

**Unadopted Minutes**  
**SPECIAL SCHOOL BOARD MEETING**  
**Albany Area Schools – ISD #745**  
**July 11, 2012**

**1. CALL TO ORDER**

The meeting was called to order by Chair Hansen at 8:00 p.m.

**2. ROLL CALL**

Present: Paulsen, Winkels, Tamm, Hansen, Seiler, Gersch, Dirkes, Absent: Late:

**3. Public Forum**

**4. APPROVALS**

**4.1 AGENDA—Additions or Deletions**

**4.2** Motion by Tamm, seconded by Paulsen to approve the Regular board meeting minutes of June 13, 2012 Carried Unanimously

**4.3** The following checks were issued in paying claims: Wire transfers and checks 75884- and 7727- for Fund 10.

School Board Meeting of July 11, 2012

01 General Fund	\$412,843.84
02 Food Services	\$ 2,371.40
04 Community Services	\$ 25,432.87
08 Scholarships	\$ 2,500.00
10 Student Activity Fund	\$ 3,730.61

Motion by Tamm, seconded by Gersch, to approve payment of claims as presented, excluding check 75911

Carried Unanimously

Motion by Tamm, seconded by Gersch, to approve check 75911, Seiler abstained

Carried Unanimously

**4.4 MAY CASH FLOW**

Motion by Winkels, seconded by Seiler, to approve the May cash flow report as presented

Carried Unanimously

**5. CONSENT AGENDA**

Motion by Gersch, seconded by Seiler, to approve the Consent Agenda which includes the following personnel matter and donations as described below:

**AFT Contract:** Stacy Rieland, Kindergarten

Tamara Grismer, Lane Change MA + 15 to MA + 30

**Extended School Year:** Ted Nett

**Community Education:** Alexandra Odenthal

**Kids Company:** Paige Saatzer

**Leave of Absence: one**

Marilyn Anderson's leave shall be approved under provisions of M.S. 122A.46 Extended Leaves of Absence.

**Request for Severance:**

Donna Christen, per provisions of Albany Educational Support Professionals 2010-2012 Master Agreement, Article VII, Sections 1-4

Joanna Ruprecht, per provisions of Albany Educational Support Professionals 2010-2012 Master Agreement, Article VII, Sections 1-4

Janet Ostendorf, per provisions of Albany Educational Support Professionals 2010-2012 Master Agreement, Article VII, Sections 1-4

**Letter of Resignation/Retirement:**

Sharon Navratil, Coaching 8<sup>th</sup> Gr Volleyball and 9<sup>th</sup> Gr Softball

Donna Christen, retiring effective June 29, 2012

Joanna Ruprecht, retiring effective July 1, 2012

Valery Hansen, Director Spring Musical

Janet Ostendorf, retiring effective July 9, 2012

**Donations:**

250.00 St Isidore Council # 9307, Special Olympics

**6. Education Report**

**6.1 Assessment Report-Barb Fischer**

Reviewed MDE NCLB Multiple Measurement & Focus Rating System and details around our district's rating.

**7. Unfinished Business**

**7.1 Policy Review: Second Readings**

**7.1.1 Policy 612—Development of Parent Involvement Policy for Title One Programs**

Motion by Winkels, seconded by Paulsen, to approve Policy 612—Development of Parent Involvement Policy for Title One Programs as presented

Carried Unanimously

**7.1.2 Policy 530—Immunizations**

Motion by Tamm, seconded by Dirkes, to approve Policy 530—Immunizations as presented effective starting the 2013 school year.

Carried Unanimously

**7.2 Elimination of One Bus Route for School Year 2012-13**

Motion by Dirkes, seconded by Paulsen, to eliminate one bus route for school year 2012-13 as presented

Carried Unanimously

**7.3 St. Benedict Lease**

Motion by Winkels, seconded by Seiler, to approve St. Benedict Lease as presented

Carried Unanimously

**8. New Business**

**8.1 Health and Safety Budget for Fiscal Years 2012-2014**

Motion by Paulsen, seconded by Gersch, to approve the Health and Safety Budget for Fiscal Years 2012-2014 as presented

Carried Unanimously

**8.2 Kindergarten Enrollment—Staffing Needs**

Motion by Paulsen, seconded by Dirkes, to approve the hire of a seventh kindergarten staff position at 80% as discussed

Carried Unanimously

**8.3 Resolution Establishing School Board General Election Filing Period**

Member Winkels introduced the following resolution and moved its adoption:

**RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY**

BE IT RESOLVED by the School Board of Independent School District No. 745, State of Minnesota, as follows:

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District 745 shall begin on July 31, 2012 and shall close on August 14, 2012. 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 p.m. on August 14, 2012.
2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in 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. 745 (ALBANY AREA SCHOOLS)  
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 745 shall begin on July 31, 2012, and shall close at 5:00 o'clock p.m. on August 14, 2012.

The general election shall be held on Tuesday, November 6, 2012. At the election, four (4) members will be elected to the School Board for terms of four (4) years each. Affidavits of Candidacy are available from the school district clerk, District Office, 30 Forest Avenue. 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 p.m. on August 14, 2012.

Dated: July 11, 2012

BY ORDER OF THE SCHOOL BOARD

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School District Clerk  
Independent School District No. 745  
(Albany Area Schools)  
State of Minnesota

The motion for the adoption of the foregoing resolution was duly seconded by Gersch.

On a roll call vote, the following voted in favor: Paulsen, Winkels, Tamm, Hansen, Seiler, Gersch, Dirkes

And the following voted against: None

Whereupon said resolution was declared duly passed and adopted.

**8.4 Review and Award Bakery Bids**

Motion by Seiler, seconded by Paulsen, to award the bakery bid to Sara Lee Bakery as presented  
Carried Unanimously

**8.5 Review and Award Dairy Bids**

Motion by Dirkes, seconded by Gersch, to award the bakery bid to Kempas as presented

Carried Unanimously

### **8.6 MSHSL Membership Resolution**

Motion by Seiler, seconded by Paulsen, to approve the 2012-2013 resolution for membership in the MN State High School League as presented

Carried Unanimously

### **8.7 MSBA Membership Resolution**

Motion by Paulsen, seconded by Gersch, to approve the 2012-2013 MSBA membership as presented

Carried Unanimously

### **8.8 SEE Membership Resolution**

Motion by Gersch, seconded by Dirkes, to approve the 2012-2013 SEE membership as presented

Carried Unanimously

## **9. Board Committee Reports**

### **9.1 Legislative Update**

Superintendent Dooley reported on the meeting held June 12<sup>th</sup>, including discussion around what legislative platforms to support. The next legislative meeting will be August 1<sup>st</sup>.

### **9.2 CMETS Board Meeting**

Member Winkels reported on the meeting held Wednesday June 27<sup>th</sup>. Agenda items included election of officers, general business and discussion around the strategic plan. The next meeting will be held in October.

## **10. Superintendent Report**

**10.1 Four Day Kindergarten Schedule was reviewed**

**10.2 MSBA Summer Seminar Aug. 5 (Early Bird Session on Student Discipline)  
Seminar is Monday, August 6<sup>th</sup>.**

## **11. Closed Meeting**

### **Superintendent Evaluation**

Motion by Winkels, seconded by Tamm, to close the public session at 9:20 p.m.

Supported by all present

Motion by Tamm, seconded by Gersch, to close the closed session and reopen to the public at 9:41 p.m.

Supported by all present

## **12. Adjournment**

Agenda completed at 9:41 pm, a motion to adjourn was made by Winkels, seconded by Paulsen.

Carried Unanimously

Glen Tamm, Clerk

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Steven Dooley, Superintendent