

Yellow Medicine East ISD 2190 School Board Meeting Agenda



Tuesday, July 8, 2014 at 7:30 AM
Special Meeting
YME Board Room

Our Mission is: To create lifelong learning opportunities in a positive, inclusive environment where all individuals experience success as respectful, responsible, and productive citizens of a global community.

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1. Call to Order
 2. Reading of the YME Mission Statement
 3. Approval of Agenda
 4. Approval of June 9, 2014 Meeting Minutes 2
 5. Opportunity for Citizens to Speak
 6. Action Items
 - A. Approval of Leave of Absence Incentive for YME Certified Staff
 - B. Approval of Retirement Incentive - Full-Time MSEA Staff
 - C. Resolution Relating to the Election of School Board Members and Calling the School District General Election 5
 - D. Resolution Establishing Dates for Filing Affidavits of Candidacy 8
 - E. Call for Bids - Student Built House 9
 - F. Accept Bid to Provide Milk & Dairy Products for the 2014-15 School Year
 - G. Accept Bid to Provide Bread & Bread Products for the 2014-15 School Year
 7. Discussion Items
 8. Upcoming Events
 - A. School Board Meeting - July 21, 2014 - YME Board Room - 6:00 pm
 9. Adjourn

**YELLOW MEDICINE EAST ISD #2190
SCHOOL BOARD MEETING MINUTES
MONDAY, JUNE 9, 2014 – 6:00 PM
YME BOARD ROOM**

Board Members Present: Dawn Odegard, Steve Rupp, Grant Velde, Shelly Weir, Steve Zumhofe

Board Members Absent: Jane Hagert, Tim Opdahl

Community / Staff Members Present: Clark Anderson, Kathy Anderson, Lori Anderson, Deb Beckler, Nicole Boelter, LeeAnn Boushek, Ethan Groothuis, Diana Hammer, Melissa Hesch, Molly Hoff, Sheila Koepke, Sarah LeBlanc, Mike Meihak, Amy Nordaune, Sue Peterson-Bones, Steve Petrich, Allen Stoeckman, Denise Streich, Angie Weninger

Chairman Velde called the meeting to order.

Board Member Velde read the YME Mission Statement.

Motion by Weir, second by Rupp and carried to approve the agenda for the meeting.

Motion by Zumhofe, second by Odegard and carried to approve the minutes from the May 12, 2014 Board meeting.

Parents concerned about the large class sizes in the upper elementary grades addressed the Board.

Nicole Boelter provided an overview of the Teacher Evaluation Plan.

Sheila Koepke explained the Q-Comp Plan.

Board Member Weir shared that the 900 Series Policies and Policy 514 were reviewed at the June 4, 2014 Policy Committee meeting.

Board Member Odegard updated the Board on the May 19, 2014 Negotiation Committee meeting. The committee will meet with MSEA representatives to discuss contract details on June 23, 2014.

Fund balance and enrollment reports were submitted for review.

Bert Raney Elementary Principal, Melissa Hesch, reviewed information from her written report.

YME Middle/High School Principal, Mike Meihak, reviewed his submitted report.

Motion by Zumhofe, second by Weir and carried to approve the second reading and adoption of Policy 801 – Equal Access to School Facilities.

Motion by Zumhofe, second by Weir and carried to approve the second reading and adoption of Policy 802 – Disposition of Obsolete Equipment.

Motion by Zumhofe, second by Weir and carried to approve the second reading and adoption of Policy 805 – Waste Reduction & Recycling.

Motion by Zumhofe, second by Weir and carried to approve the second reading and adoption of Policy 806 – Crisis Management & Policy.

Motion by Zumhofe, second by Weir and carried to approve the second reading and adoption of Policy 807 – Health & Safety Policy.

Motion by Weir, second by Zumhofe and carried to approve the first reading of Policy 902 – Use of District Facilities & Equipment.

Motion by Weir, second by Zumhofe and carried to approve the first reading of Policy 903 – Visitors to District Buildings & Sites.

Motion by Weir, second by Zumhofe and carried to approve the first reading of Policy 906 – Community Notification of Predatory Offenders.

Motion by Weir, second by Zumhofe and carried to approve the first reading of Policy 907 – Rewards.

