

OFFICIAL MINUTES – REGULAR MEETING

Board of Education

Independent School District No. 423

July 14, 2014

CALL TO ORDER – Vice Chairman Bettenhausen called to order the regular meeting of the Board of Education of Independent School District No. 423, Hutchinson, MN, at 5:30 pm in the City Council Chambers at City Center.

ROLL CALL - Members Present: Byron Bettenhausen, Josh Gehlen, Lori Hornick-Lindell, Deb Penwell, and Jim Waldron. Also present were Daron VanderHeiden, Superintendent; Donna Luhning, Director of Business and Finance; and Tina Vorlicek, Recording Secretary. Members absent: Keith Kamrath.

PUBLIC COMMENTS – Vice Chairman Bettenhausen invited members of the audience to address the board regarding items on the agenda. No public comments were offered.

CONSENT AGENDA – Motion made by Lori Hornick-Lindell, seconded by Josh Gehlen, with all members present voting aye, to approve the consent agenda as follows:

- Approved the minutes of the June 9, 2014 regular meeting and June 17, 2014 special board meeting.
- Ratification of the June 4, 2014 through July 8, 2014 claims in the amount of \$2,579,379.37 (including wire transfers).
- Authorized the following employment:

Extended

- **Dave Ellefson** – Counselor, High School (7/1/14 – 6/30/15)
- **Lynn Lauer** – Education Assistant/Health Services, High School (8/1/14 – 8/30/14)
- **Sherry Mischel-Nagy** – Counselor, High School (7/1/14 – 6/30/15)
- **CariAnn Squire** – Business Teacher, High School (7/1/14 – 8/29/14)
- **Tina Tessman** – Computer Tech Temp, District-wide (6/13/14 – 6/30/14)
- **Stacy Vilt** – Media Specialist, Middle and High School (7/1/14 – 6/30/15)

Increase in Assignment

- **Nancy Fangmeier** – Computer Lab Assistant, Middle School (7/1/14)
- **Beth Jensen** – Computer Lab Assistant, West Elementary (7/1/14)
- **Diane Leonard** – Computer Lab Assistant, High School (7/1/14)
- **Ardyce Robbin** – District Computer Specialist, High School (7/1/14)
- **Debrah Stammer** – Cook's Assistant, Park Elementary (8/25/14)

New

- **Ashley Clemensen** – Art Teacher, West Elementary (8/25/14)
- **Nathan Crary** – Title 1 Paraprofessional and Recess Supervisor, Park Elementary (9/5/14 – 5/29/15)
- **Robin Dettman** – Speech and Language Therapist, District-wide (8/25/14)
- **Art Diaz** – Middle School Boys' Soccer Coach (6/12/14)
- **Rochelle Drahos** – Grade 7 FACS Teacher, Middle School (8/25/14)
- **Elizabeth Hauth** – Music Teacher, Park Elementary (8/25/14)
- **Ross MacMullan** – Head Boys' Soccer Coach, High School
- **Brianna Monahan** – Grade 4 Teacher, Park Elementary (8/25/14)
- **Jason Morris** – Computer Technician, Park Elementary (6/19/14)
- **Mary Myers-Reinarts** - .5 Preschool and .5 ECSE Teacher, West Elementary (8/25/14)
- **Marisabel Nunez Bojorquez** – ELL Paraprofessional/Interpreter/Translator, Park Elementary (9/2/14)
- **Scott Renning** – Fall Strength & Conditioning Coach, High School
- **Michael Reponen** – Grade 7 Life Science Teacher, Middle School (8/25/14)
- **Loni Sharp** – Reading Specialist, Park Elementary (8/25/14 – 6/5/15)
- **Courtney Thode** – Grade 4 Teacher, Park Elementary (8/25/14)

