

ALLAMAKEE COMMUNITY SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
MONDAY, OCTOBER 16, 2017 – HIGH SCHOOL LIBRARY
5:30 P.M.

I. Roll

Board Members present: Allan Rissman, Tom Baxter, Scott Melcher and Tim Waters;

Board Members absent: Patty Nordheim;

Staff Members: Julie Magner Mike Hardy, Jen Garin, Joe Griffith, Shawn Gordon, Julie Askelson, Barb Winters-Kelly, Bill Hennessy, Elizabeth Happ, DJ Scholtes, Amy Wasson, Lisa Snitker, Eileen Franks, Janet Walleser, Traci Byrnes, Greg Criswell, Sara Retallick, Ben Rausch, Jaime Curtin, Board Secretary and Dave Herold, Superintendent;

Visitors: Linda Groe, Bill Halvorson, Morgan Van Ruler, Brittani Benzing, Dani Stock, Kaia Johanningmeier, Bailey Mathis;

Reporter: Brianne Eilers.

Allan L. Rissman, Board President, called the meeting to order.

II. Agenda

Motion by Melcher seconded by Waters to adopt the Agenda with the addition of Brett Egan as the Assistant FBLA Advisor to item A.5. The vote was all ayes. Motion carried.

III. Minutes

Motion by Baxter seconded by Melcher to approve the minutes of the Regular Monthly Meeting and Re-Organizational Meeting on Monday, September 18, 2017. The vote was all ayes. Motion carried.

IV. Bills

Motion by Waters seconded by Melcher to approve the bills for payment as presented. The vote was all ayes. Motion carried.

V. Reports

A. Secretary's Financial

B. Activity Fund Report

C. School Lunch Report

Dave Herold, Superintendent, reported on the loss in the lunch fund this month and year-to-date. The monthly loss was due to the timing of some annual payments and the year-to-date loss is due to the purchase of equipment. The overall fund balance is still very good.

D. Superintendent's Report

Dave Herold, Superintendent, reported on the status of the auditorium insurance claim. Our attorney has been in contact with the roofing company and their insurance company. We will continue to hold payment until this claim is resolved. Mr. Herold also stated that the Waterville Elementary report went out last week and we will continue to update the Q&A's on the website as questions come in – the public forum is slated to be Monday, November 13 at 6:30 PM in the high school auditorium.

E. Principals' Reports

Julie Askleson, Waterville Elementary Principal, reported on recent activities to recognize Fire Safety week including coloring contests, rides in the fire truck and lunch with fire fighters. Mrs. Askleson also stated that report cards went out this week, parent/teacher conferences are next week and Donuts with Dad will be November 3rd.

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Joe Griffith, West/East Elementary Principal, reported on recent activities related to Fire Safety week and assemblies held for bullying prevention. Mr. Griffith also reported on upcoming events including 50's Day, Red Ribbon week and Youth Frontiers.

Jen Garin, Middle School Principal/Activities Director, reported on the end of the 1st quarter, noting that report cards went out this week and parent/teacher conferences are next week. Ms. Garin reported on upcoming activities including Youth Frontiers and the Veteran's Day assembly to be held November 10th. Ms. Garin noted that with the end of the 1st quarter, fall activities have ended and girls' basketball and wrestling started this week.

Brian Hilsabeck, High School Assistant Principal/Activities Director, Mr. Hilsabeck's report was given by Dr. Hardy. Mr. Hilsabeck reported on the upcoming regional/district events for volleyball and cross country and noted that this Friday is Parent's Night for football. Mr. Hilsabeck also noted that we are showing good participation numbers for the upcoming bowling season.

Dr. Mike Hardy, High School Principal, reported the upcoming parent/teacher conferences, the Musical scheduled for November 2nd, 4th and 5th and stated that we were awarded a grant for the at-risk program.

F. Curriculum Report

G. Building and Grounds Report

Bill Hennessy, Building and Grounds Director, reported on the recent boiler inspection and noted that preparations have begun to winterize the baseball and softball fields.

H. Technology Report

Shawn Gordon, Technology Director, reported on the progress with Canvass integration, help desk tickets and computers sent in for repair.

I. Food Service Report

Julie Magner, Food Service Director, reported that October is Farm to School month, noting local produce is used on the menu almost every day this month. Mrs. Magner also reporting on the student activities to recognize local farmers last week, including dress up days and a visit from local farmers in the lunch line.

