

NRHEG PUBLIC SCHOOL ISD #2168
BOARD OF EDUCATION REGULAR MEETING
Tuesday, January 16, 2018, 6:30PM, Elementary School Media Center

MINUTES

1. **Call to Order**—Meeting called to order by Chair, Rick Schultz. The School Board of Ind. School District #2168 met in regular session on January 16, 2018, at 6:31pm.

3. **Roll Call:**
Members present: JoAnn Maloney, Travis Routh, Dan Schmidt, Rick Schultz, Mark Tollefson and Superintendent, Dale Carlson. Karen Flatness arrived at 6:32pm. Neil Schlaak was absent from the meeting. Also present: Terri Engel, Doug Anderson, Dave Bunn, Karla Christopherson, Deb Bently, Emily Crabtree, Chris Stenzel, Ben Lewer, Michelle Katzung, Justi Mortensen, Amy Kitzer, Kaylee Farr, Erin Schlaak, Amy Stafford, Cortney Klocek, Reed Waller and Sue Kulseth.

4. **Approve Agenda**—Moved by JoAnn Maloney, seconded by Dan Schmidt to approve the agenda as presented. Motion Carried 5-0.

5. **Teaching and Learning Feature** – Drew Paukert, 5th Grade Wonder Project, report attached.

Item moved for convenience of the ISG Speaker

12. a. **ISG Services Proposal:** Moved by Travis Routh, seconded by JoAnn Maloney to approve the ISG Services Proposal. Motion carried 6-0. The Board approved the proposal for services from ISG to assist the Board in moving forward with its goals of developing a facility plan. Services include:
 - Assist with board work sessions
 - Assist with identifying potential funding sources
 - Assist with the facilitation and planning of potential “task force” work
 - Lead in the development of schematic concepts and associated cost estimates
 - Assist with communication efforts

10. **Approve Consent Agenda**—Moved by Mark Tollefson, seconded by Karen Flatness to approve the Consent Agenda as presented. Motion carried 6-0.

a. Board Meeting Minutes for the Organizational Meeting January 2, 2018.

b. Finance

1) **Board Bills:** \$697,154.98

2) **Donations:**

Maple River Park Assoc	Room Dividers Title 1 Room	\$850.00
Builder First Source	Shop T-Shirts	\$100.00
Mower county Farmers Mutual	FFA Donation	\$100.00
	Total	\$1,050.00

3) **Unpaid Meal Charges Board Policy 534 Second Reading (Replaces Policy 534.1)**

c. Workforce

1) **Teacher Salary Schedule Lane Change Requests:**

- a. Renee Moravec—Ms. Moravec has completed the necessary coursework to move one lane from MA to MA+10.

- b. Jessica Williams—Ms. Williams has completed the necessary coursework to move one lane on the salary schedule from BA to BA+10.

2) Letter of Assignment Recommendations:

- a. Corrine Schuller—Payroll Manager 2017-2019 Letter of Assignment. Total compensation package increase of 8.45% over the two years of the contract. Mrs. Schuller's hourly wage for 2017-2018 will be \$20.50, and for 2018-2019 will be \$21.42.
- b. Karla Christopherson—Business Manager 2017-2018 Letter of Assignment. Total compensation package increase of 8.48% over the two years of the contracts. Ms. Christopherson's annual salary for 2017-2018 will be \$65,450, and for 2018-2019 will be \$69,750.

3) 2018 Spring Coaching Contracts:

- a) Duey Ferber--Head Track & Field Coach
- b) Jay Crabtree—Assistant Track & Field Coach
- c) Chuck Crabtree—Assistant Track & Field Coach
- d) Corrine Schuller—Junior High Track & Field Coach
- e) Brad Root—Head Golf Coach
- f) Pat Churchill—Junior Varsity Golf Coach
- g) Drew Paukert—Head Baseball Coach
- h) Mark Lee—Junior Varsity Baseball Coach
- i) Ryan Nissen—Junior High Baseball Coach
- j) Shawn Larson—Junior High Baseball Coach
- k) Wendy Schultz—Head Softball Coach
- l) Nate Jensen--Junior High Softball Coach

- d. **Statewide Enrollment Options:** Three (3) students living in our District but choosing to attend a school not in our District (1 Family). Two (2) students living in other districts but choosing to attend our School District.

