

ROCORI SCHOOL DISTRICT 750
Regular School Board Meeting
Monday, September 24, 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. PLEDGE OF ALLEGIANCE

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

Presenter: Habben, Board Chair

Time: 6:32 PM

3. APPROVAL OF AGENDA

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

Presenter: Habben, Board 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.

Time: 6:36 PM

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: Habben, Board Chair

Time: 6:41 PM

A. APPROVAL OF MINUTES

The minutes from the regular and work session meetings of September 10, 2018 are included in the exhibits.

Recommend approval of the minutes from the meetings.

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 is recommending Amy Johnson and Kristin McMahan as paraprofessionals at Cold Spring Elementary for the 2018-2019 school year. Ms McMahan will be replacing Kaylin Diaz who moved to the Early Childhood program and Ms Johnson is filling the additional position approved on September 10, 2018.

Principal Skanson is recommending Joan Stanly as a Long Term Substitute EL Teacher to cover the needs of students while Jason Teig is filling in at the Secondary School.

Recommend approval of the assignment as outlined.

E. RESIGNATIONS

Wanda Och has submitted a letter of resignation from her position as a Special Education Paraprofessional at the District Education Facility effective September 4, 2018.

Mr Schneeberger was hired as a Boys Head Basketball Coach but has since moved and is not able to fulfill the position.

Recommendation: Accept the letter of resignation from Wanda Och and Trevor Schneeberger as presented.

F. CLUB STATUS

The Fishing Club came before the Board on August 13, 2018 to request club status. They have now provided a handbook for their group.

Recommendation: Approve club status for the Fishing Club.

G. LANE CHANGES

The Master Agreement with our teaching staff allows our teachers to request a lane change in September, December, and March of each school year. A report of the requested lane changes is included in your documents for approval. Once approved, the change becomes a part of their pay the following month.

Recommendation: Approve the lane change requests as presented.

H. VAN PURCHASE

In accordance with MN Statute 471.345, subd.15, the District is purchasing a van through the State of Minnesota's cooperative purchasing venture without going through a competitive bidding process. The details of the purchase are included in the attached documents.

Recommendation: Approve purchase of 2018 Chevrolet 3500 Express Extended Passenger Van from Schwieters Chevrolet, Cold Spring, through MN State Contract Purchase.

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: 6:48 PM

A. APPROVAL OF PAYMENT TO COLD SPRING BAKERY

Payment to Cold Spring Bakery Check #99400 in the amount of \$28.14.

Recommend approval of the payment to Cold Spring Bakery.

Time: 2 minutes

B. LEVY CERTIFICATION

The levy implementation process is conducted in at least two stages--initial certification and final certification of the tax assessments applied within the School District. In order to prepare and finalize the levy authorization, initial action is required in September to set the expected tax levy within the district.

The ROCORI District has typically authorized the maximum levy authority at this juncture of the process so that all tax levies remain in consideration. The Department of Education has run preliminary information related to the levy implementation. This forms the basis of the recommendation to approve the "maximum" levy at this point in time.

Desired Outcome: Allow the district to be in position to levy the taxes authorized for the ROCORI Schools, yet maintain flexibility in establishing the final levy action. This also allows taxpayers the opportunity to see the proposed taxes with the property tax statements distributed in November.

Recommend preliminary certification of the 2018 Pay 2019 levy for the maximum amount.

C. INSURANCE RENEWALS

Many of the district insurance policies are set for renewal on October 1, The district has received quotations on the property and liability insurance, network security insurance, and worker's compensation. Information about the quotations is included in the exhibits.

Recommendation: Approve the property and liability insurance with EMC, workers comp insurance with SFM, and network security insurance with AXIS.

Presenter: Business Manager Bertram and Superintendent Kelvington

D. BAND AND CHOIR TRIP

Mr Hutar and Ms Morford have submitted a request for a band and choir trip to take place on 02/18/19 through 02/22/2019. Mr Hutar is expected to be at the meeting to present the request.

7. 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 Organizational meeting in July, the Board requested the district office to do a survey of surrounding districts and also "like" size districts further out of the per diem rates. The survey went to our surrounding districts and then also to four districts larger than ROCORI and 4 districts smaller than ROCORI. We did not hear back from all the districts we requested the information from but are sharing the information of those that did respond.

No formal action is requested at this time.

8. ADMINISTRATIVE AND BOARD REPORTS

Time: 7:45 PM

A. 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.

B. SUPERINTENDENT REPORT

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

C. BOARD COMMITTEE AND REPRESENTATIVE REPORTS

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

D. PARKING LOT LIST

Items on this list have been part of Board discussion and may need further action.

No formal action is requested.

9. 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

10. ADJOURN

Time: 8:05 PM

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