

VIRGINIA PUBLIC SCHOOLS
411 SOUTH 5TH AVENUE
VIRGINIA MN 55792

Reorganization and Regular Meeting
Monday, January 8, 2018 at 6:00 PM
Board Room, Roosevelt 104

AGENDA

1. Reorganization meeting called to Order by Chair Tammaro.
The Chair will call the meeting to order using the gavel if necessary. The Chair will request those with communication devices to either turn them off or place them on silent mode. This may be a good time to introduce any special guests.
 1. A binder labeled Public Copy of Board Materials and containing board meeting materials is available for public review at the table at the side of the room.
 2. Meeting agendas are available for the public at the table at the side of the room.
 3. The public may also access school board agendas by visiting the District web page and clicking on School Board: Agenda/Minutes.
2. Pledge of Allegiance
The Chair will ask the members and audience to face the flag for the Pledge of Allegiance.
3. Reorganization
Nominations and votes for each office of Chair, Vice Chair, Clerk, Treasurer and Alternate Clerk will be made. **The newly elected board chair will take over the reorganization meeting upon being elected and ask for nominations for each remaining office. The board chair will ask three times if there are other nominations and if none, call for the vote.** After filling each of the offices, the newly elected board chair will adjourn the reorganization meeting and call to order the regular meeting.
 3. 1. Elect Chairperson.
 3. 2. Elect Vice Chairperson.
 3. 3. Elect Clerk.
 3. 4. Elect Treasurer.
 3. 5. Elect Alternate Clerk.
4. Adjourn reorganization meeting.

5. Call to Order of regular meeting by newly elected Board Chair.

6. Consider additions or deletions to the agenda.

ACTION

If members have items to be added to the agenda, now is the time. **If you have items that you want removed from the agenda, or removed from the Consent Agenda for discussion, make the request at this time.** The Chair will call for a motion and second to approve the agenda.

7. Recognition of visitors and public input regarding the meeting agenda.

The Chair will ask the audience if they have any comments on the items on the agenda.

This gives the public the opportunity to comment on issues prior to Board decisions/action.

8. Consider Consent Agenda:

ACTION

The Chair will ask for a motion to accept the Consent Agenda as presented or amended.

With a motion and a second, the Chair will call for the vote.

8. 1. Minutes of the December 11, 2017 regular meeting.

Please call Jane **prior** to the meeting if you have any questions.

8. 2. Minutes of the December 18, 2017 working session.

Please call Jane **prior** to the meeting if you have any questions.

8. 3. Minutes of the December 18, 2017 working session (with Eveleth-Gilbert.)

Please call Jane **prior** to the meeting if you have any questions.

8. 4. Payment of the bills.

The bills are attached for your review. Please call Spencer **prior** to the meeting if you have any questions.

8. 5. Cash on Hand Finance Report.

You are approving the November report because there was only one meeting in December and this report is typically approved at the second meeting. Please contact Spencer if you have any questions.

8. 6. Electronic Transfer Report for November, 2017.

Please contact Spencer with any questions.

8. 7. Set ISD No. 706 mileage rate at IRS standard mileage rate as of January 1, 2018.

The IRS rate is 54.5 cents per mile- business rate. The 2017 mileage rate was 53.5 cents.

8. 8. Range Association of Municipalities & Schools 2018 membership dues in the sum of \$1,750.00.

This is the annual request for membership and dues- same rate as last year. The District has a long standing practice of being a member of RAMS. Recommendation is to approve.

8. 9. Columbus Day is not a school holiday.

This action allows the District to conduct school business on Columbus Day. This is done in advance to allow for proper notification.