Item 11 Reports

- a. **Pay Equity Implementation Report:** Moved by Mark Tollefson, seconded by Travis Routh to approve the Pay Equity Implementation Report. Motion carried 6-0. The Report is approved by the Board every three years. The Board last approved the report in 2015. Pay equity is designed to address the problem of a wage structure in which there is one pay pattern for jobs performed mostly by men and another pay pattern for jobs performed mostly by women. Pay equity primarily affects pay structure, not pay level or pay method. An employer can still have a pay level that is different than other employers. The school district can still pay more to recognize individuals' seniority and performance. One way to do this is to establish salary ranges for each job class and reward employees for seniority, performance, or both by moving them through the salary range. The concept of pay equity includes compensation programs having three parts including:
 - 1. Pay level—the level an employer pays in comparison to other employers.
 - 2. Pay structure—the relationships among jobs in an organization.
 - 3. Pay method—the set of policies and procedures for paying individual employees.

Item 12 Recommended Actions

- a. **School Perceptions Survey Proposal:** Moved by Mark Tollefson, seconded by Travis Routh to approve the School Perceptions Survey Proposal. Motion carried 6-0. The Survey Proposal will assist the Board in the development, administration, and analysis of the results of a community survey focused on facility planning.
- b. **Education Minnesota Master Agreement 2017-2019:** Moved by Dan Schmidt, seconded by Karen Flatness to approve the Education Minnesota Master Agreement 2017-2019. Motion carried 6-0. The total compensation increase is about 8.56% over the two year of the agreement. In addition to the compensation package, there were language revisions in a number of areas most notably within the Child Care and Adoption leave provisions.

- c. **Principal 2017-2019 Letters of Assignment:** Moved by Mark Tollefson, seconded by Karen Flatness to approve the Letters of Assignments for the Elementary and Secondary Principals. Motion carried 6-0. The total compensation package is approximately 8.45% over the two years of the agreement. Mr. Anderson's annual salary will be \$93,900 for 2017-2018 and \$98,595 for 2018-2019. Mr. Bunn's annual salary will be \$102,100 for 2017-2018 and \$107,205 for 2018-2019. A change in the contract involves moving both principals from a 226 work day agreement (with two personal days) to a twelve (12) month work agreement. The actual number of work days is similar when comparing the two models. The 12 month or 260 day contract includes 25 vacation days and ten (10) paid holidays resulting in comparable work-day contract of 225 days. Advantages for moving to a 12 month contract include greater accountability, consistency, and flexibility.
- d. **Interim Assistant Lead Custodian Position:** Moved by JoAnn Maloney, seconded by Dan Schmidt to approve the Interim Assistant Lead Custodian Position at the Elementary School. Motion carried 6-0. This is in response to the Lead Custodian position that remains open due to a retirement. This interim position would begin January 22 and conclude June 30, 2018. The Interim position differs from the permanent Lead Custodian position including different qualifications and responsibilities. It is our intent to re-post the Lead Custodian position again in the spring in hopes of securing a qualified applicant for a July 1, 2018 start. The position would be classified as a Grade 7 position per the Master Agreement.
- e. **Part-time Health Office Assistant Position:** Moved by Travis Routh, seconded by Mark Tollefson to approve the Part-time Health Office Assistant Position. Motion carried 6-0. The (7 hour per week) Health Office Assistant Position will assist the School Nurse with enhancing our health services to better serve our students and staff as we continue to experience an increase in needs. The additional assistance will also allow the School Nurse to maximize her time in ensuring all the essential functions and responsibilities of the School Nurse are completed in an effective and efficient manner. The recommended per hourly wage would be between \$12 and \$13.

Item 13 Motion to move into Closed Session for the purpose of conducting a Mid-Year Performance Review of the Superintendent as authorized by M.S. 13D.05, Subd. 3(a). Moved by Karen Flatness, seconded by JoAnn Maloney to move into Closed Session for the purpose of conducting a mid-year performance review of the Superintendent as authorized by M.S.13D.05, Subd. 3(a). Motion carried 6-0.

Motion to come out of Closed Session for the purpose of conducting a Mid-Year Performance Review of the Superintendent as authorized by M.S. 13D.05, Subd. 3(a). Moved by Travis Routh, seconded by Karen Flatness. Motion carried 6-0.

Item 14 Adjournment: Moved by JoAnn Maloney, seconded by Dan Schmidt to adjourn the meeting. Motion carried 6-0. Meeting adjourned at 8:45PM.

Submitted by _____, clerk
Karen Flatness, Clerk