

**Regular Board Meeting**  
**Independent School District 564 – Board of Education**  
**May 14, 2019.**  
**6:00 p.m.**  
**DSC Board Room**

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A Regular Meeting of Independent School District #564 Board of Education was held Tuesday, May 14, 2019, beginning at 6:00 p.m. in the DSC Board Room. The following board members were present: Mike Spears, Chris Melbe, Craig Mattson, Misty Hempel, Ryan Walseth, Michelle Westerman and Wayne Nomeland. Absent: none.

Staff members present were: Renee Olson, Bradley D. Bergstrom, Tanya Monson-Ek, Bob Wayne, Patrick Marolt and Sara Olson.

Student Council members present were: Cindy Li and Elise Kalsnes.

Also present were: Marlene Anderson, Dave Hill, Lee Richards and family.

The Pledge of Allegiance was recited.

Chair Wayne Nomeland called the meeting to order at 6:00 p.m. and Clerk Craig Mattson confirmed that a quorum was present.

A motion was made by Mike Spears and seconded by Michelle Westerman to approve the May 14, 2019 agenda as amended. Motion carried unanimously.

A motion was made by Misty Hempel and seconded by Craig Mattson to approve the minutes of the April 22, 2019 Regular Board Meeting as presented. Motion carried unanimously.

A motion was made by Mike Spears and seconded by Ryan Walseth to approve the minutes of the April 29, 2019 Special Board Meeting as presented. Motion carried unanimously.

A motion was made by Chris Melbye and seconded by Mike Spears to approve the bills as submitted and on file in the School District Business Office. Motion carried unanimously.

Public Comment: None.

Superintendent's Report - Superintendent Bradley Bergstrom reminded the board that on May 28, 2019 the board meeting will be held at the LHS Training Center. Part of the board meeting that evening, Construction Teacher Dillon Lundeen and Lincoln Administration will be giving the board a tour of the house the students have been working on this year.

The legislature and governor appear to be no closer to solving the budget issues that they have. The governor and house are at a 3% and 2% increase to education while the senate is at .5% each year. The other issue includes special education funding.

Graduation is just around the corner. The ceremony will take place at the REA on Friday, May 31, 2019 at 6:00 pm.

Congratulations to Dr. Tony Greene who was hooded as a part of the Doctoral Program this past Friday at SCSU.

Superintendent Bergstrom attended the choir concert on Monday night. As usual, Ms. Reese and the students did an outstanding job with the concert.

In the last week, we as a district have had a number of extremely stressful events happen to members of our staff and team. From the loss of a loved one, to extremely distressing health news, to loss of home, it was a very long week. The two things superintendent Bergstrom mentioned:

1. The outpouring of support for those in need by staff in the district and community is absolutely amazing to me.
2. The resiliency of those impacted by events is to be commended. The continue to put their best foot forward in spite of obstacles.

Thank you to those that reach out to support those in need and keep those that are in need in your thoughts. Together, we will continue to make this be a great community no matter the obstacles.

Superintendent Bergstrom and Wayne Nomeland attended the American Indian Graduation Program. Four students were honored as they will be graduating from LHS this May.

#### Committee Reports:

1. Finance Board Committee - Chris Melbye gave updates on the 2018-2019 Final Budget, Bus leases for 2 route buses both of which are on agenda for approval. Discussion was held regarding the network infrastructure purchase, this was approved at the April 29, 2019 special board meeting. Reminder to the board members that bills can be reviewed at Tanya's office before a board meeting. The Finance Committee members do review these before board meetings.

#### Student Reports:

- A. Cindy Li and Elise Kalsnes both LHS Seniors - both girls talked about how they are finishing up with AP classes, last choir concert and the last orchestra concert is next Monday. Lots of lasts and lots to prepare for their new adventures after high school. Special Olympics has an event this Wednesday at the MEC. The student council has helped organize a fundraiser to benefit Erika Kahlhamer by selling green t-shirts with Klub Kahlhamer on them. A carnival benefit has also been set for May 29th from 4:30 to 7 pm at the LHS Commons. There will be carnival games, food, and a silent auction.

