

**ROCORI SCHOOL DISTRICT 750**  
**Regular School Board Meeting**  
**Monday, April 23, 2018 @ 6:30 PM**  
**Location: ROCORI BOARD ROOM (DISTRICT OFFICE SITE)**

**AGENDA**

**1. CALL TO ORDER**

Demuth, Habben, Hesse, Humbert, Schurman, and Wesenberg.

Student Members:

Presenter: Schurman, Board Vice Chair

Time: 6:30 PM

**2. PLEDGE OF ALLEGIANCE**

The School Board Chair will lead the board and attendees in the Pledge of Allegiance.

Presenter: Schurman, Board Vice Chair

Time: 6:32 PM

**3. APPROVAL OF AGENDA**

Board action to approve the agenda for the meeting is expected.

Presenter: Schurman, Board Vice Chair

Time: 6:34 PM

**4. COMMENTS AND REQUESTS FROM VISITORS**

The agenda is open to visitors of the meeting to offer comments to and/or requests of the school board. The comments and requests should follow the adopted district guidelines which are printed and available at the meeting. As a general rule, items introduced in the opportunity for comments and requests do not receive action from the School Board, but are taken under advisement or consideration for future action.

Presenter: Schurman, Board Vice Chair

Time: 6:36 PM

**A. STUDENT SENATE REPORT**

The student representatives to the School Board will be offered opportunity to update the Board members about Student Senate activities or other items of interest and concern during this session of the agenda.

**5. CONSENT ITEMS**

Action is requested on the following items of the consent agenda. Consent agenda items are typically adopted without discussion of the individual items because they are routine or ordinary in action. Any consent agenda item may be removed for further discussion and deliberation by any member of the board.

Presenter: Schurman, Board Vice Chair

Time: 6:40 PM

**A. APPROVAL OF MINUTES**

The minutes from the Regular and work session meetings of April 9, 2018 are included in the exhibits.

The minutes from the Special meeting of April 19, 2018 are included in the exhibits.

Recommend approval of the minutes from the meetings.

## 1. REQUEST FROM HOMETOWN PRIDE COMMITTEE

### B. TREASURER REPORT

Board Treasurer Jason Wesenberg will have reviewed financial information for the board. This information is included in the Treasurer's Report.

Approval of Treasurer's Report is recommended.

### C. APPROVAL OF BILLS

Treasurer Wesenberg will have been at the school site to review bills, ask questions, and confirm information prior to the meeting.

Recommendation is to approve bill payment subject to any adjustments or direction offered by the Treasurer.

### D. EMPLOYMENT

Principal Skanson has submitted a recommendation for Jenna Zimney as a Special Education Teacher at the Cold Spring Elementary School for the 2018-2019 school year. Jenna will replace Doris Minnerath who will be leaving at the end of the 2017-2018 school year.

Recommend approval of the assignment as outlined.

### E. SENIOR CLASS REQUEST

The request from the 2018 Senior Class, along with the recommendation from Principal Jenson, was brought to the full board on the April 9, 2018 meeting for a first reading. The request is brought back for approval at this meeting.

Recommendation: Approve the request from the 2018 Senior Class to be forgiven the last three days of the school calendar as long as all requirements are met.

### F. RESIGNATIONS

Meaghan Baynes, Science Teacher at the Secondary Schools, has submitted a letter of resignation effective at the end of the 2017-2018 school year.

Gloria Brinker, Lunch Room Monitor at the John Clark Elementary School, has submitted a letter of resignation for retirement purposes effective at the end of the 2017-2018 school year. Gloria has worked for the district for 11 years.

Recommendation: Accept the letters of resignation from Meaghan Baynes and Gloria Brinker.

### G. QUOTE FOR JOHN CLARK ELEMENTARY FLOORING AND MIDDLE SCHOOL GYM RESTROOM

The district has received two quotes to repair/replace the concrete flooring at John Clarke Elementary and the Middle School Gym Restroom flooring in accordance with our Long Term Facility Maintenance plan.

Recommendation to accept the low quote in the amount of \$29,905 from MCI Carpet One for both projects.

### H. QUOTE FOR SECONDARY TESTING

Quote from Renaissance for Secondary testing, replaces our Aspire and NWEA subscriptions for the 2018-2019 school year.

Recommendation: Approve the quote from Renaissance for testing subscription starting with the 2018-

2019 school year.

#### I. REQUEST FROM HOMETOWN PRIDE COMMITTEE

The Cold Spring Hometown Pride Committee has requested the use of school district property for the car show held on July 28, 2018 as part of their Hometown Pride events.

The request is consistent with previous experiences with the organization and the district has a long history of supporting the community events.

Recommend approval of the request with the understanding that district use guidelines will be followed.

