

SCHOOL BOARD MEETING  
INDEPENDENT SCHOOL DISTRICT #2859  
PLACE: GSL High School Media Center  
DATE: August 12, 2013  
TIME: 7:00 p.m.

Board Chair Christianson called the meeting to order at 7:02 p.m. The following members were present: VonBerge, Lindeman, Kuester, Alsleben, Christianson, and Twiss. In addition, Superintendent Chris Sonju; Business Manager Michelle Sander; Principals Paul Sparby and Bill Butler; Betsy Knoche from Ehler's; Glencoe Mayor Randy Wilson; Mark Broderius; Kirsten Barott; Technology Staff Mike Morris; and Superintendent's Secretary Dawn Peterson were in attendance.

The Pledge of Allegiance was recited.

The following announcement was made:

**Next School Board Meeting:** The next regular School Board meeting will be on Monday, Sept. 9 at 7:00 p.m. in the GSL High School Media Center.

Mark Broderius, who graduated from GSL in 2011, reported on how the school district prepared him for college.

Kirsten Barott, GSL Chapter FFA Secretary, reported on the success of the FFA garden.

Business Manager Sander reported to the Board.

Principals Butler and Sparby reported to the Board.

Superintendent Sonju reported to the Board that lots of construction is going on and extended a special thanks to our custodial staff; thanked Community Education for all of the programs offered this summer and said the number of kids participating in summer programs is pretty big; reminded the Board of the staff breakfast on August 26 at 7:30 a.m.; announced the Community Schools meetings for this year are September 26, November 14, January 23, March 13, and May 22; reported the August newsletter is in the hands of community members; said he has been sending weekly e-mails to parents for the last few weeks through SchoolReach; and thanked everyone who participated in the Panther Golf Tournament last Friday, Aug. 9<sup>th</sup>.

Board Chair Christianson reported the Personnel Committee met to go over the job descriptions and job ratings.

Director Alsleben moved to approve the agenda. Director Kuester seconded. Approved unanimously.

Director Twiss moved to approve the consent agenda.

***Bills:***

July bills are on file and available for review at the Superintendent's Office, 1621 East 16<sup>th</sup> Street, Glencoe.

***Minutes:***

Regular Board Meeting minutes of July 8, 2013.

***Hirings:***

Kelsey Bussler as 6.75-hour-a-day Paraprofessional in the Special Education Program at GSL High School (Replaces Tristan Sprengeler who transferred to another position).

Alissa Vasek as 1 FTE 6<sup>th</sup> Grade Teacher at GSL Lakeside Elementary School (replaces Joy Freitag who resigned).

Susan Kubasch as 1 FTE EBD Teacher at GSL Lakeside Elementary School (replaces Ashley Jans who resigned).

Brandy Barrett as Long-Term Substitute for ECSE Teacher Kathryn Anglin's FMLA leave from August 26 through September 30, 2013.

Brandy Barrett as Long-Term Substitute for Kindergarten Teacher Kristal Wendt's FMLA/Child Care Leave from on or around October 11, 2013 through January 21, 2014.

Marina Roberts as Long-term Substitute for School Readiness Teacher Britta Aldrich's FMLA/Child Care Leave from September through December, 2013.

Kirsten Thisius as 1 FTE Physical Education Teacher with Adaptive at Helen Baker Elementary School (replaces Chelsea Lindeman who resigned shortly after she was hired to replace Mike Coddington who resigned).

Taylor Melius as 1 FTE 7<sup>th</sup> Grade English Teacher at Lincoln Junior High School (replaces Clare Nolan who resigned).

Bertina Miller as 1 FTE 1<sup>st</sup> Grade Teacher at Helen Baker Elementary School (replaces Brandy Barrett who was non-tenured as a Kindergarten Teacher; the Kindergarten position was moved to 1<sup>st</sup> Grade to be the 6<sup>th</sup> section of 1<sup>st</sup> Grade).  
Andrea Kuenzel as 1 FTE School Nurse (replaces Kevin Peters who resigned).

