

OFFICIAL MINUTES – REGULAR MEETING

Board of Education

Independent School District No. 423

November 10, 2014

CALL TO ORDER –Chairman Kamrath 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, Keith Kamrath, Deb Penwell, and Jim Waldron. Also present were Daron VanderHeiden, Superintendent; Donna Luhring, Director of Business and Finance; Tina Vorlicek, Recording Secretary; and Mackenzie McDonald, Student Representative. Members absent: Lori Hornick-Lindell.

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

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

- Approved the minutes of the October 13, 2014 regular meeting and the October 27, 2014 quarterly meeting.
- Ratification of the October 8, 2014 through November 4, 2014 claims in the amount of \$1,719,832.19 (including wire transfers).
- Authorized the following employment:

Increased Assignment

- **Jill Corson** – Special Education Paraprofessional, TAP (10/27/14 – 1/30/15)

Leave of Absence

- **Sara Wersal** – Education Assistant, West Elementary (approximately 1/5/15 – 2/27/15)

New

- **Jared Andrashko** – Head Boys' Lacrosse Coach (10/29/14)
- **Bridget Block** - .5 ADSIS Teacher, West Elementary (1/5/15 – 6/5/15)
- **Joe Meier** – Head Boys' Tennis Coach (10/29/14)
- **Randall Seifert** – Head Girls' Lacrosse Coach (10/14/14)
- **Shawn Wacker** – Middle School Girls' Basketball Coach (10/14/14)
- **Michael Worcester** – Assistant Speech Coach (10/29/14)

Resignations

- **Jennifer Anderson** – Middle School Volleyball Coach (10/30/14)
- **Betsy Brown** – Education Assistant I ADSIS, West Elementary (12/19/14)
- **Dean Stromseth** – Custodian, West Elementary (10/30/14)

Retirements

- **Brian Dobberstein** – Lead Custodian, High School (1/30/15)
- **Donna Kotlarz** – Paraprofessional, West Elementary (12/19/14)
- **Ardyce Robbin** – Computer Specialists, District-wide (3/2/15)

Targeted Services

- **Nancy Anderson** – Teacher, Middle School (10/27/2014-05/29/2015)
- **Karen Olson** – Education Assistant, Middle School (11/3/14 – 5/23/15)
- Approved Extended Field Trips:
 - National Real World Design Challenge, Washington, DC, November 14-16, 2014

RECOGNITION – Josh Gehlen, on behalf of the Board of Education and ISD 423, congratulated Brian Dobberstein, custodian, 18 years of service; Donna Kotlarz, paraprofessional, 20 years of service; and Ardyce Robbin, computer specialist, 23 years of service on their upcoming retirements and thanked them for all their years of service and wished them well in their retirement.

EYE ON THE TIGER (Scott) – Postponed to the December meeting.

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

- West Elementary is introducing the Buddy Bench program.
- Congratulations to the October HHS Students of the Month.
 - Grace Bordson, grade 12, Spanish 3A
 - Adam Tracy, grade 9, Spanish 1A
 - Claire Almich, grade 11, Spanish 2A
 - Brandon Rezac, grade 10, German
 - Corey Brown, grade 11, Strength & Conditioning
 - Madelyn Roehl, grade 10, Health
 - Rebecca Smith, grade 9, Female Strength Training
 - Daniel Lyons, grade 9, Intro to Phy Ed
- Congratulations to Middle School STEM Teacher Mike Weisenberger for receiving a \$500 Doosan Discovery Grant from Bobcat Company. Thank you Bobcat.
- Congratulations to High School Business Teacher CariAnn Squier for being honored with the First Place Award in the Secondary Level Division for Personal Finance Educator. CariAnn provided an overview of the lesson plan she was recognized for and her experience at the event organized through the Minnesota Council on Economic Education and sponsored by Thrivent Financial.
- Board member Byron Bettenhausen described the wonderful day he spent as a Park Elementary student.

STUDENT HIGHLIGHTS – Mackenzie McDonald presented the student highlights.

- Trimester one is coming to a close; course finals will take place Monday, November 24 and Tuesday, November 25 before Thanksgiving break.
- The fall sports season is coming to a close and all teams had a great season.
 - Football is competing in the state competition and is on their way to a third state championship.
 - Girls' Soccer hosted their first ever home section playoff game and resulted with a victory (which was another first).
 - Girls Swimming competed in section competition this past weekend and 12 swimmers qualified for the State competition.
- Winter Sports are starting up, along with several extracurricular activities; participation numbers look good so far.
- The fall musical production of "Bye Bye Birdie" just finished and ended very successfully. In addition, the winter band and choir concerts are quickly approaching. The band concert is tomorrow, Tuesday, November 11; the choir concert is Monday, November 17; and the combined band and choir concert is December 15.
- High School Events Updates:
 - Blood Drive: very successful, actually overbooked but everyone who signed up was able to give blood. Every student who donated received a free shake from Crow River Nutrition. The next blood drive will most likely be in February.
 - Manufacturing Tour: Students and their parents had the opportunity to tour several manufacturing companies around Hutchinson (MITGI, 3D CNC, Ag Systems, etc.) and learned how their operations are run and what their companies do. This tour was on Wednesday, October 15.
- Coming up tomorrow is Veteran's Day and the High School Veteran's Day Program. We will honor our veterans and those currently serving us listening to a couple speakers and songs.

APPROVAL OF FISCAL YEAR 2014 AUDIT REPORT (Luhring) – Moved by Josh Gehlen, seconded by Jim Waldron, with all members present voting aye, to approve the fiscal year 2014 audit report as presented by Donna Luhring, Director of Business and Finance. Due to a scheduling conflict, the auditor will present the full audit report at the December 8, 2014 board meeting.

APPROVAL OF CONTRACT AGREEMENT (Luhring) – Motion made by Deb Penwell, seconded by Jim Waldron, with all members present voting aye, to approve the Confidential Employee Group employment contract agreement for the period of July 1, 2014 through June 30, 2016. The total increase over two years, including salary and benefits, is 5.96%.

RESOLUTION CANVASSING NOVEMBER 4, 2014 SCHOOL BOARD ELECTION (Kamrath) – Chairman Kamrath introduced and read the following resolution.

**RESOLUTION CANVASSING RETURNS
OF VOTES OF SCHOOL DISTRICT GENERAL ELECTION
November 4, 2014**

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

1. It is hereby found, determined and declared that the general election of the voters of District 423 held on November 4, 2014, was in all respects duly and legally called and held.
2. As specified in the attached Abstract and Return of Votes Cast, a total of 7,796 voters of the district voted at said election on the election of three (3) school board members for four year term vacancies on the board caused by expiration of term on the first Monday in January next following the general election as follows:

<u>Candidate</u>	<u>Number of Votes</u>
Mike Carls	3518
JoEllen Kimball	2892
Joshua Gehlen	2681
Don Martinez	2470
Byron Bettenhausen	2083
Edward Caya	790

3. Candidate Mike Carls, candidate JoEllen Kimball, and candidate Joshua Gehlen, having received the highest number of votes, are elected to four year terms beginning on the first Monday in January 2015.
4. The school district clerk is hereby authorized to certify the results of the election to the county auditor of each county in which the school district is located in whole or in part.

Moved by Jim Waldron and seconded by Byron Bettenhausen to adopt the resolution as read. Motion approved by roll call vote with Byron Bettenhausen, Josh Gehlen, Keith Kamrath, Deb Penwell, and Jim Waldron voting in favor of the motion and the following voting against the same: none, whereupon said resolution was declared duly passed and adopted. The Abstract and Return of Votes Cast will be posted on the district website, www.isd423.org.

RESOLUTION AUTHORIZING ISSUANCE OF CERTIFICATES OF ELECTION (Kamrath) - Chairman Kamrath introduced and read the following resolution.

**RESOLUTION AUTHORIZING ISSUANCE OF CERTIFICATES
OF ELECTION AND DIRECTING SCHOOL DISTRICT CLERK
TO PERFORM OTHER ELECTION RELATED DUTIES**

WHEREAS, the board has canvassed the general election for school board members held on November 4, 2014.

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

1. The chair and clerk are hereby authorized to execute certificates of election on behalf of the school board of Independent School District No. 423 to the following candidates:
 - a. Mike Carls
 - b. JoEllen Kimball
 - c. Joshua Gehlen

who have received a sufficiently large number of votes to be elected to fill vacancies on the board caused by expiration of terms on the first Monday in January next following the election, based on the results of the canvass.

2. The certificate of election shall be in substantially the form attached hereto.
3. After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the clerk of the school board is hereby directed to deliver the certificates to the persons entitled thereto personally or by certified mail.
4. The clerk is hereby directed to enclose with the certificate a form of acceptance of office and oath of office in substantially the form attached hereto.

Moved by Jim Waldron and seconded by Deb Penwell to adopt the resolution as read. Motion approved by roll call vote with Byron Bettenhausen, Josh Gehlen, Keith Kamrath, Deb Penwell, and Jim Waldron voting in favor of the motion and the following voting against the same: none, whereupon said resolution was declared duly passed and adopted. The sample certificate of election and acceptance of office and oath of office are at the district office.

AMERICAN EDUCATION WEEK NOVEMBER 17-21, 2014 (Kamrath) – American Education Week presents all Americans with the opportunity to celebrate public education and honor individuals who are making a difference by ensuring every child receives a quality education. We appreciate and thank all 471 district employees and all district service providers for bringing the district’s mission to life - *Excellence in Academics, Activities, and Character.*

PROCESS FOR SUPERINTENDENT’S SEMI-ANNUAL EVALUATION (Kamrath) - The board will conduct a semi-annual performance evaluation of the superintendent at the December 8, 2014 board meeting in a closed session.

COMMITTEE REPORTS - Committee reports were presented as follows:


- District Improvement Team (Penwell/Bettenhausen) – The next meeting is January 14, 2015.
- Educator Licensing & Teacher Quality (Penwell) – The committee met on October 30, 2014. The meeting went very smoothly/quickly because those submitting clock hour applications provided all the correct paperwork - thank you. The next meeting is January 22, 2015.
- Facilities (Bettenhausen/Gehlen/Hornick-Lindell) – The committee reviewed the Park Elementary boiler project and reviewed the questions for the upcoming district facility survey that will be sent to all employees. The next meeting is December 4, 2014.
- Finance (Gehlen / Kamrath / Waldron) – The committee reviewed the audit, financial reports, bills, a potential online payment system, and negotiations. The next meeting is December 8, 2014.
- Legislative / SEE (Klamath) – The next general membership meeting is November 21, 2014.
- Parks, Recreation, Community Education (Hornick-Lindell) – The next meeting is December 1, 2014.
- MSBA Delegate Assembly – This committee sets the legislative platform for MSBA lobbyists. If you would like to submit items for consideration, contact Josh Gehlen.

UPCOMING BOARD MEETINGS – The next regular board meeting is scheduled for Monday, December 8, 2014, 5:30 pm in the Council Chambers at City Center. The Truth in Taxation meeting is scheduled for Monday, December 8, 2014, 6:05 pm, Council Chambers at City Center.

ADJOURNMENT – Motion made by Byron Bettenhausen, seconded by Josh Gehlen, with all members present voting aye, to adjourn the meeting at 6:18 pm.



Keith Kamrath, Chairman 12/8/14
Date



Jim Waldron, Clerk 12/8/14
Date