

Board of Directors' Regular School Board Meeting

Monday, March 18, 2019

6:00 p.m., Watertown City Hall

I. **Opening of Meeting:** Chair Unowsky

- A. Call to Order: (Time meeting called to order: ___ p.m.)
- B. Welcome to all Visitors, Guests, and Media.
- C. Roll Calls

School Board Roll Call:

Chair Stacy Unowsky ____, Vice Chair Tim Thompson ____, Clerk Kelly Thaemert ____, Treasurer Erika Schulz ____, Jeff Jackson ____, Hunter Feldt ____, Heidi Guetzkow ____,

Administration Roll Call:

Superintendent, Ron Wilke ____, High School Principal, Bob Hennen ____, Middle School Principal, Nick Guertin ____, Elementary Principal, Marnie Pauly ____, Teaching and Learning Director, Allison Arndt ____, SPED Director, Angie Kahle ____, Activities Director, Paul Szymanski ____, CE Director, Rachel Bender ____.

- E. Pledge of Allegiance: (Meeting attendees will recite the Pledge of Allegiance.)
- F. Public Comments:

The Public Comment portion of the meeting enables community members to discuss present issues not on the board agenda.

1. Speakers will be asked to sign in with their contact information and the topic they plan to discuss at least 5 minutes before the published start time of the meeting.
2. Each speaker will be allowed no more than three minutes to address the board unless the time limit is waived by a majority of board members present.
3. The maximum time allotted for the open forum is 30 minutes unless the time limit is waived by a majority of board members present.
4. Undue interruption or other interference with the orderly conduct of school board business will not be allowed. Defamatory or abusive remarks are always out of order. Remarks that violate data privacy laws are out of order. The presiding officer may terminate the speaker's privilege of address if, after being called to order, improper conduct or remarks persist.
5. At a public meeting of the board, no person should orally initiate charges or complaints against individual district employees or challenge instructional materials used by the district. All such charges should be referred to the superintendent or school board chair for investigation.
6. The open forum is meant to be an opportunity for the school board and the superintendent to listen to community members. In most cases, the school board will not comment or respond to the speaker's remarks. However, the superintendent or the appropriate staff member will follow-up with speakers after the meeting if necessary.
7. No action will be taken on any item not considered a part of the agenda on the same evening it is presented unless action is considered necessary by a majority of the board.

II. Discussion / Action: Motion to approve the attached Agenda / Addendum(s):

Motion made by: _____ Motion Seconded by: _____ Support: _____

III: Consent Agenda:

A. School Board Minutes:

Regular Board Meeting – [February 25, 2019](#)

B. [Personnel Consent Agenda](#)

C. [Business Consent Agenda](#)

- Financial Reports
 - [February](#) Financials
- Contracts
- Donations
- Overnight Stay Requests
- [Enrollment](#)

Motion made by: _____ Motion Seconded by: _____ Support: _____

V. Recognitions/Presentations/Showcase:

This year WMMS began implementing the a middle school orientation program call [WEB](#) . The program relies on peer mentors to lead and support the transition from elementary to middle school. The program has been instrumental in promoting a smooth transition for our 5th and 6th graders this year. It has also served as an opportunity to leverage student leadership from our 8th graders. The WEB program is coordinated by Abbie Pettit, who serves as an English Teacher in the middle school.

