

VIRGINIA PUBLIC SCHOOLS
411 SOUTH 5TH AVENUE
VIRGINIA MN 55792

Reorganization and Regular Meeting
Monday, January 14, 2019 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 District Information-Board of Education-Agenda/Minutes-BoardBook.
2. Pledge of Allegiance
The Chair will ask the members and audience to face the flag for the Pledge of Allegiance.
3. Acceptance and Oath of Office for elected board members.
The Superintendent will administer the oath of office for newly elected board members.
4. 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.
 4. 1. Elect Chairperson.
 4. 2. Elect Vice Chairperson.
 4. 3. Elect Clerk.
 4. 4. Elect Treasurer.

4. 5. Elect Alternate Clerk.
5. Adjourn reorganization meeting.
6. Call to Order of regular meeting by newly elected Board Chair.
7. 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.

8. 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.
9. 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.

9. 1. Minutes of the December 10, 2018 regular meeting.
Please call Stacie **prior** to the meeting if you have any questions.
9. 2. Payment of the bills.
The bills are attached for your review. Please call Spencer **prior** to the meeting if you have any questions.
9. 3. 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.
9. 4. Electronic Transfer Report for November, 2018.
Please contact Spencer with any questions.
9. 5. Set ISD No. 706 mileage rate at IRS standard mileage rate as of January 1, 2019.
The IRS rate is 58 cents per mile- business rate.
9. 6. Range Association of Municipalities & Schools 2019 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.
9. 7. 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.
9. 8. Approve the corrected end date from "September 30" to September 30, 2023 on the Bemidji State University Memorandum of Agreement for Student Training Experience/Internship for Non-Allied Health Programs that was approved at the

November 13, 2018 board meeting.

The only correction was to add the year "2023" to the end date of this agreement.

9. 9. Recommendation for Winter 2018-2019 overnight/out of state athletic trips.
This recommendation is provided by Activities Director J. Lamppa. If you have any questions, please contact J. Lamppa.
9. 10. Poms Minnesota State High Kick Competition trip
9. 11. Winter 2018-2019 Volunteer Coaches.
Activities Director Lamppa is recommending the following volunteer winter coaches who have met District procedures and background checks. Please contact Activities Director Lamppa with any questions.
9. 12. Resignation of Erin Powell from the para educator position effective December 23, 2018.
Recommendation is to accept the resignation of Erin Powell. We thank her for her service with the district.
9. 13. Resignation of Lane Schiller from the janitor position effective December 28, 2018.
Recommendation is to accept the resignation of Lane Schiller. We thank him for his service with the district.
9. 14. Hire Wendy Dodge for a Para Educator position effective January 3, 2019.
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 Dr. Schmidt with any questions.
9. 15. Hire Kristy Suihkonen for a school readiness aide position effective December 13, 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 Dr. Schmidt with any questions.
9. 16. Hire Nicole Johnson for the Para Educator position effective January 7, 2019.
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 Dr. Schmidt with any questions.
9. 17. Hire Stacie Lamppa for the Confidential Superintendent and Human Resources Secretary position effective January 7, 2019.
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 Dr. Schmidt with any questions.
9. 18. Hire Eli Little for an Alpine Ski Coach for 2018-2019.
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 Dr. Schmidt with any questions.
9. 19. Hire Andrew Tikkanen for the 7th Grade Boys Basketball Coach position for 2018-

2019.

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 Dr. Schmidt with any questions.

9. 20. Unpaid leave of absence for Melanie Bradley, Para Educator, effective December 13, 2018 through approximately February 12, 2019.

The leave request is from December 13, 2018 through approximately February 12, 2019, 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. 21. Out-of-state Technology Conference for Information Technology Administrator Mike Hoche

The technology department would like to send Mike Hoche to the Brainstorm Educational Technology Conference held in Wisconsin Dells, WI on March 2nd - March 5th.

