

MEMO TO: Board of Education
TOPIC: Regular School Board Meeting
FROM: Steve D. Cairns, Superintendent
DATE: July 27, 2016

A Regular School Board Meeting of the Board of Education will be held August 1, 2016 at 7:30 PM in the High School Room 101.

Agenda

1. CALL TO ORDER

A. Pledge - Chairman Broden

2. PREVIEW OF AGENDA

During this time any board member may pull any item(s) from the Consent Agenda

3. ADDITIONS TO THE AGENDA

A. Resignation - Marie Powell, Food Service

4. CONSENT AGENDA

A. Minutes - July 18

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5. COMMUNICATIONS

A. Back to School Happenings

August 31 - 11:30 a.m. - 12:30 p.m. - Staff Luncheon in the High School

12:30 p.m. SPEAKER in High School Auditorium

September 1 - High School Open House - 5-7:30 p.m.

Elementary School Open House - 5-7:30 p.m.

6. STUDENT INPUT AND RECOGNITION

7. PUBLIC PARTICIPATION

8. COMMITTEE REPORTS

A. Transportation

B. Policy

C. Facilities

D. Negotiations

E. Athletics

F. Security

G. Wellness

H. Other

9. REPORTS AND PRESENTATIONS

10. SCHOOL BOARD ACTION

A. Staffing

- 1) Resignation - Terri Widman, paraprofessional
- 2) Alex Jesness - Hockey Head Coach
- 3) Amy Kent - District Assessment Coordinator
- 4) Charles Rerick - Elementary Music
- 5) Marie Powell - HS Para pending successful background check and attaining highly qualified status

B. CTSS Mental Health Services and Supports

I would like to recommend the Bagley School District re-enter a Service Agreement with Stellher Human Services for Mental Health Services and Supports for special education students with CTSS services listed in their IEP's. The cost of these services is \$61,405.00 for the 2016-2017 SY. The School District only pays 25% of this cost. About 50% is state reimbursed through special education and 25% of the cost is reimbursed through MA billing. The new CTSS Agreement represents a 0% increase in cost over the 2015-2016 SY. Mr. Cairns will sign the Service Agreement and related Hipaa Business Associate Agreement upon School Board approval.

C. Installation of a Water Sprinkler System - Athletic Complex

Ron McCullom and Dan LaVine are recommending we award the work of installing a water sprinkler system in the athletic complex discus field to; Custom Sprinklers.

1. Custom Sprinklers - \$4,950.00
2. Headwaters Irrigation - \$8013.80

D. Long Term Facilities Maintenance Projects

- 1) Concrete sidewalk (3225 sq/ft) in front of the BHS. Removal and replacement. Clyde Johnson - \$19,450.00 - Recommended by Custodians and Mr. Cairns because of immediate start date. Wes Olsen - \$19,188.00 - Not recommended
- 2) Concrete sidewalk (1150 sq/ft) on south side of the BES. Removal and replacement. 9 Clyde Johnson - \$7400 - Not Recommended. Wes Olsen - \$6,842.50 - Low bidder. Recommended by Custodians and Mr. Cairns. Timeline adequate.

11. NEXT MEETINGS AGENDA ITEMS - *Chairman Broden*

12. MEETING SCHEDULE - *Chairman Broden*

The next School Board meeting will be held on Monday, August 15, 2016, at 7:30 p.m. in High School Room 101.

13. ADJOURNMENT

14. SCHOOL BOARD ACTION

**BAGLEY PUBLIC SCHOOLS
REGULAR SCHOOL BOARD MEETING
JULY 18, 2016
MINUTES**

The regular meeting of the School Board, Independent School District #162 was held on Monday, July 20, 2015, at 7:30 p.m. in High School Room 101. Members present: Adam Broden, Wendy Fultz, Amy Fontaine, LeAnn Agnes, Toby Anderson and Superintendent Cairns. Members absent: Kathy Clark.

Chairman Broden called the meeting to order and opened with the Pledge of Allegiance to the Flag.

