OFFICIAL PROCEEDINGS
SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 22
BECKER AND OTTERTAIL COUNTIES, DETROIT LAKES, MINNESOTA  56501

Regular School Board Meeting
Monday, December 16, 2019 – 5:30 P.M.
Detroit Lakes City Council Chambers

The Regular Meeting of the Board of Education held on Monday, December 16, 2019, was called to order at 5:30 P.M. by Board Chair Erickson. Members present: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members absent: None.

Motion by Foltz seconded by Johnson, to approve the Agenda for the December 16, 2019, Regular School Board Meeting. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; and members voting against: None.

Board Chair Erickson announced Recognitions.

Tim Siewert, High School Band Teacher, presented his idea for the spring 2021 band trip.

Motion by Thomas, seconded by Foltz, to approve the following consent agenda items with the addition of the Agenda Addendum. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; and members voting against: None.

A. Approve the Minutes of the November 18, 2019, Regular School Board Meeting, and the December 3, 2019, Special School Board Meeting.
B. Approve K-12 computer checks #658470-658701 in the amount of $1,607,650.94. Hand payable checks #658062-658068, 658076-658085, 658088-658090, 658092-658096, 658370, 658380-658391, 658396-658412, 658414-658417, 658419-658434, 658437, 202011001, 202011002, 202011003, 202011004, 202011005, 202011006, 202011101, 202011102, 202011501, 202011502, 202011503, 202011504, 202011601, 202011602, 202011603, 202011604, in the amount of $3,190,088.21, for a total of $4,797,739.15, including the voiding of checks #657270, 658024, 658125, 658183, 658239, 658293. Middle School Activity Account Hand Payable check #200023-200031 for a total of $1,443.77. High School Activity Account Hand Payable checks #400075-400111 for a total of $21,973.38. (EXHIBIT)
C. Approve Personnel Agenda Items. (EXHIBIT)
D. Approve the Contract Renewal for Employee Assistance Program (EAP) effective January 1, 2020, through December 31, 2021. (EXHIBIT)
E. Approve the Application for a High School Student fulfilling the requirements for Early Graduation as per School Board Policy 613 at the end of the first semester, January 10, 2020. (EXHIBIT)
F. Acknowledge the Winter Coaches for the 2019-2020 school year. (EXHIBIT)
G. Donations:
   1) $800.00 from First Baptist Church for Emma’s Homeless Project.
   2) $100.00 from Don and Linda Schell for student lunches in memory of Don’s sister.
   3) $5,000.00 from BTD for Roosevelt Elementary.
   4) $5,000.00 from BTD for Rossmann Elementary.
   5) $500.00 from The Belles of St. Mary for Emma’s Homeless Project.
   6) $7,500.00 from Team Foundation for a Universal Laser Engraver for the High School Academies Program.
   7) $750.00 from Damien Society for Rossmann and Roosevelt Elementary Schools.
   8) $750.00 from Damien Society for Emma’s Homeless Project.

Motion by Thomas, seconded by Pedersen, to approve the First Reading of Policy Revisions for Policy 202 – School Board Officers Policy, as recommended. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None.

Motion by Steffl, seconded by Johnson, to approve the First Reading of Policy Revisions 902 – Rental Policy, as recommend. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None.

Motion by Thomas, seconded by Foltz, to approve the Combined Polling Places Resolution for calendar year 2020, as recommended. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None. (EXHIBIT)
Motion by Johnson, seconded by Steffl, to approve the Construction Change Orders for Roosevelt, Rossman, and the Middle School, as recommended. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None (EXHIBIT)

Derek Flanagan, Partner with Eide Bailly Auditing Firm, reviewed the details of the 2018-2019 District Audit Report. The Audit Report gave the district high marks stating the District received a “clean” audit opinion. (EXHIBIT)

Motion by Johnson, seconded by Foltz, to approve the 2018-2019 Audit as presented. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None

Motion by Thomas, seconded by Johnson, to close the meeting to conduct the 2020 Budget and Levy Hearing.

