INDEPENDENT SCHOOL DISTRICT #139
APPROVED MINUTES OF REGULAR SCHOOL BOARD MEETING
JANUARY 17, 2019

The Organizational/Regular School Board Meeting was called to order by Chairperson Folkema at 5:30 p.m. in the Rush City High School Media Center.

Roll Call

Board Members present: Scott Tryon, Stefanie Folkema, Teri Umbreit, Matt Meissner, Jennifer Widell, Becky LaMont, (student members) Anna Bush and Katie Groh. Others in attendance: William Campbell, Superintendent; Laureen Frost, Business Manager; Staci Souhan, Elementary Principal; Brent Stavig, High School Principal; and other interested parties.

Approval of Regular School Board Meeting Agenda

Motion by Umbreit to approve the agenda. Folkema recommended that we modify the agenda by moving Communication to follow Board Organization on the agenda. Widell seconded the motion approving the Regular School Board Meeting Agenda with the modification. Motion carried unanimously.

Election of Officers/Committee Assignments/School Board Organization

Chair: Chairperson Folkema called for nominations for Chairperson for the year 2019. Tryon nominated Stefanie Folkema as Chairperson of the School Board for the year 2019. There were no further nominations. Board Chairperson Folkema declared the elected candidate.

Vice Chair: Chairperson Folkema called for nominations for Vice Chair. Widell nominated Teri Umbreit as Vice Chairperson of the School Board for the year 2019. There were no further nominations. Board Chairperson Folkema declared the elected candidate.

Clerk: Chairperson Folkema called for nominations for Clerk. Meissner nominating Scott Tryon as Clerk of the School Board for the year 2019. There were no further nominations. Board Chairperson Folkema declared the elected candidate.

Treasurer: Chairperson Folkema called for nominations for Treasurer. Umbreit nominated Matt Meissner as Treasurer of the School Board for the year 2019. There were no further nominations. Board Chairperson Folkema declared the elected candidate.

Committee Assignments

The following committees and committee assignments were made for board members for the year 2019:

St. Croix River Education District	Scott Tryon
Board Advisory Committee Representative	Stefanie Folkema, Teri Umbreit
East Central MN Educational Cable Cooperative	Matt Meissner
Negotiation Committee	All Board members
MSBA Legislative Liaison Representative	Jennifer Widell
MN State HS League Representative	Teri Umbreit

Motion made by Umbreit seconded by LaMont to approve the following Board Organizational items for 2019:

- Adopt Robert's Rules of Order
- Establish Regular School Board meeting dates, time and location – Third Thursday of the month at 5:30 pm in the High School Media Center
- Board Compensation ($45 per meeting or $90 per day)
- Establish ECM Post Review as official newspaper
- MN School District Liquid Asset Fund, Northwoods Bank and Unity Bank Rush City as official depositories for district financial resources
- Accounts Payable position will coordinate credit card use
- Designate Business Manager and Superintendent as authority for electronic fund transfers
- Superintendent will communicate with attorneys Rupp, Anderson, Squires & Waldspurger; Ratwick, Roszak, Maloney; or Knutson, Flynn et.al.
- Membership in the following organizations: Minnesota School Board Association, Resource Training and Solutions-Membership, Resource Training and Solutions–Mgmt. Asst Program, Resource Training and Solutions-Onsite Management Service, CMERDC, MSHSL, and Infinity Online Learning.

Motion carried unanimously.

Communications

Mr. Campbell led a discussion and presentation on his proposal for Rush City Schools to consider contracted services for our Transportation Department. A Q and A time followed the presentation.

Mr. Campbell informed the School Board of a monthly budget timeline posted on our website.

Approval of Consent Agenda Items

Motion by Meissner seconded by Widell approving the Consent Agenda items:
Minutes of the Special Session Board Meeting and Regular Board Meeting of December 20, 2018.
Bills, obligations, and invoices totaling $799,742.24.
Approve Personnel
Intermittent FMLA for Janet Wagener, effective January 28 – February 22, 2019
Assignment Change for Amber Buboltz, Food Service, from 3.75 to 4.0 hours per day
Employment of Sandy Holmberg, Van Driver, 2.0 hours per day
Motion carried unanimously.

Consideration of Item(s) Removed From Consent Agenda

None

Financial Information

Revenue/Expenditure Update: Business Manager Frost reviewed the 2018-19 revenue and expenditure report noting that general fund revenues are approximately $180,000 greater than expenditures to date.

Investments: Business Manager Frost reported that the district has $3,641,459 invested as of December 31, 2018. In January the districts debt redemption payments are due so the cash balance will be reduced.

Recognition/Policy Review

Second Reading: Policy 516 – Student Medication (Revised)

Policy Adoption: Policy 527 – Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches (Revised)

Motion by Tryon seconded by LaMont to adopt Policy 527. Motion carried unanimously.

