

**INDEPENDENT SCHOOL DISTRICT 2397
LE SUEUR-HENDERSON PUBLIC SCHOOLS**

**SCHOOL BOARD AGENDA
LSH MIDDLE / HIGH SCHOOL MEDIA CENTER**

July 8, 2013

6:30 PM - Regular School Board Meeting

Page #

1. CALL TO ORDER

Time: 6:30 PM

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF AGENDA

4. OPEN FORUM

Time: 6:35 PM

5. LE SUEUR - HENDERSON SCHOOL DISTRICT RECOGNIZES

Time: 6:40 PM

- 5. 1. Donations & Grants Received

6. CONSENT AGENDA

Time: 6:45 PM

6. 1. District Office Consent Items

6. 1. 1. Minutes of June 3, 2013 Regular School Board Meeting

6. 1. 2. Minutes of June 17, 2013 Regular School Board Meeting

6. 2. Business Office Consent Items

6. 2. 1. Treasurer's Report

6. 2. 2. Bills and Claims Subject to Annual Audit with the Exception of Check #66753 dated 6/14/13 Payable to Evolution Media & Design in the amount of \$412.97, see item 6.2.15.

6. 2. 3. Declare 1989 Ford Pickup Obsolete

The 1989 Ford pick up is our old sand truck that the frame broke on and is no longer useable. Our plan after declaring it obsolete is to sell it for salvage. Approval is recommended.

6. 2. 4. Health & Safety

6. 2. 4. 1. Consideration to Approve the Health & Safety Management Plans and the District's Health & Safety Policy #005.4 as it Currently Exists
Approval of these plans are required. They meet all of the guidelines and requirements. Approval is recommended.

6. 2. 4. 2. Consideration to Adopt the Fiscal Years 2013-2015 Health & Safety Budget
A Health and Safety budget must be approved. This budget meets all of the requirements and guidelines. Approval is recommended.

6. 2. 5. Consideration to Accept the Assigned Fund Balance of \$47,155.80 for the Activity Accounts under Board Control and Allow the Groups to Carry Over Balances
This is an annual requirement to approve. Approval is recommended.

6. 2. 6. Consideration to Authorize Treasurer to Invest and Transfer Funds within Statutory Limitations for the 2013-14 School Year
This is an annual requirement to approve. Approval is recommended.
6. 2. 6. 1. Consideration to Authorize Superintendent and/or District Business Manager to Act on Behalf of Board to Invest, Transfer and Expend Funds within Board Limitations for the 2013-14 School Year
This is an annual requirement to approve. Approval is recommended.
6. 2. 6. 2. Consideration to Authorize Superintendent and/or District Business Manager to Act on Behalf of Board to make Electronic Funds Transfers for the 2013-14 School Year
This is an annual requirement to approve. Approval is recommended.
6. 2. 7. Consideration to Authorize the Electronic Transfer of Funds for Health Insurance Purposes via the Wells Fargo Bank Minnesota and for A/P System via Commerce Bank for the 2013-14 School Year
This is an annual requirement to approve. Approval is recommended.
6. 2. 8. Consideration to Authorize School Depositories for the 2013-14 School Year
Official Depository for School Funds - First Farmers and Merchants National Bank of Le Sueur
Official Depository for Group Health Insurance - Wells Fargo Bank Minnesota
Additional Depositories - Cornerstone State Bank, Hometown Bank of Le Sueur, Hometown Bank of Henderson, Minnesota School District Liquid Asset Fund, Associated US Bank Account

This is an annual requirement to approve. Approval is recommended.
6. 2. 8. 1. Consideration to Authorize Membership of the School District in the Minnesota School District Liquid Asset Fund Plus (MSDLAF+) for the 2013-14 School Year
This is an annual requirement to approve. Approval is recommended.
6. 2. 9. Consideration to Set Substitute Teacher Salary for the 2013-14 School Year
\$100 per day for the first 10 days of employment
\$115 for 11-20 days of employment
\$130 on the 21st day of employment and thereafter
Retired ISD 2397 employees compensated at highest rate (\$130)
At the discretion of administration, any other experienced, proven substitute teacher who subbed 40 or more days in the previous year shall be compensated at the highest rate (\$130)

All compensation is remaining the same as the 2012-13 school year. This is an annual requirement to approve. Approval is recommended.
6. 2. 10. Consideration to Set Substitute Classified/Custodial Salary for the 2013-14 School Year
In the event the substitute would be a former employee, the rate of pay which the former employee was paid may be used, or whichever amount is greater.
All compensation is remaining the same as the 2012-13 school year. This is an annual requirement to approve. Approval is recommended.
6. 2. 11. Consideration to Set Co-Curricular Participation and Admission Fees for the 2013-14 School Year
6. 2. 12. Consideration to Authorize the Advertising for Snow Removal Bids for the 2013-14 School Year
This is an annual requirement to approve. Approval is recommended.
6. 2. 13. Consideration to Authorize Superintendent to Consider and Approve/Disapprove Nonresident Student Tuition Agreements and Enrollment Options Requests on an Individual Basis as received during the 2013-14 School Year
This is an annual requirement to approve. Approval is recommended.
6. 2. 14. Consideration to Renew Membership in Minnesota School Boards Association (MSBA) for the 2013-14 School Year

This is an annual requirement to approve. Approval is recommended.

