

**VIRGINIA PUBLIC SCHOOLS
411 SOUTH 5th AVENUE
VIRGINIA MN 55792**

“Committed to excellence in academics and extracurricular activities fostering high academic achievement and enabling lifelong learning, preparing students to be engaged citizens ready for their future.”

**Board of Education Reorganization and Regular Meeting
Monday, January 12, 2015
Board Room, Roosevelt 104, 6:00 PM**

AGENDA

1. Reorganization meeting called to Order by Chair Pineo.
The Chair will call the meeting to order using the gavel if necessary. The Chair will request those with communication devices to either turn them off or place them on silent mode. This may be a good time to introduce any special guests.
 1. A binder labeled Public Copy of Board Materials and containing board meeting materials is available for public review at the table at the side of the room.
 2. Meeting agendas are available for the public at the table at the side of the room.
 3. The public may also access school board agendas by visiting the District web page and clicking on School Board: Agenda/Minutes.
2. Pledge of Allegiance
The Chair will ask the members and audience to face the flag for the Pledge of Allegiance.
3. Acceptance and Oath of Office for elected/re-elected board members.
The Superintendent will administer the oath of office for newly elected/re-elected board members.
4. Reorganization
Nominations and votes for each office of Chair, Vice Chair, Clerk, Treasurer and Alternate
Clerk will be made. The newly elected board chair will take over the reorganization meeting upon being elected and ask for nominations for each remaining office. The board chair will ask three times if there are other nominations and if none, call for

the vote. After filling each of the offices, the newly elected board chair will adjourn the reorganization meeting and call to order the regular meeting.

4. 1. Elect Chairperson.
 4. 2. Elect Vice Chairperson.
 4. 3. Elect Clerk.
 4. 4. Elect Treasurer.
 4. 5. Elect Alternate Clerk.
5. Adjourn reorganization meeting.
 6. Call to Order of regular meeting by newly elected Board Chair.
 7. Consider additions or deletions to the agenda.

ACTION

If members have items to be added to the agenda, now is the time. **If you have items that you want removed from the agenda, or removed from the Consent Agenda for discussion, make the request at this time.** The Chair will call for a motion and second to approve the agenda.

8. Recognition of visitors and public input regarding the meeting agenda.
The Chair will ask the audience if they have any comments on the items on the agenda. This gives the public the opportunity to comment on issues prior to Board decisions/action.
9. Consider Consent Agenda:

ACTION

The Chair will ask for a motion to accept the Consent Agenda as presented or amended. With a motion and a second, the Chair will call for the vote.

9. 1. Minutes of the December 8, 2014, regular meeting.
Please call Jane **prior** to the meeting if you have any questions.
9. 2. Minutes of the December 22, 2014 working session.
Please call Jane **prior** to the meeting if you have any questions.
9. 3. Payment of the bills.
The bills are attached for your review. Please call Spencer **prior** to the meeting if you have any questions.
9. 4. Cash on Hand Finance Report.
You are approving the November report because there was only one meeting in December and this report is typically approved at the second meeting.
Please see Spencer if you have any questions.

9. 5. Electronic Transfer Report for November, 2014.
Please contact Spencer with any questions.
9. 6. \$500.00 from the Canadian National Railway Company community grant program in recognition of the volunteer efforts of CN employee Thomas Squires for the Virginia basketball program.
We thank Canadian National Railway Company for the grant. Acceptance is recommended.
9. 7. \$917.56 grant from the Minnesota State High School League.
We thank the Minnesota State High School League for the grant award .
Acceptance is recommended.
9. 8. Set ISD No. 706 mileage rate at IRS standard mileage rate as of January 1, 2015.
The IRS rate for 2015 is 57.5 cents per mile- business rate. The 2014 mileage rate was 56 cents.
9. 9. Adoption of the 2014-2015 Seniority List for those employees governed by the VEA Agreement.
In accordance with the VEA Master Agreement Article X Section 4. Sub. 1 the school board shall approve the VEA seniority list. Members of the VEA have been given advance notice and time to review and verify the data. The attached seniority list is recommended for school board approval.
9. 10. Range Association of Municipalities & Schools 2015 membership dues in the sum of \$1,750.00.
This is the annual request for membership and dues- same rate as last year.
The District has a long standing practice of being a member of RAMS.
Recommendation is to approve.
9. 11. Columbus Day is not a school holiday.
This action allows the District to conduct business (school board meeting) on Columbus Day. This is done in advance to allow for proper notification.
9. 12. Resignation of bus driver Anita Murray effective January 1, 2015.
Recommendation is to accept the resignation of Anita Murray. We thank her for her time and service with the district.
9. 13. Resignation of paraeducator Heather Koski effective January 15, 2015.
Recommendation is to accept the resignation of Heather Koski. We thank her for her time and service with the district.
9. 14. Hire Justin Bakkethun for Head Boys Track Coach for 2014-2015.

