

*The mission of the Frazee-Vergas Public School District, a leader in quality education is to provide and promote a secure and respectful educational environment which encourages the development of individual potential for life-long learning in a diversified society.*

**Frazee-Vergas Public Schools, ISD 23  
Frazee, Minnesota 56544  
School Board Working Session  
High School Media Center  
Monday, February 22, 2010  
6:00 PM**

**2-22 Added Feb. 17 minutes and consent agenda**

1. Call to Order by the School Board Chairperson
2. Pledge of Allegiance
3. Citizen & Delegation Requests
  - A. Rodger Palmer
4. Adoption of the Agenda 3
5. Consider Consent Agenda 5
  - A. Adoption of the Minutes - February 8 and 17, 2010 6
6. Communications Reports
  - A. Guests:
    1. None
  - B. Staff:
    1. TIES Conference Attendees
    2. Mrs. Menz, Business Manager - Employee Leave Report
    3. Mrs. Thorp, Community Education Director - Community Education Report
    4. Mr. Stender, Presentation of 2010 School Finance Award from Minnesota Department of Education
  - C. Business Office:
    1. Business Managers Mrs. Menz & Mrs. Mineer
  - D. School Board:
    1. None
7. Meetings/Workshops
  - A. Q-Comp Workshop, March 8, MDE Roseville
  - B. Regular School Board Meeting, March 8, 6:00 p.m., High School Media Center
  - C. School Board Working Session, March 22, 6:00 pm., High School Media Center
8. Discussion Items- No Action Required
  - A. Discuss Special Education Director Position 2010-2011
9. Adjournment of Meeting

\*The agenda is tentative until approved by the school board. The agenda is subject to change without notice.

\*\*The public may address the School Board in accordance with Policy 206 Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations

TENTATIVE

*The mission of the Frazee-Vergas Public School District, a leader in quality education is to provide and promote a secure and respectful educational environment which encourages the development of individual potential for life-long learning in a diversified society.*

**Frazee-Vergas Public Schools, ISD 23**  
**Frazee, Minnesota 56544**  
**High School Media Center**  
**Monday, February 22, 2010**  
**6:00 P.M.**

**\*TENTATIVE AGENDA**

- 1.0 Call to Order by the School Board Chairperson
- 2.0 Pledge of Allegiance
- 3.0 Citizen & Delegation Requests
  - 3.1 Rodger Palmer
- 4.0 Adoption of the Agenda D/A
- 5.0 Consider Consent Agenda D/A
  - 5.1 Adoption of the Minutes –February 8, 2010
- 6.0 Communications Reports
  - 6.1 Guests:
    - 6.1.1 None
  - 6.2 Staff:
    - 6.2.1 TIES Conference Attendees
    - 6.2.2 Mrs. Menz, Business Manager-Employee Leave Report
    - 6.2.3 Mrs. Thorp, Community Education Director-Community Education Report
    - 6.2.4 Mr. Stender, Presentation of 2010 School Finance Award from Minnesota Department of Education
  - 6.3 Business Office:
    - 6.3.1 Business Managers Mrs. Menz & Mrs. Mineer
  - 6.4 Board:
    - 6.4.1 None
- 7.0 Meetings/Workshops
  - 7.1 Q-Comp Workshop, March 8, MDE Roseville
  - 7.2 Regular School Board Meeting, March 8, 6:00 p.m. , High School Media Center
  - 7.3 School Board Working Session, March 22, 6:00 p.m., High School Media Center
- 8.0 Discussion Items- No Action Required
  - 8.1 Discus Special Education Director Position 2010-2011
- 9.0 Adjournment of Meeting

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**2009-2010 DISTRICT GOALS****High Student Achievement**

- A) Providing high quality instruction and educational opportunities for all students.
- B) Providing an individualized and safe learning environment for students, staff, and families.
- C) Providing 21<sup>st</sup> century technology & skills for students and staff.

**Effective Leadership**

- A) Annually review and approve district goals.
- B) Providing leadership opportunities for all stakeholders.
- C) Proactive, clear, consistent communication.

**Efficient Operations**

- A) Optimizing the full potential of our financial resources.
- B) Optimizing the full potential of our human resources.
- C) Proactive facilities management plan.

