

**REGULAR MEETING - BOARD OF EDUCATION
SCHOOL DISTRICT OF SOMERSET**

**April 15, 2013
MINUTES**

Board President Brian Moulton called the meeting to order at 7:00 p.m.

Roll call was taken. Present were Brian Moulton, Tim Witzmann, Kelly Ott, Robert Gunther, Mike Connor, Marie Colbeth, and Tom Walters.

Witzmann moved, with second by Connor, to approve the agenda. Motion carried unanimously.

Groups or Individuals Wishing to Be Heard: Moulton read off this portion of the meeting. Marna Canterbury, Director of Community Health and Wellness from Lakeview Hospital in Stillwater spoke about the Power Up Campaign. On May 4, 2013 the Community Kickoff will take place at Stillwater Junior High School. Marna provided handouts and explained this is a great event with one of the activities being an attempt to break the world record for the Cha Cha Slide. Canterbury provided handouts and additional information on this.

The Board recognized 2013 Scholar Athletes: Program Director Bill Roll introduced Sarah Northey; daughter of Paul and Lisa Northey, and Reggie Larson; son of Bruce and Kelly Larson. Roll spoke highly of both student athletes and stressed that being all conference athletes were just many of the accolades they had earned. Sarah and Reggie both introduced their parents. President Moulton presented each student athlete with a certificate and congratulated them both for their accomplishments.

The Board recognized 2013 State Academic Decathlon Participants: Advisor Heidi Haugen introduced the 2013 State Academic Decathlon Participants: Danielle Anderson; daughter of Curtis Anderson and Tammy Shimon, Sydney Branom; daughter of Donald and Sherrill Branom, Anthony Cogger; son of Joseph Cogger and Tamra Lee, Emily Johnson; daughter of William and Jeannie Johnson, Emilee Martell; daughter of Bruce Martell and Heidi Haugen, Beige McConaughey; daughter of Kraig and Brenda McConaughey, Quinn Perro; son of Steven Perro and Sara Bomstad, Alexis Plourde; daughter of Richard Plourde and Dena Telschow, Brianna Sierzchulski; daughter of Mark and Kelley Sierzchulski, Samantha Swanson; daughter of Robert and Tammy Swanson. Haugen stated the team worked very hard and overcame many obstacles this year. Colbeth presented each of the students with certificates stating they did a wonderful job competing and that the Board was very proud of them.

The Board recognized outgoing board member Tim Witzmann. President Moulton thanked Witzmann for all his hard work and dedication as a board member for sixteen years. Witzmann thanked his wife for being patient with his long hours and also thanked fellow board members, Superintendent Rosburg and all the teachers of the district. Witzmann reiterated his thanks to the teachers and mentioned that his children attended Somerset and received a great education. Witzmann then introduced new board member, Tammie Wishard.

The meeting was recessed at 7:25 p.m. and reconvened at 7:45 p.m.

Connor moved with second by Gunther to approve the Consent Agenda:

- A. Approve Minutes of the Regular Session of March 18, 2013
- B. Approve Minutes of Special Session of March 18, 2013
- C. Approve Minutes of the Canvassing Session of April 8, 2013
- D. Approve Payment of March/April Board Bills
- E. Approve Hiring Stacey Belisle for Elementary Special Education Short Term Substitute Teacher
- F. Approve Hiring Brandon Berrey for High School Media Specialist
- G. Approve Hiring of Molly Ohman for Speech/Language Pathologist
- H. Approve Resignation of Jane Karl, Middle School Teacher
- I. Approve Resignation of Matt Steffeck, Alternative Education Instructor
- J. Approve Changes to Spring 2013 Coaching Assignments

- K. Approve Early Graduation for Alex Meyer at the End of Term 3 of the 2012-2013 School Year
- L. Approve Early Graduation for Sierra Wiswell at the End of Term 3 of the 2012-2013 School Year
- M. Approve Youth Options Paperwork
- N. Approve the 2013 Summer School Booklet for the 2013 Summer School Session
- O. Approve Open Enrollment Exception to New Richmond from Somerset

Motion carried unanimously.

Discussion

Business Services Committee: Referendum Plan Summary: Colbeth turned this portion of the meeting to Lisa Voisin of RW Baird. Voisin explained the Financing Goals Plan, Recommended Plan and Timeline. Voisin also explained the school's bond rating and how it could impact interest rates. Other topics covered included the dropping of the tax base, fund balance and maintaining the school's rating. A bond rating conference call with Moody's, RW Baird and the school district will take place in early May. Witzmann asked Baird what would potentially happen should the ratings change and also asked about the fund balance. Voisin expressed concern over the school district policy stating what the fund balance should be. Witzmann then thanked Voisin for her help and for advising the board as she did. Voisin reiterated that the debt structure is good and the district has a great plan.

2013-2014 Budget Development: Director of Business Services and Operations, Dave Gerberding, reiterated that the timing of the referendum is perfect and that the property value decline was not something that was in the district's control. Gerberding explained the factors that will affect the budget and what it may look like. Gerberding addressed the current RFP's and that the items were on the agenda under Action.

Facilities Committee: Referendum Project Schedule: Committee Chair Moulton discussed topics from the Facilities Committee meeting. This included discussion on a meeting with Kraus Anderson that took place last week at which a Referendum Project Schedule was provided. Moulton stated that local contractors would be given the opportunity to bid and that early orders will be placed for those items that have a longer turnaround time.