1. A motion was made by Toby Anderson, seconded by Wendy Fultz to approve the following consent agenda items:
 - A. June 20 and July 11 Minutes
 - B. July 2016 Invoices - \$642,265.71 – Ck# 57171-57266
 - C. June 2016 Hand Payables - \$142,468.49 – Ck #31339-31380
 - D. June 2016 Statement of Cash Balances - \$3,661,583.14
 - E. June 2016 Budget Comparison
 - F. June 2016 Wires Payments - \$197,253.42
 - G. MSBA association dues and policy services renewal - \$4,831.00Motion passed 5-0.
2. Lee Furuseth and Belinda Schermerhorn introduced the BES Behavior Matrix with Statements.
3. Lee Furuseth presented the Elementary School Parent Focus Designation parent letter.
4. A motion was made by Amy Fontaine, seconded by Wendy Fultz to adopt the Elementary Student Handbook with recommended and pending changes. Motion passed 5-0.
5. A motion was made by Amy Fontaine, seconded by LeAnn Agnes to adopt the High School Student Handbook with recommended and pending changes. Motion passed 5-0.
6. A motion was made by Wendy Fultz, seconded by Toby Anderson to adopt a District Emergency Preparedness manual with recommended changes. Motion passed 5-0.
7. A motion was made by Toby Anderson, seconded by LeAnn Agnes to adopt the Elementary School and High School Device Handbooks with recommended changes. Motion passed 5-0.
8. A motion was made by Amy Fontaine, seconded by Toby Anderson to adopt resolution accepting gifts/donations to Bagley Public Schools:

WHEREAS the following; therefore, **BE IT RESOLVED** by the School Board of Independent School District #162 – Bagley School Board does hereby accepts the following donations:

- * \$3,366.46 from Mahube-Otwa for Pathways II/School Readiness
 - * \$400.00 from Clearwater-Polk Electric for Track/Football Sign
 - * \$2,775.96 from Mahube-Otwa for Pathways II/School Readiness
- Motion passed 5-0.

9. The following bids were read Bakery Products Bids for the 2016-2017 school year were publicly read:

<u>Bimbo Bakeries USA</u>	
Whole Grain-Rich Bread – 20 oz	\$1.30

3 ½" Whole Grain-Rich Hamburger Buns	\$1.24 per dozen
4" Whole Grain-Rich Hamburger Buns	\$1.44 per dozen
Whole Grain-Rich Coney Buns	\$1.24 per dozen
Whole Grain-Rich Split Top Steak Bun (Sub)	\$4.30 per 24 count

Pan-O-Gold Baking Co.

Whole Grain-Rich Bread – 20 oz	\$1.25
3 ½" Whole Grain-Rich Hamburger Buns	\$3.15 per 30 count
4" Whole Grain-Rich Hamburger Buns	\$3.20 per 30 count
Whole Grain-Rich Coney Buns	\$3.30 per 30 count
Whole Grain-Rich Split Top Steak Bun (Sub)	\$3.40 per 24 count

A motion was made by Amy Fontaine, seconded by LeAnn Agnes and carried, to accept the bid of Pan-O-Gold Baking Company for bakery products for the 2016-2017 school year. Motion passed 5-0.

10. The following Dairy Products Bids for the 2016-2017 school year were publicly read:

	<u>Escalator Bid</u>	<u>Firm Bid</u>
<u>Dean Foods/Land O' Lakes</u>		
½ pint 2% milk	\$0.157	\$0.177
½ pint skim milk	\$0.149	\$0.169
½ pint choc. skim milk	\$0.166	\$0.186
½ pint Silk Soy Milk	\$0.61	\$0.63
Ice Cream Sandwich/each		\$4.20 - 24/pk
4 oz. Juice – orange		NA
apple		NA
grape		NA
6 oz. Juice		\$0.32
<u>Food Service of America – Fargo, ND</u>		
½ pint 2% milk		\$0.16
½ pint skim milk		\$0.16
½ pint choc. skim milk		\$0.18
½ pint Silk Soy Milk		\$0.96
Ice Cream Sandwich/each		\$0.30
4 oz. Juice – orange		\$0.19
apple		\$0.16
grape		\$0.17

A motion was made by LeAnn Agnes, seconded by Toby Anderson to accept the escalator pricing of Dean Foods/Land O' Lakes for dairy products for the 2016-2017 school year. Motion passed 5-0.