School Board Approved: October 2009

**Frazee-Vergas Public Schools, ISD 23  
School Board Working Session  
Background Information  
February 22, 2010**

**Please contact Board Chair Laine, Donna Mineer, Diane Menz, Amie Erickson, or myself with any questions or concerns.**

**BACKGROUND INFORMATION**

**CONSENT AGENDA ITEMS**

**ITEM 5.1 Topic: Minutes**

**Background:** Minutes from the regular board meeting on February 8, 2010 and from special board meeting on February 17, 2010 are included in your board packet. If corrections to the minutes are necessary, please let me know at your earliest convenience.

**Recommendation: Administration recommends Board approval.**

**COMMUNICATION REPORTS**

**ITEM 6.2.1 Topic: TIES Conference Attendees**

**Background:** Staff that attended the TIES Conference will give the school board a brief presentation.

**ITEM 6.2.2 Topic: Leave Report**

**Background:** Mrs. Menz will provide the school board with a written report on leaves. The leaves are for a period of one month.

**ITEM 6.2.3 Topic: Community Education**

**Background:** Mrs. Thorp will provide the school board with a written community education report.

**ITEM 6.2.4 Topic: Mr. Stender**

**Background:** Presentation of 2010 School Finance Award from Minnesota Department of Education

**MEETING & WORKSHOP SCHEDULE – No Action Required**

7.1 Q-Comp Workshop, March 8, Roseville

7.2 Regular School Board Meeting, March 8, 6:00 p.m. , High School Media Center

7.3 School Board Working Session, March 22, 6:00 p.m. , High School Media Center

**DISCUSSION ITEMS**

**ITEM 8.1 Topic: Special Education Director Position for 2010-2011**

**Background:** Discuss and review special education director position options.

**Recommendation: Administration recommends Board approval.**

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**SCHOOL BOARD MINUTES  
February 8, 2010  
BOARD OF EDUCATION  
FRAZEE-VERGAS PUBLIC SCHOOLS ISD #23**

The Regular Meeting of the Board of Education of Frazee-Vergas Independent School District #23 was called to order by Chair Dana Laine on Monday, February 8, 2010 at 6:00 p.m. in the High School Media Center. Members in attendance were Keith Janu, Steve Jepson, Dana Laine, Don Thorp and Rich Ziegler. Absent were Dwight Cook and Nancy Dashner.

Present were Administrators: Superintendent Deron Stender, K-12 Principal Brian Koslofsky, Elementary Dean of Students Troy Haugen, Office Managers: Diane Menz and Donna Mineer, Business Office Assistant: Amie Erickson. Media present was Frazee Forum Barbie Porter and KRCQ Jake Judd. Approximately 29 guests were present.

The Pledge of Allegiance was recited by board members and guests.

**Citizen and Delegation Requests**

Matt Bauer addressed the board regarding FEA/Board negotiations. Glenice Hall addressed the board regarding FEA/Board negotiations.

Chair Laine stated the following corrections to agenda:

- Resolution Relating to the Termination and Nonrenewal of the Teaching Contract of Probationary Teacher to include Dave Christensen, .5 FTE business education.
- Resolution Proposing to Place School ELL Instructor on .35 FTE Unrequested Leave to read .35 ELL instructor, name of individual not included.

Motion Thorp, second Janu to approve the amended agenda. Motion carried.

**Consent Agenda**

Chair Laine asked if any of the items on the Consent Agenda needed to be pulled for further discussion. Motion Janu, second Thorp to approve the Consent Agenda which included the following items:

- Approved the adoption of the minutes from the January 11, 2010 board meetings;
- Approval of the Treasurer's Report & Investments which included the following:

Investments Purchased /Deposits

Title Funds Draw 1/15/10	\$96,277.62
MSDLAF Deposit 1/15/10	\$324,810.15
MA Payment 1/20/10	\$4,077.33
Federal Prog. Draws 1/21/10	\$204,418.10
MSDLAF Deposit 1/30/10	\$292,326.93
UCB Money Market Savings Deposits	\$138,525.61

