

**INDEPENDENT SCHOOL  
DISTRICT NO. 882  
MONTICELLO, MINNESOTA  
REGULAR MEETING  
MINUTES  
JANUARY 22, 2018**

The Monticello Board of Education held their school board meeting on Monday, January 22nd, 2018 at 6:00 p.m. at the Middle School Board Room. Board Members: Jill Bartlett, Candace Carda, Melissa Curtis, Melissa (Missy) Hanson, Jennifer Lewis Kannegieter, Jeff Hegle, and Dr. Michael Favor, Superintendent Also present: District Administrators and community guests.

Location: School District Board Room – Monticello Middle School

Date: Monday, January 22nd, 2018 Time: 6:00 p.m.

**AGENDA:**

1. Call to Order – Board member Jill Bartlett called the meeting to order.

2. Pledge of Allegiance

3. Approval of the Agenda

Approved by: Missy Hanson

Seconded by: Jennifer Lewis Kannegieter

motion carried. Approved 6-0

4. Citizens Comments –

5. Consent Agenda A. Approval of Minutes – Regular Meeting, January 8, 2018

B. Consideration of Bills, Payroll, and Receipts C. Personnel Matters – attached

D. Trip Request – Boys Golf E. Approval of Letter to Mr. Wuolle providing reasons for his non-renewal as High School Head Girls Soccer Coach

General Fund \$ 1,471,751.91

Total Bills \$ 1,953,164.96

Approved by: Jeff Hegle

Seconded by: Missy Hanson motion carried. Approved 6-0

~~6. Student Representative Report – Grace Schillewaert, High School Student Representative~~

This Agenda item was removed – no report

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

A. \$ 2,000 from UMC to sponsor the HS First Robotic Team with supplies and travel expenses.

B. \$ 2, 630.00 from Peacemaker Minnesota for middle school climate and prevention resources.

Total Donations \$ 9,130.00

Approved by: Missy Hanson

Seconded by: Jeff Hegle

With board members voting aye: – Opposed none motion carried.

Approved 6-0

8. Wright Technical Center Presentation – Brian Koslofsky, Executive Director Wright Technical Center presented information on the Wright Technical Center. He provide information on their courses offered and student numbers.

9. Resolution for Elections – Jill Tessier, Administrative Assistant to the Superintendent and Elections Clerk presented a Resolution for approval to designate the polling place for the Monticello School District Elections for the 2019 calendar year. Approved by: Jeff Hegle

Seconded by: Missy Hanson

motion carried. Approved 6-0

10. Update Bank Signers and Authorized Electronic Funds Transfer Personnel – Tina Burkholder, Director of Business Services presented two Resolutions for board approval for: Authorized Signatures

- Approved by: Candace Carda

Seconded by:

Missy Hanson motion carried.

Approved 6-0

Designation to make electronic wire transfers - Approved by: Candace Carda

Seconded by: Missy Hanson motion carried. Approved 6-0

11. Financial Forecast – Tina Burkholder, Director of Business Services reported the forecast is based on estimates and what is known today and the ultimate goal is to get the District to an 8% fund balance, from her forecast scenario she reported you can see the District isn't quite there. The revised budget for the 2017-18 school year has expenditures exceeding revenues about \$600,000 more than the original adopted budget. The revenue budget increased \$624,054, and the expenditure budget increased \$1,224,017. The District received more in General Education aid with the increased enrollment, but at the same time, a revised State Special Education Aid report from MDE for the 2016-17 school year estimates the District receiving \$340,000 less than what was anticipated. Our federal program aid estimates were also less than what was anticipated in June when the budget was created. Other revenue increased over \$1 million. On the expenditure side in the original budget, more funds were placed on health insurance benefits versus salaries. With the insurance claim reimbursements, the District will have more expenses in repairs, supplies and equipment from the storm damage claim in June 2017. She also provided many financial forecast scenario assumptions, including the Budget Alignment plan of \$2 million.

12. Recommendation to Approve the Faculty Master Agreement between Independent School District 882 and Education Minnesota Monticello for July 1, 2017 – June 30, 2019 – Joe Dockendorf, Assistant Superintendent presented the Master Agreement between Independent School District 882 and Education Minnesota Monticello for July 1, 2017- June 30, 2019 for board approval.

Approved by: Jennifer Lewis Kannegieter

Seconded by: Candace Carda motion carried. Approved 6-0

13. First Reading of Policies – Dr. Michael Favor, Superintendent presented the following policies for a first reading. They will be brought back at a later date for approval. A. Policy 303 – Superintendent Selection B, Policy 405 – Veteran's Preference C, Policy 425 – Staff Development D, Policy 509 – Enrollment of Non Resident Students E. Policy 726/534 - Unpaid Meal Charges F. Policy 903 – Visitors to School District Buildings and Classrooms G. Policy 525 – Violence Prevention

14. Budget Alignment Plan – Tina Burkholder, Director of Business, Services, presented a power point presentation that lead up to the need for a \$2 million dollar Budget Alignment. Highlights of her presentation included: how changes in State Special Education funding affected the budget, a timeline of events from 2013-2018, measures were taken by the District during that time, a break down on how the General Fund Budget is spent and a break down on how the \$2 Million Budget Alignment will be divided amongst the district.

15. Superintendent Search Firm Selection – Jill Bartlett, Board Chair reported the Interim Superintendent is a ten month position. Due to the limited number of applicants, MSBA recommendations and the boards due diligence the board will hire a search firm for a Superintendent. Board members made a recommendation to hire PEER Solutions for the Superintendent Search. Approved by: Jeff Hegle

Seconded by: Missy Hanson motion carried. Approved 6-0

16. Adjourn 7:18 pm Approved by: Jeff Hegle

Seconded by: Missy Hanson motion carried. Approved 6-0

Upcoming Meetings All meetings will be held at 6:15pm

February 5, 2018, Regular School Board Meeting – Board Room

March 5, 2018, Regular School Board Meeting – Board Room

March 19, 2018, Special School Board Meeting – Board Room

April 2, 2018, Regular School Board Meeting – Board Room

May 7, 2018, Regular School Board Meeting – Board Room

May 21, 2018, Special School Board Meeting – Board Room

June 4, 2018, Regular School Board Meeting – Board Room

July 16, 2018, Regular School Board Meeting – Board Room

February 5, 2018, Regular School Board Meeting – Board Room

March 5, 2018, Regular School Board Meeting – Board Room

March 19, 2018, Special School Board Meeting – Board Room

April 2, 2018, Regular School Board Meeting – Board Room

May 7, 2018, Regular School Board Meeting – Board Room

May 21, 2018, Special School Board Meeting – Board Room

June 4, 2018, Regular School Board Meeting – Board Room

July 16, 2018, Regular School Board Meeting – Board Room

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