

**INDEPENDENT SCHOOL  
DISTRICT NO. 882  
MONTICELLO, MINNESOTA  
REGULAR SCHOOL  
BOARD MEETING**

The Monticello Board of Education held their school board meeting on Monday, November 6th, 2017 at 6:00 p.m. at the Middle School Board Room. Board Members: Jill Bartlett, Melissa (Missy) Hanson, Jeff Hegle, Carol McNaughton, Robbie Smith, William (Bill) Spartz, Dr. Michael Favor, Superintendent. Also present: District Administrators and community guests.

Location: School District Board Room – Monticello Middle School  
Date: Monday, November 6th, 2017 Time: 6:00 p.m.

**AGENDA:**

1. Call to Order – Chair Bill Spartz called the meeting to order and reported board member Carol McNaughton was absent.

2. Pledge of Allegiance

3. Approval of the Agenda

Approved by: Jeff Hegle  
Seconded by: Jill Bartlett motion carried. Approved 5-0

4. Citizens Comments - None

5. Consent Agenda

A. Approval of Minutes – Regular Meeting, October 2, 2017  
B. Consideration of Bills, Payroll, and Receipts  
C. October Wires  
D. Personnel Matters – attached General Fund \$ 1,956,060.52 Total Bills \$ 4,887,721.64

Total Payroll – October \$3,372,511.95

Board member Bill Spartz requested Item 7A of the Personnel Matters be removed.

Approved by: Missy Hanson

Seconded by: Jeff Hegle motion carried. Approved 5-0

6. Presentation of Donations to the District – Dr. Favor, Superintendent presented the following donations for board approval.

A. \$ 1,000 from the Kopp Family Foundation for Random Acts of Kindness for students in need at the C5 program.

B. \$3,850 from Monticello Swim Club for an updated speaker system for the middle school pool. Total Donations \$223,363.22

Approved by: Robbie Smith

Seconded by: Jill Bartlett motion carried. Approved 5-0

7. Cast and crew from the HS Musical “Guys and Dolls” – Mike Carr, High School Principal and Musical Director Tara Storts introduced a student performance from the upcoming musical Guys and Dolls.

Request for Additional Food Service Positions at Eastview Education Center – Joe Dockendorf, Assistant Superintendent and Joe Happe, Food Service Director requested two new Eastview positions for board approval.

A. 2.5 hours per day Cook’s Helper  
B. 3.0 hours per day Cook’s Helper

Approved by: Robbie Smith

Seconded by: Jeff Hegle motion carried. Approved 5-0

8. Recommendation to join a Cooperative Agreement with St Michael/Albertville and Buffalo to provide three more activities for Adaptive Athletics for 2017-18 school year – Mike Carr, High School Principal requested board approval to join a Cooperative Agreement with St Michael/Albertville and Buffalo to provide three more activities for Adaptive Athletics for 2017-18 school year. The Minnesota State

high School League Activities will include, Soccer in the fall, Floor Hockey in winter and Softball in the spring. Approved by: Robbie Smith

Seconded by: Jill Bartlett motion carried. Approved 5-0

9. FY17 End of the Year Report – Tina Burkholder, Director of Business Services presented the District’s preliminary financial results for the year ended June 30, 2017. A presentation from the auditors will be on December 4th. With total revenues ending at \$42,229,908 and total expenditures at \$44,061,040, the General Fund’s overall fund balance decreased \$1,831,132 to \$5,193,631 of June 30, 2017. Overall, the District’s financial position in the General Fund has declined and fallen below our fund balance policy. The Food Service and Community Service funds continue to be self-supporting funds.

Approved by: Jeff Hegle

Seconded by: Jill Bartlett motion carried. Approved 5-0

10. Quarterly Update 2017-18 – Tina Burkholder, Director of Business Services presented two graphs for the General Fund on how the District is operating financially. She reported overall the General Fund budget is pretty steady, and the year-to-date expenditures are consistent as well in relation to the budget. Revenues are in excess of expenditures as of September 30th for all 5 years.

The Expenditure Comparison chart showed the monthly expenditures were relatively consistent for the General Fund the last five years. The Revenue chart did

show some variations from month to month due to the State had the District split from the Special Education aid formula and high health insurance claims over the past year that resulted in health insurance premium increase. Tina’s recommendation is to set a budget target

alignment of 2 million for the 2018-19 school year. Seeking input from Principals and department heads will be included as to where to adjust the budget.

Approved by: Jeff Hegle

Seconded by: Jill Bartlett motion carried. Approved 5-0

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Approved by: Jeff Hegle

Seconded by: Jill Bartlett motion carried. Approved 5-0

12. School Board Meeting Date Change – Jill Tessier, Administrative Assistant to the Superintendent reported canvassing the election will be November 20th. The November 20th

canvassing date will be the November 20th school board meeting.

Approved by: Jill Bartlett

Seconded by: Jeff Hegle motion carried. Approved 5-0

13. Student Representative Report – Grace Schillewaert, Monticello High School reported on the following high school activities/events, they are a quarter done with school, upcoming events are winter sports, musical, and DECA trip. She also reported how grateful she is to be in a district that has an administration that listens to student’s voice.

Approved by: Jill Bartlett

Seconded by: Jeff Hegle motion carried. Approved 5-0

14. Adjourn 7:12 pm

Approved by: Jill Bartlett

Seconded by: Jeff Hegle motion carried. Approved 5-0

Future School Board Meeting Dates

Special Meeting – November 13, 2017, @ 6:00 pm – Board Room

Regular Meeting – December 4, 2017 @ 6:00 pm – Board Room

Special Meeting – December 18, 2017 @ 6:00 pm – Board Room

Carol McNaughton Secretary/Clerk

This material is only a summary; the full text is available for public inspection at the administration offices of the School District. A copy of the proceedings, other than attachments to the minutes, is available without cost at the offices of the Monticello School District or online at [www.monticello.k12.mn.us](http://www.monticello.k12.mn.us).

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