

HERMANTOWN COMMUNITY SCHOOLS

Minutes: January 13, 2020

The Board of Education of Hermantown Independent School District No. 700 met in regular session on Monday, January 13, 2020, at the Administration Board Room. Chair, Dianne Mathews, called the meeting to order at 6:00 P.M.

Members present: Gary Kneisl, Karly Madill, Dianne Mathews, Aaron Salmela, Jonathan Thornton, and Ex-officio Member Kerry Juntunen, Superintendent, and Lance Takkunen, Director of Business Services. Absent: Tim Peterson.

Visitors: Gretchen Appelwick, John Muenich, Tony Orman, Jenny Wiese, Michelle Swoboda, and Kristal Berg.

APPROVE AGENDA

A motion was made by Madill and seconded by Salmela to approve the amended agenda with the following additions, deletions, or corrections: Add under Consent Agenda: Memorandum to Employ Paul Ahlberg as Paraprofessional. Passed Unanimously.

ELECTION OF OFFICERS

Board Chair

Aaron Salmela nominated Dianne Mathews, Mathews accepted. Approved Unanimously.

Vice Chair

Dianne Mathews nominated Karly Madill, Madill accepted. Approved Unanimously.

Clerk

Aaron Salmela nominated Jonathan Thornton, Thornton accepted. Approved Unanimously.

Treasurer

Karly Madill nominated Aaron Salmela, Salmela accepted. Approved Unanimously.

APPROVE CONSENT AGENDA

- Approve Minutes of Board Meeting dated December 9, 2019.
- Approve and authorize payment of checks #4458-4459, audited vouchers #103729-103961, and voided check #102716.
- Approval of Personnel Items
 - Retirement of Martha Wolff as Physical Education Teacher and Lateral Work Design to post position.
 - Resignation of Kailey Anderson as Kids' Zone Child Care Aide and Lateral Work Design to post position.
 - Retirement of Todd Bergstedt as Girls' Assistant Track Coach and Lateral Work Design to post position.
 - Retirement of Mike Zagelmeyer as Head Baseball Coach and Lateral Work Design to post position.
 - Lateral Work Design for Interim Elementary School Principal.
 - Memorandum to Employ Emma Mesedahl as Kids' Zone Child Care Aide.
 - Memorandum to Employ Katherine Lindow as Community Education Marketing Program Assistant.
 - Memorandum of Change of Employment of Karen Kucza.
 - Approval of Principals' 2019-2022 Contract.
 - Leave of Absence of Jennifer Alessi.
 - Leave of Absence of Frank Judnick .

- Leave of Absence of Kristi Slick.
- Leave of Absence of Debra Ebel.
- Leave of Absence of Larry Johnson.
- Leave of Absence of Debra Reynolds.
- Memorandum to Employ Paul Ahlberg as Paraprofessional.
- Designate the firm of Rupp, Anderson, Squire, and Waldspurgen as the District's Legal Counsel for the 2020 year.
- Designate the Hermantown Star as the official newspaper for the District during the 2020 year.
- Authorize the use of the Hermantown School District's website as an alternative dissemination of information method.
- Set the mileage reimbursement rate at the IRS Standard Mileage Reimbursement rate for 2020. (.575 cents per mile)
- Designate Kerry Juntunen as the Local Education Authority Representative.
- Authorize and designate Kerry Juntunen and Lance Takkunen to lease, purchase and contract for goods and services within the budget approved by the School Board.
- Designate Kerry Juntunen to sign leases, purchases, and contract for goods and services.
- Authorize Kerry Juntunen to approve contracts up to bid law threshold.
- Authorize Kerry Juntunen to approve change orders on projects up to \$25,000.
- Authorize members of the Principals' Unit to approve contracts for D.J.s, yearbooks, photos, graduation rentals, and speakers for Staff Development.
- Designate US Bank, North Shore Bank of Commerce, Minnesota School District Liquid Asset Fund, Centricity Credit Union and PMA Securities as depositories for all School District monies for the 2020 year.
- Name Lance Takkunen, Shelly Janson, and Tari Aanonsen as designated representatives for the purpose of making electronic fund transfers on behalf of the School District.
- Compensation for Board Members shall be \$45, Chair; \$40, Clerk-Treasurer, \$35, All Other Members.
- The Board may authorize the use of a credit card by any officer or employee otherwise authorized to make a purchase on behalf of the district. If a district officer or employee makes or directs a purchase by credit card that is not approved by the School Board, the officer or employee is personally liable for the amount of the purchase. A purchase by credit card must otherwise comply with all statutes, rules, or district policy applicable to School District purchases.

A motion was made by Salmela and seconded by Madill to approve the Consent Agenda. Passed Unanimously.

AUDIT PRESENTATION

- *A motion was made by Salmela and seconded by Kniesl to approve the audit presentation. Passed Unanimously.*

ACCEPT DONATIONS

- *A motion was made by Thornton and seconded by Madill to accept donations to the General and Extra-Curricular Funds received thru January 13, 2020. Passed Unanimously.*

COMMENTS AND CONGRATULATIONS

- Tony Oman congratulated Elk Senior Students of the Month for November: Rayna Thorson and Wesley Whelan.

- Middle School Principal Jenny Wise thanked Ken Ahlberg and Bree Rodrigues for great Choir Concerts. She also thanked Katie Conklin and Terry Gilbert for their work with the STAR Base Program.
- Elementary School Dean of Students Gretchen Appelwick thanked Jerry Kaldor for great Holiday concerts. She also thanked Dean Wargin for bussing with the park and ride.

RECOGNITION OF VISITOR BUSINESS – NONE

CORRESPONDENCE

- Thornton received correspondence from three different parents with concerns about extra-curricular activities.

SUPERINTENDENT SEARCH

- Forums were held on January 6th for the Staff and Community. A Special Board Meeting was held on January 8th to discuss scheduling interviews and interview questions.

SUPERINTENDENT'S DISCUSSION ITEMS

- Enrollment Update. Stable. Looking at Kindergarten numbers for next year. Resident numbers will be significantly higher than normal. The process of the open enrollment lottery was explained.
- Negotiations Update. Activities Director Contract is the last contract to settle.
- Hermantown Community Learning Center Construction Update. Possibly finished in February, programming will probably not start until June. On schedule to finish under budget.
- Crisis Management and Response. Evacuations for second gas leak was completed in approximately 25 minutes. Safety first and repair is our second response.
- Centricity Stadium. Several meetings with turf groups to show their product.
- Administrative Council. Name changed to Educational Cabinet due to confusion with another group on the calendar.
- Other. Ice conditions were dangerous on our roads and sidewalks, so a company was contracted to sand/salt the grounds. Thanks to Paul Senst and the City for plowing Hawk Circle Drive and taking care of our roads.

COMMITTEE REPORTS

- Madill attended the Community Education Committee Meeting held at the Wellness Center. Katie Lindow was hired to work in Community Education up to 14 hours a week. The Hermantown Community Learning Center was discussed. Juniper provides research based programs for seniors in the community and will work with Hermantown/Proctor. The Community Education Pamphlet has been mailed out to the Community.
- Salmela and Peterson attended the Hawks Complex Committee. The committee is moving forward with the City, HAHA and Hermantown Schools to discuss funding solutions for the project with multiple plans brought forward.
- Kneisl attended the Facilities Committee Meeting. Discussed protocol concerning gas leaks, ice and snow with regard to the roads and sidewalks. Building cleanliness was discussed.

OLD BUSINESS

- *A motion was made by Mathews and seconded by Salmela to approve the MSDLAF/U.S. