

**NRHEG PUBLIC SCHOOL ISD #2168  
BOARD OF EDUCATION  
REGULAR MEETING  
Monday, June 17, 2019, 6:30 PM  
Secondary School Media Center**

**MINUTES**

1. **Call to Order**—Meeting called to order by Vice Chair, Dan Schmidt. The School Board of Ind. School District #2168 met in regular session on June 17, 2019 at 6:30PM.
  
3. **Roll Call:**  
Members present: Rich Mueller, Luke Routh, Travis Routh, Neil Schlaak, Dan Schmidt, and Superintendent, Dale Carlson. Absent: Karen Flatness and Rick Schultz
  
4. **Approve Agenda**—Moved by Travis Routh, seconded by Rich Mueller to approve the agenda as presented. Motion Carried 5-0.
  
6. **School Board Public Comment**—Diane Jensen, 30093 County Rd 45, Ellenale, MN 56026, 507-383-4079. Topic: Before & After School SAC Program.
  - a. Dr. Carlson was given an Honorary FFA Chapter Degree by the FFA Students.
  
10. **Approve Consent Agenda**—Moved by Neil Schlaak, seconded by Travis Routh to approve the Consent Agenda as presented. Motion carried 5-0.
  - a. **Minutes of School Board Meeting May 20, 2019 and Special Meeting June 10, 2019**
  
  - b. **Finance**
    - 1) **Board Bills:** \$565,831.98
  
    - 2) **Donations:**

Hartland Firefighters	Band—Memorial Day	\$150.00
NR Firemen’s Relief	Baseball Net	\$584.99
PTO	Senior Class Donation	\$200.00
NRHEG Baseball Boosters	Baseball Nets	\$414.99
Jenifer O’Donnell	Reach Program—Wagner’s gift card	\$20.00
MN Community Foundation	Comm Ed Youth Recreation Grant	\$3,000.00
NR Area Foundation Fund	Elementary Guided Reading	\$3,000.00
NR Area Foundation Fund	Elementary Barton Reading/Spelling	\$4,000.00
	Total	\$10,043.99
	Total to Date	\$78,613.48
  
    - 3) **Bakery Bid for 2019-2020:** Pan O Gold Baking Company was the only bid received and meets our required guidelines. The rate across the board is an increase of less than 2.0% with a range from \$0.02-\$0.06 increase per unit. We have been with Pan O Gold Baking Company since September 2012.
  
    - 4) **Dairy Bid for 2019-2020:** Two bids were received. Dean Foods bid was accepted. The half pint increase averaged just over 12%. Dean Foods prices are lower than Plainview Milk Products Cooperative. We have been with Dean Foods since September 2014.

- 5) **Lunch and Milk Prices for 2019-2020:** Administration recommended a \$.10 increase in the student lunch rates and a \$.05 increase in breakfast and milk rates for the 2019-2020 school year.
- 6) **District Property, Liability, Auto, Workers Compensation Insurance Proposal:** The quote submitted by the Jensen Agency in Owatonna, MN in the amount of up to \$111,674.90 for the annual premium was accepted. This is an increase of about 7.7% over last year's quote of about \$103,700.00. The increase is due in part to:
- Additional property
  - Increase in claim amounts
  - Increase in values of what is insured
- 7) **Providence Capital Network Chromebook & Ipad Lease:** NRHEG Public School will be entering into a new 3yr. Chromebook lease, replacing 289 chromebooks and adding chromebooks to our 4th and 5th Grade. We will be looking to purchase 375 HP Chromebooks from Tierney Bros. and lease through Providence Capital Network. We will be adding to a fleet of 250 Dell Chromebooks that we currently have. Our Chromebooks that we will be replacing will go back to our leasing company for Fair Market Value. We will also be keeping some of the chromebooks that are in better shape as spares for the school year. The total cost is \$115,146.00 (3 annual payments of \$38,382).
- NRHEG Public School will be entering into a new 4yr. iPad lease, replacing our 5yr. old iPads. They are at the maximum for updates, causing some apps and websites to no longer function correctly. We will be using iPads in grades K-3, purchasing 265 new iPads, upgrading some teacher and paraprofessional iPads as well. Our iPads will be purchased from Apple and leased through Providence Capital Network. Our current iPads will be traded-in for new MacBooks for teachers who are up in the rotation cycle. The total cost is \$83,992.00 (4 annual payments of \$20,998).
- 8) **Memorandum of Understanding Regarding Health Insurance:** The Teacher & AFSCME MOUs on Insurance that outlines the negotiated amounts the District contributes to an eligible VEBA account.
- a) **EM—NRHEG (Teacher Association)**
  - b) **AFSCME**

