

Stephen/Argyle Central #2856

Board Meeting Minutes

September 17th, 2014

The regular September School Board meeting was called to order by Chair Jeff Chwialkowski at 8:01 p.m. on September 17th, 2014 in the Argyle Superintendent's office. The School Board members present for the meeting were Jeff Chwialkowski, Betsy Jensen, Gail Yutzenka, Tony Safranski, Shawn Rominski, Cara Hendrickson, and Steve McGlynn. Others present at the meeting were Ethan Marquis, Kevin Kuznia, Heidi Carlson, Garry Kotts, and Superintendent Chris Mills.

A motion was made by Cara Hendrickson and seconded by Tony Safranski to approve the agenda as presented. All School Board members present voted in favor of the motion.

A motion was made by Betsy Jensen and seconded by Shawn Rominski to approve the August 20th regular School Board meeting minutes as presented. All School Board members present voted in favor of the motion.

A motion was made by Gail Yutzenka and seconded by Steve McGlynn to approve the September bills as presented. All School Board members present voted in favor of the motion.

A motion was made by Steve McGlynn and seconded by Cara Hendrickson to approve the Treasurers report as presented. All School Board members present voted in favor of the motion.

Administrative reports:

Mr. Mills provided information on the following activities at SAC Elementary:

- Safety Drills – Fire, Lockdown, and Evacuation
- Elementary Open House – August 27th - 4 p.m. to 6p.m.
- NWEA Fall Testing – Begin late September
- Bus Safety – Pre-School to Grade 6
- Leadership meeting – September 15th
- Student Assistance Team – September 23rd

Mr. Kuznia presented information on the following activities at SAC Secondary:

- Secondary enrollment update – Grades 7-12 (159 students)
- Student Schedule changes
- Food service program update
- Homecoming activities
- Senior Class trip planning update
- Junior class meeting – Fundraising
- Fall activity pictures
- Upcoming athletic activities:
 - Cross Country meets: 9/25, 9/29, and 10/2
 - Football: 9/19, 9/26, 10/3
 - Volleyball: 9/18, 9/23, 9/25, 9/29, and 9/30
- Sub coverage for support and certified staff
- FIRST Robotics program
- Safety Drills

Mr. Marquis provide an update on SAC Technology:

- School start activities:
 - Student and staff machine updates
 - INFOCON 2014 – Staff development
 - JMC – Rollover of student data
 - Website updates
 - SAC staff and student e-mail
 - Network updates
 - Hardware Inventory update
 - Student testing

A review of the proposed 2014 Pay 2015 Levy was completed. A motion was made by Jeff Chwialkowski and seconded by Tony Safranski to approve the proposed 2014 Pay 2015 Levy at maximum. The levy will be review at the December regular meeting for final certification. All School Board members present voted in favor of the motion.

A motion was made by Betsy Jensen and seconded by Shawn Rominski to approve the hiring of Kelsey Anderson, Pre-School Para-professional, effective 8-25-14. All School Board members present voted in favor of the motion.

A motion was made by Gail Yutzenka and seconded by Cara Hendrickson to approve the additional leave request of Tammi Anderson, per SAEM master agreement 2013-15. All School Board members present voted in favor of the motion.

A motion was made by Betsy Jensen and seconded by Tony Safranski to accept the resignation of Janelle Swanson, Business Instructor, effective 9-26-14. All School Board members present voted in favor of the motion.

Superintendent Items:

- The next regular School Board meeting will be held on Wednesday October 22nd at 6:30 a.m. in the Stephen Superintendent's office.

- The draft audit is continuing to progress. Final audit numbers will be available at the regular October School Board meeting.

- Meet & Confer – The first meeting of the year will be held on 9/22 at 7:00 a.m. in the Stephen Superintendent's office. Additional meetings are scheduled for 11/24, 3/9, 5/26. Site and time TBD.

- A review of the Back to School enrollment was completed. There are currently have 324 students K-12 and 24 Pre-School students. We expect to level at 313 students for the 2014-2015 school year.