8. 10. Termination of Max Thieman from the para educator position effective December 22, 2017.
8. 11. Out-of-state educator workshop in San Diego CA for counselor Jill Oja.
Jill has requested to attend a military educator workshop in San Diego, CA February 19 - February 23. The district will incur minimal expenses. Per District policy, school board approval is required for out-of-state travel. Please contact Supt. Schmidt with any questions.
8. 12. Resignation of JoHanna Heder from the para educator position effective December 15, 2017.
8. 13. Resignation of Cheyenne Jenkins from the para educator (LPN) position effective December 18, 2017.
8. 14. Resignation of Nancy Reed from the cafeteria aide position effective December 15, 2017.
8. 15. Resignation of Shannon Westby from the 7th grade volleyball coach position effective December 14, 2017.
8. 16. Resignation of Laura Johnson from the 13.75 hour LPN nurse position effective January 9, 2018, contingent upon hire for the 26 hour RN nurse position.
8. 17. Hire Laura Johnson for a Registered Nurse position effective January 10, 2018.
Administration has conducted the hiring process in accordance with district policy and practice. Please accept the following recommendation for hire to meet district staffing needs. Please contact Superintendent Schmidt with any questions.
8. 18. Hire Nancy Reed for a Temporary Custodian position effective December 18, 2017.
Administration has conducted the hiring process in accordance with district policy and practice. Please accept the following recommendations for hire to meet district staffing needs. Please contact Superintendent Schmidt with any questions.
8. 19. Unpaid Leave of Absence for Elizabeth Stevens, para educator, effective January 31, 2018 through May 30, 2018
The leave request will be January 31, 2018 through May 30, 2018 in accordance with state, federal and District policy. District policy, procedures and the master agreement have been followed. Per State, Federal and Department of Labor guidelines administration recommends approval. Please approve this leave request and contact Superintendent Dr. Schmidt with any questions.
8. 20. Unpaid Leave of Absence for Sandra Phillipich, Aide, effective November 2, 2017 through approximately March 19, 2018.
The leave request is from November 2, 2017 through approximately March 19, 2018, in accordance with state, federal and District policy. District policy and procedures have been followed. Per State, Federal and Department of Labor guidelines administration recommends approval. Please approve this leave request and contact Superintendent Dr. Schmidt with any questions.

9. Recognition/reports:

9. 1. Student Representative Report.
The student representative report is attached for your review.
9. 2. Roosevelt Elementary School Principal.
Mr. Spelts' report is attached.
9. 3. World's Best Workforce Report.
Assistant Principal B. Hake will report.
9. 4. Superintendent.
 9. 4. 1. Students and Careers: Looking Forward.
 9. 4. 1. 1. Minnesota Employment and Economic Development Employment
 9. 4. 1. 2. Fastest Growing Occupations: United States
 9. 4. 1. 3. Minnesota Long-term Employment Outlook
 9. 4. 1. 4. Minnesota Arrowhead Occupations in Demand
 9. 4. 2. MSBA Annual Conference: January 11 and 12
 9. 4. 3. Director of Buildings and Grounds and Maintenance
 9. 4. 4. Strategic Planning Document
9. 5. January 15 Staff Development Day Activities
 9. 5. 1. January 15 Staff Development Day Activities
 1. What is AVID?
 2. What is REACH?
 3. What is IB?
 4. What are the Academies?
 5. Common sense grading and assessment practices.

10. Administration Items:

10. 1. Consider the following donations/grants:

ACTION

Recommendation is to accept with gratitude all donations/grants (one motion) as presented.

 10. 1. 1. Donation of 1993 Hoffman 1/4 cello model SC2 with Glasser wood bow and nylon case and 1994 1/2 cello model SC2 with new wood bow and nylon case valued at approximately \$2,372.00, from Dr. and Mrs. Stanley Bezek in honor of the Bezek children: Sarah, Sam, Maggie, Emily, Hannah, and Molly who all participated in the music programs and graduated from VPS.
10. 2. Set regular meeting dates and time.

ACTION

Regular school board meetings have traditionally been scheduled for the second and fourth Monday of each month except for July and December and in accordance with federal holidays. Currently, there is one regular meeting on the 2nd Monday and a working session on the fourth Monday each month except for July and December

which have only the regular meeting on the 2nd Monday. Attached is a list of the 2nd and 4th Mondays in 2018. You will need to set the meeting schedule for 2018.

10. 3. Set salaries of board directors.

ACTION

Currently, board members are reimbursed \$200 per month with the chair receiving \$250. Board members serving on a negotiating committee receive \$45 for each session lasting up to five hours and \$75 for sessions of five hours or more. The school board can discuss and consider changes in salaries or keep them the same.

10. 4. Designate school depositories: Consider recommendation of Frandsen Bank & Trust, MSDLAF, and MNTrust/PMA.

ACTION

The school board needs to designate the school depositories. We recommend Frandsen Bank & Trust, the Minnesota School District Liquid Asset Fund and the MNTrust/PMA. Please contact Supt. Schmidt with any questions.

