

Hutchinson Public Schools

Excellence in Academics, Activities, and Character

**INDEPENDENT SCHOOL DISTRICT NO. 423
Regular Meeting of the Board of Education
City Council Chambers – 111 Hassan St SE
Monday, June 9, 2014, 5:30 pm**

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **PUBLIC COMMENT** (Opportunity for public comment on agenda items)
- V. **CONSENT AGENDA**
MINUTES, CLAIMS, EMPLOYMENT, EXTENDED FIELD TRIP, INSURANCE, AGREEMENTS
- VI. **PROGRAM**
 - A. EYE ON THE TIGER (Walsh)
 - B. DISTRICT HIGHLIGHTS (VanderHeiden)
- VII. **ADMINISTRATIVE REPORT**
 - A. 2014-2015 HIGH SCHOOL STUDENT HANDBOOK (Walsh)
 - B. TEACHER EVALUATION (VanderHeiden)
 - C. 2014-2015 MEAL PRICES (Luhring)
 - D. FY 2014 BUDGET REVISIONS (Luhring)
 - E. FY 2015 BUDGET ADOPTION (Luhring)
 - F. 2014-2015 HEALTH INSURANCE RATES (Luhring)
 - G. NON-RENEWAL OF SPECIAL EDUCATION DIRECTORSHIP SERVICES TO NEW CENTURY ACADEMY (Kraft)
 - H. FIRST READING: POLICY SERIES 100, 200, AND 300 (Administration)
- VIII. **BOARD MEMBER TOPICS**
 - A. COMMITTEE REPORTS
 - B. ADOPT RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY (Kamrath)
- IX. **OTHER ITEMS OF BUSINESS**
 - A. UPCOMING BOARD MEETINGS (Kamrath)
 - B. CLOSED MEETING – SUPERINTENDENT’S SEMI-ANNUAL PERFORMANCE EVALUATION (Kamrath)
- X. **ADJOURN**

The regular meeting of the Board of Education of Independent School District No. 423, Hutchinson, Minnesota, will be held on Monday, June 9, 2014, 5:30 pm in the City Council Chambers at City Center. The following items are listed for your consideration:

I. CALL TO ORDER

II. ROLL CALL

Members Present:

Members Absent:

III. PLEDGE OF ALLEGIANCE

IV. PUBLIC COMMENT

Members of the public wishing to address the board concerning any agenda items are requested to make their statements at this time. Please come to the podium and give your name, address and agenda item you are addressing.

V. CONSENT AGENDA (one motion)

The purpose of the "Consent Agenda" is to enable the board to efficiently act on routine business, allowing more time on agenda discussion items. Upon receipt of the agenda, board members may wish to contact the superintendent's office with questions about items included in the Consent Agenda. At the board meeting, the chairman will ask if any board member wants discussion of any Consent Agenda item(s). At that time, board members may request that the board chairman remove any item from the Consent Agenda for separate consideration. The board will proceed by taking action first on the remaining Consent Agenda. Then those individual items, lifted from the agenda, will be considered. For each such item a motion, second, discussion and vote becomes necessary.

Motion _____ Second _____

VI. PROGRAM

A. EYE ON THE TIGER – (Walsh)

High School Principal, Patrick Walsh, will highlight the HS Physical Education department and the wellness initiatives taking place.

B. DISTRICT HIGHLIGHTS – (VanderHeiden)

VII. ADMINISTRATIVE REPORT

A. 2014-2015 HIGH SCHOOL STUDENT HANDBOOK (Walsh)

The 2014-2015 High School Student Handbook was emailed to board members for review. Principal Walsh will speak to the proposed changes. Administration recommends approval of the handbook.

Motion _____ Second _____

B. TEACHER EVALUATION (VanderHeiden)

Per M.S. 122A.40, Subd. 8, the school board and Education Hutchinson must agree on a teacher evaluation system starting with the 2014-2015 school year. The Teacher Performance Evaluation Program document was emailed to board members for review.

Motion _____ Second _____

C. 2014-2015 MEAL PRICES (Luhring)

Administration recommends increasing the 2014-2015 student meal prices by ten cents. This increase is due to USDA requirements. Breakfast prices will be \$1.25 for middle school and high school students and \$2.05 for adults. Lunch prices will be \$1.85 for elementary school students, \$1.95 for middle school and high school students, and \$3.55 for adults.

Motion _____ Second _____

D. FY 2014 BUDGET REVISIONS (Luhring)

Donna Luhring, Director of Business and Finance, will present FY 2014 budget revisions for your consideration. Administration recommends approval of the FY 2014 budget revisions as presented.

Motion _____ Second _____

E. FY 2015 BUDGET ADOPTION (Luhring)

Administration recommends adoptions of the FY 2015 budget as presented by Donna Luhring, Director of Business and Finance.

