

**NORTH BRANCH INDEPENDENT SCHOOL DISTRICT NO. 138  
NORTH BRANCH AREA EDUCATION CENTER ROOM 126  
REGULAR SCHOOL BOARD MEETING  
OCTOBER 13, 2016  
5:30 PM**

**AGENDA**

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Agenda
- V. School Board Recognition
  - A. Cathie Pascavage-Completion of MSBA Phase I, II, III
  - B. Julie Flodquist
- VI. Superintendent's Report
- VII. Removal of Consent Items for Discussion
- VIII. Approval of Consent Items
  - A. Minutes of September 8, 2016 Policy Committee Meeting
  - B. Minutes of September 8, 2016 Regular School Board Meeting
  - C. Minutes of September 22, 2016 Special School Board Meeting
  - D. Authorization of Payments, Transfers, and Investment Activity
  - E. Personnel

1. Steven Johnson, retirement effective September 1, 2016, as SPED Assistant at North Branch High School
2. Julie Weller, resignation effective September 19, 2016, as Bus Driver
3. Keith Weston, resignation effective September 26, 2016, as Maintenance Technician at North Branch Area Public Schools
4. Chauntell Saul, resignation effective September 29, 2016, as School Age Care Adult Assistant
5. Debra Enger, resignation effective September 29, 2016, as Lunchroom Assistant at Sunrise River Elementary School
6. Emily Carlson, resignation effective October 7, 2016, as School Age Care Adult Assistant
7. Roxanne Kahler, resignation effective October 10, 2016, as Bus Driver
8. Ruth Dickhausen, leave request effective October 5, 2015 through December 28, 2016, as Schoolkeeper at North Branch Area Education Center
9. Cynthia Gillette, leave request effective September 6, 2016 through September 26, 2016, as Bus Driver
10. Cynthia Gillette, extension of leave request effective September 27, 2016 through October 11, 2016, as Bus Driver
11. Ramona Wideen, half-time leave request effective September 12, 2016 through November 4, 2016, as Custodian at Sunrise River Elementary School. She will return full-time on November 7, 2016.
12. Nicole Chandler, leave request effective February 13, 2017 through March 31, 2017, as Family and Consumer Science Teacher at North Branch High School
13. Renita Twingstrom, employment effective August 31, 2016, as SPED Assistant at North Branch High School
14. Amy Glaser, employment effective September 7, 2016, as Playground Assistant at Sunrise River Elementary School

15. Lisa Conroy, employment effective September 20, 2016, as Lunchroom Assistant at North Branch Middle School
16. Amanda Glaser, employment effective September 21, 2016, as Lunchroom Assistant at North Branch Middle School
17. Deyvon Long, employment effective September 27, 2016, as SPED Assistant at Sunrise River Elementary School
18. Hannah Prigge, employment effective October 4, 2016, as Early Childhood SPED Assistant at North Branch Area Education Center
19. Jennifer Seekon, employment effective October 25, 2016, as SPED Assistant at North Branch High School
20. Lynn Fox, effective October 3, 2016, transferring from School Age Care Adult Assistant to School Age Care Senior Adult Assistant
21. Cynthia Schloer, effective October 10, 2016, transferring from School Age Care Adult Assistant to School Age Care Senior Adult Assistant
22. Ann Fortier, effective October 6, 2016, going from part-time to full-time Schoolkeeper at Sunrise River Elementary School
23. 2016-17 Extra Curricular Fall Coach Position
  - a. Rikki Beaver, Class 6, Step 1, as Middle School Boys Soccer Coach
24. 2016-17 Activity Advisor Positions
  - a. Julie Cooley, Class 6, Step 1, as DECA Advisor
  - b. Mindy Lattimore, Class 4, Step 10, as Head Coach for High School Speech
  - c. Stephanie Mohs, Class 7, Step 1, as Middle School Yearbook Advisor
  - d. Pierre Pleau, Class 3, Step 6, as Auditorium Coordinator

F. Approval of Seniority Lists

1. NBEA (North Branch Area Education Association)
2. NBSSA (North Branch Support Staff Association)
3. Local 320 (Bus Drivers)
4. SEIU Local 284 (Custodial)

G. Annual Assurance of Compliance Report

H. 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.

- IX. **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. 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.

X. Old Business

- A. Consider Resolution Awarding the Sale, Determining the Form and Details, Authorizing the Execution, Delivery, and Registration, and Providing for the Payment of General Obligation Capital Facilities Bonds, Series 2016A

B. Consider Second Reading of the Following Policies

1. Policy 401 - Equal Employment Opportunity
2. Policy 402 - Disability Nondiscrimination Policy

3. Policy 404 - Employment Background Checks
4. Policy 405 - Veteran's Preference
5. Policy 406 - Public and Private Personnel Data
6. Policy 407 - Employee Right to Know - Exposure to Hazardous Substances
7. Policy 408 - Subpoena of a School District Employee
8. Policy 409 - Employee Publications, Instructional Materials, Inventions, and Creations

## XI. New Business

### A. Consider First 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

## XII. Addendum

A. Consent

1. Heidi Corbin, resignation effective August 29, 2016 as Early Childhood Teacher at North Branch Area Education Center
2. Hannah Prigge, resignation effective October 6, 2016, as Early Childhood SPED Assistant at North Branch Area Education Center
3. Cynthia Gillette, extension of leave request effective October 12, 2016 through October 18, 2016, as Bus Driver

B. Consider Personnel Actions

1. Revise Personnel Policies Providing Terms and Conditions for Non-Union Employees Effective July 1, 2016 through June 30, 2018
  - a. 12 Month Hourly Personnel
  - b. Salaried Classified Personnel
  - c. JROTC Instructors
  - d. Accountant
  - e. Director of Activities
  - f. Director of Buildings and Grounds
  - g. Director of Community Education
  - h. Director of Technology
  - i. Director of Transportation
  - j. Director of Teaching and Learning
  - k. Director of Finance and Human Resources

2. Ratify Contract Between the North Branch Principals Association and North Branch Independent School District Effective July 1, 2016 through June 30, 2018

3. Ratify Contract with the Superintendent for 2016-17, 2017-18, and 2018-19

### XIII. Information

A. Board & Administrator September 2016 Issue

### XIV. Board Requests

### XV. 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

### XVI. Dates to Remember

A. Tuesday, October 25, 2016 Negotiations Committee Meeting, 4:00 pm, North Branch Area Education Center, Room 121

B. Tuesday, October 25, 2016 NBSSA Negotiations Session, 4:30 pm, North Branch

Area Education Center, Room 118

- C. Thursday, October 27, 2016 School Board Work Session, 5:30 pm, North Branch Area Education Center, Room 118
- D. Tuesday, November 1, 2016 Negotiations Committee Meeting, 4:00 pm, North Branch Area Education Center, Room 121
- E. Tuesday, November 1, 2016 Bus Driver Negotiations Session, 4:30 pm, North Branch Area Education Center, Room 118
- F. Thursday, November 10, 2016 Policy Committee Meeting, 4:30 pm, North Branch Area Education Center, Room 118
- G. Thursday, November 10, 2016 Regular School Board Meeting, 5:30 pm, North Branch Area Education Center, Room 126

## XVII. Adjournment