6. 2. 15. Consideration to Approve Check #66753 dated 6/14/13 Payable to Evolution Media & Design in the amount of \$412.97

6. 3. Personnel Consent Items

6. 3. 1. Consideration to Accept Ann Zeiher's Resignation as Assistant Volleyball Coach
We thank Ms. Zeiher for her dedication and service to our volleyball program. Approval is recommended.

6. 3. 2. Recommendation to Employ the following Coaches for the 2013-14 School Year
Linda Seaver - Head Tennis Coach
Jenny Wilson - Assistant Tennis Coach
Mike May - Head Football Coach
Dave Nixon - Head Volleyball Coach
Scott Wilson - Head Wrestling Coach
Ben Wilson - Assistant Wrestling Coach
Tom Blaido - Head Girls Hockey Coach
Kelly Wilmes - Assistant Girls Hockey Coach

All of these coaches are non LSH staff members and must be approved annually. Approval of all the listed coaches is recommended.

6. 3. 3. Consideration to Accept Sue Forcelle's Resignation as ECFE Parent Educator
We thank Ms. Forcelle for her service to our ECFE program. Approval is recommended.

6. 3. 4. Consideration to Approve the following 2013-14 Employee Contracts
All of the following contracts have been negotiated and reviewed by myself and the Human Resources Committee. Both the Human Resources Committee and I recommend approval of all the contracts listed below.

6. 3. 4. 1. District Business Manager - Pat Goggin

6. 3. 4. 2. Accounting Clerk/Administrative Assistant - Jessica Kranz
Due to the nature of her position, Ms. Kranz's contract has been switched from an hourly wage to an annual salary.

6. 3. 4. 3. Administrative Assistant/Payroll Clerk/ABE Assistant - Jennifer Vrklan
Due to the nature of her position, Ms. Vrklan's contract has been switched from an hourly wage to an annual salary.

6. 3. 4. 4. Area Adult Learning Center (AALC) Coordinator - Becki Hawkins

6. 3. 4. 5. District Technology Director - Jason Borglum

6. 3. 4. 6. Early Childhood/Family Education Coordinator - Karyl Engel

7. REPORTS

Time: 6:55 PM

7. 1. Program Reports

7. 2. Other Reports

7. 2. 1. July 8, 2013 Work Session
Presenter: Henry Endres

7. 3. Committee Reports

7. 3. 1. Human Resources Committee

The Human Resources Committee, the Business Manager and I are in the process of or have completed contract negotiations with all non-union employees, the Principals' Association, the classified union and custodial union. Contracts of which we have completed negotiations have been included in the consent items for approval.

Presenter: Henry Endres

7. 3. 2. Finance & Facilities Committee

A number of maintenance projects were reviewed and discussed. A discussion was also

held in regards to the request to add soccer as an additional extra curricular activity.

Presenter: Henry Endres

8. OLD BUSINESS

Time: 7:15 PM

8. 1. Consideration to Approve the 2013-14 Site Improvement Plans for Park Elementary, Hilltop Elementary, Middle/High School and Community Education
During and as follow up to our Work Session on June 17th, some questions were asked and adjustments suggested to the 2013-14 Site Improvement Plans. Attached are the Site Improvement Plans reflecting the changes made based on the input received. Approval of the 2013-14 Site Improvement Plans is recommended.
8. 2. Consideration to Approve the Second Reading of the Revised High School Attendance Policy #007.210
Initial approval of the revised Attendance Policy #007.210 was given at our June 17th Board meeting. A second approval is required to make a policy change. Approval is recommended.
Presenter: Rich Hanson
8. 3. Consideration to Approve Any Directives from the July 8, 2013 Work Session
We will hold a Work Session to discuss the request to add boys and/or girls soccer as an extracurricular activity prior to our regular Board meeting. This item is being placed on the agenda to allow for any possible recommendations that may result from the Work Session.
Presenter: Henry Endres

9. NEW BUSINESS

Time: 7:35 PM

9. 1. Consideration to Schedule Monday, July 22, 2013, Optional School Board Meeting as a Regular School Board Meeting which will Follow the Scheduled Work Session
Currently, we only have July 22 planned as a Work Session and Optional School Board meeting. I am recommending we set July 22 as a Regular School Board meeting so as to allow us to take up any business that may need to be addressed and cannot wait until our August 12 meeting.
Presenter: Henry Endres

10. BOARD MEMBER COMMUNICATIONS / IDEAS EXCHANGE

Time: 7:40 PM

10. 1. 12th Annual Blue & Gold Golf Tournament & Silent Auction Monday, August 5, 2013 at the Le Sueur Country Club
10. 2. MSBA 2013 Summer Seminar Monday, August 5, 2013
Unfortunately, the Summer Seminar is held the same day as our Annual Blue & Gold Golf Tournament. I know a number of Board members golf in the tournament, but if there are any interested in attending the seminar, please let me know.
Presenter: Henry Endres

11. NEXT MEETING INFORMATION

Time: 7:45 PM

11. 1. Schedule of Upcoming Meetings

12. ADJOURN

Time: 7:50 PM