Reports

Positive Points

CE Jacobson Elementary

Priority Area 1: Achieve Academic Excellence

•During casual observations about half of the classrooms I visited, students were able to tell me their learning target without prompting
  o Another 25% could tell me where to find the learning target
  o We are moving toward common practice
• The MTSS process is becoming more streamlined and effective.
• Our 2 new paras started
  o Miss April Techeny - 2nd Grade Recess
  o Miss Megan Kubes - 45 min. support 5th Reading

Priority Area 2: Foster a Positive and Safe Environment

• We have a new committee to spread "Sunshine" in our school (Becky Peters and Kim Halbert spearheaded)
• I'm giving verbal feedback via email using Voxer on walk-through observations, it's immediate and efficient
• Every classroom has had unscheduled observation

Priority Area 3: Financial Stability to Support the District Mission

• Our fundraiser sold $21,360 in sales, we received $252 in donations, we paid $559 in prizes and $9785 in chocolate, our profit was $11,268 for our students!
  o Huge thanks to Kim Sarago for making this so smooth for our families and Nancy Moulton for picking up some of Kim's tasks during busy times
• Both our Title Grants are accepted, active, and funded

Priority Area 4: Strengthen Community Relationships

• Facebook has received good feedback
• Compliment to parents of Rush City, interactions have been supportive and respectful
• Newsletters are fully digital
• Top Secret school-wide activity in the works!

Challenges:

• Absences and getting subs is a daily challenge in the area of paraprofessionals, sometimes teacher subs on training days when higher numbers are needed or in our unique classrooms
• We do not have any para support for duties. Our recess coverage is very tight and often juggled daily as paras need to be used elsewhere. Adsis, Title, and Counselor are often needed for coverage or duties
• Student tardiness and absences, families do not like getting letters to follow the county protocols if they have notified the school.
• vacations being unexcused is often mentioned with no scheduled spring vacation time
• Alternative lunch is tough for all of us, used some donation money to help offset some FRL balances

Rush City High School

Priority Area 1: Achieve Academic Excellence

• Mr. Stavig shared his Instructional Promise with the Board which included:
  o The written, taught, and assessed curriculum; aligned with standards and benchmarks
  o Course description and syllabi
  o Google team drive curriculum maps
  o Schoology with learning targets, instructional strategies and assessments
  o Formative and summative assessments, unit overview sheets for feedback
  o Evaluation of mastery of learning targets and refinement of teaching practices
• Flowchart of our curricular initiatives
• Teachers self-report progress
• Individual check-in meetings with all teachers regarding progress on guiding questions seems to relieve stress and provide more opportunity for direction and collaboration.
• Mrs. Smoley's 3D Holiday design contest challenged students as they designed and printed holiday ornaments.
• Winter MAP testing was completed last week for all at-risk students.

Priority Area 2: Foster a Positive and Safe Environment

• Participation with the GSA has been steady. They've been meeting regularly and planning activities such as a potluck and movie nights where they gather, collaborate, and welcome guests.
• Addendums to the High Schools handbooks are being prepared. They include a revised two-hour late start schedule, procedure for student walkouts, and the Instructional Promise.

Priority Area 3: Financial Stability to Support the District Mission

• 2019-20 Planning – looking for efficiencies, grants, and unique programing.

Priority Area 4: Strengthen Community Relationships

• Student government conducted a food drive for the local food shelf.
• Saturday Dec. 1st the Leo's Club put on an outstanding Santa Day's Store with the help of senior volunteers, and generous donations from Chucker's Spare Room, Preferred Paving, The Estates at Rush City, and many local residents.

Area of Concern or Current Challenge

• TSA unable to fill RCHS therapist position
  o Limited coverage from CE Jacobson TSA staff
• Expanding opportunities for students Incorporating PBIS

Updates

None

Meetings Attended

Mr. Campbell attended day one of the 2019 MSBA Annual Conference.

Old Business

Designation of Identified Official with Authority for the MDE External User Access Recertification System - The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA). The Director recommends the Board authorize William Campbell act as the Identified Official with Authority (IOwA) for Rush City Public School District 0139-01.

Motion by Tryon seconded by LaMont authorizing William Campbell as the Identified Official with Authority (IOwA) for Rush City Public School District 0139-01. Motion carried unanimously.

New Business

Budget Revision FY19: Business Manger Frost reviewed the preliminary budget for the 2018-19 school year and the proposed revised budget. The revised budget shows General Fund expenditures $268,896 stronger than revenues resulting in decreasing fund balance by this amount. There was no change from the preliminary budget in enrollment projections for the revised budget. Motion by Meissner seconded by Umbreit to accept the revised 2018-2019. Motion carried unanimously.

Motion by Tryon seconded by Umbreit to approve two high school teachers to attend ISTE National Conference in Philadelphia. This is partially funded through our partnership with ECMECC. Motion carried unanimously.

Calendar

Special Session - Budget Workshop	Rush City High School Media Center	2/11/19	5:15 p.m.
Regular Meeting	Rush City High School Media Center	2/21/19	5:30 p.m.

Adjournment

Motion by Umbreit seconded by Tryon adjourning the Regular Board Meeting at 7:40 p.m. Motion carried unanimously.

Respectfully submitted,
Scott Tryon, Clerk

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