

**ST. MICHAEL-ALBERTVILLE
INDEPENDENT SCHOOL
DISTRICT NO. 885
SCHOOL BOARD OFFICIAL
MEDIA MINUTES
OCTOBER 15, 2018**

The St. Michael-Albertville School Board held a Regular Meeting in the District Office Board Room - Middle School West (Door A) at 7:00pm.

Board Members present: G. Weber, J. Lindquist, H. Saville, J. Pey-erl, D. Scherber, K. Dwinnell

Staff: Superintendent Foucault and district administrators

1. CALL TO ORDER Board Chair Scherber called the meeting to order at 7:00pm with The Pledge of Allegiance.

2. APPROVAL OF AGENDA ITEMS M/S to approve agenda as presented - passed

3. STUDENT AND STAFF RECOGNITION

4. VISITORS

5. REPORTS

6. OLD BUSINESS

7. NEW BUSINESS

A. Discuss Strategic Plan Organizational Assessment: District Office

B. Action on Director of Business Services Position

M/S to approve Director of Business Services Position as presented - passed

C. Action on Director of Business Services Job Description - Hiring Protocol

M/S to approve Director of Business Services Job Description and Hiring Protocol as presented-passed

D. Action on Director of Finance Job Description

M/S to approve Director of Finance Job Description as presented - passed

E. Action on Benefits Coordinator Job Description

M/S to approve Benefits Coordinator Job Description as presented- passed

F. Action on Enrollment Coordinator and Administrative Assistant to Business Services Job Description

M/S to approve Enrollment Coordinator and Administrative Assistant to Business Services Job Description as presented - passed

G. Action on Eliminating Accounts Payable Position

M/S to approve Eliminating Accounts Payable Position as presented- passed

H. Action on Policy #110 Organization Structure and Administrative Flow Chart

M/S to approve Policy #110 Organization Structure and Administrative Flow Chart as presented.-passed

I. Action on Maintenance Unit Job Descriptions

a. Custodian b. Groundskeeper c. Lead Custodian d. Director of Buildings & Grounds

M/S to approve Maintenance Unit Job Descriptions of Custodian, Groundskeeper, Lead Custodian, and Director of Buildings & Grounds as presented- passed

J. Action on FY2020 and FY2021 Calendars

M/S to approve FY2020 and FY2021 calendars as presented-passed

K. Action on Special Education Paraprofessional Positions (3)

M/S to approve three 6.5 hr/day Special Education Paraprofessional Positions as presented- passed

8. CONSENT AGENDA

Approval of Previous Minutes; Claims and Accounts; Lane change requests; Trip Requests; Resignations, Retirements, Terminations, and Layoffs; Change of Assignments; Certified Staff Employment; Support Staff Employment; Coaches and Extracurricular Staff Employments, Leaves of Absence, Community Education Employment

M/S to approve the Consent Agenda as presented- passed

9. Donations M/S to approve Resolution for Acceptance of Gifts - passed

10. Information Items

11. Future Meeting Dates

12. Adjourn M/S to adjourn - passed

A full copy of the Minutes of the October 15, 2018 School Board Meeting is available on the St. Michael-Albertville School District website or from the Superintendent's office.

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