**Resignations:**

Melissa Boyd as 24-hour-a-week Paraprofessional in the Early Childhood Special Education Program.  
Jennifer Dahlke as 6.5-hour-a-day Paraprofessional in the Special Education Program at Helen Baker Elementary School.  
Chelsea Lindeman as 1 FTE Phy Ed Teacher with Adaptive at Helen Baker Elementary School.  
Kay Wilson as Co-Director of the Fall Musical.  
Chris Moelter as JV Gymnastics Coach.  
Lindsey Randt as 8<sup>th</sup> Grade Volleyball Coach.  
Sarah Schoon as 7<sup>th</sup> Grade Softball Coach.  
Mike Coddington as Assistant Wrestling Coach.  
Mike Coddington as Assistant Girls' Track Coach.  
Craig Brenner as Assistant Golf Coach.

**Transfers:**

Tristan Sprengeler from five-hour-a-day Paraprofessional in the Special Education Program at GSL High School, to 24-hour-a-week Paraprofessional in the Early Childhood Special Education Program at Lincoln Junior High School (replaces Melissa Boyd who resigned).  
Carol Silus, from 6-hour-a-day Paraprofessional in the Special Education Program at GSL Lakeside Elementary School, to 6.75-hour-a-day Paraprofessional in the ICU Program at Lincoln Junior High School/GSL High School (new position).  
Steve Davis, 1 FTE Title I Teacher at GSL Lakeside Elementary School, to 1 FTE Title I Teacher at Helen Baker Elementary School (replaces Jane Mallak who retired).

**Leave Requests:**

Jess Neid, Health Assistant at Lincoln Junior High School/GSL High School, requests Child Care Leave the month of September, 2013.  
Kathryn Anglin, Early Childhood Special Education Teacher at Lincoln Junior High School, requests an additional week of FMLA/Child Care Leave through September 30, 2013.

**Extracurricular Assignments:**

Zach Otto-Fisher as Head Girls' Basketball Coach (replaces Cullen Ober who resigned).

Director Lindeman seconded. Approved unanimously.

The City of Glencoe received special legislation during the past session to extend the life of Glencoe's Tax Increment Financing District No. 4 (old industrial park/Starkey Labs area) through 2023. Mayor Wilson answered questions about Glencoe's TIF Districts. Director Alsleben moved to approve the Resolution Approving a Special Law Extending the Maximum Duration of Tax Increment Financing District No. 4 in the City of Glencoe, Minnesota through December 31, 2023. Director Kuester seconded. Approved unanimously.

Betsy Knoche from Ehler's presented bid summary information for the GSL Early Childhood Learning Center project. This resolution approved the proposal from Capital One Public Funding, LLC with a fixed interest rate of 3.15 percent for the amount of \$1,375,000 over a period of 10 years. Director Twiss moved to adopt the Resolution Approving and Authorizing the Execution of a Lease Agreement, a Ground Lease Agreement and Related Documents and Certificates. Director Lindeman seconded. Approved unanimously.

Ms. Knoche provided information about the Resolution Establishing Procedures for Reimbursement of Certain Expenditures from Proceeds of Future Bond Issues or Other Borrowing. Director Lindeman moved to adopt the Resolution Establishing Procedures for Reimbursement of Certain Expenditures from Proceeds of Future Bond Issues or Other Borrowings as prepared by Attorney Tom Deans. Director Twiss seconded. Approved unanimously.

The last time the school district revised job descriptions for the entire staff was in 1997 for the original Fox Lawson comp worth study. Job descriptions were recently revised and added for new positions and the updated job descriptions were reviewed by administrators over the last few months. They determined some job ratings were no longer accurate. The school district's flow chart was reviewed and some positions were added (i.e. assistant principals, technology director) – but other positions are no longer hired by the school district (i.e. cooks, custodians, bus drivers) and were removed. Director Twiss moved to adopt the changes in job ratings, updated job descriptions, and the changes made to the school district flow chart as presented. Director Christianson seconded. Approved unanimously.

Director Alsleben moved to approve the district employee handbook for the 2013-2014 school year. Director Lindeman seconded. Approved unanimously.

Director Alsleben moved to approve the elementary staff handbook for the 2013-2014 school year. Director Kuester seconded. Approved unanimously.

Director Twiss moved to approve the high school faculty handbook for the 2013-2014 school year. Director Lindeman seconded. Approved unanimously.

Sealed fuel bids were received on July 31<sup>st</sup>. At that time, Business Manager Sander received three bids:

- Super America – SA Fleet Discount of \$.10/pump price per gallon
- Holiday Station – Little Dukes Discount of \$.06/pump price per gallon
- Cenex – Glencoe Co-op Association Discount of \$.05/pump price per gallon

Director Alsleben moved to approve the low bid for gas and diesel from Super America – SA Fleet for 10 cents off pump price per gallon from August 1, 2013 through July 31, 2014. Director Kuester seconded. Approved unanimously.