11. A motion was made by Toby Anderson, seconded by LeAnn Agnes to increase the 2016-2017 meal prices \$0.10 from the 2015-2016 meal prices. The 2016-2017 meal prices are as follows:

Breakfast:

High School and Elementary: \$1.40

Lunches:

High School - \$2.55

Elementary - \$2.40

The following prices will remain the same as last year's prices:

Breakfast – Adult - \$1.85

Lunch – Adult - \$3.85

Milk - \$0.30

Soy Milk - \$0.70

Motion passed 5-0.

12. A motion was made by LeAnn Agnes, seconded by Wendy Fultz to approve the BHS Athletic Statement with the suggested change. Motion passed 5-0.

13. A motion was made by Amy Fontaine, seconded by Toby Anderson to approve the following 2016-2017 Athletic Participation Fees and Activity Passes:

Participation Fees:

Athletics - \$65

Fine Arts - \$20

Activity Passes:

Family Pass - \$75

Individual Pass - \$50

BHS Student Pass - \$25

Senior Citizen Pass (65 or older) - \$35

Staff Member Family Pass - \$50

Staff Individual - \$25

Student Recent Alumni (graduate from BHS within 2 years) - \$25

Adults – Individual Game Admission - \$6

Student/Seniors – Individual Game Admission - \$4

Grade 2 and under are free.

Motion passed 5-0.

14. Superintendent Cairns presented the Coaches Professional Development proposal. The request failed due to a lack of a motion.

15. A motion was made by Amy Fontaine seconded by LeAnn Agnes to revised Policy 524 – Bagley Independent School District 162 Electronic Technologies Acceptable Use and Internet Safety Policy. Motion passed 5-0.

16. A motion was made by Wendy Fultz, seconded by Toby Anderson to adopt Policy 721 – Uniform Grant Guidance Policy Regarding Federal Revenue Sources. Motion passed 5-0.

17. A motion was made by LeAnn Agnes seconded by Toby Anderson to adopt the Social Studies Curriculum as presented by Carol Bliss Quinn and supported by the District Curriculum Advisory Committee. Motion passed 5-0. Motion passed 5-0.

18. A motion was made by Amy Fontaine, seconded by Toby Anderson to approve the Memorandum of Understanding between the Clearwater County Sheriff's Office and the Bagley School District for a School Liaison Officer for the 2016-2017 SY. Motion passed 5-0.

19. A motion was made by Amy Fontaine, seconded by LeAnn Agnes to approve the dance chaperones Memorandum of Understanding between the BEA and Bagley School District. This agreement will sunset on June 30, 2017. Motion passed 5-0.

20. A motion was made by Toby Anderson, seconded by LeAnn Agnes to approve the Custodial Work Agreement Memorandum of Understanding. This agreement will sunset on June 30, 2017. Motion passed 5-0.
21. A motion was made by Wendy Fultz to adopt the following resolution:

**RESOLUTION APPROVING SCHOOL DISTRICT NO. 162
LONG-TERM FACILITY MAINTENANCE TEN YEAR PLAN**

BE IT RESOLVED by the School Board of District No. 162, State of Minnesota, as follows:

1. The School Board of School District 162 has approved the Long-Term Facility Maintenance Ten Year Plan for its facilities for 2017-2026. The various components of this plan are attached.

The motion for the adoption of the foregoing resolution was duly seconded by Amy Fontaine and, upon vote being taken thereon, the following voted in favor thereof: Adam Broden, Wendy Fultz, Toby Anderson, LeAnn Agnes and Amy Fontaine.

And the following voted against the same: None.

Whereupon said resolution was declared duly passed and adopted.

22. A motion was made by Wendy Fultz, seconded by Toby Anderson and carried, to adopt the following resolution:

**RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY**

BE IT RESOLVED by the School Board of Independent School District No.162, 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.162 shall begin on August 2, 2016, and shall close on August 16, 2016. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on August 16, 2016.
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.162
BAGLEY PUBLIC SCHOOLS
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.162 shall begin on August 2, 2016, and shall close at 5:00 o'clock p.m. on August 16, 2016.

