

ROCORI SCHOOL DISTRICT 750
Regular School Board Meeting
Monday, August 13, 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: Habben, Board Chair

Time: 6:30 PM

2. APPOINT ACTING CLERK

Clerk Demuth will be absent from the meeting so an acting clerk will need to be appointed.

Presenter: Habben, Board Chair

Time: 6:32 PM

3. PLEDGE OF ALLEGIANCE

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

Presenter: Habben, Board Chair

Time: 6:34 PM

4. APPROVAL OF AGENDA

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

Presenter: Habben, Board Chair

Time: 6:36 PM

5. 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.

Time: 6:38 PM

6. 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: Habben, Board Chair

Time: 6:43 PM

A. APPROVAL OF MINUTES

The minutes from the Organizational meeting of July 23, 2018 are included in the exhibits.

Recommend approval of the minutes from the meetings.

B. EMPLOYMENT

Mary Holmberg, Principal of Richmond Elementary, is recommending Natasha Kinzer as the 3rd grade teacher at Richmond Elementary for the 2018-2019 school year. This would be to replace the position vacated by James Kulla.

Assistant Principal Nelson is recommending Brian Heying as the Technology Teacher at the Secondary level for the 2018-2019 school year. Brian is filling the position created by the 5 year leave of absence granted to Jeron Lieser starting with the 2015-2016 school year.

John Clark Elementary Principal Court is recommending Dana Claseman to fill a .5 FTE Paraprofessional position and he .23 FTE General Supervision position for the 2018-2019 school year. This would fulfill the SPED minutes on student IEP's and fill the vacancy created with the retirement of Gloria Brinker.

Director of Food Service Barker is recommending an increase in assignment for Kim Schindler as a Cook's Helper at Cold Spring Elementary. The increase would be to cover her current 4 hour position and then an additional 1.5 hours to absorb the lunch clerk duties. The move of Scott Knudson to the Secondary building opened the lunch clerk position at Cold Spring Elementary.

Food Service Director Barker is recommending Sharon Holthaus as the Cook's Helper at Richmond Elementary for 15-20 hours per week for the 2018-2019 school year. This would fill the position vacated with the retirement of Janice Nohner.

Food Service Director Barker is recommending Brenda Dingmann as the Cook's Helper at the Secondary Schools. This would be to fill the vacancy created by the resignation of Melanie Primus.

Recommend approval of the assignment as outlined.

C. ADULT LUNCH PRICE

At a previous meeting the student lunch and breakfast prices were approved. At that time we did not know at that time what the Adult price would be. Food Service Director Barker has since been given the minimum price and is recommending we increase the Adult and non-program lunch price to \$3.75 to meet that minimum price.

Recommendation to increase the Adult and non-program lunch price to \$3.75 for the 2018-2019 school year.

D. RESIGNATION

Melanie Primus, Cook's Helper at the Secondary Schools has submitted a resignation from her position effective August 27, 2018.

Recommendation: Accept the letter from Melanie Primus effective August 27, 2018.

7. 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: 6:48 PM

A. IDENTIFIED OFFICIAL WITH AUTHORITY

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 re-certified 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 Brad Kelvington 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 0750-0

B. RESOLUTION CALLING FOR GENERAL ELECTION

C. CHANGE IN EMPLOYMENT

Director of Community Education Hillmann is recommending a change in the Early Childhood Coordinator pay scale. This item was brought to you at an earlier meeting but there were some concerns with moving the position from one agreement to another without a conversation with concerned parties. The concerned parties have since met and arrived at this agreement for placement.

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: 7:15 PM

A. SCHOOL BOARD PER DIEM

At the last meeting, the school board per diem was discussed and it was determined that the district should look at the surrounding districts to see what they are doing as far as per diem rates. The attached document shows what the results of the survey was.

B. STUDENT HANDBOOKS

The desire was to have three readings of the student handbooks for the 2018-2019 school year. The principals were present last meeting to share to handbooks as a first reading. There were some suggestions for adjustments in the handbooks and the principals have been working to make those changes. The attached documents are the revised handbooks that include the recommended changes.

No action is expected at this time.

C. FISHING CLUB

D. THIRD GRADE AT JOHN CLARK ELEMENTARY

At a previous meeting, the enrollment for the 2018-2019 school year was presented. In that discussion, it was noted that some of the class sizes were either above the class size range or very close. One of the requests that resulted from that discussion was the principal from John Clark Elementary come back with a recommendation for his third grade. Principal Court has offered the attached document as his recommendation.

No action is required at this time.

9. ADMINISTRATIVE AND BOARD REPORTS

Time: 7:45 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. SUPERINTENDENT REPORT

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

1. ENROLLMENT

2. PARKING LOT LIST

10. **UPCOMING EVENTS AND ACTIVITIES**

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

Time: 8:00 PM

11. **ADJOURN**

Time: 8:05 PM

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