

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138
NORTH BRANCH AREA EDUCATION CENTER ROOM 126
REGULAR SCHOOL BOARD MEETING
NOVEMBER 10, 2016
5:30 PM**

AGENDA

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. Superintendent's Report
- VI. Removal of Consent Items for Discussion
- VII. Approval of Consent Items
 - A. Minutes of October 13, 2016 Policy Committee Meeting
 - B. Minutes of October 13, 2016 Regular School Board Meeting
 - C. Minutes of October 27, 2016 Work Session
 - D. Authorization of Payments, Transfers, and Investment Activity
 - E. Personnel
 - 1. Karen McCorkle, leave request effective October 19, 2016 through November 4, 2016, as Custodian at North Branch Area Education Center
 - 2. Karen McCorkle, leave request effective November 7, 2016 through November 11, 2016, as Custodian at North Branch Area Education Center
 - 3. Deborah Pierce, leave request effective November 15, 2016 through

November 23, 2016, as Third Grade Teacher at Sunrise River Elementary School

4. Stephanie Mohs, leave request effective December 7, 2016 through December 16, 2016, as English Teacher at North Branch Middle School
5. Andrea DeSmet, leave request effective February 17, 2017 through May 11, 2017, as Third Grade Teacher at Sunrise River Elementary School
6. Carol Beckerleg, MA+60, Step 17, as .4 FTE Speech Language Pathologist at Sunrise River Elementary School from October 24, 2016 through December 23, 2016
7. Brody Mohr, effective October 12, 2016, transferring from School Age Care Adult Assistant to Playground Assistant at Sunrise River Elementary School and School Age Care Adult Assistant
8. Makayla Richardson, employment effective October 24, 2016, as Playground Assistant at Sunrise River Elementary School and School Age Care Adult Assistant
9. Wesley Wagstrom, employment effective November 2, 2016, as Bus Driver
10. Ashley Robinette, employment effective November 14, 2016, as SPED Assistant at North Branch High School
11. Debra Beyatt, effective November 14, 2016, transferring from School Age Care Adult Assistant to SPED Assistant at Sunrise River Elementary School
12. Renita Twingstrom, effective November 14, 2016, transferring from SPED Assistant at North Branch High School to Playground Assistant at Sunrise River Elementary School and School Age Care Adult Assistant
13. Christine Bortz, employment effective November 14, 2016, as Office Clerk at North Branch Area Public Schools
14. 2016-17 Extra Curricular Winter Coach Positions
 - a. Roberta Disrud, Class 3, Step 3, as Head Coach for Dance

- b. Amanda Clermont, Class 5, Step 1, as Assistant Coach for Dance
- c. Alex Kuhlman, Class 1, Step 1, as Head Coach for Boys Basketball
- d. Gary Dreissig, Class 3, Step 9, as Assistant Coach for Boys Basketball
- e. Jim VanEerden, Class 3, Step 10, as Assistant Coach for Boys Basketball
- f. Justin Voss, Class 3, Step 1, as Assistant Boys Basketball Coach
- g. Jerome Huselid, Class 1, Step 4, as Head Coach for Girls Basketball
- h. Alison Trampe, Class 3, Step 7, as Assistant Girls Basketball Coach
- i. Kendall Norman, Class 3, Step 3, as Assistant Girls Basketball Coach
- j. Ron Trunk, Class 4, Step 2, as Assistant Coach for Gymnastics
- k. Kyle Kahl, Class 3, Step 3, as Assistant Coach for Wrestling
- l. Sam Ferraro, Class 9, Step 3, as Weightroom Supervisor
- m. Kandi Stragey, Class 6, Step 3, as Middle School Girls Basketball Coach
- n. Sherri Keller, Class 6, Step 2, as Middle School Girls Basketball Coach
- o. Steve Christensen, Class 6, Step 8, as Middle School Girls Basketball Coach
- p. Trent Herold, Class 6, Step 2, as Middle School Wrestling Coach

15. 2016-17 Activity Advisor Positions

- a. Cynthia Dworshak, Class 9, Step 1, as Fall Musical Accompanist (Performances)
- b. Ketrina Johnson, Class 9, Step 2, as .5 Fall Musical Accompanist (Choreographer)

c. Ellen Hein, Class 9, Step 2, as.5 Fall Musical Set Design (Props)

F. Acceptance of Donations

Minnesota Statute 123B.02 permits school boards to "...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof."

Therefore, the Superintendent recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 138 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

VIII. **Open Mic:** Open mic is a time for public comment. However, it is not a means to have issues added to this evening's agenda. It is also not a means to discuss specific individuals negatively in public, either by name or position. If you would like district follow up to comments, please leave appropriate contact information on the open mic sign-in sheet. Please limit your comments to three minutes.