Business Manager, Ryan Tangen opened the Budget and Levy Hearing at 6:04 P.M. giving a comprehensive overview of the District’s current school year budget and discussed the proposed property tax levy for the taxes payable in 2020. Time was allowed for public comment and questions with the Hearing closing at 6:19 P.M.

Motion by Foltz, seconded by Thomas, to reopen the December 16, 2019, Regular Board Meeting at. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None.

Motion by Pedersen, seconded by Steffl, to approve the Certification of the 2019 Property Tax Levy Payable in 2020 for the 2020-2021 School Year in the amount of $8,797,867.31. This levy is an increase of $82,365.01 or .945%. Motion carried, with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None. (EXHIBIT)

Motion by Thomas, seconded by Pedersen, to approve the minutes from the Thursday, December 12, 2019, Finance Committee Meeting, as recommended. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None. (EXHIBIT)

Motion by Johnson, seconded by Steffl, to approve the minutes from the Monday, November 18, 2019, Transportation Committee Meeting, as recommended. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None. (EXHIBIT)

Motion by Steffl, seconded by Johnson, to approve the minutes from the Wednesday, December 4, 2019, Transportation Committee Meeting, as recommended. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None. (EXHIBIT)

Motion by Thomas, seconded by Johnson, to approve the minutes from the Friday, November 15, 20190, Activities Committee Meeting, as recommended. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None (EXHIBIT)

Motion by Steffl, seconded by Johnson, to approve the minutes from the Monday, December 2, 2019, ECFE/School Readiness Advisory Council Meeting, as recommended. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None. (EXHIBIT)

Supt. Doug Froke presented information on the following items: December enrollments; MSBA Legislative Agenda; High School Bid Opening. (EXHIBIT)

Board Chair Erickson announced upcoming meetings.

A Regular Board Meeting has been scheduled for January 13, 2020, at 5:30 PM.

Motion by Thomas, seconded by Johnson, to adjourn the meeting at 6:47 P.M. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None.

Respectfully submitted,

Kylie Johnson, Clerk
PERSONNEL AGENDA
December 16, 2019

9) Retirement Resignation:
   - Jody Borgen, Middle School Special Education Paraprofessional, effective January 31, 2020.
   - Duane Dunrud, District-Wide Food Service Director, effective February 7, 2020.
   - Dianne Lage, Roosevelt Elementary Special Education Paraprofessional, effective December 13, 2019.

10) Resignation:
    - Tina Clark, Roosevelt Elementary Full-Time Special Education Paraprofessional, effective November 15, 2019.
    - Julie Hokanson, Roosevelt Elementary Special Education Paraprofessional, effective November 26, 2019.
    - Austin Richter, Middle School Baseball Coach, effective November 26, 2019.
    - Lateda Rodewald, Rossman Elementary Special Education Paraprofessional, effective December 12, 2019.

