

REGULAR MEETING OF THE BOARD OF EDUCATION  
Aitkin Independent School District No. 1  
Aitkin, Minnesota 56431  
December 19, 2016

MINUTES

The meeting was called to order at 7:03 p.m. in the High School Media Center by Chairman Dennis Hasskamp with six members present. Mr. Welshons was absent.

A motion was made by Mr. Hoge, with a second by Mr. Burgstaler, to approve the agenda, with the following changes: Adding Beverly Rueger under item #8 (Accept resignations) and adding item #12 (Consider/approve FMLA leave for Kayla Host from around March 20, 2017, until the end of the school year). All members voted in favor, and the motion carried.

The Board held its Truth in Taxation Hearing, allowing residents of the school district to express opinions on the FY2017 school district budget and on the amount of property taxes it is proposing to collect with the 2016 payable 2017 levy. No residents expressed opinions or asked questions of the Board.

Scheduled presentations:

The Middle School Student Council was represented by Peyton Peterson and Madison Buisman, who updated the Board on their activities from deer hunting week and also activities going on this week leading up to Christmas break.

Senior Council Representative Taylor Courier gave the Board an update on the council's activities including the 12 Days of Giving. Approximately \$340 has been collected for a charity; planning is underway for SnoDaze.

Chad Dunaiski of Wipfli, LLP, presented the Audit Report for the 2015-2016 fiscal year. A motion was made by Mr. Janzen, with a second by Mr. Burgstaler, to approve the Audit Report as presented. Mr. Hasskamp, Mr. Hoge, Ms Hills, Mr. Janzen, and Mr. Burgstaler voted in favor of the motion. Mr. Chute voted against the motion. The motion carried.

Old business:

A motion was made by Mr. Hoge, with a second by Ms Hills, to approve the following policies:

- Policy 303 Superintendent Selection
- Policy 405 Veteran's Preference
- Policy 507 Corporal Punishment
- Policy 508 Extended School Year for Certain Students with IEPs
- Policy 509 Enrollment of Nonresident Students
- Policy 523 Policies Incorporated by Reference
- Policy 528 Student, Parental, Family and Marital Status Nondiscrimination
- Policy 529 Staff Notification of Violent Behavior by Students
- Policy 802 Disposition of Obsolete Equipment and Material
- Policy 905 Advertising

All members voted in favor, and the motion carried.

New business:

A motion was made by Ms Hills, with a second by Mr. Burgstaler, to approve the consent agenda as follows:

- Minutes of the Regular Meeting held on November 21 and of the Board Retreat on December 5.
- Office receipts for the month of November in the amount of \$812,111.44.
- Report of expenditures for November including \$675,327.03 for bills and \$824,673.92 for payroll and district contribution to PERA, TRA, OASDI/ Medicare and 403(b).
- Insurance Account checks #13903-13919 in the amount of \$4,954.32.
- Collateral Report for December.
- Donations for November in the amount of \$8,844.62.
- Wire transfers for November in the amount of \$1,300,000.00.
- Accepted resignations/retirement:
  - Nicholas Ganoe - Elementary instrumental music teacher resigning effective 1/01/17
  - Stephen Michaletz - resigning as the head volleyball coach effective immediately
  - Beverly Rueger - Superintendent's Secretary, retiring effective January 31, 2017
- Approved hirings:
  - Kathryn Crask - H.S. Special Ed. Para and cleaner, effective 11/28/16
  - Javier Cuervo - Technology Support Technician, effective 12/14/16
  - Brittney Galbraith - Assistant Elementary Secretary, effective 12/08/16
  - Jessica Spicer - Human Resource Generalist, effective 1/23/17
- Approved an extracurricular assignment for 2016-2017:
  - Briana Tetrick - Prom Advisor
- Approved an Independent Contractor Agreement with Kelli Foster Warder for choreography for the musical, "The Addams Family."
- Considered/approved FMLA leave for Kayla Host from around March 20, 2017, until the end of the school year.

