

**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 11, 2016
Board Room, Roosevelt 104, 6:00 PM**

AGENDA

1. Reorganization meeting called to Order by Chair Hafdahl.
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. 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.
 3. 1. Elect Chairperson.

Once elected, Chair Hafdahl will step down and the newly elected Chair will conduct the rest of the meeting.

3. 2. Elect Vice Chairperson.
 3. 3. Elect Clerk.
 3. 4. Elect Treasurer.
 3. 5. Elect Alternate Clerk.
4. Adjourn reorganization meeting.
 5. Call to Order of regular meeting.
 6. 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.

7. Recognition of visitors and public comment 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. The Board Chair will direct questions to the superintendent or the appropriate staff for discussion after the meeting.
8. 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.

8. 1. Minutes of the December 14, 2015 working session.
Please call Jane **prior** to the meeting if you have any questions.
8. 2. Minutes of the December 14, 2015 regular meeting.
Please call Jane **prior** to the meeting if you have any questions.
8. 3. Payment of the bills.
The bills are attached for your review. Please call Spencer **prior** to the meeting if you have any questions.
8. 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.

8. 5. Electronic Transfer Report for November, 2015.
Please contact Spencer with any questions.
8. 6. Set ISD No. 706 mileage rate at IRS standard mileage rate as of January 1, 2016.
The IRS rate for 2016 is 54 cents per mile- business rate. The 2015 mileage rate was 57.5 cents.
8. 7. \$1,003.46 grant from the MSHSL.
The District submitted the grant application to the MSHSL last fall and has been awarded \$1,003.46. These funds help offset the costs associated with registration waivers. Recommendation is to accept with gratitude.
8. 8. \$357.90 from the General Mills Box tops for Education program for Roosevelt Elementary School.
Recommendation is to approve. We thank General Mills for their support of our students and school and those who contribute the box tops.
8. 9. \$500.00 grant from Lake Country Power Electric Trust Operation Round Up program for social science and life skills.
We thank the Lake Country Power Electric Trust Operation Round Up program for the generous grant.
8. 10. \$200.00 donation from the Soroptimist Club of Virginia for personal care items for the young women of Virginia High School.
We thank the Soroptimist Club of Virginia for the generous donation.
8. 11. \$250.00 anonymous donation for Parkview Learning Center.
The donator wishes to remain anonymous. We thank them for their generosity and support of Parkview Learning Center.
8. 12. Adoption of the 2015-2016 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.
8. 13. Range Association of Municipalities & Schools 2016 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.

8. 14. Columbus Day is not a school holiday.

This action allows the District to conduct business (school board meeting- if necessary this year) on Columbus Day. This is done in advance to allow for proper notification.

8. 15. Hire Kim Mannila for a Casual Bus Driver effective January 5, 2016.

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.

8. 16. Hire Jeffrey Anderson for a Part-Time Bus Driver effective January 16, 2016.

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. Recognition/reports:

9. 1. Recognition of Director Tammaro.

Director Tammaro has received the MSBA Directors' Award for 2015-2016. Please see the attached letter. Congratulations Tom!

9. 2. Student Representative Report.

The student representative report is attached for your review.

9. 3. Virginia High School Principal.

Ms. Perkovich's report is attached.

9. 4. Superintendent.

Mr. Stender's report is attached.

9. 5. Finance Committee

Finance Committee Chair Kim Stokes will report on the Finance Committee meeting on Tuesday, January 5, 2016. Please contact Mr. Stender with any questions.

9. 6. Finance Advisory Committee

Director Stokes, Business Manager Aune, and Superintendent Stender attended the meeting and will report on the meeting.

10. Administration:

10. 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 June, July, and December (the 2nd Monday) and in accordance with federal holidays. I recommend that the

school board meeting time be set at 6:00 P.M. Please contact Mr. Stender with any questions.

10. 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. Compensation has been frozen the three years I have been here.

The school board can discuss and consider changes in salaries or keep them the same.

10. 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.

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

ACTION

Generally, the district utilizes the services of Colosimo, Patchin & Kearney, 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.

10. 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.

10. 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.

10. 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.

10. 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.

10. 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.

10. 10. Consider Education Innovation Partners (EIP) Board ballot.

ACTION

The School Board is asked to vote as a unit for the EIP board positions. You can vote for two superintendents and one school board member.

10. 11. Consider committee memberships.

These are presented to you for preliminary review and discussion.

11. Finance:

11. 1. Consider approving the Fiscal Year 2015 Audit Report.

ACTION

The FY 2015 audit report will be presented to the school board.

Representatives from Walker, Giroux & Hahne will present the audit along with Business Manager Spencer Aune. The audit indicates good stewardship of District finances and undesignated fund balance of 12.1% which is within District policy of 8.3% to 16.7%. The Finance and Finance Advisory

Committees have received and reviewed the audit and recommend school board approval. Please contact Mr. Aune with any questions.

11. 2. Consider approving the revised 2015-2016 budget.

ACTIONThe Finance Committee has reviewed the revised 2015-2016 budget.

The noted change in the budget is a result of hiring an additional elementary teacher and strategic planning costs. With those changes, the budget is nearly balanced and still reflects a positive fund balance. Please contact Mr. Aune with any questions.

11. 3. 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.

11. 4. Consider approving transition and purchase of PowerSchool as the student information system.

ACTIONThe SIS committee vetted three vendors and recommends

PowerSchool. The technology committee reviewed the proposal and recommends PowerSchool. This change will allow for greater integration of secondary software and applications. It will also streamline processes for the end user. Conversion

to PowerSchool will result in a \$27,000 savings over a five-year period. The consensus of the Finance Committee is to approve the agreement with PowerSchool. Recommendation to approve. Please contact Mr. Stender with any questions.

12. Public comment regarding meeting agenda.

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

13. Meeting Announcements:

13. 1. MSBA Leadership Conference, January 14-15, 2016, at the Minneapolis Convention Center.

13. 2. Our next regular meeting will be held on Monday, January 25, 2016, at 6:00 P.M. in the Board Room, Roosevelt 104.

14. Adjournment.

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