Other

- **Lois Beilke** – Summer Feeding Program, High School (6/16/14 – 8/15/14)
- **Renee Cassens** – Summer Feeding Program, High School (6/16/14 – 8/15/14)
- **Sandy Fredrickson** – Summer Feeding Program & Kindergarten Connection (6/16/14 – 8/15/14)
- **Gwen Kleve** – Summer Feeding Program, High School (6/16/14 – 8/15/14)
- **Inez Rice-Nouwan** – Summer Feeding Program, High School (6/16/14 – 8/15/14)
- **Amy Scheele** – STAR Program Breakfast and Lunch, Park Elementary (6/16/14 – 8/15/15)

Resignations

- **Lance Bairey** – Middle School Boys' Soccer Coach (3/28/14)
- **Laura Eastling** – Grade 4 Teacher, Park Elementary (6/26/14)
- **Brandi Gilmore** – Grade 3 Teacher, Park Elementary (6/25/14)
- **Ross Hays** – Custodian, Park Elementary (6/30/14)
- **Tonya Jenkins** – Grade 1 Teacher, West Elementary (6/26/14)
- **Paul Linder** – Head Boys' Tennis Coach (6/12/14)
- **Melissa Patterson** – Counselor, West Elementary (7/9/14)
- **Shannon Pooler** – DCD Teacher, Middle School (7/31/14)
- **Chelsea Siewert** – Kindergarten Teacher, West Elementary (7/1/14)

Retirement

- **Beverly Schmidt** – Cook/Cashier, Middle School (6/6/14)

Targeted Services

- **Richard Buchholz** – Teacher, Middle School (6/17/14 – 7/23/14)
- **Annette Jaeger** – Para, Middle School (6/17/14 – 7/23/14)
- **Deb Garvin** - Para, Middle School (6/17/14 – 7/23/14)
- **Val Grand** - Teacher, Middle School (6/17/14 – 7/23/14)
- **Shelly Julius** – Teacher, Middle School (6/17/14 – 7/23/14)
- **John Langins** – Teacher, Park Elementary (6/23/14 – 8/6/14)
- **Linda Miller** - Para, Middle School (6/17/14 – 7/23/14)
- **Janice Miner** - Para, Middle School (6/17/14 – 7/23/14)
- **Juli Monahan** - Teacher, Middle School (6/17/14 – 7/23/14)
- **Karen Olson** - Para, Middle School (6/17/14 – 7/23/14)
- **Julie Radloff** - Para, Middle School (6/17/14 – 7/23/14)
- **Jeff Schmidt** - Teacher, Middle School (6/17/14 – 7/23/14)
- **Lynn Zimmerman** - Para, Middle School (6/17/14 – 7/23/14)

Transfer

- **Michelle Ebert** – Cook/Cashier, Middle School (8/25/14)
 - **Krystin Johnson** – Cook/Cashier, Middle School (8/25/14)
 - **Lore Lewerenz** – Cook/Cashier, High School (8/25/14)
 - **Kaitlin May** – Special Education Teacher, Park Elementary (8/25/14)
 - **Mike Weisenberger** – STEM Teacher, Middle School (8/25/14)
- Approved the following extended field trips:
 - **FFA** – Onamia, MN – July 17 – 19, 2014
 - **Crossing Patrol** – Brainerd, MN – July 20-25, 2014
 - **Girls' Tennis** – Pequot Lakes, MN – August 15 – 16, 2014
 - **Cross Country** – Baylor Regional Park, MN – August 20 – 21, 2014
 - **FFA** – St. Paul, MN – August 29 – September 1, 2014
 - **Volleyball** – Marshall, MN – September 5 – 6, 2014
 - **Cross Country** – Mall of America – September 20 – 21, 2014
 - **Wrestling** – Cass Lake, MN – December 19 – 20, 2014
 - **Girls' Hockey** - Austin, MN - December 29 – 31, 2014
 - **Boys' Hockey** – Little Falls, MN – December 29 – 31, 2014
 - **Boys' Hockey** – Virginia/Eveleth, MN – January 16-17, 2015
 - **Business Professionals of America** – Anaheim, CA – May 6 – 10, 2015
 - **German** – Germany and Austria – June 13 – July 1, 2015