Sealed bids for the track and field event resurfacing were received on August 8<sup>th</sup>. Four contractors requested the bid specs but only one presented a bid. Director Alsleben moved to accept the base bid of \$124,660 and to enter into a contract with Midwest Tennis and Track to resurface the track at Stevens Seminary Stadium. Work is to be completed in September/October, 2013. Director Kuester seconded. Approved unanimously.

Director Twiss moved to approve the overload scheduled for individual teachers for the 2013-2014 school year: Randi Erlandson, Music, 1<sup>st</sup> and 2<sup>nd</sup> trimester .10 FTE; Roxanne Stensvad, Science, 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> trimester .14 FTE; and Mary Eckhoff, Business, .10 of a 7<sup>th</sup> FTE. Director VonBerge seconded. Approved unanimously.

Director Lindeman moved to extend new School Nurse Andrea Kuenzel's contract by five days at a cost of approximately \$1,143.24. Director Twiss seconded. Approved unanimously.

The Glencoe-Silver Lake School District will hold its Truth in Taxation Hearing prior to the regularly-scheduled December 9<sup>th</sup> School Board meeting in the GSL High School Media Center beginning at 6:01 p.m. The levy will be certified at the regular Board meeting at 7:00 p.m. that same evening. No School Board action was taken.

Director VonBerge moved to approve the contracts of Community Education employees Don Bohnert, Community Education Assistant; Jane Goettl, Panther Adventure Club (PAC) Coordinator; and ReNae Jenson, Community Education Enrichment/Recreation Coordinator, from July 1, 2013 through June 30, 2015. Director Twiss seconded. Approved unanimously.

Director Alsleben moved to approve the Interagency Agreement Between Glencoe-Silver Lake School District and Heartland Community Action Agency, Inc. Early Head Start/Head Start from September 1, 2013 through August 31, 2014. Director Kuester seconded. Approved unanimously.

Director Twiss moved to approve the 2013-2014 School Health Agreement between McLeod County Public Health Nursing and the Glencoe-Silver Lake School District to provide mentoring services to new School Nurse Andrea Kuenzel. The recommended minimum weekly hours of service is four and the charges will be \$40.00 per hour. Director Lindeman seconded. Approved unanimously.

Director Kuester moved to enter into the PSEO Joint Powers agreement with Minnesota State University – Mankato for the 2013-2014 school year. Director Alsleben seconded. Approved unanimously.

Director Kuester moved to enter into the PSEO contract with Ridgewater College for the 2013-2014 school year. Director Alsleben seconded. Approved unanimously.

Director Twiss moved to approve substitute teachers be paid on an hourly basis at the rate of \$14.00 per hour and to approve the updated substitute procedures as presented. Director Lindeman seconded. Approved unanimously.

Director Kuester moved to approve the request of Elementary Principal Bill Butler to increase Paraprofessional hours for 2013-2014 as listed below:

<b>Name</b>	<b>Current hours</b>	<b>New hours</b>	<b>Reason for increase</b>
To be hired	6/day	6.5/day	Student IEP
Tyler Peterson	6.5/day	8/day	Bus rider per student IEP

Director Alsleben seconded. Approved unanimously.

Director VonBerge introduced the following resolution and moved its adoption:

RESOLUTION TO ACCEPT DONATIONS

BE IT RESOLVED, by the School Board of Independent School District #2859, Glencoe-Silver Lake, as follows:

That the following donations be accepted with appreciation:

<u>Donor</u>	<u>Item Donated</u>	<u>Designation</u>
3M	\$3,500 Grant	Robotics
Stevens Seminary	\$17,000	College in the Classroom
Stevens Seminary	\$5,000	Summer School

The motion for the foregoing resolution was duly seconded by Member Twiss and upon vote being taken thereon, the following voted in favor thereof: VonBerge, Lindeman, Kuester, Alsleben, Christianson, and Twiss

The following voted against the same: None

Whereupon said resolution was declared duly passed and adopted.

Director Lindeman moved to adjourn at 9:13 p.m. Director Twiss seconded. Approved unanimously.

Approved (Date) \_\_\_\_\_

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Chairman