#### Recognitions:

- A. Recognize Lee Richards - Plaque presentation for many years of coverage to the Thief River Falls Public Schools.
- B. Recognize the donation from Pizza Hut to the Track Team Program totaling \$964.
- C. Recognize the anonymous donation to the LHS Choir Program totaling \$500.
- D. Recognize the anonymous donations from multiple individuals and businesses to the LHS Robotics Program totaling \$14,157.

#### Presentations:

#### Guaranteed & Viable Curriculum (Strategic Direction A):

#### Technology, Innovative Learning & Partnerships (Strategic Direction B):

#### Families (Strategic Direction C):

#### Safety (Strategic Direction D):

Workforce (Strategic Direction E):

- A. A motion was made by Misty Hempel and seconded by Ryan Walseth to approve the Consent Agenda and as appropriate, per negotiated contract, salary and benefits and an acceptable background check. Motion carried unanimously.

Personnel:

1. Approve the assignment of **Kim Langan**, Special Education Paraprofessional, effective with 2019-2020 school year.
  2. Approve the assignment of **Amber Larson**, School Readiness Assistant effective with 2019-2020 school year.
  3. Approve the assignment of **Kelsey McLean**, Part-Time DAPE Teacher, effective August 27, 2019 - June 1, 2020.
  4. Accept the resignation of **Meranda Lill**, Cleaner, effective April 17, 2019.
  5. Accept the resignation of **Merlin Stone**, Kitchen Helper, effective March 31, 2019.
  6. Accept the resignation of **CharLee Mathieu**, Little Brother Little Sister Coordinator, effective May 8, 2019.
  7. Accept the resignation of **Camille Jacobson**, School Counselor, FMS, effective June 4, 2019.
  8. Extend leave of absence for **Carmin Trulson**, Cleaner, FMS, through May 31, 2019.
  9. Accept the resignation of **Brian Loe**, Dean of Students, CES effective June 7, 2019
  10. Accept the resignation of **Brian Loe**, Head Girls Basketball Coach effective May 6, 2019
  11. Approve the employment of **Brittany Beito**, as Little Brother/Little Sister Coordinator effective May 13, 2019.
  12. Approve the employment of **Ariana Porter**, Elementary Teacher, CES, effective August 27, 2019.
  13. Approve the employment of **Shelby Erickson**, Student and Family Support Coordinator, 220 days/year effective August 5, 2019.
  14. Approve the leave of absence for **Erika Kahlhammer**, Science Teacher, LHS, effective May 3, 2019 - June 4, 2019.
- B. A motion was made by Mike Spears and seconded by Craig Mattson to Establish and Post for the following Summer Positions. Motion carried unanimously.
1. **Building & Grounds:**
    - a. Up to Fourteen (14) Summer Cleaners  
Building and shift time to be determined at a later date.
  2. **Summer Food Service:**

Effective June 10 - August 16, 2019.  
Serving Site assigned as needed.

    - a. One (1) Lead Cook at 7 hrs/day serving and clean up
    - b. Two (2) Kitchen helpers at 5 hrs/day for prep, serving and clean up
    - c. Four (4) Kitchen helpers at 4 hrs/day for prep and serving
  3. **LHS:**
    - a. One (1) Summer Agricultural Education Teacher (up to a total of 24 days)
  4. **Targeted Services - CES**
    - a. One (1) Coordinator - May 1, 2019- April 30, 2020- Up to 200 hours
    - b. Up to Eleven (11) Gr. 1-5 Teachers - June 10, 2019- April 30, 2020- Up to 120 hours each

- c. Up to Three (3) K Teachers – November 5, 2019 – April 30, 2020 – Up to 40 hours each
- d. Three (3) Educational Assistants - June 10, 2019 - April 30, 2020 - up to 120 hours each