#### 6. ACTION ITEMS

Action items receive individual attention because of the nature of the issues, the need to discuss or review the information prior to taking action, or the specific kind of action required for the item.

Time: 6:45 PM

##### A. APPROVAL OF PAYMENT TO COLD SPRING BAKERY

Check #98211 in the amount of \$135.45

Time: 2 minutes

##### B. APPROVAL OF PAYMENT TO BSN SPORTS, INC

Check #98202 in the amount of \$13,306.14.

Time: 2 minutes

##### C. APPROVAL OF PAYMENT TO US GAMES

Approve check #98375 in the amount of \$1,370.23.

##### D. PERSONNEL ACTION

The proposed recommendations for reductions include actions that affect particular personnel. In particular, the proposal includes reductions of probationary paraprofessional positions. Action to identify the paraprofessionals affected by the reductions is required.

Recommend termination of employment of the paraprofessionals as presented.

##### E. CALENDARS

###### 1. 2018-2019 CALENDAR

At the meeting on April 9, 2018, the proposed final calendar for the 2018-2019 school year was shared. This calendar has been posted as the tentative calendar for an entire year. The calendar is presented for final approval as the official calendar for the 2018-2019 school year.

Desired Outcome: Adoption of a final calendar for 2018-19.

Recommendation: Adopt the tentative calendar for 2018-19 as the final calendar for the 2018-19 school year.

###### 2. TENTATIVE CALENDAR FOR 2019-2020

At the last meeting, the calendar for the 2019-2020 was presented. Two options for potential implementation had been developed but administrative meeting conversation indicated that the more traditional calendar was preferred. The traditional calendar has school ending in the week following Memorial Day while the other option offered longer breaks which took the school days into June. This agenda item returns for approval as a tentative calendar for the 2019-2020 school year, The calendar will be posted for a year until it comes back to the School Board for final approval in the spring of 2019.

Desired Outcome: Adoption of a calendar on a "tentative" basis for the 2019-20 school year.

Recommendation: Adoption of the "traditional" calendar format.

#### F. IDENTIFIED OFFICIAL WITH AUTHORITY

At the last meeting, you approved the Superintendent as the Identified Official with Authority for the MDE website. MDE has informed us that we did not use the proper verbiage and instructed us to use the following language to redo the approval.

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Superintendent recommends the Board authorize John Thein to act as the Identified Official with Authority (IOwA), and Beth Bertram to be the IOwA to add and remove name only, for Rocori Public School District 0750-01 .

#### G. BOARD PROPOSALS

Principal Jenson has submitted two proposals for additional staffing for School Board approval. Mr Jenson has provided information on each proposal for the need for the two additional positions.

Recommendation: Approve the two proposals from Principal Jenson for the 2018-2019 school year.

### 7. SUPERINTENDENT HIRING PROCESS

#### 8. DISCUSSION ITEMS

Discussion items receive individual attention because of the nature of the issues and the need for introductory or other discussion in order to review the information prior to taking action. This is also the agenda location for items which simply need school board review, but no formal action on the item is required. Discussion items will typically return to the agenda at a future point for more specific action.

Time: 7:45 PM

### 9. ADMINISTRATIVE AND BOARD REPORTS

Time: 7:50 PM

#### A. ADMINISTRATIVE REPORTS

Administrative reports are requested of each administrator for update purposes. For the second meeting, the reports are offered by the Business Cabinet members. The Business Cabinet includes the Director of Business Services, Buildings and Grounds Director, Technology Director, Community Education Director, Food Service Director, and Activities Director.

#### B. BUDGET COMPARISON REPORT

The business office provides an update of district expenditures and revenues through the Budget Comparison Report. The report is intended to provide a financial picture of the district in a couple ways. One is to compare current year expenditures to the previous year. The second is to simply give a report on the current financial status. In addition to the report, special items of note are highlighted in the explanations offered. This report does not require formal action but is provided as an informational item.

#### C. SUPERINTENDENT REPORT

Superintendent Thein is expected to have a report for the board regarding district activities and information.

#### D. BOARD COMMITTEE AND REPRESENTATIVE REPORTS

Board members will report on activities within their portfolio of committee and representative assignments.

1. STATE OF COMMITTEE WORK

An update from all committees on the status of items they may have been working on and what the next steps are.

2. COMMUNITY FEEDBACK

10. **UPCOMING EVENTS AND ACTIVITIES**

A calendar of upcoming issues of concern to the school board is included as part of the agenda.

Time: 8:30 PM

A. TOUR OF COLDSRING

Members have been invited by Greg Flint of Coldspring for a presentation and tour of the facility on May 9, 2018 from Noon to 2:00 p.m.

11. **ADJOURN**

Time: 8:45 PM

Mission: *Making a difference today to create a better tomorrow*  
*Caring Learning Giving*