Motion _____ Second _____

F. 2014-2015 HEALTH INSURANCE RATES (Luhring)

Administration recommends approval of the following health insurance rates for 2014-2015 with Health Partners.

	Current	New	% Change
Gold Plan, \$750 Deductible			
Single	\$467.53	\$453.49	-3.00%
Family	\$1,309.05	\$1,269.73	-3.00%
Silver Plan, \$1,500 Deductible			
Single	\$430.51	\$424.43	-1.41%
Family	\$1,205.39	\$1,188.38	-1.41%
High Deductible Plan, \$5,000 Deductible			
Single	\$336.15	\$344.94	2.61%
Family	\$941.20	\$965.81	2.61%
Nation One Plan (new) \$6,350 Deductible			
Single	NA	\$271.15	NA
Family	NA	\$759.21	NA

Motion _____ Second _____

G. NON-RENEWAL OF SPECIAL EDUCATION DIRECTORSHIP SERVICES TO NEW CENTURY ACADEMY (Kraft)

Administration recommends the discontinuance of this contract.

Motion _____ Second _____

H. FIRST READING: POLICY SERIES 100, 200, AND 300 (Administration)

Administrators have read these policies and are offering proposed changes for a first reading. The policies and a summary of changes were emailed under separate cover.

Motion _____ Second _____

VIII. BOARD MEMBER TOPICS

A. COMMITTEE REPORTS

<u>Committee</u>	<u>Next Meeting</u>
District Improvement Team (Penwell/Bettenhausen)	July 16, 2014
Educator Licensing & Teacher Quality (Penwell)	May 29, 2014
Facilities (Bettenhausen/Gehlen/Hornick-Lindell)	June 4, 2014
Finance (Waldron/Gehlen/Kamrath)	June 9, 2014
Insurance (Penwell)	May 14, 2014
Legislative Liaison/SEE (Kamrath/Gehlen)	May 22, 2014
Parks, Recreation, Community Education (Hornick-Lindell)	June 2, 2014

B. ADOPT RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY (Kamrath)

Administration recommends adoption of the enclosed resolution establishing dates for filing affidavits of candidacy for the November school board election.

Motion _____ Second _____

IX. OTHER ITEMS OF BUSINESS

A. UPCOMING BOARD MEETINGS (Kamrath)

Regular Meeting – The next regular board meeting is scheduled for Monday, July 14, 2014, 5:30 pm, Council Chamber at City Center.

Quarterly Meeting – The next regular board meeting is scheduled for Monday, July 28, 2014, 5:30 pm, TBD.

B. CLOSED MEETING – SUPERINTENDENT’S SEMI-ANNUAL PERFORMANCE EVALUATION (Kamrath)

Per M.S. 13D.05, Subd. 1-b and M.S. 13D.03, Subd. 1-B, the Chair will close the meeting to conduct a performance evaluation of the superintendent.

Motion _____ Second _____

X. ADJOURNMENT

Motion _____ Second _____

CONSENT AGENDA
June 9, 2014

Minutes

The minutes of the May 12, 2014 regular board meeting are enclosed for review and approval.

Claims, Accounts and Donation Acknowledgement

- The administration recommends ratification of the May 8, 2014 through June 3, 2014 claims in the amount of \$1,796,621.96 (including wire transfers).

Employment

Extended Hours

Jill Bridge – Extended Counselor Summer Hours, Park Elementary (7/1/14 – 6/30/15)
Valerie Huepenbecker – Extended Counselor Summer Hours, Park Elementary (7/1/14 – 6/30/15)
Naomi Shadis – Extended Library Summer Hours, Park Elementary (7/1/14 – 6/30/15)

Leave of Absence

Jodi Kleindl – Kindergarten Teacher, West Elementary (6/3/14 – 8/24/14)

New

Leah Carrigan – Targeted Services Teacher, West Elementary (6/2/14 – 8/22/14)
Chelsey Crary – Middle School Volleyball Coach (5/9/14)
Beth Dennison – Assistant Dance Coach (5/29/14)
Daren Dressler – English Teacher, High School (8/25/14)
Patrick Duffy – Middle School Football Coach (5/23/14)
Jennifer Farrell – Special Education Assistant Substitute (5/8/14)
Nicole Frost – Deaf and Hard of Hearing Teacher, District-wide (8/25/14)
Shelly Grorud – Education Assistant, Targeted Services, West Elementary (6/2/14 – 8/15/14)
Sherry McCormick – Assistant Dance Coach (5/29/14)
Joe Meier – Assistant Girls' Hockey Coach (5/9/14)
Rustin Neuberger – Assistant Girls' Hockey Coach (5/9/14)
Destany Okeson – Grade 2 Teacher, Park Elementary (8/25/14)
Markus Okeson – Grade 4 Teacher, Park Elementary and Head Boys' Basketball Coach (8/25/14)
Bailey Rettmann – Special Education (EBD) Teacher, Middle School (8/25/14)
Lori Rettmann – Special Education Teacher, West Elementary (8/25/14)
Jordan Rozeboom – Assistant Wrestling Coach, High School (5/9/14)
Sonia Seay – Long Term Substitute Title 1 Education Assistant & Playground Supervisor, Park Elementary (5/12/14 – 6/6/14)
Deanne Undesser – Education Assistant, Kindergarten Connection, West Elementary (6/16/14 – 8/5/14)
Kendra Ward – .67 World Language Teacher, High School (8/25/14)
Tyler Warren – Agriscience Teacher, High School (8/25/14)

