

**ROCORI SCHOOL DISTRICT 750**  
**Regular School Board Meeting**  
**Monday, December 16, 2019 @ 5:30 PM**  
**Location: ROCORI BOARD ROOM (DISTRICT OFFICE SITE)**

**AGENDA**

**1. CALL TO ORDER**

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

Student Members: Emily Haus, Shelby Gebault

Presenter: Habben, Board Chair

Time: 5:30 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: 5:32 PM

**3. APPROVAL OF AGENDA**

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

Presenter: Habben, Board Chair

Time: 5:34 PM

**4. CELEBRATION OF EXCELLENCE-ROCORI PROUD**

This agenda item is intended to be a formal opportunity for the School Board and its members to recognize and celebrate success within the ROCORI School District. Most of the recognition comes in the form of ROCORI Proud presentations although the recognition is not limited to that format.

Presenter: Kara Habben

Time: 5:35

A. ROCORI Cross Country State Participants: Carley Kremer, Paige Larsen, Laina Viere, Katelyn Motter

B. ROCORI State Diver Participants: Olivia Motter and Maggie Headley

C. ROCORI All-State Academic Honors for Football: Brock Humbert

D. ROCORI State Football All-Star Game Participants: Andrew Anderson and Caleb Schouviller

E. ROCORI Varsity Football Team State Champions-Head Coach James Herberg

**5. TRUTH IN TAXATION PRESENTATION**

Director of Business Services Bertram has developed the annual Truth in Taxation presentation regarding district financial operations. The opportunity to share this information with the general public is part of the purpose of the public hearing.

No formal action is required.

Presenter: Director of Business Services Bertram

Time: 6:00 PM

**6. 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: 6:15 PM

## 7. 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: 6:20 PM

### A. APPROVAL OF MINUTES

The minutes from the Regular and Work Session meeting of November 25, 2019 are included in the exhibits.

Recommend approval of the minutes from the meeting.

### 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 of \$2,594,542.19 subject to any adjustments or direction offered by the Treasurer.

### D. SENIORITY LISTS

The master agreements with some of the ROCORI employee groups require posting of seniority lists before the first of the year. The seniority lists have been distributed and had preliminary postings to allow time for staff to request any corrections. At this point, it is appropriate for the School Board to approve the seniority lists in formal manner in order to allow them to be used for personnel decisions and direction.

Recommend approval of the seniority lists among the employee groups in the district.

### E. 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.

### F. EMPLOYMENT

Recommend approval of the assignment as outlined.

1. Cold Spring Elementary-Grade 1 Long Term Sub teacher: Mckenzie Timm
2. Food Service Department-5 hr Cook's helper at Secondary Building: Marlys Kuhl
3. District Education Facility-Child Care Position: Brooke Krebs

### G. RESIGNATIONS-RETIREMENTS

Recommendation: Accept the resignations as presented.

1. Resignation-ROCORI Activities Department-Head Volleyball Coach: Ted Faber
2. Resignation-ROCORI Activities Department-Assistant Volleyball Coach: Stephanie Ruegemer
3. Resignation-ROCORI Activities Department-Assistant Volleyball Coach: Amanda Ruegemer
4. Resignation-ROCORI Head Girls Soccer Coach: Brian Kothrade
5. Resignation-EC Screening Coordinator: Laura Mueller effective 12-20-2019
6. Resignation-District Education Facility-Cleaner: Marlys Kuhl effective 12-20-2019. She accepted a 5-hour cook position at the Secondary.

## 8. 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.

- A. JANUARY MEETING: Organizational School Board Meeting on January 6, 2020 at 6:30 PM  
Per MSBA, the organizational meeting should be held on the first Monday in January (or as soon as practicable thereafter) each year to organize for the year.

Recommendation to approve the board meeting so it can be scheduled.

Presenter: Brad Kelvington

Time: 6:23PM

### B. RESOLUTION TO ACCEPT A DONATION

Be It Resolved, by the School Board of ISD 750, ROCORI, as follows, that the following donation be accepted with gratitude: Thank you to all the organizations and individuals for their donations. The school district appreciates your generosity and continued support. Item donated: \$200; Donor: Simonson Lumber; Designation: Industrial Technology

Presenter: Kara Habben

Time: 6:25PM

### C. INDIVIDUAL DIRECTOR CONTRACTS 2019-2021

Recommendation: Approve the following contracts for the Director of Technology, Director of Business Services, Director of Community Education, Director Buildings and Grounds, Director of Food Services as presented.