- Approved the following memberships, contract renewals, and agreements:
 - Minnesota School Board Association 2014-2015 dues of \$7,645.00 (association dues - \$7051.00 and policy services - \$595.00).
 - Police Liaison agreement between ISD 423 and the City of Hutchinson Police Services from July 1, 2014 through June 30, 2015.
 - Use of Facilities agreement between ISD 423 and the City of Hutchinson from July 1, 2014 through June 30, 2016.
 - Jointly Sponsored Grounds Maintenance agreement between ISD 423 and the City of Hutchinson from July 1, 2014 through June 30, 2016.
 - Lacrosse financial agreement between ISD 423 and New Century Academy for the 2014-2015 school year.

RECOGNITION – Josh Gehlen, on behalf of the Board of Education and ISD 423, congratulated Beverly Schmidt, Cook/Cashier, on her retirement and thanked her for 30 years of service.

EYE ON THE TIGER (Kraft) – Lisa Kraft, Director of Special Services, introduced Lois Ehnert, Special Education Teacher, and Dustin Roder, Transition Assistance Program (TAP) graduate. Lois and Dustin explained how this program helps students, ages 18 to 21, increase their ability to live and work as independently as possible. This is accomplished through job training, community participation, home living skills, assessments, support services, specialist services, and recreation/leisure activities. A video, created and produced by Dustin for the TAP graduation ceremony, was also shown; highlighting all of the students and the many, many activities throughout the year.

DISTRICT HIGHLIGHTS – Daron VanderHeiden, Superintendent, presented the district highlights.

- Free meals are available to all children (years 1 – 18) through August 15, Monday through Friday. Meals are served at the VFW Park from 11:15 to 11:45 am (activities from 10:30 to 11:15 am) and at Rotary Park from 12:15 – 12:45 pm. Adults may purchase a meal for \$3.55. During the month of June, 960 meals were served (up almost 100 meals from last year). Thank you to Lois Beilke for all her work with this program.
- Thank you to all of the Junior Achievement volunteers.
- ISD 423 hosted a 3-day Professional Learning Community conference with 255 people from 9 different school districts attending. 104 teachers were from ISD 423.
- Congratulations to Michael Scott, High School Assistant Principal for being named the Minnesota Association of Secondary School Principals Division Principal of the Year!

SECOND READING: POLICY SERIES 100, 200 AND 300 (Administration) – Motion made by Josh Gehlen, seconded by Jim Waldron, with all members present voting aye, to approve the second and final reading of policy series 100, 200, and 300. The revised policies will be posted on the district website, www.hutch.k12.mn.us.

FIRST READING: POLICY 514 (Administration) – Motion made by Josh Gehlen, seconded by Jim Waldron, with all members present voting aye, to approve the first reading of policy 514. The proposed policy will be posted on the district website, www.hutch.k12.mn.us.

HEALTH AND SAFETY BUDGET APPROVAL AND POLICY 812 ACKNOWLEDGEMENT (Mohr) – Motion made by Josh Gehlen, seconded by Deb Penwell, with all members present voting aye, to approve the annual health and safety budget as presented and acknowledge the district does have a current health and safety policy (number 812) in place.

APPROVAL TO HIRE SPRINGSTED AND ASSOCIATES (VanderHeiden) – Motion made by Lori Hornick-Lindell, seconded by Jim Waldron, with all members present voting aye, to approve hiring Springsted and Associates to conduct a public opinion poll. The information gathered from registered voters will be used in the district's long range facility planning.

APPROVAL OF 2014-2015 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA HIGH SCHOOL LEAGUE

(Bettenhausen) – Vice Chairman Bettenhausen introduced and read the following resolution:

2014-2015 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

Resolved, that the Governing Board of School District Number 423, County of McLeod, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

Further resolved, that Hutchinson High School is authorized by this, the Governing Board of said school district or school to: renew its membership in the Minnesota State High School League; and participate in the approved interschool activities sponsored by said League and its various subdivisions.