Investments Matured/Withdrawals

MSDLAF check #1990	\$99,500.00
MSDLAF check #1991	\$144,000.00
MSDLAF check #1992	\$236,000.00
MSDLAF check #1993	\$700,000.00
MSDLAF check #1994	\$274,000.00
MSDALF check #1995	\$116,000.00

- Approved the Check Summary Report:

A/P checks for 1/14/2010	\$699,437.50
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A/P checks for 2/8/2010	\$146,775.90
Payroll & Benefits	\$529,348.15
Anderson Bus Company	\$105,230.23
Grand Total	\$1,480,791.78

- Approved payment of the Anderson Bus transportation billing at the end of the month;
- Approval of Resignation(s)/Retirement(s) of Licensed Staff;
- Approval of Resignation(s)/Retirement(s) of Noncertified Staff;
- Approval of Resignation of Head Volleyball Coach;
- Approval of Resignation of National Honor Society Advisor;
- Approval of Hiring of Long Term Substitutes;
- Approved lane change requests per the Master FEA Agreement for the following staff:

	From:	To:
Charles Wake	BA45	BA60
Julie Wake	BA15	BA30

- Approval of School District Enrollment Options Program Applications

Following discussion, the board voted unanimously to approve the Consent Agenda. Motion carried.

### **Communication Reports**

#### **Mr. Lee Dahlgren, Vergas Insurance Agency**

- Reviewed District's Insurance Policy

#### **Mr. Haugen, Elementary Dean of Students:**

- Reported Feb. 2 enrollment at 494.
- Shared Kindergarten Round Up schedule.

#### **Mr. Koslofsky, K-12 Principal:**

- Reported January "Students of the Month" and "Got Caught" Awards;
- Reported February 1st high school enrollment at 400 students;
- Discipline Reports given
- Reported registration process
- Briefed on Skyward student reporting system

#### **Mr. Stender, Superintendent:**

- Reported Feb. 1 enrollment at 894.
- Updated on On-Line vendors.
- Q-comp workshop being hosted by MDE March 8.
- Shared collaborative effort with City of Frazee to host booth at the Fargo Home and Garden show.
- Recommend board members consider utilization of MSBA lobby line.

#### **Mrs. Menz, Business Manager:**

- Presented Employee Leave Report for Month of January.

#### **Mrs. Menz and Mrs. Mineer, Business Managers:**

- Presented financial report sharing cash flow issues arising relative to:
  - Delayed State Aid Payments
  - Increase in percent of Aid delayed from past average of 10% to current 27%
  - Change in reimbursement from Federal Replacement Aid, Federal Stimulus moneys, or Title moneys requiring district to incur cost first, then apply for reimbursement.

#### **Mrs. Thorp, Community Education Director:**

- Shared ECFE registration and activities.
- Shared Winter Session offerings.

### **Consider Business Items**

#### **9.1A Approval of Resolution Relating to the Termination and Nonrenewal of the Teaching Contract of Probationary Teacher – Michelle Klemmer, Music**

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Motion Thorp, second Janu to approve a resolution relating to the termination and non-renewal of the teaching contract of probationary teacher Michelle Klemmer - 1 FTE School Music. Chair Laine read the resolution out loud and called for discussion. There was no discussion and a roll call vote was taken. Thorp, Jepson, Laine, Janu and Ziegler voted in favor. The resolution carried by unanimous vote.

**9.1B Approval of Resolution Relating to the Termination and Non Renewal of the Teaching Contract of Probationary Teacher - Sheila Johnson, 1 FTE High School Spanish**

Motion Thorp, second Janu to approve a resolution relating to the termination and non-renewal of the teaching contract of probationary teacher Sheila Johnson - 1 FTE High School Spanish. Chair Laine read the resolution out loud and called for discussion. There was no discussion and a roll call vote was taken. Thorp, Jepson, Laine, Janu and Ziegler voted in favor. The resolution carried by unanimous vote.

**9.1C Approval of Resolution Relating to the Termination and Nonrenewal of the Teaching Contract of Probationary Teacher – Dave Christensen, .5 FTE Business Education**

Motion Thorp, second Janu to approve a resolution relating to the termination and non-renewal of the teaching contract of probationary teacher Dave Christensen - .5 FTE Business Education. Chair Laine read the resolution out loud and called for discussion. There was no discussion and a roll call vote was taken. Thorp, Jepson, Laine, Janu and Ziegler voted in favor. The resolution carried by unanimous vote.