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|-----------------|---|
| Ailsa Gilbert | for receiving the Athena Award |
| Austin Gabbert | for placing 5th at State Wrestling at 113lb |
| Carter Entinger | for placking 3rd at State Wrestling at 138lb |
| Britta Haataja | for participating at State Girls' Hockey |
| Ailsa Gilbert | for being a member of the Girls State Gymnastics Team and for placing 2nd on Beam, receiving All Around and All State in Gymnastics |
| Taylor Hix | for being a member of the Girls State Gymnastics Team and receiving All State |
| Paige Thibault | for being a member of the Girls State Gymnastics Team and receiving All State |
| Kate Thibault | for being a member of the Girls State Gymnastics Team |
| Ella Blinkhorn | for being a member of the Girls State Gymnastics Team and receiving All State |
| Maris Heun | for being a member of the Girls State Gymnastics Team |
| Erin Singsank | for being a member of the Girls State Gymnastics Team and receiving All State |
| Teagan Schmidt | for being a member of the Girls State Gymnastics Team and receiving All Around and All State |
| Anna Mielke | for being a member of the Girls State Gymnastics Team and receiving All Around and All State |
| Per Anderson | for being a member of the Boys' State Swim Team |
| Grace Hertzog | for competing on the BPA Advanced Interview Skills & Parliamentary Procedure Team |
| Noah Schermann | for competing on the BPA Advanced Interview Skills |
| Madelyn Smith | for competing on the BPA Diagnostic Coding, Medical Office Procedures, & Parliamentary Procedure Team |
| Gregory Jansen | for competing on the BPA Diagnostic Coding & Medical Office Procedures |
| Kiron Crayton | for competing on the BPA Extemporaneous Speech & Parliamentary Procedure Team |

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|-----------------|---|
| Zachary Skoog | for competing on the BPA Intermediate Word Processing & Legal Office Procedures |
| Anna Duske | for competing on the BPA Parliamentary Procedure Team |
| William Elskamp | for competing on the BPA Parliamentary Procedure Team |
| Sage Heitz | for competing on the BPA Parliamentary Procedure Team |
| Allison Kuntz | for competing on the BPA Parliamentary Procedure Team |
| Hailey Heid | for competing on the BPA Presentation Management Individual |

VI. Action Items:

- A. First Reading of District 700 Series Policies -** Commentary Ron Wilke. The following District 700 Series Policies reflect revisions recommended by the Minnesota School Boards Association, including those requiring annual reviews. Board approval of the first reading is requested at this time.

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|-------------------------------------|---|
| <u>Policy 701</u> | ESTABLISHMENT AND ADOPTION OF SCHOOL DISTRICT BUDGET |
| <u>Policy 701.1</u> | MODIFICATION OF SCHOOL DISTRICT BUDGET |
| <u>Policy 702</u> | ACCOUNTING |
| <u>Policy 703</u> | ANNUAL AUDIT |
| <u>Policy 704</u> | DEVELOPMENT AND MAINTENANCE OF AN INVENTORY OF FIXED ASSETS AND A FIXED ASSET ACCOUNTING SYSTEM |
| <u>Policy 705</u> | INVESTMENTS |
| <u>Policy 706</u> | ACCEPTANCE OF GIFTS |
| <u>Policy 707</u> | TRANSPORTATION OF PUBLIC SCHOOL STUDENTS |
| <u>Policy 708</u> | TRANSPORTATION OF NONPUBLIC SCHOOL STUDENTS |
| <u>Policy 709</u> | STUDENT TRANSPORTATION SAFETY POLICY |
| <u>Policy 710</u> | EXTRACURRICULAR TRANSPORTATION |
| <u>Policy 711</u> | VIDEO RECORDING ON SCHOOL BUSES |
| <u>Policy 712</u> | VIDEO SURVEILLANCE OTHER THAN ON BUSES |
| <u>Policy 713</u> | STUDENT ACTIVITY ACCOUNTING |
| <u>Policy 714</u> | FUND BALANCES |
| <u>Policy 720</u> | VENDING MACHINES |
| <u>Policy 721</u> | UNIFORM GRANT GUIDANCE POLICY REGARDING FEDERAL REVENUE SOURCES |
| <u>Policy 722</u> | PUBLIC DATA REQUEST |
| <u>Policy 722F</u> | PUBLIC DATA REQUEST FORM |

Motion By: _____ Seconded By: _____ Action: _____

Strategic Directions All

- B. 2018-2019 School Year Calendar Make up Days –** Commentary Ron Wilke. At this point the district has had 3 full-day closings due to weather, along with a number of late starts and early releases. *As per the Teacher Master Agreement: Art. VII Section 3 Subd. 4. Once the calendar end date is set, it will not change due to two or fewer unexpected cancellations (snow days). Teachers will make up the time through flexible staff development time to be agreed upon with the district administration. Students will not make up the days. In the event the number of cancellations (snow days) are more than 2, alterations to the end*

date may be made. The administration team is recommending that Monday, April 1st be changed to a student contact day at this time.