5. **Targeted Services - FMS**

- a. One (1) Coordinator - May 1, 2019 - April 30, 2020 - Up to 100 hours
- b. Two (2) Teachers - June 10, 2019 - April 30, 2020 - Up to 120 hours each
- c. One (1) Summer Teacher - June 10, 2019 - June 28, 2019 - Up to 80 hours
- d. One (1) Summer Paraprofessional - June 10, 2019 - June 28, 2019 - up to 80 hours

6. **Freshman Booster**

- a. One (1) Summer Social Studies/Communications Teacher for students moving from FMS to LHS June 10, 2019- July 12, 2019 – Up to 60 hours

7. **ALC**

- a. ALC Coordinator up to total of 200 hours effective May 1, 2019 - April 30, 2020

8. **ALC Session 1: Effective June 10 - July 3, 2019**

- a. One (1) Communications Teacher; 4 weeks (60 hours)
- b. One (1) Social Studies Teacher; 4 weeks (60 hours)
- c. One (1) Math Teacher; 4 weeks (40-60 hours determined by need)
- d. One (1) Physical Science/Biology Teacher; 4 weeks (40-60 hours determined by need)

9. **ALC Session 2: Effective July 8 - August 1, 2019**

- a. One (1) Communications Teacher; 4 weeks (60 hours)
- b. One (1) Social Studies Teacher; 4 weeks (60 hours)
- c. One (1) Math Teacher; 4 weeks (40-60 hours determined by need)
- d. One (1) Physical Science/Biology Teacher; 4 weeks (40-60 hours determined by need)

10. **Special Education:**

- a. Two (2) Speech Therapists up to 50 hours combined
- b. One (1) Special Education Teacher up to 40 hours
- c. One (1) Special Education Teacher up to 13 hours
- d. One (1) Deaf and Hard of Hearing Teacher up to 10 hours
- e. One (1) Educational Interpreter up to 60 hours
- f. One (1) Vision Teacher up to 12 hours
- g. Two (2) Early Childhood Special Education Teachers up to 125 hours combined
- h. Three (3) ESY Paraprofessionals up to 36 hours each
- i. Two (2) ESY Paraprofessionals up to 9 hours each

11. **Technology**

- a. Building LAN Managers (total hours determined by Coordinator based upon need)

12. **Transportation:**

- a. **Booster Club**
  - i. **Up to four (4) Bus Drivers**  
June 10-14, June 17-21, July 22-26, July 29 - Aug 2  
5 days/week; 2 hours/day
- b. **Special Education Summer School**

- i. **One (1) Bus Driver**
- ii. **One (1) Transportation Assistant**  
July 30 - Aug 1, August 6-8, August 19-21  
3 days/week (2 hours/day)

c. **Special Education Summer School**

- i. **One (1) Bus Driver**
- ii. **One (1) Transportation Assistant**  
August 19,20,21  
2 hours/day

d. **Three (3) Summer Transportation Assistant/Bus Washers**

Dates and hours to be determined by Transportation Supervisor  
20 hours/week

- C. A motion was made by Misty Hempel and seconded by Ryan Walseth to approve the administration's recommendation to issue a contract for the 2019-20 school year to the following teaching staff, which will result in the granting of tenure. Craig Mattson abstained. Motion carried.

Lisa Berg  
Rachael Evenson  
Meghan Jones  
Shari Knutson

Carley Nelson  
Kylie Olson  
Kristine Wheat

- D. A motion was made by Misty Hempel and seconded by Mike Spears to approve the administration's recommendation as follows effective July 1, 2019. Motion carried unanimously.

**2018-19 Eliminate**

190 day/year Dean of Students @ CES  
1.0 FTE Teacher of Vision Impaired/Spec Ed  
220 day/year Dean of Students @ LHS

**2019-20 Establish/Post**

185 day/year Counselor @ CES  
1.0 FTE Early Childhood/Special Ed @ CES  
220 day/year Assistant Principal @ LHS

- E. A motion was made by Chris Melbye and seconded by Ryan Walseth to approve to Establish and Post for the following Positions. Motion carried unanimously.