IX. Old Business

A. Consider Second Reading of the Following Policies

1. Policy 410 - Family and Medical Leave Policy
2. Policy 413 - Harassment and Violence
3. Policy 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse
4. Policy 415 - Mandated Reporting of Maltreatment of Vulnerable Adults
5. Policy 416 - Drug and Alcohol Testing
6. Policy 417 - Chemical Use and Abuse
7. Policy 418 - Drug-Free Workplace/Drug-Free School
8. Policy 420 - Students and Employees with Sexually Transmitted Infections and

Diseases and Certain Other Communicable Diseases and Infectious Conditions

X. New Business

- A. Preliminary Financial Statement Report
- B. Consider Establishment of June 30, 2016 Designated Fund Balance for Severance of \$268,170.05 and Assigned Fund Balances for Q Comp of \$14,897.90.
- C. Consider Setting November 17, 2016 at 4:00 pm as a Special Meeting to Canvass the Election
- D. Consider North Branch Policies to be Eliminated
 - 1. NB Policy 406.1 - Personnel Records
 - 2. NB Policy 4000 - General Personnel Policy Statement
 - 3. NB Policy 4112.1 - Contract
 - 4. NB Policy 4112.5 - Staffing Ratio
 - 5. NB Policy 4113 - Licenses; Teacher Responsibility
 - 6. NB Policy 4114.2 - Employee Assistance Program
 - 7. NB Policy 4115 - Transfers and Assignments
 - 8. NB Policy 4119.2 - Contract Releases After Resignation Deadline
 - 9. NB Policy 4119.3 - Inability to Work
 - 10. NB Policy 4122 - Substitute Teachers
 - 11. NB Policy 4131.1 - Membership in Professional Organizations

12. NB Policy 4131.32 - Personnel Workshop
13. NB Policy 4131.33 - Professional Library
14. NB Policy 4135.15 - Employee Relations
15. NB Policy 4135.4 - Internal Grievance Procedure for Licensed Personnel
16. NB Policy 4136 - Meetings
17. NB Policy 4136.1 - Staff Meetings
18. NB Policy 4141 - Payroll Information
19. NB Policy 4142 - Salary Checks and Deductions
20. NB Policy 4144 - Workers' Compensation
21. NB Policy 4146 - Retirement Fund
22. NB Policy 4146.1 - Tax Sheltered Annuities/IRA Accounts
23. NB Policy 4149 - Incentive Program
24. NB Policy 4151.5 - Jury Duty
25. NB Policy 4152.1 - Sabbatical Leaves
26. NB Policy 4152.3 - Child Care Leave
27. NB Policy 4152.31 - Child Care Leave Extensions
28. NB Policy 4152.4 - Shared Timed Teaching Positions
29. NB Policy 4152.5 - Leave of Absence for Reasons of Health
30. NB Policy 4152.8 - Equal Seniority for Purpose of Reinstatement From

Unrequested Leave

XI. Addendum

A. Consent

1. Ramona Wideen, extension of half-time leave request effective November 7, 2016 through December 22, 2016, as Custodian at Sunrise River Elementary School. She will return full-time on December 23, 2016.

2. Makayla Richardson, resignation effective November 9, 2016, as Playground Assistant at Sunrise River Elementary School and School Age Care Adult Assistant

3. 2016-17 Extra Curricular Winter Coach Position
 - a. Sean Huset, Class 6, Step 3, as Middle School Boys Basketball Coach
 - b. Rikki Beaver, Class 6, Step 2, as Middle School Boys Basketball Coach
 - c. Tom Kingsland, Class 3, Step 5, as Assistant Girls Basketball Coach
 - d. Toby Palewicz, Class 3, Step 1, as Assistant Boys Hockey Coach
 - e. Zach Fairbanks, Class 3, Step 3, as Assistant Boys Hockey Coach

4. 2016-17 Activity Advisor Position
 - a. Luke Becker, Class 6, Step 1, as FFA Advisor
 - b. Jay Schueller, Class 9, Step 1, as Fall Musical Set Construction
 - c. Jay Schueller, Class 9, Step 3, as .5 Fall Musical Tech Booth (Lights)
 - d. Jay Schueller, Class 9, Step 3, as .5 Fall Musical Tech Booth (Sound)

XII. Information

A. Board & Administrator October 2016 Issue

XIII. Board Requests

XIV. Committee Reports

A. SEE (Schools for Equity in Education)

B. Negotiations

1. North Branch Support Staff Association (NBSSA)

2. Bus Drivers

C. MSBA Update or Report

D. SCRED Report

E. Staff Development Report

F. OPEB Committee Report

G. Policy Committee Report

XV. Dates to Remember

A. Thursday, November 17, 2016 Special Board Meeting, 4:00 pm, North Branch Area Education Center, Room 126

B. Monday, December 5, 2016 NBSSA Mediation Session, 9:00 am, North Branch Area Education Center, Room 118

C. Thursday, December 8, 2016 Reception for Outgoing Board Member, 5:00 pm, North Branch Area Education Center, Room 126

D. Thursday, December 8, 2016 Regular School Board Meeting, 5:30 pm, North Branch Area Education Center, Room 126

XVI. Adjournment