Motion by Zumhofe, second by Weir and carried to approve the first reading of Policy 514 – Bullying Prohibition.

Motion by Odegard, second by Rupp and carried to approve the FY14 Budget, as follows:

2013-14 Revised Budgets		
Fund	Revenues	Expenditures
01 General	9,143,789	9,178,849
02 Food Service	377,000	395,951
04 Community Education	368,886	392,281
06 Building	730,005	31,518
07 Debt Service	1,195,843	1,199,488
25 OPEB Trust Fund	100,000	295,800
47 OPEB Debt Services	203,010	194,895
TOTAL	12,118,523	11,688,782

Motion by Rupp, second by Odegard and carried to approve the FY15 Preliminary Budget, as follows.

2014-15 Preliminary Budgets		
Fund	Revenues	Expenditures
01 General	9,190,414	9,532,057
02 Food Service	373,300	384,994
04 Community Education	383,571	410,402
07 Debt Service	1,100,263	1,186,175
25 OPEB Trust Fund	94,000	279,800
47 OPEB Debt Services	191,240	191,500
TOTAL	11,332,788	11,984,928

Motion by Rupp, second by Weir and carried to approve the transfer of \$170,734.75 in OPEB funds for FY2013-14 from the OPEB Trust Fund to the School Board Account as follows:

General Fund Implicit Expense	\$115,104
Food Service Implicit Expense	\$2,001
Community Service Fund Implicit Expense	\$3,782
Board OPEB Fund for Retiree Expenses through May	\$49,847.74

Motion by Odegard, second by Rupp and carried to approve bills for payment in the amount of \$553,298.49 with checks numbered 17477 – 17616; and wire transfers in the amount of \$174,592.01 numbered 201300119 – 201300123.

Motion by Zumhofe, second by Weir and carried to approve giving credit for physical education classes, as presented, provided that the parameters are clearly spelled out.

Motion by Weir, second by Zumhofe and carried to approve the Teacher Evaluation Plan, as presented.

Motion by Odegard, second by Rupp and carried to approve the 2013-2015 EM-YME Contract, as presented.

Motion by Weir, second by Odegard and carried to approve the Q-Comp Plan, as presented.

Motion by Weir, second by Rupp and carried to call for bids to provide milk & milk products for the 2014-15 school year and summer food program.

Motion by Rupp, second by Odegard and carried to call for bids to provide bread & bread products for the 2014-15 school year and summer food program.

Motion by Zumhofe, second by Weir and carried to approve the employment of Scott Soden, English instructor.

Motion by Odegard, second by Zumhofe and carried to accept the resignation of Laura Bristle, English instructor.

Motion by Odegard to approve the employment of Laura Bristle, Media Integrationist . The Motion failed due to the lack of a second.

Motion by Odegard, second by Weir and carried to approve the employment of Lisa Hansen, Bert Raney Elementary Principal, effective August 1, 2014.

Discussion items included elementary class sizes and a possible football co-op with the ECHO Charter School.

Upcoming Events

Finance Committee – June 16, 2014 – YME Conference Room – 1:00 pm

MSEA Negotiations – June 23, 2014 – YME Board Room – 6:00 pm

School Board Meeting – July 14, 2014 – YME Board Room – 6:00 pm

The meeting was adjourned by Chairman Velde.

**RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS
AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 2190, State of Minnesota as follows:

1. (a) It is necessary for the school district to hold its general election for the purpose of electing three (3) school board members for terms of four (4) years each.

(b) The clerk shall include on the ballot the names of the individuals who file or have filed affidavits of candidacy during the period established for filing such affidavits, as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

2. The general election is hereby called and elected to be held in conjunction with the state general election on Tuesday, the 4th day of November, 2014.

3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the school district and which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as for the state general election.

4. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said election. The notice shall include the date of said general election and the office or offices to be voted on at said general election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said general election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said general election and to cause two sample ballots to be posted in each polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said general election to be published in the official newspaper of the school district for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the offices to be filled set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on election day.

5. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with election authorities conducting other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.

6. The clerk is further authorized and directed to cause or to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system.

