Bids will be opened on Thursday, August 4<sup>th</sup>. Awards will be granted at the next board meeting which is August 17<sup>th</sup>. Johnson discussed the timelines and they currently are being pushed back with the delay in the permitting process as there are a high number of building projects in the summer of 2016. The site work for the project is scheduled to be completed by August 15<sup>th</sup>. Timelines were discussed for the upgrades to the secured entrances as well as all phases of the project.

## **9. Board Committee Reports**

Minutes available will be attached to Board Book

## **9.1 Staff Development Committee**

## **10. Superintendent's Report**

- The District Q-Comp package was approved by the state on 7/15/16. Components to the plan were discussed. The District will be asked to vote on the District Q-Comp plan at the August board meeting.
- AESP Negotiations are continuing and the next meeting is scheduled for next week.
- Technology Systems Update: The District will not be filling the support position in the near term. A team of district employees are working on a plan for continued technology systems support.
- Hiring updates for the district were shared.
- August 8 is new staff orientation.
- School Resource Officer, Matt Gannon attended a School Safety Conference
- Ehlers consulted with District on some potential bond savings.
- Upcoming Meetings:
  - AESP Negotiations: July 27 and August 3<sup>rd</sup>
  - Board Meeting & Awarding of Bids: August 17 at 6pm.
  - Health and Safety August 17<sup>th</sup> at 8 am
  - Several Board committee meetings in August

#### **11. Adjournment**

Agenda completed at 9:25 pm, a motion to adjourn was made by Dirkes, seconded by McLachlan.

Supported By All Present

Dean Dirkes, Clerk

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Greg Johnson, Superintendent