- Minnesota Rural Education Association Northwest Regional meeting will be held on 9/18 at 7:00 p.m. in the Thief River Falls High School.

- Minnesota Rural Education Association Fall conference will be held on November 16th-18th. The focus of the conference will be "Career and College Readiness – Reform, Results, and Real Life".

- The 2014-15 Certified Staff Seniority list has been distributed for review. The list will be presented for approval at the October regular School Board meeting.

- The new teacher and principal evaluations systems are being implemented.

- Community Education offerings for Fall 2014

- 55 Alive – October 14th at Stephen Community Center 8 a.m. to noon
- Gymnastics – Grades K-3
- Flag Football/Elementary Volleyball

- Pre-School – 24 students/Program update

- Health Insurance contributions to staff – A discussion was held on how health insurance contribution can be used for other health costs – eye/dental/health saving accounts. A review of projected costs shows that providing this flexible benefits will cost the district an additional estimated \$28,500 in 2014-15 and \$57,000 in 2015-16. In addition, there would be a projected \$28,000 costs for certified staff. The review will continue at the regular October School Board meeting.

- REAP grant – federal funds of \$21,000 to be used toward technology.
- Special Education caseloads – A review of current staff case loads, evaluations in progress, and IEP review meetings was completed. Our Special Education staff are extremely busy meeting the needs of students. Administration will be working with Special Education staff to provide time and support to meet student needs and paperwork requirements.

- There will be a fiscal audit of Special Education finance for Area Special Education Cooperative districts during the 2014-15 school year.

- Business Instructor – We have secured the services of Julie Magnusson to provide Business Instruction for the rest of the 2014-15 school year.

- The PEP grant is entering the third year of implementation. Compliments to Mr. Groven and Mr. Lubarski for their work on the grant.

- The Northwest Council of Collaborative will hold the yearly meeting to review grants and progress on meeting the needs of children and families in the region. The meeting will be held at the University of Minnesota-Crookston on October 15th.

- World's Best Work Force – The summary for 2013-14 is due in October.

- Coaching assignments and request – The request has come forward from girls and boys basketball programs to add an additional coach to the programs. After a discussion regarding fiscal impact, athlete safety, coach experience, and quality programs it was decided to support the request for additional coaches in the programs as well as other programs where needed.

- Food Service – A review was completed of new food service requirements, Nutritionist working with Head Cooks, and progress to meet USDA Food regulations. SAC will be working through a Nutrition Program audit during the 2014-15 school year.

- City of Stephen – The resurfacing of streets around the school building will cost the school district \$7,268.67. It was determined that full payment for the assessments will be made in October 2014, rather than spread out the cost over 5 years and pay interest.

- Staff Development – Early-out will be scheduled for 10/21st. Dismissal from Secondary will be at 1:00 p.m. and Elementary at 1:20 p.m.

- Support staff coaches – A discussion was held to review support staff coaches and hourly impacts of coaching responsibilities.

A motion was made by Betsy Jensen and seconded by Shawn Rominski to approve the recommendation that support staff coaches not deducted daily time due to coaching responsibilities. Support staff coaches leave due to coaching responsibilities will be treated as professional leave. All School Board members present voted in favor of the motion.

A motion was made by Gail Yutzenka and seconded by Tony Safranski to approve the Assurance and Compliance with State and Federal Law Prohibiting Discrimination resolution for 2014-15. All School Board members present voted in favor of the motion.

A motion was made by Shawn Rominski and seconded by Cara Hendrickson to approve the long-term sub contract of Julie Magnusson for 2014-15 school year. All School Board members voted in favor of the motion.

The School Board meeting was closed to discuss student data/information issues at 9:48 p.m.

The meeting was opened at 10:05 p.m.

A motion was made by Gail Yutrzenka and seconded by Shawn Rominski to adjourn the meeting at 10:06 p.m. All School Board members present voted in favor of the motion.

Respectfully Submitted,

Gail Yutrzenka
ISD #2856 Clerk