J. Transportation Report

K. 21st Century Report

Barbara Winters-Kelly, reported on the elementary after school grant, noting this is the 5th year of the current grant and they are starting the process to begin writing the next grant. Mrs. Winters-Kelly noted they encourage the community to give ideas to include in this next grant.

L. Other

Motion by Baxter seconded by Melcher to approve the Secretary's Financial Report, Activity Fund Report, School Lunch Report, Superintendent's Report, Principals' Reports, Building and Grounds Report, Technology Report, Food Service Report and 21st Century Report as presented. The vote was all ayes. Motion carried.

VI. Communications

A. Information

1. Annual Library Report

Lisa Snitker, PK-12 Librarian, presented the annual library report. Mrs. Snitker reported on the previous years' circulation trends at each school and 2017-18 budget. She also discussed the use of several grants received in the 2016-17 school year, including the use of iPads to collect oral histories at local nursing homes and collaborating with the high

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school mobile app class to create an app where individuals can learn more about Allamake County history. The goal this year is to implement this app.

2. Official Enrollment

The official enrollment report showed the District has 10.5 less students than one year ago.

3. Presentation by East Elementary

Traci Byrnes (TLC Coach), Janet Walleser, Sara Retallick and Eileen Franks (3rd Grade Teachers), presented on the Early Literacy Initiative (ELI) program set by the state intended to ensure all students are proficient readers by the end of 3rd grade. They discussed the collaboration with each other and the teachers in other grades to facilitate this initiative three days a week and progress monitoring throughout the school year for all students from PK to 3rd grade.

4. Attendance Center and Course Enrollment Data – Amy Wasson

Amy Wasson, Guidance Counselor, presented on the demographics of several areas of instruction as well as the number of students taking college courses.

5. Food and Fitness Initiative – Elizabeth Happ

Elizabeth Happ, Food and Fitness Initiative Coordinator, introduced herself to the Board and briefly discussed the Food and Fitness Initiative, the promotion of local produce from the Farm to School program and the classroom activities with which she is involved.

B. Visitors

Allan L. Rissman, Board President, welcomed the visitors and asked if there was anything anyone wished to comment on the agenda. No comments were made.

VII. Old Business

A. Recommendation to approve the Certified Annual Report for 2016-2017.

Motion by Baxter seconded by Melcher to approve the Certified Annual Report for 2016-2017 as presented. The vote was all ayes. Motion carried.

B. Recommendation to approve the Special Education Supplement for 2016-2017.

Motion by Waters seconded by Melcher to approve the Special Education Supplement for 2016-2017 as presented. The vote was all ayes. Motion carried.

C. Recommendation to approve the Transportation Annual Report for 2016-2017.

Motion by Baxter seconded by Waters to approve the Transportation Annual Report for 2016-2017 as presented. The vote was all ayes. Motion carried.

VIII. New Business

A. Personnel: (All staff hired and volunteers are subject to a satisfactory background check.)

1. Recommendation to approve staff for the 21st Century After School Program.

Motion by Waters seconded by Melcher to approve staff for the 21st Century After School Program. The vote was all ayes. Motion carried.

2. Recommendation to accept the resignation of Brad Larkin from his part-time custodian position

Motion by Baxter seconded by Waters to accept the resignation of Brad Larkin from his part-time custodian position. The vote was all ayes. Motion carried.

3. Recommendation to accept the resignation of Miranda Nagel from her para professional position.

Motion by Melcher seconded by Baxter to accept the resignation of Miranda Nagel from her para professional position. The vote was all ayes. Motion carried.