Administration has conducted the hiring process in accordance with district policy and practice. Please accept the following recommendations for hire to meet district staffing needs. Please contact Mr. Stender with any questions.

9. 15. Consider unpaid leave of absence for paraeducator Marissa Mast commencing on January 5, 2015 through January 30, 2015.

District policy, procedures, and the master agreement have been followed. Per State, Federal and Department of Labor guidelines administration recommends approval. Please approve this leave request and contact Mr. Stender with any questions.

9. 16. Consider Leave of Absence for Elementary Teacher Aubree Schiller commencing around March 10, 2015.

The leave request may be through the end of the school year or in accordance with state, federal, and District policy. District policy, procedures, and the master agreement have been followed. Per State, Federal and Department of Labor guidelines administration recommends approval. Please approve this leave request and contact Mr. Stender with any questions.

9. 17. Consider Leave of Absence for High School Teacher Stephanie Lutzka commencing around April 15, 2015.

The leave request may be through the end of the school year or in accordance with state, federal, and District policy. policy, procedures, and the master agreement have been followed. Per State, Federal and Department of Labor guidelines administration recommends approval. Please approve this leave request and contact Mr. Stender with any questions.

10. Recognition/reports:

10. 1. Recognition of Director Pineo.

Director Pineo has received the MSBA Directors' Award for 201-2015. Please see the attached letter

10. 2. Student Representative Report.

The student representative report is attached for your review.

10. 3. Parkview Learning Center Principal.

Mr. Krebsbach's report is attached.

10. 4. Superintendent.

Mr. Stender's report is attached.

11. Administration:

11. 1. Set regular meeting dates and time.

ACTION

I recommend that regular school board meetings be scheduled for the second and fourth Monday of each month except for July and December and in accordance with federal holidays. I recommend that the July school board meeting be on July 13th. I recommend that the school board meeting time be set at 5:00 p.m., however, I have included an option for the board to choose either 5:00 or 6:00 start times. The recommended change in time is reflective of the practice of neighboring districts and allowing board members and administration the ability to attend evening activities in the district.

Please contact Mr. Stender with any questions.

11. 2. Set salaries of board directors.

ACTION

Currently, board members are reimbursed \$200 per month with the chair receiving \$250. Board members serving on a negotiating committee receive \$45 for each session lasting up to five hours and \$75 for sessions of five hours or more. The school board can discuss and consider changes in salaries or keep them the same.

11. 3. Designate school depositories: Consider recommendation of Frandsen Bank & Trust, MSDLAF, and MNTrust/PMA.

ACTION

The school board needs to designate the school depositories. We recommend Frandsen Bank & Trust, the Minnesota School District Liquid Asset Fund and the MNTrust/PMA. Please contact Mr. Stender with any questions.

11. 4. Authorize the hiring of a school attorney on an as-needed basis: Consider recommendation of Colosimo, Patchin, Kearney & Brunfelt, Ltd. and Rupp, Anderson, Squires, & Waldspurger, P.A.

ACTION

Generally, the district utilizes the services of Colosimo, Patchin, Kearny & Brunfelt, Ltd. as it's primary legal council. I recommend that the secondary legal council be Rupp, Anderson, Squires, & Waldspurger, P.A. Please contact Mr. Stender with any questions.

11. 5. Consider authorizing the superintendent to employ additional instructional, library, maintenance, and clerical assistance as shall become necessary.

ACTION

Traditionally, the superintendent has been authorized to employ additional instructional, library, maintenance, and clerical assistance as needed. Please

approve the continuation of this practice. Please contact Mr. Stender with any questions.

11. 6. Consider authorizing school board members to attend necessary instate meetings.

ACTION

The school board authorizes school board members to attend necessary instate meetings. Please continue this practice.

