

ROCORI SCHOOL DISTRICT 750
Regular School Board Meeting
Monday, December 19, 2016 @ 6:30 PM
Location: ROCORI BOARD ROOM (DISTRICT OFFICE SITE)

AGENDA

1. CALL TO ORDER

Austreng, Demuth, Habben, Schnettler, Schurman, and Wesenberg.

Student Representatives: Lisa Volkers, Nick Warne, and Taylor Dingmann

Presenter: Schnettler, Board Chair

Time: 6:30 PM

2. PLEDGE OF ALLEGIANCE

The School Board Chair will lead the board and attendees in the Pledge of Allegiance.

Presenter: Schnettler, Board Chair

Time: 6:32 PM

3. APPROVAL OF AGENDA

Board action to approve the agenda for the meeting is expected.

Presenter: Schnettler, Board Chair

Time: 6:34 PM

4. TRUTH IN TAXATION PRESENTATION

Director of Business Services Bertram has developed the annual Truth in Taxation presentation regarding district financial operations. The opportunity to share this information with the general public is part of the purpose of the public hearing. No formal action is required.

Time: 6:36 PM

5. COMMENTS AND REQUESTS FROM VISITORS

The agenda is open to visitors of the meeting to offer comments to and/or requests of the school board. The comments and requests should follow the adopted district guidelines which are printed and available at the meeting. As a general rule, items introduced in the opportunity for comments and requests do not receive action from the School Board, but are taken under advisement or consideration for future action.

Time: 6:55 PM

A. STUDENT SENATE REPORT

The Student Representatives to the School Board have opportunity to share an update of Student Senate activities with the full school board. This would also be an opportunity for students to ask questions of the board members, to present items from the Student Senate for consideration or provide other updates to the School Board. The formal report opportunity normally happens at the second meeting, but the students will be on a holiday break at the next meeting.

Presenter: Student Senate Representatives

6. CELEBRATION OF EXCELLENCE

The School Board takes time to honor individuals and groups within the ROCORI School District who have offered exemplary service. The item is placed on the agenda, but those being recognized are encouraged to be at the meeting for presentations beginning at 7:00 p.m. The School Board will work through other items of the agenda but will pause at this time for the Celebration of Excellence.

Time: 7:00 PM

A. RECOGNITION OF SERVICE

Plaques of appreciation for service on the ROCORI School Board are presented to Nadine Schnettler and Mike Austreng as their terms of office expire. Nadine has served on the board for three terms and a total of 11 years. Mike has served two terms and a total of 8 years.

B. CREATING A BETTER TOMORROW

This award is intended to recognize actions and behaviors which provide a foundation for the future of individuals or organizations within the district. Long-lasting changes, major innovations, or significant work on the direction of the school district are appropriate elements for recognition. Elements of district vision, anticipation of issues in the future or other improvements which "create a better tomorrow" would be eligible for recognition.

C. MAKING A DIFFERENCE TODAY

This recognition is intended to represent actions and behaviors that improve conditions, have significant impact on others, or dramatically affect the school district, individuals or organizations within the school system.

D. STANDARD OF EXCELLENCE

This ROCORI Proud recognition is intended to represent exemplary performance that is completed or accomplished at a high standard. The ROCORI District expects to be central Minnesota's public education standard of excellence. Behaviors, effort, and performance demonstrating that high standard is worthy of recognition.

1. TIMES ALL-AREA GIRLS SWIM HONORABLE MENTION

Isabelle Schneider and Olivia Motter received Honorable Mention in the St Cloud Times for All-Area Girls Swim Team.

2. TIMES ALL-AREA GIRLS TENNIS TEAM

Brynn Sauer was named to the St Cloud Times All-Area Girls Tennis Team.

3. TIMES ALL-AREA GIRLS CROSS COUNTRY HONORABLE MENTION

Jayda Woods received honorable mention in the St Cloud Times for the All-Area Girls Cross Country Team.

4. TIME ALL-AREA BOYS CROSS COUNTRY HONORABLE MENTION

Evan Wigham and Sam Young received honorable mention in the St Cloud Times All Area Boys Cross Country Team.

5. ALL-AREA BOYS CROSS COUNTRY TEAM

Brent Heinen was named to the St Cloud Times All-Area Boys Cross Country Team.

6. TIMES ALL-AREA BOYS SOCCER HONORABLE MENTION

Leo Cervantes received honorable mention for the St Cloud Times All-Area Boys Soccer Team.

7. TIMES ALL-AREA BOYS SOCCER TEAM

Uriel Rodriguez Puente was named to the St Cloud Times All-Area Boys Soccer Team.