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4. Recommendation to hire Andrew Sires as the 8th grade Boys' Basketball Coach. (\$3,053)
Motion by Waters seconded by Melcher to hire Andrew Sires as the 8th grade Boys' Basketball Coach. (\$3,053) The vote was all ayes. Motion carried.
 5. Possible recommendation to hire an Assistant FBLA Advisor. (\$1,565)
Motion by Baxter seconded by Waters to hire Brett Egan as the Assistant FBLA Advisor. (\$1,565) The vote was all ayes. Motion carried.
 6. Recommendation to hire Jeff Johnson as part time custodian at East Elementary. (\$13.79)
Motion by Baxter seconded by Melcher to hire Jeff Johnson as part time custodian at East Elementary. (\$13.79) The vote was all ayes. Motion carried.
 7. Recommendation to approve Teacher Leaders for 2017-2018. (\$500/each)
Motion by Melcher seconded by Waters to approve Teacher Leaders for 2017-2018. (\$500/each) The vote was all ayes. Motion carried.
 8. Recommendation to approve John Papp as a volunteer Boys' Basketball coach.
Motion by Melcher seconded by Baxter to approve John Papp as a volunteer Boys' Basketball coach. The vote was all ayes. Motion carried.
 9. Recommendation to approve the transfer of Ben Rausch from 7th grade Girls' Basketball coach to Assistant Varsity Girls' Basketball coach. (\$3,648)
Motion by Baxter seconded by Waters to approve the transfer of Ben Rausch from 7th grade Girls' Basketball coach to Assistant Varsity Girls' Basketball coach. (\$3,648) The vote was all ayes. Motion carried.
 10. Recommendation to hire Lee Stegen as 7th grade Girls' Basketball coach. (\$2,889)
Motion by Waters seconded by Melcher to hire Lee Stegen as 7th grade Girls' Basketball coach. (\$2,889) The vote was all ayes. Motion carried.
 11. Recommendation to approve Jani Lippert as a volunteer Girls' Basketball coach.
Motion by Melcher seconded by Waters to approve Jani Lippert as a volunteer Girls' Basketball coach. The vote was all ayes. Motion carried.
- B. Recommendation to approve an out of state field trip to Viterbo University for the Nutcracker Ballet on December 8, 2017.
Motion by Baxter seconded by Melcher to approve an out of state field trip to Viterbo University for the Nutcracker Ballet on December 8, 2017. The vote was all ayes. Motion carried.
- C. Recommendation to approve an out of state field trip to Chanhassen on Wednesday, March 14, 2017.
Motion by Waters seconded by Melcher to approve an out of state field trip to Chanhassen on Wednesday, March 14, 2017. The vote was all ayes. Motion carried.
- D. Recommendation to approve the cheerleaders' attendance at the Triton Cheer Challenge on Sunday, October 29, 2017.
Motion by Baxter seconded by Waters to approve the cheerleaders' attendance at the Triton Cheer Challenge on Sunday, October 29, 2017. The vote was all ayes. Motion carried.
- E. Recommendation to approve Change Order Requests 2-12 for roof project.
Motion by Melcher seconded by Waters to approve Change Order Requests 2-12 for roof project totaling \$21,919.81. The vote was all ayes. Motion carried.
- F. Recommendation to approve bus specifications.
Motion by Baxter seconded by Waters to approve bus specifications. The vote was all ayes. Motion carried.
- G. Recommendation to approve purchase of two suburbans.
Motion by Melcher seconded by Baxter to approve purchase of two suburbans from RW Pladsen Inc. for \$79,900. The vote was all ayes. Motion carried.

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- H. Recommendation to approve the superintendent's goals.
Motion by Melcher seconded by Waters to approve the superintendent's goals. The vote was all ayes. Motion carried.
- I. Recommendation to approve High School Activity Fund transfer of funds request.
Motion by Baxter seconded by Melcher to approve High School Activity Fund transfer of funds request. The vote was all ayes. Motion carried.
- J. Recommendation to approve the following SBRC requests for allowable growth:
 1. LEP Allowable Cost - \$13,850.77
 2. Special Education Deficit - \$52,907.39
Motion by Waters seconded by Melcher to approve the following SBRC requests for allowable growth:
 1. LEP Allowable Cost - \$13,850.77
 2. Special Education Deficit - \$52,907.39
The vote was all ayes. Motion carried.
- K. Recommendation to approve the Board Committees for 2017-2018.
Motion by Baxter seconded by Waters to approve the following committee appointments: School Improvement Advisory Committee – Patty Nordheim and Tim Waters, Negotiations – Patty Nordheim and Tom Baxter, County Compensation – Scott Melcher, Wellness Committee – Tim Waters, Technology Committee – Allan Rissman and Patty Nordheim, Curriculum and Technical Advisory Committee – Scott Melcher. The vote was all ayes. Motion carried.
- L. Recommendation to approve the Allamakee Community School Wellness Policy.
Motion by Waters seconded by Baxter to approve the Allamakee Community School Wellness Policy. The vote was all ayes. Motion carried.
- IX. Adjournment
Motion by Melcher seconded by Baxter to adjourn the meeting at 6:40 p.m. The vote was all ayes. Motion carried. The next regular monthly meeting of the Board will be held on Monday, November 20, 2017 at 5:30 p.m. in the High School library.

Allan L. Rissman
Board President

Jaime Curtin
Board Secretary