1. **Student and Family Support Coordinator:**

Effective Date: August 1, 2019.

Location: District-wide.

- a. 220 days/year; 8 hours/day

**Finances (Strategic Direction F):**

- A. Presentation - Tanya Monson-Ek
- B. A motion was made by Mike Spears and seconded by Chris Melbye to approve the Final 2018-19 Budget as presented (appendix). Motion carried unanimously.
- C. A motion was made by Mike Spears and seconded by Michelle Westerman to approve the five year lease agreement with SCB Public Finance at an annual payment of \$21,034.27 for one 2020 IC 77 Passenger Bus. Motion carried unanimously.

- D. A motion was made by Mike Spears and seconded by Misty Hempel to approve the five year lease agreement with SCB Public Finance at an annual payment of \$21,176.03 for one 2020 IC 77 Passenger Bus. Motion carried unanimously.
- E. A motion was made by Michelle Westerman and seconded by Ryan Walseth to approve the Resolution to accept the donations received for the benefit of the district as designated. Motion carried unanimously.

**WHEREAS**, Minnesota Statutes 123B.02, Subd. 6 provides: "The board may 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, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education."; and

**WHEREAS**, Minnesota Statutes 465.03 provides: "Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.; and

**WHEREAS**, every such acceptance shall be by resolution of the by the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

**THEREFORE, BE IT RESOLVED**, that the School Board of Thief River Falls Public School District, ISD 564, gratefully accepts the following donations as identified below.

| Donor                                       | Item     | Designated Purpose (if any) |
|---------------------------------------------|----------|-----------------------------|
| Pizza Hut                                   | \$964    | Track Team Program          |
| Anonymous Donor                             | \$500    | LHS Choir Program           |
| Anonymous Donors (Individuals & Businesses) | \$14,157 | LHS Robotics Program        |

Other Items:

A. Policies:

1. A motion was made by Mike Spears and seconded by Craig Mattson to approve TRF 759 Transportation Policy/Rental Agreement Policy. Motion carried unanimously.
2. A motion was made by Ryan Walseth and seconded by Mike Spears to approve TRF 760 Credit Card Policy and Procedures Policy. Motion carried unanimously.
3. First reading to adopt MSBA 203 Operation Of The School Board - Governing Rules Policy for review. The policy will be presented for final approval at the June 10, 2019 board meeting.
4. First reading to adopt MSBA 203.1 School Board Procedures; Rules of Order Policy for review. The policy will be presented for final approval at the June 10, 2019 board meeting.

5. First reading to adopt MSBA 203.2 Order of the Regular School Board Meeting Policy for review. The policy will be presented for final approval at the June 10, 2019 board meeting.
6. First reading to adopt MSBA 203.5 School Board Meeting Agenda Policy for review. The policy will be presented for final approval at the June 10, 2019 board meeting.
7. First reading to adopt MSBA 203.6 Consent Agendas Policy for review. The policy will be presented for final approval at the June 10, 2019 board meeting.

B. Updates:

1. Continuing Education Advisory Committee - Bob Wayne shared that the committee meets for 2.5 days per year to verify all signed lists from professional development and record entries into the department of education website. The committee also checks to see that all certified staff have the required 125 clock hours prior to reapplying for licensure. Required components such as culture and diversity, behavioral interventions, mental health and suicide prevention are also reviewed. Then all certified staff are emailed to let them know that they can renew through the department of education website. Bob also thanked Chris Melbye for his being the board member on this committee.
2. MEC Outreach Committee - Wayne Nomeland shared the city will be planting 20 sugar maple trees on the NW corner of the MEC (field 4) the week of May 12, 2019. The committee is still getting estimates on signage and for enclosing the dugouts on fields 4 and 5. Discussion was held regarding using the LHS weight room matting for batting cages. The MEC Master Plan was reviewed and a subcommittee was set up.

The meeting adjourned at 6:51 p.m.

**Wayne Nomeland, Chair**  
**/s/**

**Craig Mattson, Clerk**  
**/s/**