Presenter: Brad Kelvington

Time: 6:27PM

1. ROCORI District Office: Director of Technology 2019-2021 Agreement: Brian Michalski
2. ROCORI District Office: Director of Business Services 2019-2021: Beth Bertram
3. ROCORI District Office: Director of Buildings and Grounds 2019-2021: Brent Neisinger
4. ROCORI District Office: Director of Community Education 2019-2021: Stephanie Hillman
5. ROCORI District Office: Director of Food Services 2019-2021: Christine Barker

- D. NEW POSITION: Director Hillman has recommended a Community Education Program Coordinator position at the District Education Facility.

Presenter: Stephanie Hillman

Time: 6:29PM

### E. STRATEGIC PLANNING

Recommendation: Accept the plans to start the process of reviewing the current Strategic Plan with Bruce Miles.

Presenter: Brad Kelvington

Time: 6:31PM

**F. JULY DISTRICT-WIDE SHUT DOWN 2020**

Option #1: Closed from July 2nd through July 8th

Option #2: Closed from July 3rd and July 6th

Option #3: Closed on July 3, 2020

Recommendation: The ROCORI School District will no longer require a week long furlough around the 4th of July holiday week.

Presenter: Brad Kelvington

Time: 6:33PM

**G. APPROVE 2019-2020 REVISED BUDGET**

The revised budget was reviewed at the November 25, 2019 meeting. It is being brought back for formal approval.

Recommendation: Approve the 2019-2020 revised budget as presented.

Time: 6:35PM

**H. RESOLUTION FOR COMBINED POLLING PLACES**

Pursuant to Minnesota statute 205A.11, districts are required to pass a resolution to combine polling places by December 31 of each year.

Presenter: Brad Kelvington

Time: 6:37PM

**I. CERTIFICATION OF SCHOOL TAX LEVY**

In September, the preliminary tax levy certification was approved with the action to set the maximum levy. As noted in the tax statements distributed by Stearns County, the district revenues include voter-approved levy authority and levy authority established by the School Board. Ultimately, the decision to implement any or all of the local tax efforts is determined in action to certify the school tax levy.

Information related to the final tax levy for the ROCORI School District is included in the exhibits. It is recommended the full levy authority of the School District be assessed.

Presenter: Beth Bertram

Time: 6:39PM

**J. APPROVAL OF PAYMENT TO COLD SPRING BAKERY**

Payment to Cold Spring Bakery Check 102879 in the amount of \$313.61.

Recommend approval of the payment to Cold Spring Bakery

Presenter: Kara Habben

Time: 6:43PM

**K. FTE 0.5 Special Education teacher-RES FTE 0.5 Special Education Assessment for all 3 Elementary Schools**

Recommendation: Approve the addition of the FTE 1.0 SPED teacher for the 3 Elementary Schools.

Presenter: Brad Kelvington

Time: 6:45PM

**9. DISCUSSION ITEMS**

**A. POLICY**

No action is expected

Presenter: Brad Kelvington

Time: 6:55PM

1. 5-1: Long Term Facilities Maintenance Plan is being presented for the second reading
2. 5-3: Crisis Prevention and Management at ROCORI is being presented for the second reading.
3. 9-5: Administration of Medication at School is being presented for the second reading.

**B. FFA PROGRAM-TEACHER EXTENDED CONTRACT: Tamara Berger**

The new ROCORI Agriculture/FFA program is seeking an extended contract to cover summer programs and events.

Recommendation: Consider the additional payment that would cover the extra days for the summer.

Presenter: Joel Baumgarten

Time: 6:58PM

**10. ADMINISTRATIVE AND BOARD REPORTS**

**A. SUPERINTENDENT REPORT**

Presenter: Brad Kelvington

Time: 7:00PM

**B. BOARD COMMITTEE AND REPRESENTATIVE REPORTS**

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

Time: 7:02PM

**C. Budget Comparison Report November 2019**

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.

Time: 7:04PM

**11. UPCOMING EVENTS AND ACTIVITIES**

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

**12. CLOSED SESSION**

The meeting will close at this time for the purpose of Superintendent's Formative Evaluation.

Presenter: Kara Habben

Time: 7:05PM

**A. Superintendent's Formative Evaluation**

**13. ADJOURN**

Time: 7:20 PM