8. TIMES ALL-AREA VOLLEYBALL HONORABLE MENTION

Abby Lieser received honorable mention for the St Cloud Times All-Area Volleyball Team.

9. TIMES ALL-AREA VOLLEYBALL TEAM

Eleanor Holthaus and Morgan Holthaus were named to the St Cloud Times All-Area Volleyball Team.

10. TIMES ALL AREA FOOTBALL HONORABLE MENTION

Mitchell Kunkel, Connor Schoborg, Colten Schramel, and Nathan Thorpe received honorable mention for the St Cloud Times All-Area Football Team.

11. **TIMES ALL-AREA FOOTBALL TEAM**

Nick Warne, Derek Thompson, and Will Matuska were named to the St Cloud Timesas All-Area Football Team.

12. **SECTION ASSISTANT COACH OF THE YEAR IN SWIM**

Marissa Reeve was named Section Assistant Coach of the Year for swim.

7. FINANCIAL REPORTS

There are several standing items of business related to financial reports in the district. The standard agenda items are included at this time.

Time: 7:30 PM

A. TREASURER REPORT

Board Treasurer Kara Habben will review financial information for the board. Approval of Treasurer's Report is recommended.

Presenter: Habben, Treasurer

B. APPROVAL OF BILLS

Treasurer Habben will review the monthly bills and offer recommendation regarding payment. The Treasurer has typically been at the school site to review bills, ask questions, and confirm information prior to the meeting. Recommendation is to offer approval of bill payment as directed by the Treasurer.

Presenter: Habben, Treasurer

C. BUDGET COMPARISON REPORT

The business office provides an update of district expenditures and revenues through the Budget Comparison Report. The report is intended to provide a financial picture of the district in a couple ways. One is to compare current year expenditures to the previous year. The second is to simply give a report on the current financial status. In addition to the report, special items of note are highlighted in the explanations offered. This report does not require formal action but is provided as an informational item.

D. ACKNOWLEDGEMENT OF DONATION

Acknowledge a donation of \$6,000 to the Robotics from Cold Spring USA

8. CONSENT ITEMS

Action is requested on the following items of the consent agenda. Consent agenda items are typically adopted without discussion of the individual items because they are routine or ordinary in action. Any consent agenda item may be removed for further discussion and deliberation by any member of the board.

Presenter: Schnettler, Board Chair

Time: 7:45 PM

A. APPROVAL OF MINUTES

The minutes from the regular meeting of November 28, 2016 and the special meeting of December 6, 2016 are included in the exhibits. Recommend approval of the minutes from the meeting.

B. LANE CHANGE APPROVAL

Application has been received from Haley Haroldson requesting a lane change to reflect her current credit status. The credits earned have been verified through an appropriate review process.

Recommend approval of the lane change.

C. SENIORITY LISTS

The preliminary seniority lists have been posted for the required amount of time as per the Master Agreements. All requested changes have been examined and been made. The seniority lists are now submitted for final approval. Recommend adoption of the seniority lists for ROCORI employee groups.

D. RESIGNATION

Katelyn Theimer, Paraprofessional at the Secondary Schools, has submitted a letter of resignation from her position effective December 23, 2016. Recommend acceptance of the resignation.

E. CONTRACT OVERLOAD

With the unexpected leave of absence of a teacher at the Secondary Schools, several teachers have been asked to take on an extra class to help cover the needs until a suitable substitute can be found. The teachers have willingly accepted the additional assignments for the third term. The attached documents are the addendum to the contracts for those teachers as per the Master Agreement. Recommend approval of the assignments.

F. RETIREMENT

Jeanne Burtzel, fifth grade teacher at John Clark Elementary, has submitted a letter of resignation for retirement purposes. The resignation is effective March 10, 2017. Jeanne has been with the district since 1994. Recommend approval of the resignation with appreciation for service.

G. EMPLOYMENT

There have been a number of positions that have been opened due to staff changes. The positions have gone through appropriate search and selection processes.

Rebecca Mroska has been offered the position of Custodian at the Secondary Schools. Rebecca is replacing Tina Orbeck.

Ken Rausch has been offered the position of Custodian at Cold Spring Elementary. Ken is replacing Scott Schoenecker.

Deb Soenneker, Paraprofessional at John Clark Elementary, has asked to have a voluntary reduction in hours to 22.5 hours per week starting on December 5, 2016.

Grant Johnson, Paraprofessional at John Clark Elementary, will be increasing his hours to 6.5 hours per day starting December 5, 2016. This is to offset the reduction in time from Deb Soenneker.