**9.2 Approval of Resolution Proposing to Place School ELL Instructor on .35 FTE Unrequested Leave**

Motion Thorp, second Janu to approve a resolution proposing to place school ELL Instructor on .35 FTE unrequested leave. Chair Laine read the resolution out loud and called for discussion. Chair Laine read the resolution out loud and called for discussion. There was no discussion and a roll call vote was taken. Thorp, Jepson, Laine, Janu and Ziegler voted in favor. The resolution carried by unanimous vote.

**2009-2011 Negotiations Strategy-Closed Session as per MN Statute 13D.03**

Chair Laine asked if strategy meeting was necessary. Being no reason stated strategy meeting was not held.

**Meetings/Workshops**

- School Board Negotiations Strategy, February 17, 2:00 p.m., Business Office
- FEA-Board Negotiations in Mediation, February 17, 4:00 p.m., District Facilities
- School Board Working Session, February 22, 6:00 p.m. , High School Media Center
- Q-Comp Workshop, March 8, MDE Roseville
- Regular School Board Meeting, March 8, 6:00 p.m. , High School Media Center
- Joint Legislative Conference, March 25, 2010, St. Paul

**Adjournment**

Motion Thorp, second Laine to adjourn. The meeting was adjourned at 6:50 p.m.

Clerk: \_\_\_\_\_

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**SCHOOL BOARD MINUTES  
February 17, 2010  
BOARD OF EDUCATION  
FRAZEE-VERGAS PUBLIC SCHOOLS ISD #23**

The Special Meeting of the Board of Education of Frazee-Vergas Independent School District #23 was called to order by Chair Dana Laine on Wednesday, February 17, 2010 at 1:00 p.m. in the High School Conference Room. Members in attendance were Dwight Cook, Keith Janu, Steve Jepson, Dana Laine, Don Thorp and Rich Ziegler. Absent was Nancy Dashner.

Present were Administrators: Superintendent Deron Stender, K-12 Principal Brian Koslofsky, Office Managers: Diane Menz and Donna Mineer, Business Office Assistant: Amie Erickson. Media present was Frazee Forum Barbie Porter and DL Tribune Pippi Mayfield. Marsden representatives: Mary Bounds, Dave Nowacki, Diane Lewis, Larry Oelke, and Palen/Kimball representative Charlie Murray. Approximately 2 guests were present.

The Pledge of Allegiance was recited by board members and guests.

Superintendent Stender stated the following corrections to agenda:

- Item 4.1 would be removed until a future meeting when full board is present.

Motion Ziegler, second Thorp to approve the amended agenda. Motion carried.

**Consider Business Items**

**4.1 Discuss Custodial Services Options**

Joint presentation given by Marsden and Palen/Kimball. Discussion held. Buildings and Grounds Committee to meet to establish a specification sheet for Request For Quotes including district retaining three (3) union cleaners. Specification sheet to be presented to the board.

**4.2 Discuss Cash Flow Options**

Discussion held. Motion Cook, second Thorp for business office to set up a line of credit for the school with the United Community Bank or Vergas State Bank, whichever has the lowest interest rate and not rollover CD coming due February 20<sup>th</sup> at Vergas State Bank but place the funds in the district money market account. Motion carried.

**Meetings/Workshops**

- School Board Negotiations Strategy, February 17, 2:00 p.m., Business Office
- FEA-Board Negotiations in Mediation, February 17, 4:00 p.m., District Facilities
- School Board Meeting, February 22, 6:00 p.m. , High School Media Center
- Q-Comp Workshop, March 8, MDE Roseville
- Regular School Board Meeting, March 8, 6:00 p.m. , High School Media Center
- Buildings and Grounds Committee Meeting, February 22, 7:45 a.m., District Facilities

**Adjournment**

Motion Thorp, second Janu to adjourn. The meeting was adjourned at 3:06 p.m.

Clerk: \_\_\_\_\_