Motion By: _____ Seconded By: _____ Action: _____
[Strategic Directions B, C F](#)

- C. **Infant and Toddler Care Project** – Commentary Ron Wilke. The attached [project description](#), with cost estimates, for improvements in the Primary School Building to support the Infant and Toddler Program is presented for Board consideration. The Board Facilities Committee has reviewed the proposal and is recommending Board approval at this time.

Motion By: _____ Seconded By: _____ Action: _____
[Strategic Directions A, B, C, F](#)

- D. **Technology Department Job Descriptions** – Commentary Ron Wilke. The Technology Department has recently conducted a review of its current leadership structure and roles and responsibilities. This work has also included research on current practices in school districts throughout the region. The attached [Director of Information and Learning Technology](#) and the [Director of Technology Operations](#) job descriptions have been reviewed by the Administration Team and Board Personnel Committee. These job descriptions are being submitted for Board approval at this time.

Motion By: _____ Seconded By: _____ Action: _____
[Strategic Directions A, B, C, D, F](#)

VI: Review/Information Items:

- A. **Referendum Action Plan Update** - Commentary, Ron Wilke. Superintendent Wilke will provide an update on work underway to inform Board decision making on a potential operating levy referendum next November. Please note the [action plan and timelines](#) attached.
[Strategic Directions: All](#)
- B. **Referendum Feasibility Survey Draft** – Commentary Ron Wilke. The [draft of the referendum feasibility survey](#) is attached for Board review and feedback at this time.
[Strategic Directions: All](#)
- C. **Notice of Desire to Negotiate** – The Board is advised that SEIU Local 284 – Food Service is requesting to enter into contract negotiations, as the current two-year contract expires on June 30, 2019. No Action Required.
[Strategic Directions A, F](#)
- D. **Notice of Desire to Negotiate** – The Board is advised that SEIU Local 284 - Custodial is requesting to enter into contract negotiations, as the current two-year contract expires on June 30, 2019. No Action Required.
[Strategic Directions A, F](#)

- E. **Otto Bremer Trust Grant** – Commentary Ron Wilke and Rachel Bender. The District has been awarded an Otto Bremer Trust Grant in the amount of \$75,000. CE Director Bender and Superintendent Wilke will share [additional information](#) on how the grant will be used to support the creation of community and adult learning areas in the Primary School Building.
[Strategic Directions A, B, C, F](#)

VII: Administrative Reports.

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|---------------------------------------|--------------------------------|
| <u>Bob Hennen</u> | High School Principal |
| <u>Nick Guertin</u> | Middle School Principal |
| <u>Marnie Pauly</u> | Elementary School Principal |
| <u>Allison Arndt</u> | Teaching and Learning Director |
| <u>Angie Kahle</u> | SPED Director |
| <u>Rachel Bender</u> | Community Education Director |
| <u>Paul Szymanski</u> | Activities Director |
| <u>Mary Miller</u> | Director of Food Services |
| Ron Wilke | Superintendent |

VIII: Board Member Reports

- **Finance Committee**
- **Facilities Committee**
- **Personnel Committee**
- **Policy Committee**
- **Watertown-Mayer Education Foundation Board**
- **Technology Committee**
- **Teaching and Learning**
- **Marketing and Communication**
- **Community Education Advisory Committee**
- **SW Metro Intermediate Board**
- **Minnesota State High School League (MSHSL)**

IX: Closed Session

Motion Made By: _____ Seconded By: _____ at _____ p.m.

To close the meeting for the purpose:

To discuss the negotiations strategies

Motion Made By: _____ Seconded By: _____ at _____ p.m.

To re-open the meeting.

X: Adjournment:

Motion to adjourn the school board meeting at _____ p.m.

Motion made by: _____ Motion Seconded by: _____ Support: _____

Next Regular Scheduled Board Meeting Date:

Regular School Board Monday, April 22, 2019 6:00 p.m. Watertown City Hall