GENERAL ELECTION BALLOT

**INDEPENDENT SCHOOL DISTRICT NO. 2190
YELLOW MEDICINE EAST**

NOVEMBER 4, 2014

INSTRUCTIONS TO VOTERS

To vote, completely fill in the oval(s) next to your choice(s) like this:



**SCHOOL BOARD MEMBER
VOTE FOR UP TO THREE**

- CANDIDATE U
 - CANDIDATE V
 - CANDIDATE W
 - CANDIDATE X
 - _____
write-in, if any
 - _____
write-in, if any
 - _____
write-in, if any
-

Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

7. The name of each candidate for office at this election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota law.

8. If the school district will be contracting to print the ballots for this election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, if requested by the election official, furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

9. The individuals designated as judges for the state general election shall act as election judges for this election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit them to the school board for canvass in the manner provided for other school district elections. The general election must be canvassed between the third and the tenth day following the general election.

RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY

BE IT RESOLVED by the School Board of Independent School District No. 2190, State of Minnesota, as follows:

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 2190 shall begin on July 29, 2014 and shall close on August 12, 2014. An affidavit of candidacy must be filed in the office of the superintendent and the \$2 filing fee paid prior to 5:00** o'clock p.m. on August 12, 2014.
2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy.
3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.
4. The notice of said filing dates shall be in substantially the following form:

NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 2190
YELLOW MEDICINE EAST
STATE OF MINNESOTA

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 2190 shall begin on July 29, 2014, and shall close at 5:00** o'clock p.m. on August 12, 2014.

The general election shall be held on Tuesday, November 4, 2014. At that election, three (3) members will be elected to the School Board for terms of four (4) years each.

Affidavits of Candidacy are available from the office of the superintendent, 450 9th Avenue, Granite Falls, MN. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same primary or next ensuing general election.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00** o'clock p.m. on August 12, 2014.

Dated: July 8, 2014

BY ORDER OF THE SCHOOL BOARD

/s/ _____

School District Clerk

** the Secretary of State's office takes the position that the office must be open until 5:00 p.m. to receive filings on the last day for filing.

The adoption of this resolution is discretionary; the publication of the notice is mandatory.

House For Sale – Call For Bids



This 1,577 square foot house has been constructed by YME High School students and features structural insulated panels that will allow for easy heating and cooling! The home has three bedrooms, master bath, walk-in master closet, laundry room, walk-in bay window in living room, and features oak cabinets and millwork. A porch area can be created in the front due to an eight-foot eave. The home features Andersen windows, Wolverine vinyl siding, Landmark shingles and aluminum soffit and fascia. Local professional contractors have done the plumbing, electrical, taping & texturing and ductwork.

Local Contractors & Suppliers:

Structural Insulated Panels - Extreme Panel Technology - Cottonwood, MN

Electrical Contractor - Bill's Electric - Clarkfield, MN

Plumbing Contractor - Ryer Plumbing & Heating Inc. - Granite Falls, MN

Drywall Contractor - Marc's Taping and Texturing – Clarkfield, MN

Construction Materials – The SawMill Builders Supply - Granite Falls, MN

For additional photos & information visit: www.isd2190.org

Bids will be accepted until Monday, July 21, 2014 and will be opened at 1:00 pm that day. Bids received for less than \$69,000 (plus sales tax) will not be considered. Bidders will have the right to raise their bid once. The submission of the second bid will occur on the same day within an hour of the opening of the initial bid. Bids must be accompanied by a cashier's check or bank money order in the amount of \$1,000 payable to YME – ISD # 2190 and sent to the District Office, Attn: Denise Streich at 450 9th Avenue, Granite Falls, MN 56241. It is understood that all bidders must have received preliminary loan approval or have available cash by the day of the sale. Unsuccessful bidders will have their \$1,000 cashier's check or money order returned to them.

The successful bidder will be responsible for the moving of the house at his/her expense and will not be allowed to remove the house from the school property until payment has been received in full at the time of closing as indicated in the purchase agreement and appropriate insurance coverage has been obtained. The successful bidder shall purchase the house 'as is' and shall satisfy him/herself at his/her expense that the house is acceptable prior to closing.

The house is available for inspection by appointment. Contact Denise Streich at 320-564-4081 or dstreich@isd2190.org