The focus of this conference is based around network infrastructure, design, and security. Mike Hoche has attended this conference in the past and has found it to be very beneficial.

This year the regional Technology User Group hosted by ARCC will be paying for the conference fees for the individual we send. The district will need to pay for Mike's travel, room, and board.

10. Recognition/reports:

10. 1. Receive survey results.
10. 2. Student Representative Report.
10. 3. Principal's Report.
10. 4. Superintendent.
Supt. Schmidt's report is attached.

10. 4. 1. Educational Academies Task Force Update

11. Administration Items:

11. 1. 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. An option is to have one regular meeting and a working session each month except for July and December. Attached is a list of the 2nd and 4th Mondays in 2017.

11. 2. 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.

11. 3. 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.

11. 4. 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 it's primary legal council. I recommend that the secondary legal council be Rupp, Anderson, Squires, & Waldspurger, P.A. Please contact Supt. Schmidt with any questions.

11. 5. 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.

11. 6. Consider authorizing school board members to attend necessary instate meetings.

ACTION

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

11. 7. 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.

11. 8. Consider authorizing the superintendent to approve instate 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.

11. 9. 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.

11. 10. 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. 11. Consider \$500.00 anonymous donation to Roosevelt Elementary to be used \$250.00 to Mr. Little's classroom and \$250.00 to Mrs. LeBeque's classroom to add supplies to their classrooms.

ACTION

Recommendation is to accept this generous donation with gratitude.

11. 12. Consider Dissolution of Cooperative Sponsorship of Boys Nordic Ski.

ACTION

Attached is the dissolution application for cooperative sponsorship of Boys Nordic Ski. It is necessary to dissolve the existing cooperative sponsorship in order to create a new cooperative sponsorship. Please contact Supt. Schmidt if you have any questions.

11. 13. Consider Cooperative Sponsorship of Boys Nordic Ski.

ACTION

Attached is the new application for cooperative sponsorship of Boys Nordic Ski. Northeast Range High School is joining the cooperative sponsorship. Please contact Supt. Schmidt if you have any questions.

12. Finance:

12. 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 2019-2020 school year. This is precautionary management. Please approve this resolution and contact Supt. Schmidt with any questions.

12. 2. Consider approving the Fiscal Year 2018 Audit Report.

13. Policies:

13. 1. New Policy/Policies-Third and Final Reading:

ACTION (call for a motion and second to acknowledge third reading and adopt as presented.)

This is the final of three readings and it can now be adopted. As there have been no additional changes recommended, the policy may be viewed on the November 13th agenda. Recommendation is to adopt this new policy as presented.

13. 1. 1. 722 PUBLIC DATA REQUESTS

13. 2. Revised Policies-Third and Final Reading.

ACTION (call for a motion and second to acknowledge third reading and adopt as presented.)

This is the final of three readings and they can now be adopted. As there have been no additional changes recommended, the policies may be viewed on the November 13th agenda. Recommendation is to adopt these revised policies as presented.

13. 2. 1. 413 HARASSMENT AND VIOLENCE

13. 2. 2. 506 STUDENT DISCIPLINE

13. 2. 3. 524 TECHNOLOGY RESOURCE ACCEPTABLE USE POLICY

13. 3. Revised Policies-First Reading.

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

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.

13. 3. 1. 102 EQUAL EDUCATIONAL OPPORTUNITY

13. 3. 2. 205 OPEN MEETINGS AND CLOSED MEETINGS

13. 3. 3. 206 PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS/COMPLAINTS ABOUT PERSONS AT SCHOOL BOARD MEETINGS ETC.

14. Public input regarding meeting agenda.

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

15. Meeting Announcements:

15. 1. MSBA Leadership Conference, January 17-18, 2019, at the Minneapolis Convention Center.

15. 2. Our next regular meeting or working session will be held on Monday, January 28, 2019, at 6:00 P.M. in the Board Room, Roosevelt 104, subject to this evening's board action.

16. Adjournment.

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