The general election shall be held on Tuesday, November 8, 2016. At that election, four (4) members will be elected to the School Board for terms of four (4) years each.

The special election shall be held on Tuesday, November 8, 2016. At that election, one (1) member will be elected to the School Board for terms of two (2) years.

Affidavits of Candidacy are available from the school district clerk, 202 Bagley Avenue NW, Bagley, MN 56621. 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 16, 2016.

July 16, 2016

BY ORDER OF THE SCHOOL BOARD

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Motion passed 5-0.

23. A motion was made by Amy Fontaine, seconded by LeAnn Agnes to allow John Sutherland, BHS Dean of Students, to carry a concealed hand gun on the school grounds. Mr. Sutherland is a licensed peace officer.
24. The following quotes for air conditioning units for the high school IT room were read:
Clearbrook Electric - \$7,688
Naylor Heating and Refrigeration (option 1) - \$14,489.00
Naylor Heating and Refrigeration (option 2) - \$12,758.00

A motion was made by Wendy Fultz, seconded by LeAnn Agnes to accept Clearbrook Electric's quote for the air conditioning unit for high school IT room in the amount of \$7,688.

25. ITEMS FOR THE NEXT AGENDA:

- A. Staffing
- B. Long-term Facility Maintenance Project Bids

26. The next School Board meeting will be held on Monday, August 1, 2016, at 7:30 p.m. in High School Room 101.

27. A motion was made by Amy Fontaine to adjourn the meeting at 9:13 p.m.

Adam Broden, Chairman
School Board
Ind. School District #162

Wendy Fultz, Clerk
School Board
Ind. School District #162

PROPOSAL

Clyde Johnson

Concrete & Masonry

PROPOSAL NO.
SHEET NO.
DATE 3-31-16

PROPOSAL SUBMITTED TO:

NAME Bagley High School
ADDRESS 1130 Main Ave N
Bagley MN 56621
PHONE NO.

**Aprons - Sidewalks - Block Foundations
Brickwork - Poured Basements - Footings**

Cell phone: (218) 766-7477 30191 243rd Ave.
Home: (218) 785-2010 Shevlin, MN 56676

High School Entrance

We hereby propose to furnish the materials and perform the labor necessary for the completion of _____

taking out old concrete and replacing with at
front entrance of Bagley High School.

3275 sq. Ft of 4" concrete	\$ 14500.00
take out and haul away old concrete	\$ 4500.00
and fill for under new concrete	\$ 470.00

No block diagram need figured.

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of nineteen thousand four hundred Dollars (\$ 19,450.00) with payments to be made as follows.

Respectfully submitted CJCM
Per Clyde Johnson

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Note -- This proposal may be withdrawn by us if not accepted within 60 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

Signature: _____

Date: _____

Signature: _____

PROPOSAL

Estimate

Wes Olsen
 OLSEN CONSTRUCTION OF BEMIDJI, INC.
 12837 lumberjack rd nw
 Pinewood , MN 56676
 Mobile 218-766-4194
 delwaterlake@gmail.com
 License #: MN BC630673, ND 47318

Project
Bagley Schools Bagley High School and Elementary

Customer	
Dan Lavine Bagley School Dist Bagley, Mn	Mobile 218-204-1168 dlavine@bagley.k12.mn.us

Removal and replacement of concrete walkways.

Notes:

All Labor and material included.
 Hauling away of demo material included.
 Any fill needed for slab is figured in.
 High School portion could be done by aug 15 weather permitting.

Description	Quantity	Cost
1100 sqft Concrete Walkway At Elementary Library Removal, hauling away and replacement of 1100 sqft concrete walkways. #4 rebar 2'o.c.	1,100 SF	6,545.00
1150 sqft Walkway At Elementary Removal, hauling away and replacement of 1150 sqft concrete walkways. #4 rebar 2'o.c.	1,150 SF	6,842.50
3225 sqft Apron At High School removal, hauling away and replacement of 3225 sqft concrete apron. #4 rebar 2'o.c.	3,225 SF	19,188.75
Project Total		32,576.25
Tax		0.00
Total with Tax		32,576.25

We appreciate your business and look forward to working with you.

Approved By: _____ Date: _____

Date: _____

Contractor _____

Customer _____