Resignations

Monica Anderson – Cook/Cashier, Middle School (6/6/14)
Stacy Halter – Music Teacher, Park Elementary (6/10/14)
Michael Kutter – B-squad Baseball Coach (5/23/14)
Tyler Lidke – Science Teacher, High School (6/9/14)
Nichole Neron Kloss – Special Education Teacher, Park Elementary (6/10/14)
Stephanie Zajicek – Speech and Language Therapist, District-wide (5/22/14)

Summer Programing

Judy Jensen – Kindergarten Connection, West Elementary (6/2/14 – 8/15/14)

Targeted Services

Barb Anderson – Paraprofessional, Park Elementary (6/16/14 – 8/8/14)
Brandi Gilmore – Star Summer Teacher, Park Elementary (6/16/14 – 8/7/14)

Nancy Heidebrink – Star Summer Teacher, Park Elementary (6/16/14 – 8/7/14)
Kristin Ikem – Star Summer Teacher, Park Elementary (6/16/14 – 6/26/14)
Cindy Larson – Star Summer Teacher, Park Elementary (6/16/14 – 8/7/14)
Kerry Koening - Paraprofessional, Park Elementary (6/16/14 – 8/8/14)
Lisa Smith - Star Summer Teacher, Park Elementary (6/16/14 – 8/7/14)
Nesha Withers - Star Summer Teacher, Park Elementary (6/16/14 – 8/7/14)

Transfer

Chanda Kropp – Q Comp Coordinator (7/1/14 – 6/30/17)
Kyle Podratz – Special Education EBD Teacher, Middle School (8/25/14)
Melissa Wilson – Q Comp Leader (8/25/14 – 6/5/15)

Extended Field Trips

- **Hosa** – June 24-29, 2014, Orlando

Insurance

Dental Insurance – Administration recommends approving Assurant as the dental insurance carrier. Rates will remain the same: employee - \$48.35 per month, employee +1 - \$77.70 per month, and family - \$118.49 per month.

Property/Liability Insurance – Administration recommends approving EMC as the property/liability insurance carrier for 2014-2015

Workers' Compensation – Administration recommends approving SFM as the workers' compensation carrier for 2014-2015.

Audit

Administration recommends approving Conway, Deuth and Schmeising as the auditing firm for the 2013-2014 school year.

Milk & Juice Products Bid Award

Administration recommends that the contract for milk and juice products for the 2014-2015 school year be awarded to Agropur, Inc.

Food Products Bid Award

Administration recommends that the contract for food products for the 2014-2015 school year be awarded to Indianhead Food Distributors.

Bakery Products Bid Award

Administration recommends that the contract for bakery products for the 2014-2015 school year be awarded to Pan O Gold.

Adult Basic Education Agreement

Administration recommends approval of the Glacial Lakes Adult Basic Education (ABE) Consortium Participating School Districts Agreement, July 1, 2014 through June 30, 2015.

RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY
Hutchinson Public Schools
State of Minnesota

BE IT RESOLVED by the School Board of Independent School District No. 423, State of Minnesota, as follows:

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 423 shall begin on July 29, 2014 and shall close on August 12, 2014. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5:00 o'clock pm on August 12, 2014.
2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the Hutchinson Leader, the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy.
3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.
4. The notice of said filing dates shall be in substantially the following form:

NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 423
Hutchinson Public Schools
State of Minnesota

NOTICE IS HEREBY GIVEN that the period for filing affidavits for candidacy for the office of school board member of Independent School District No. 423 shall begin on July 29, 2014, and shall close at 5:00 o'clock pm on August 12, 2014.

The general election shall be held on Tuesday, November 4, 2014. At that election, three members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from Tina Vorlicek at the District Office, 30 Glen Street NW, Hutchinson, MN. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same general election.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00 o'clock pm on August 12, 2014.

Dated: June 9, 2014
BY ORDER OF THE SCHOOL BOARD

Jim Waldron
School District Clerk