11. 7. Consider authorizing the business manager and superintendent to make electronic fund transfers.

ACTION

Please authorize the business manager and superintendent to make electronic fund transfers. For example, from the MSDLAF to Frandsen Bank & Trust or from savings to checking. Please approve and contact Mr. Stender with any questions.

11. 8. Consider authorizing the superintendent to approve instate travel requirements of employees during the school year.

ACTION

Traditionally, the superintendent has been authorized to approve in-state travel requirements of employees during the school year. Travel outside of Minnesota will still need to be approved by the board. The exception would be scheduled athletic activities in NW Wisconsin. Please continue this practice.

11. 9. Consider authorizing the business manager to use the current signature plate until a new plate is secured, if necessary.

ACTION

If necessary, the school board needs to authorize the use of the current signature plate with the signatures of the past Chair, Clerk and Treasurer. This will be used for 2-4 weeks or until a new signature plate is in place and ready to use. Please approve and contact Mr. Stender with any questions.

11. 10. Consider committee memberships.

ACTION

These are presented to you for preliminary review and discussion.

12. Finance:

12. 1. Consider Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefore.

ACTION-ROLL CALL VOTE

In accordance with M.S. 122A.40, Subd.11, the district is required to pass this resolution to begin the recommendation process and to work within the timeline to identify, review, and implement any necessary cuts and reductions for the 2015-2016 school year. This is precautionary management. Please approve this resolution and contact Mr. Stender with any questions.

12. 2. Consider Resolution Supporting the Pre-K Programming and Early Learning Coordinator Being Designated in the District's Operating Budget Beginning With the 2016-2017 School Year.

ACTION-ROLL CALL VOTE

This resolution is a necessary requirement for the application to construct early childhood program facilities. The application will be hand delivered on Wednesday, January 14 (January 15 deadline). We are seeking \$650,000 to help construct 2.5 rooms that will be designated for early childhood education and shall hold that designation for three years, after which, the district can designate the rooms for other purposes if necessary. The anticipated 2016-2017 budget designation is \$91,466.00. I am unable to provide a public copy of the grant until it has been submitted and the application process closed.

Because it is a competitive grant, we do not want our information released until after the application deadline. Please approve this resolution and contact Mr. Stender with any questions.

12. 3. Consider Abatement Bond for District parking lot at Parkview Learning Center.

ACTION

While the Abatement Bond has been discussed by the previous school board, I am recommending that the school board revisit the pro's and con's of the abatement and take formal action authorizing the District to hold a public hearing and to gather feedback from our citizens. The estimated Abatement Bond is for \$600,000. This action item is to approve a hearing process. After the hearing process is complete, the school board may consider authorizing the Abatement Bond. Please contact Mr. Stender with any questions.

13. Public input regarding meeting agenda.

The Chair will request comments from the audience regarding actions on agenda items from tonight's Board meeting.

14. Meeting Announcements:

14. 1. MSBA Leadership Conference, January 15-16, 2015, at the Minneapolis Convention Center.

14. 2. Finance Advisory Committee meeting on Wednesday, January 21, 2015, at 12:00 P.M. in the Board Room, Roosevelt 104.

14. 3. Our next regular meeting will be held on Monday, January 26, 2015, at 6:00 P.M. in the Board Room, Roosevelt 104.

14. 4. Working Session to receive public input on non-voter approved abatement levy, Monday, February 2, 2015, at 6:00 P.M. in the Board Room, Roosevelt 104.

This is an opportunity for members of the public to have input on a non-voter approved levy. The levy is being considered for the Parkview Learning Center parking lot as part of the expansion/remodel project. Ehlers has offered to attend the meeting and assist with the presentation and meeting.

14. 5. School Board Working Session, Thursday, February 19, 2015, at 4:30 P.M. in the Board Room, Roosevelt 104.

This meeting is with MSBA to work with the school board on board development.

14. 6. MSBA Negotiations Seminar.

Attached are the dates, times, and locations of MSBA negotiations seminars.

The school board will negotiate contract with AFSCME and the VPA. This is for your consideration and planning.

14. 7. MSBA Officers Workshop.

I have attached the MSBA officer workshop schedule for your consideration and planning. I would recommend that any board member interested in attending to let Jane or I know. You do not need to be an officer.

15. Adjournment.

The Chair will call for a motion and a second to adjourn the meeting.