All members voted in favor, and the motion carried. Ms Hills expressed thanks to Beverly Rueger for her fifty-four years of service to the District.

A motion was made by Mr. Hoge, with a second by Mr. Burgstaler, to approve the 2016 payable 2017 levy at \$1,174,267.30, which is a decrease of 7.45% from last year's levy. All members voted in favor of the motion, and the motion carried.

Mr. Hasskamp provided a recap of the Board Retreat held on December 5.

Mr. Novak provided a draft of survey questions put together by Peter Leatherman of Morris-Leatherman. The cost was estimated to be \$7,500 to survey 400 households. A motion was made by Mr. Janzen, with a second by Ms Hills, to spend up to \$7,500 to conduct the survey. On a roll call vote, all members voted in favor of the motion, and the motion carried. Ms Hills, Mr. Chute and Mr. Janzen agreed to serve on a committee to develop the survey questions.

Ms Hills left the meeting at 7:58 p.m.

The Board discussed the possibility of having student IDs, as proposed at the November meeting by Aitkin High School Senior Jesse Henline. A motion was made by Mr. Janzen to purchase the printer and cards to make student ID cards. The motion was seconded by Mr. Burgstaler. All members voted in favor of the motion, and the motion carried.

Mr. Hoge made a motion to have the Policy Committee develop a policy to outline creation, usage, and implementation of the cards. Mr. Chute seconded the motion. All members voted in favor, and the motion carried.

Mr. Novak suggested Monday, January 30, 2017, for a Board work session to discuss strategic planning. The meeting was tentatively set for that date with a location to be determined. Mr. Novak has talked with MSBA and Bruce Miles about facilitating the meeting.

Administrative reports:

Board members' reports:

Mr. Hoge reported on the Parent Advisory Committee Meeting held earlier in the evening. Elementary honor students helped with the concert here at the high school, and that went very well. Mr. Peterson also reported on an audit of the group.

Committee reports:

In Ms Hills absence, Mr. Novak reported on the Meet and Confer Committee Meeting held on December 1. Discussion took place on prep time, winter weather preparation to prevent workers compensation claims, AESOP entries made after-the-fact, and the timing of staff development payments.

On behalf of Mr. Welshons, Mr. Novak reported on the Safety Committee Meeting held on December 12. The group discussed employee slips and falls and student holds (using the handle with care method).

Mr. Hoge commended the staff that decorated their doors at both Rippleside and the high school. He encouraged other board members to walk around and look at them.

Superintendent's report:

Mr. Novak reported on the status of EIP and telecommunications grant funding and the equipment that will be coming as a result of the grant.

Mr. Novak also reported that he and Maintenance Supervisor Jim Bright went to Moose Lake to see their new building and samples of furniture. Three vendors will be bringing in samples during the January 20, 2017 workshop. Staff can go and view the samples to see what would work for them.

He also reported that the District will be moving to BoardBook in January or February. Board members who would like an iPad should contact Mr. Novak.

He reminded the Board of the holiday gathering at his home this Thursday evening.

Principals' reports:

Mr. Peterson updated the Board on several happenings at Rippleside including tomorrow's band and choir concert. The Title Program Review is scheduled for January.

Mr. Karelis reported that registration is quickly approaching for the 2017-2018 school year. Registration materials are due from the teachers tomorrow. Several staff training and planning events are on the calendar.

Mr. Hasskamp presented the upcoming meeting schedule as listed in the agenda, including the Board work session scheduled for January 30.

Comments from visitors:

Terry Nies commented about concerns regarding the future of facility planning and resulting tax increases. He also asked for clarification on questions on the computer lease and the upcoming survey.

A motion to adjourn was made by Mr. Burgstaler, with a second by Mr. Chute. All members voted in favor, and the meeting adjourned at 8:46 p.m.

Tiffany Gustin  
Secretary