### c. Workforce

- 1) **Contract Renewal**
- a) **Naomi Elmhorst—Certified Occupational Therapist Assistant (COTA):** COTA contract for Naomi Elmhorst for the 2019-2020 school year in the amount of \$31,388 which reflects a 2.0 rate increase from the prior year's amount of \$30,772. We share Ms. Elmhorst's service with JWP; NRHEG at 60% of the time and JWP 40% time. The Board approved sharing services with JWP at the May Board meeting.
  - b) **Cortney Klocek—Secondary Special Education Teacher:** Ms. Klocek was non-renewed in March. The District received approval from PELSB to renew her contract contingent on her successful license renewal.
  - c) **Pat Theuer – District Data Manager:** 2019-2021 Letter of assignment renewal of Pat Theurer, District Data Management Specialist. Ms. Theurer's hourly rate will be \$18.40 for 2019-2020 and \$18.86 for 2020-2021.
- 2) **Employment**
- a) **Jessica Williams Elementary Reading Interventionist:** Ms. Williams is a current teacher, the Board was asked to approve the reassignment from her 1.0 FTE classroom teaching position to a 0.75 FTE position as Elementary Reading Interventionist. The change of assignment is due to

the resignation of Kelsey Routh. Principal Anderson posted the position internally and is recommending Ms. Williams for the position.

**3) Fall Coaching Contracts:** The following fall coaches were recommended by Administration:

- a) **Head Football Coach—Marc Kruger**
- b) **Varsity Assistant Football Coach—Duey Ferber**
- c) **B-Squad Football Coach—Neil Fuchs**
- d) **7<sup>th</sup> Grade Football Coach—Dan Wagner**
- e) **Head Cross Country Coach—Miles Otstot**
- f) **9<sup>th</sup> Grade Volleyball Coach—Corrine Schuller**
- g) **8<sup>th</sup> Grade Volleyball Coach—Jen Hatton**
- h) **B-Squad Volleyball Coach—Jackie Schultz**
- i) **Head Cheer Coach—Kari Buendorf**

**4) Non-tenure and Tenure Contracts:** The Administrative Team recommended the board approval of the following Teacher tenure and non-tenure contracts for the 2019-2020 school year:

a) **Second Year Probation Recommended Candidates:**

- 1. Kelly Delacruz
- 2. Neil Fuchs
- 3. Marc Kruger
- 4. Brittany Waters

b) **Third Year Probation Recommended Candidates:**

- 1. Kiley Beenken
- 2. Missy Dunn
- 3. Ryan Evans
- 4. Amy Johns
- 5. Miles Otstot
- 6. Susan Schaub

c) **Tenure Recommended Candidates:**

- 1. Amy Kitzer
- 2. Renee Moravec
- 3. Carrie Petsinger
- 4. Barb Roelser
- 5. Dena Summer
- 6. Ashley Young

**5) Special Education Service Contracts with Waseca Public Schools for 2019-2020 (Workforce):** Renewal of the annual “purchase of service” agreements for the 2019-2020 school year with Waseca Public Schools. The services included are: Administration, Autism and Third Party Billing Consultation, Mental Health Professional, School Psychologist, and Occupational Therapist.

**6) Minnesota Valley Education District (MVED) FY 2019-2020 POHI Service Agreement:** The agreement is for a Teacher of Physically Impaired/Other Health Disabilities on an “as needed basis” for Behavioral Observation in person or through video conferencing, and for telephone conferencing with staff. The compensation will be \$41.76 per hour with fringe of 15% of hourly wages (FICA & TRA) and travel will be reimbursed at the IRS rates. There is no increase from last year.

**d. Resolution Approving Designation of Identified Office with Authority for the MDE External User Access Recertification System:** The Superintendent, to be the Identified Official with Authority Authorize Access to MDE Secure Websites. This needs to be done once a year. The signed resolution will be sent to MDE along with associated board meeting minutes.

- e. **Statewide Enrollment Options:** One (1) student from another district will attend school in our district Fall 2019. One (1) student moving to this district this summer but choosing to stay with their current district.