11) Appointments:
    - Tylor Bement, Temporary District-Wide IS Tech, at $16.00 per hour, working up to 40 hours per week, effective November 8, 2019, and continuing for 8 weeks as needed.
    - Tylor Bement, IS Tech, at the rate of $21.63 per hour, working up to 40 hours per week, effective December 16, 2019.
    - McKayla Campagna, Assistant Varsity Gymnastics Coach, at the rate of 7% of BA, Step 1, or a contract amount of $2,712.08, effective November 14, 2019.
    - Paula Dietz, Middle School Long-Term Substitute School Psychologist for Kimberly Sayer, at the rate of $65.00 per hour, effective January 2, 2020, and continuing through April 3, 2020.
    - Makenna Duncan, Roosevelt Elementary Latchkey Assistant, at the rate of $11.60 per hour, working up to 7.5 hours per week, effective December 9, 2019.
    - Melvina Grose, Roosevelt Elementary Special Education Paraprofessional, at the rate of $13.47 per hour, working up to 29.75 hours per week, effective December 16, 2019.
    - Matt Horner, Assistant Varsity Gymnastics Coach, at the rate of 7% of BA, Step 7, or a contract amount of $3,111.78, effective November 20, 2019.
    - Gena Johnson, Middle School Full-Time Special Education Paraprofessional, at the rate of $13.47 per hour, working up to 37.50 hours per week, effective November 20, 2019.
    - Rachel Johnson, Junior Varsity Girls Basketball Coach, at the rate of 9% of BA, Step 1, or a contract amount of $3,486.96, effective November 11, 2109.
    - Carli-Rae Manjoerin, ALC Language/Arts Teacher, at a pro-rated amount of $218.89 per day, effective December 16, 2019.
    - Graham Newman, Middle School Boys Basketball Coach, at the rate of 5% of BA, Step 1, or a contract amount of $1,937.20, effective December 16, 2019.
    - Austin Richter, Middle School Boys Basketball Coach, at the rate of 5% of BA, Step 1, or a contract amount of $1,937.20, effective December 16, 2019.
    - Austin Richter, Assistant Varsity Softball Coach, at the rate of 7% of BA, Step 1, or a contract amount of $2,712.08, effective March 9, 2020.
    - Ellie Rutten, Rossman Elementary Full-Time Special Education Paraprofessional, at the rate of $14.07 per hour, working up to 37.5 hours per week, effective January 2, 2020.
    - Nancy Selvig, Roosevelt Elementary Full-Time Special Education Paraprofessional, at the rate of $13.47 per hour, working up to 37.50 hours per week, effective November 25, 2019.
    - Jacquelin Sharp, Roosevelt Elementary Special Education Paraprofessional, at the rate of $13.47 per hour, working up to 29.75 hours per week, effective December 12, 2019.
    - Alison Soldner, Roosevelt Elementary Special Education Paraprofessional, at the rate of $13.47 per hour, working up to 29.75 hours per week, effective December 9, 2019.
    - Tom Vagle, Head Varsity Softball Coach, at the rate of 11% of BA, Step 8, or a contract amount of $5,031.84, effective March 9, 2020.

12) Amended Assignments:
    - Beverly Even, Roosevelt Elementary Noon Duty Supervisor, amending her schedule from 2.50 hours per day increasing it to 2.75 hours per day, effective November 22, 2019.
    - Alicia Haataja, Lincoln Education Center Special Education Paraprofessional, amending her assignment to Lincoln Education Center and Mahube Head Start Special Education Paraprofessional, amending her hours from 17.25 increasing it to 29.75 hours per week, effective December 2, 2019.

13) Leave of Absence:
    - Debra Haverkamp, Roosevelt Elementary Special Education Teacher, requests a leave of absence beginning November 20, 2019, and continuing through February 12, 2020.
    - Jordan Sawicki, High School Math Instructor, requests a leave of absence beginning approximately April 29, 2020, and continuing through the end of the school year.
OFFICIAL PROCEEDINGS
SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 22
BECKER AND OTTERTAIL COUNTIES, DETROIT LAKES, MINNESOTA 56501

Special School Board Meeting
Monday, December 16, 2019, Following 5:30 P.M. Regular Board Meeting
Detroit Lakes City Council Chambers

The Special Meeting of the Board of Education held on Monday, December 16, 2019, was called to order at 6:54 P.M. by Board Chair Erickson. Members present: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members absent: None

Motion by Pedersen, seconded by Steffl, to approve the Agenda for the December 16, 2019, Special School Board Meeting. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None.

Lee Warne from MSBA was present to discuss interview questions and conduct the superintendent interview training process with the board.

Motion by Johnson, seconded by Steffl, to adjourn the meeting at 8:19 P.M. Motion carried with members voting in favor: Erickson, Foltz, Johnson, Pedersen, Steffl, and Thomas; Members voting against: None.

Respectfully submitted,

Kylie Johnson, Clerk