

**Unadopted Minutes**  
**SPECIAL SCHOOL BOARD MEETING**  
**Albany Area Schools – ISD #745**  
**December 12, 2012**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Present: Paulsen, Winkles, Tamm, Hansen, Seiler, Gersch, Dirkes, Kunstleben Absent: Tamm  
Late: none

**3. Visitors and or Groups**

No Requests to Address the Board

**4. APPROVALS:**

**4.1 AGENDA—Additions or Deletions**

**4.2** Motion by Winkles, seconded by Gersch to approve the Regular board meeting minutes of November 14, 2012

Carried Unanimously

**4.3** The following checks were issued in paying claims: Wire transfers and checks 77077-77257.  
School Board Meeting of December 12, 2012

01	General Fund	\$639,018.36
02	Food Services	\$65,422.96
04	Community Services	\$28,334.95
10	Student Activity Fund	\$2,042.75

Motion by Winkles, seconded by Gersch to approve payment of claims as presented

Carried Unanimously

**4.4 Cash Flow**

Motion by Winkles, seconded by Paulsen to approve the November cash flow.

Carried unanimously.

**5. CONSENT AGENDA**

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

**AFT Contract:** Learning Adventures Program: Victoria Pfeffer, Tammy Moe, Laurie Hommerding,  
Jeremy Willenbring, Stacy Rieland

**Long Term Sub-AFT:** Stephanie Barthel

**Long Term Sub-AESP** Shannon Johnson

**AESP Contract:** Hannah Noska, beginning 12-5-2012  
Deb Gerads, EA duties on bus  
Alissa Bui, Health Aid Clerk

**Community Education:** Olivia Droogsma, Early Childhood Sibling Care  
Audrey Blommel, Aquatics

**Leave of Absence: two**

**Request for Severance** Karen Patefield, per provisions of Albany Educational Support Professionals 2010-2012 Master Agreement, Article VII, Sections 1-4.

**Resignation:** Karen Patefield, effective January 4, 2013 last day of work  
Julee Kopka, effective December 14, 2012 last day of work  
Robin Holt, Cross Country Coach after 12-13 season

**Donations:**

\$ 300.00	Jane Zirbes, Scholarship Funds
50.00	Anonymous, Theatre
48.00	Alan and Dana Amdahl, Mock Trial

75.00	Albany Federation of Teachers, National Honor Society
582.47	Albany Lions Club, Lettering on Band Trailer
116.00	Rachel O'Brien, Junie B Jones Production

## 6.0 Education Report

### 6.1 Purple Pride

Superintendent Dooley informed the board of several projects worked on by staff and students to promote our district. Several students and staff were recognized.

### 6.2 Student Representative Report

Student board member Kunstleben informed the board of activities the students have been engaged in to promote school/personal well being.

## 7. Unfinished Business

7.1 Transportation Policy 709 – Second Reading: Motion by Seiler, seconded by Paulsen to approve Transportation Policy 709 as presented.

Carried Unanimously

7.2 Mission Statement Policy 104 - Second Reading: Motion by Seiler, seconded by Paulsen to approve Mission Statement Policy 104 as presented.

Carried Unanimously

7.3 School Board Agenda Policy 203 – Second Reading: Motion by Seiler, seconded by Paulsen to approve School Board Agenda Policy 203 as presented.

Carried Unanimously

7.4 School Board Meeting Minutes Policy 204 – Second Reading: Motion by Seiler, seconded by Paulsen to approve School Board Minutes Policy 204 as presented.

Carried Unanimously

7.5 School Board Code of Ethics Policy 209 – Second Reading: Motion by Seiler, seconded by Paulsen to approve School Board Code of Ethics Policy 209 as presented.

Carried Unanimously

7.6 School Board Committees Policy 213 – Second Reading: Motion by Seiler, seconded by Paulsen to approve School Board Committees Policy 213 as presented.

Carried Unanimously

## 8. New Business

### 8.1 Truth In Taxation Hearing

Business Manager Clemen discussed the 2013 tax levy. Details were provided to support the levy. Overall percentage increase was 2.12% over last year. Board complimented Ms Clemen on the detailed information she provides the Board and the Public.

### 8.2 Final Levy Certification

Motion by Winkles, seconded by Paulsen to approve the 2013 levy certification in the amount of \$2,791,058.80.

Carried Unanimously

### 8.3 WCED Collaboration Opportunity

Superintendent Dooley spoke to the alliance of school districts and the benefits of the collaboration explaining that the District can pick programs deemed most beneficial. Each representative will discuss the WCED Collaboration with the board for support of the collaboration. Board discussions took place and are in consensus to proceed with the opportunity.

### 8.4 Board Travel Policy 214 – First Reading

Superintendent Dooley discussed Travel Policy 214. No substantial changes.

#### 8.5 District Investment Policy 705 -- First Reading

Superintendent Dooley discussed the District Investment Policy 705. No substantial changes.

### 9.0 Board Committee Reports

#### 9.1 WCED Report presented by Board member Winkles

WCED met on November 19<sup>th</sup>. Discussed the audit report with no material concerns from the audit. Non-certified handbook and a “due process” audit was discussed. Next meeting scheduled for January 21, 2013 in Paynesville.

#### 9.2 Technology Committee Report presented by Board Chairman Hanson.

Chairman Hanson reported on the Technology Committee meeting held December 5<sup>th</sup>. The committee held discussion about the Iron Port filtering system, Help Desk software, District email (Kerio vs. a Google Dox) and the benefits of Ipads.

#### 9.3 Legislative Update

##### 9.31 SEE Update presented by Board Chairman Hanson

Chairman Hanson reported on the meeting held Friday, November 30. Discussion centered on the legislative panel, change in legislature, funding vs. expense gaps for districts and district equalization and inequality of funding for our district and other districts in rural MN. Next SEE meeting scheduled for January 25, 2013.

##### 9.32 Legislative Forum Report presented by Board Chairman Hanson

Chairman Hanson held in Melrose on Monday, December 3, 2012. Area districts attended the forum as well as local legislators. Report on the topics discussed at the forum.

#### 9.4 AESP Negotiations Update

The district negotiations committee reported on the progress of the AESP negotiations. The progress of the negotiation was discussed. The next meeting is scheduled for December 18, 2012.

### 10. Superintendent Report

- Memorandum of understanding presented for grant in regard to a breakfast program at the high school to improve the program. Albany is one of eight schools selected for the grant.
- Board was informed of a staff development sub-committee working to develop a program that provides a staff development/decision making model in each building.
- Discussed a quit claim deed for the Farming Elementary property in regard to a neighbor and a fence built on district property.
- Former band instructor Galen Johnson has notified the district he plans on returning to the district
- 177 four year old children are located in the district at this time. Discussions will take place regarding the enrollment increases and impacts on classes and space availability in the district and considerations of facilities
- The District will install cameras in the food service and commons area.

- Wednesday, December 19<sup>th</sup> is the staff Christmas party at Josephs in Avon provided by the Administrative Staff

## 11. Adjournment

Agenda completed at 9:51 pm, a motion to adjourn was made by Paulsen, seconded by Gersch.  
Carried Unanimously

Dean Dirkes, Acting Clerk

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Steven Dooley, Superintendent