#### Item 11 Reports

- a. **Flexible Learning Principal Report (Student Achievement):** Principals Anderson and Bunn presented their report on the status of the Flexible Learning Day initiative that has been in place for two years. The Principals provided their assessment as well as recommendations for moving forward.
- b. **School Age Care (SAC) Plan (Student Achievement):** In response to our School Readiness Goal within our World's Best Workforce Plan specific to increasing participation in our preschool program, Community Education Director Macy Whiteside has been engaging our communities by surveying interest in having the District provide a SAC program where parents would be able to bring their child before school and/or leave after school in an attempt to accommodate parent work and personal schedules. The primary focus would start with children enrolled in our preschool program, but it is conceivable that we would expand the program for other grades. Macy Whiteside was in attendance Monday night to present her research on the plan. At this time, it has not been the intention or plan to have the Board take action on approving the plan as it is a Community Education program. However, if the Board wishes to consider voting on a proposal, it will be placed on the July School Board meeting agenda.
- c. **General Obligation School Building Bonds— Presentation of Finance Plan by Northland Securities (Facilities and Finance):** Northland Securities was in attendance to present the finance plan related to the school building bonds. Northland gave an update on the revised Ag2School credit moving from 40% to 70%.

#### Item 12 Recommended Actions

- a. **Resolution Approving MDE Credit Enhancement Program (Finance):** Moved by Neil Schlaak, seconded by Luke Routh to approve the MDE Credit Enhancement Program and Application as presented. Motion carried 5-0.

**RESOLUTION APPROVING THE ISSUANCE OF GENERAL OBLIGATION  
SCHOOL BUILDING BONDS, SERIES 2019A; COVENANTING AND OBLIGATING THE DISTRICT TO BE  
BOUND BY AND TO USE THE PROVISIONS OF MINNESOTA STATUTES, SECTION 126C.55 TO  
GUARANTEE THE PAYMENT OF THE PRINCIPAL AND INTEREST ON THE BONDS**

BE IT RESOLVED by the School Board of Independent School District 2168, (N.R.H.E.G. Schools), State of Minnesota (herein, the "District"), as follows:

1. The School Board hereby finds and declares that it is necessary and expedient for the District to sell and issue fully registered General Obligation School Building Bonds, Series 2019A in the total aggregate principal amount of not to exceed \$9,100,000 (herein, the "Series 2019A Bonds"). The proceeds of the Series 2019A Bonds will be used to finance the acquisition and betterment of school sites and facilities.
2. The School Board desires to proceed with the sale of the Bonds by direct negotiation with Northland Securities, Inc. (herein, "NSI"). NSI will purchase the Bonds in an arm's-length commercial transaction with the District.
3. The Board Chair and the Superintendent or the Business Manager are hereby authorized to approve the sale of the Series 2019A Bonds in an aggregate principal amount of not to exceed \$9,100,000 and to execute a bond purchase agreement for the purchase of the Bonds with NSI, provided the true interest cost is less than 4.00%.

4. Upon approval of the sale of the Bonds by the Board Chair and the Superintendent or the Business Manager, the School Board will take action at its next regularly scheduled or special meeting thereafter to adopt the necessary approving resolutions as prepared by the District's bond counsel.
  5. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Bond Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Bond Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Bond Registrar. The District understands that as a result of its covenant to be bound by the provisions of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.  
  
(b) The District further covenants to comply with all procedures now or hereafter established by the Departments of Management and Budget and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The Board Chair, Clerk, Superintendent or Business Manager is authorized to execute any applicable Minnesota Department of Education forms.
  6. NSI is authorized to prepare and distribute an Official Statement related to the sale of the Bonds.
  7. If the Board Chair and the Superintendent or the Business Manager have not approved the sale of the bonds to NSI and executed the related bond purchase agreement by September 30, 2019 this resolution shall expire.
- b. K-3 Literacy Plan 2019-2020 (Student Achievement):** Moved by Rich Mueller, seconded by Travis Routh to approve the K-3 Literacy Plan 019-2020 as presented. Motion carried 5-0.
- c. Construction Manager Agent Authority (Facilities):** Moved by Luke Routh, seconded by Rich Mueller to approve giving the Building & Grounds Committee the authority to select a Construction Manager as agent & enter into an agreement. Motion carried 5-0.

**Item 13 - Motion to Move into Closed Session for the purpose of Annual Evaluation the performance of the Superintendent pursuant to Minnesota Statute, Section 13D.05, subdivision 3(a).** Moved by Neil Schlaak, seconded by Rich Mueller to move into Closed Session for the purpose of annual performance evaluation of the Superintendent pursuant to Minnesota Statute, Section 13D.05, subdivision 3(a). Motion carried 5-0.

**Item 14 - Possible action based on the topics discussed in closed session.**

**12. Adjournment:** Moved by Neil Schlaak, seconded by Rich Mueller to adjourn the meeting. Motion carried 5-0. Meeting adjourned at 9:30PM.

Submitted by \_\_\_\_\_, Clerk  
Karen Flatness