District Air Quality Plan: Moulton stated the district has adopted the DPI Version of the required Air Quality Plan for school districts. Air quality is an item of high importance and is discussed and managed at monthly meetings. Replacing the high School HVAC is a referendum item and once this is completed the new system will be start of the art.

Governance Committee: Board Evaluation Policy, AFA: Chair Mike Connor explained the board policy, AFA and that this was a first reading. This policy will be placed on the May agenda for a second reading. Connor asked if there were questions and there were none.

Superintendent Report: Superintendent Rosburg provided the enrollment report to date, stating enrollment went up slightly with 1,651 students this month, up five students from March. Also, tentative Committee Meetings are scheduled for Monday, May 6, 2013. Rosburg stated the progress of the referendum projects will be placed on the website. Rosburg then recommended Hannah Rosentreter for the Student Representative to the Board of Education for 2013-2014 school year. Rosburg introduced Hannah and stated she would begin this September.

Board Report: *CESA II Update:* Due to the inclement weather, Tom Walters stated the CESA meeting had been postponed and rescheduled for Thursday, April, 18.

Community and School Involvement: The board members had many opportunities to attend recent school events. Ott attended the Health Fair at the elementary school. Colbeth attended the middle school play and stated the students and staff did an outstanding job once again. Moulton was a judge at the middle school talent show. He said the quality of talent was superb and that the addition of more awards to be given out could be considered.

Directors and Principals Report: Middle School Principal Sara Eichten spoke of guest speaker, Jeff Erickson that was in the district on April 12. Mr. Erickson is the principal at Mounds View High School in St. Paul, Minnesota. The feedback on his presentation was very positive. Eichten also spoke of the door buzzers that are

now in place at all three schools. Gunther thanked all those involved in the placement of the door buzzers and stressed the importance of this initiative.

Student Council Report: Student Council Representative Grace Becher reported on community day plans. The Community Day is planned for May 10 with a rain date of May 13. Becher stated the seniors have received their cap and gowns and plans are underway for graduation. Becher also mentioned that a group of students will be attending a MN Wild game this Sunday as part of leadership night. This has been a well-attended event in the past. Outgoing board member Tim Witzmann thanked Becher for her hard work and service.

Action

Human Resources Committee: Gunther moved, with second by Witzmann to Approve Employee Handbook Language to Replace the April 15th date to read as follows: Execution of Contract: This contract is not valid unless fully executed by the employee and filed in the District Office of the School District of Somerset on or before June 15th of the school year during which a teacher holds a contract, and by no later than three weeks after the contract is offered to the employee by the School District of Somerset. Gunther added that this gives the district options and is line with the state statute. Superintendent Rosburg added that this is timely, staff friendly and a healthy way to manage the process. Motion carried unanimously.

Governance Committee: Connor moved, with second by Walters, to approve the following polices which are up for second readings:

- Policy IGBC, Programs For Disadvantaged Students (Title 1)
- Policy IGBC-R, Student Selection
- Policy IGBC-R, Title 1 Parental Involvement Guidelines

Motion carried unanimously.

Connor moved, with second by Gunther to approve Policy BFG: Policy Review and Evaluation, Approve Administration to Evaluate and then Purchase and Implement Either the Neola or PRG Service. Motion carried unanimously.

Facilities Committee: Moulton moved, with second by Witzmann, to approve the District's Updated 3-Year Capital Maintenance Plan. Walters expressed concern over the leak in the seventeen year old roof at the high school and that this should be moved to the top of the priority list if there are extra funds. Witzmann stated the roof decision should be based on what is best for the long term. All in favor except Ott. Motion passed.

Business Services Committee: Colbeth moved with second by Gunther to:

- Approve School Specialty as the District General Supply and Services Vendor for 2013-2014
- Approve Demulling Lawn Care as the District Lawn Care Services Vendor for Summers 2013-2015
- Approve Comstock as the District Fertilizer and Weed Control Services Vendor for Summers 2013-2015

Witzmann thanked Gerberding and his staff for all the hard work that was entailed in getting this completed. Motion carried unanimously.

Teaching and Learning Committee: Witzmann moved, with second by Connor, to

Approve Inclement Weather Make-Up Days, 1) Students in grade 5-12, all district teachers and support staff employees make up two inclement weather days on Monday-Tuesday, June 10-11, 2013. 2) The third inclement weather day to be forgiven for all students, district teachers and support staff employees. 3) The one-half teacher work day on Tuesday, June 11, 2013 to be rescheduled for Wednesday, June 12, 2013. 4) JK-4 teachers will work on standards and B.Y.O.C. on Monday-Tuesday, June 10-11, 2013

Approve new date of August 26, 2013 for the Data Day, 1) Move the June 10, 2013 Data Day to August 26, 2013. 2) move the August 26-29, 2013 Teacher In-service Days to August 27-30, 2013. 3) Teachers will be paid in June 2013 for the Data Day they will work on August 26, 2013

Ott asked whether just adding minutes on to the remaining school days was considered. Rosburg answered that it was considered and discussed with the administrators. The district will not incur any additional costs by having students here on these days and the district is using the language in the employee handbook by doing it this way. Motion carried unanimously.

Approve the Appointment of the 2013 CESA Convention Representative: Moulton moved with second by Walters to Approve the Appointment of Tom Walters as the 2013 CESA Convention Representative. Motion carried unanimously.

Installment and Oath of Office: Re-elected board member Mike Connor, and newly elected board member Tammie Wishard repeated the Oath of Office and were installed as members for a three-year term.

Witzmann moved with second by Walters to adjourn at 8:35. Motion carried.

Brian Moulton, President

Marie Colbeth, Clerk