10. 5. Authorize the hiring of a school attorney on an as-needed basis: Consider recommendation of Colosimo, Patchin, & Kearney, Ltd. and Rupp, Anderson, Squires, & Waldspurger, P.A.

ACTION

Generally, the district utilizes the services of Colosimo, Patchin, & Kearney, Ltd. as its primary legal council. I recommend that the secondary legal council be Rupp, Anderson, Squires, & Waldspurger, P.A. Please contact Supt. Schmidt with any questions.

10. 6. Consider authorizing the superintendent to employ additional instructional, library, maintenance, and clerical assistance as shall become necessary.

ACTION

Traditionally, the superintendent has been authorized to employ additional instructional, library, maintenance, and clerical assistance as needed. Please approve the continuation of this practice. Please contact Supt. Schmidt with any questions.

10. 7. Consider authorizing school board members to attend necessary in-state meetings.

ACTION

The school board authorizes school board members to attend necessary in-state meetings. Please continue this practice.

10. 8. Consider authorizing the business manager and superintendent to make electronic fund transfers.

ACTION

Please authorize the business manager and superintendent to make electronic fund transfers. For example, from the MSDLAF to Frandsen Bank & Trust or from savings to checking. Please approve and contact Supt. Schmidt with any questions.

10. 9. Consider authorizing the superintendent to approve in-state travel requirements of employees during the school year.

ACTION

Traditionally, the superintendent has been authorized to approve in-state travel requirements of employees during the school year. Travel outside of Minnesota will still need to be approved by the board. The exception would be scheduled athletic activities in NW Wisconsin. Please continue this practice.

10. 10. Consider authorizing the business manager to use the current signature plate until a new plate is secured, if necessary.

ACTION

If necessary, the school board needs to authorize the use of the current signature plate with the signatures of the past Chair, Clerk and Treasurer. This will be used for 2-4 weeks or until a new signature plate is in place and ready to use. Please approve and contact Supt. Schmidt with any questions.

10. 11. Committee memberships.

Attached is a blank committee membership roster indicating the currently existing committees and number of positions comprising each committee. I have also attached a copy of the current committee membership for your reference. The board chair has traditionally made the committee appointments with committee interest provided to the chair by the board members.

11. Finance:

11. 1. Consider Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefore.

ACTION-ROLL CALL VOTE

In accordance with M.S. 122A.40, Subd.11, the district is required to pass this resolution to begin the recommendation process and to work within the timeline to identify, review, and implement any necessary cuts and reductions for the 2018-2019 school year. This is precautionary management. Please approve this resolution and contact Supt. Schmidt with any questions.

11. 2. Consider referendum public survey and firm to conduct the survey.

ACTION

12. Policies:

12. 1. New Policies

ACTION (Motion and second to acknowledge the first reading of the included new policies.)

The attached policy is new and this is the first of three readings. Please contact Supt. Schmidt with any questions.

12. 1. 1. 903 VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES

12. 1. 2. 534 UNPAID MEAL CHARGES

12. 2. Revised Policies-First Reading.

Policies classified as "revised" have been reviewed and MSBA changes are recommended. This is the first of three readings. Please contact Supt. Schmidt with any questions.

12. 2. 1. 414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE

12. 3. Reviewed Policies:

Policies classified as "reviewed" have been reviewed and there are not MSBA changes recommended. These are only presented for record of review. Please contact Supt. Schmidt with any questions.

12. 3. 1. 410 FAMILY AND MEDICAL LEAVE POLICY

12. 3. 2. 413 HARASSMENT AND VIOLENCE

12. 3. 3. 415 MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS

12. 3. 4. 514 BULLYING PROHIBITION POLICY

12. 3. 5. 522 STUDENT SEX NONDISCRIMINATION

13. Public input regarding meeting agenda.

The Chair will request comments from the audience regarding actions on agenda items from tonight's Board meeting.

14. Meeting Announcements:

14. 1. MSBA Leadership Conference, January 10-12, 2018, at the Minneapolis Convention Center.

14. 2. Our next regular meeting or working session will be held on Monday, January 22, 2017, at 6:00 P.M. in the Board Room, Roosevelt 104, subject to this evening's board action.

15. Adjournment.

The Chair will call for a motion and a second to adjourn the meeting.