Recommend approval of the individual assignments as outlined.

9. STRATEGIC INITIATIVES

This portion of the agenda has been designated to highlight programs and initiatives within the district or to invest extended time to discuss issues of strategic direction.

Time: 7:50 PM

A. TECHNOLOGY PROGRAM INITIATIVES

Technology Director Brian Michalski is expected to be present to share information regarding the ROCORI district technology program. Overall strategic efforts within the program are expected to be discussed. No formal action is expected.

Presenter: Brian Michalski, Technology Director

B. BUDGET DEVELOPMENT PROCESS

As a start to the budget development process for FY2018, the district typically begins by reviewing some broad areas to set parameters and assumptions upon which the budget may be developed. The assumptions worksheet from FY2017 is a base example for discussion purposes.

10. ACTION ITEMS

Action items receive individual attention because of the nature of the issues, the need to discuss or review the information prior to taking action, or the specific kind of action required for the item.

Time: 8:30 PM

A. 2016 PAY 2017 TAX LEVY CERTIFICATION

Earlier in the meeting, the Truth in Taxation presentation was shared by Director of Business Services Beth Bertram. The information included comparisons between the current levy and the intended levy for 2017. A summary of the tax information is included in the exhibits. Recommend approval of the 2016 Pay 2017 tax levy.

B. DIRECTION OF ADMINISTRATION

As the district begins the budget process for Fiscal Year 2017, one of the first steps is to adopt a resolution directing the superintendent to make recommendations regarding reductions and/or changes to district programs. The resolution is typically adopted with the idea that it begins the budget development process and because it may be necessary to make reductions or changes in programs as the process moves forward. We are not anticipating a reduction cycle in the spring, however, the resolution also includes reference to changes to district programs, which is likely to happen. Again, the resolution typically begins the budget development cycle. Recommend adoption of the resolution.

C. MIDDLE SCHOOL ATHLETIC DIRECTOR

There has been discussion about the duties and responsibilities of the Activities Director role since the addition of the lacrosse program earlier this fall. A number of options have been considered and a recommendation was tabled at the last meeting for additional information. In the interim, the Activities Department has been engaged in reviewing the recommendation and adjusting the request. A modified proposal is submitted for consideration. Recommend approval of the modified proposal.

D. REVISED BUDGET FOR FY17

E. FULL TIME PARAPROFESSIONAL SUBSTITUTE

The secondary has experienced a large amount of absences in the paraprofessional group this fall and finding substitutes has proven to be very difficult. Mr. Guetter has put together a proposal for a full time paraprofessional substitute to help with the absences.

F. SUPERINTENDENT EVALUATION

Although significantly delayed from the normal time period, the board discussed the annual superintendent evaluation at the special meeting on December 6. Preliminary information for the performance review was discussed in the closed session. A summary document of the superintendent performance review has been developed and is included in the exhibits for board consideration.

Recommend action as suggested by the Board Chair.

G. SUPERINTENDENT GOALS

At the last regular meeting of November, proposed goals for 2016-2017 were submitted to the board for consideration for superintendent activities and direction. Although the board normally reviews this information in July and August, the delay in the superintendent evaluation process also delayed the development of professional goals. The items included in the goal proposal are issues that have been part of the work for the superintendent through the Fall and do have relation to issues provided in the evaluation process. Recommend adoption of the goals.

11. REPORTS

Time: 9:00 PM

A. ADMINISTRATIVE REPORTS

The members of the Academic Administrative team are extended the opportunity of offer written reports to the school board to keep current on information, activities and plans at each site. All reports that are received prior to agenda publication are included for board review.

B. SUPERINTENDENT REPORT

Superintendent Staska is expected to have a report for the board regarding district activities and information.

C. BOARD COMMITTEE AND REPRESENTATIVE REPORTS

Board members will report on activities within their portfolio of committee and representative assignments.

1. Community Interaction and Feedback

During previous discussion, consideration was given to establishing a regular agenda item for board members to offer insights, comments and feedback that has been gained through interactions with the public. This agenda item is intended to allow for such conversation. No formal action is expected or required during the meeting.

2. MSBA Workshop Documents

D. OTHER REPORTS

12. UPCOMING EVENTS AND ACTIVITIES

A calendar of upcoming issues of concern to the school board is included as part of the agenda.

Time: 9:30 PM

13. ADJOURN

Time: 9:35 PM

Mission: *Making a difference today to create a better tomorrow*
Caring Learning Giving