Further resolved, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the Governing Board.

Moved by Lori Hornick-Lindell and seconded by Deb Penwell to adopt the 2014-2015 Resolution for Membership in the Minnesota State High School League. Motion approved by roll call vote with Byron Bettenhausen, Josh Gehlen, Lori Hornick-Lindell, Deb Penwell, and Jim Waldron voting in favor of the motion.

APPROVAL OF COOPERATIVE SPONSORSHIP AGREEMENTS (Szymanski) – Motion made by Josh Gehlen, seconded by Lori Hornick-Lindell, with all members present voting aye, to approve the cooperative sponsorship agreements between ISD 423 and New Century Academy for Boys' Lacrosse and Girls' Lacrosse.

COMMITTEE REPORTS - Committee reports were presented as follows:

- District Improvement Team (Penwell/Bettenhausen) – The PLC (Professional Learning Community) conference was a great success. The upcoming meeting will be used to re-organize and welcome new members and to discuss PLCs, assessments, curriculum, instruction, and staff development. The next meeting is July 16, 2014.
- Educator Licensing & Teacher Quality (Penwell) –The next meeting is October 23, 2014.
- Facilities (Bettenhausen/Gehlen/Hornick-Lindell) – The committee toured the boiler replacement at Park Elementary, discussed changes to the stadium project, reviewed the annual health and safety budget, and continued discussion of long range planning. The next meeting is August 6, 2014.
- Finance (Gehlen / Kamrath / Waldron) – The committee reviewed financial reports, bills, the transportation contract, agreements with the City of Hutchinson, preliminary information for the public opinion poll, and set a tentative closed meeting for July 28, 2014 to discuss individual contract negotiations. The next meeting is August 11, 2014.
- Legislative / SEE (Klamath) – General membership meetings will resume in September.
- Parks, Recreation, Community Education (Hornick-Lindell) – The next meeting is August 4, 2014.

SUPERINTENDENT'S SEMI-ANNUAL PERFORMANCE EVALUATION SUMMARY (Bettenhausen) – Vice Chairman
Bettenhausen provided the following public summary of Superintendent VanderHeiden's June 9, 2014 performance evaluation.

DISTRICT 423 SUPERINTENDENT EVALUATION PUBLIC SUMMARY STATEMENT
July 14, 2014

Daron VanderHeiden, Superintendent of Public Schools - ISD #423, was evaluated for his performance in a closed session by the Hutchinson Board of Education on June 9, 2014. The following public summary was presented on July 14, 2014:

Mr. VanderHeiden's performance as superintendent was evaluated based on 10 competency/leadership areas and the professional goals set by Mr. VanderHeiden for the 2013-2014 school year.

Mr. VanderHeiden' performance as superintendent was found to be satisfactory in the following areas:

- Leadership and district culture
- Policy and governance
- Instructional management
- Communications and community relations
- Organizational management
- Human resource management
- Curriculum planning and development
- Values and ethics of leadership
- Board relations
- Personal attributes

Mr. VanderHeiden' performance as superintendent was found to be unsatisfactory in the following areas:

- None

Performance Stipend

Per the current superintendent's contract, part of his performance pay is based on the successful completion of his 2013-2014 professional goals. The performance stipend may range from \$0-250.00. The Hutchinson Board of Education awarded \$250.00.

UPCOMING BOARD MEETINGS – The next quarterly board meeting is scheduled for Monday, July 28, 2014, 5:30 pm, location to be determined. A special closed meeting is also scheduled for Monday, July 28, 2014, following the quarterly meeting to discuss individual contract negotiations. The next regular board meeting is scheduled for Monday, August 11, 2014, 5:30 pm in the Council Chamber at City Center.

ADJOURNMENT – Motion made by Lori Hornick-Lindell, seconded by Josh Gehlen, with all members present voting aye, to adjourn the meeting at 6:40 pm.


Keith Kamrath, Chairman

08/11/14
Date


Jim Waldron, Clerk

08/11/14
Date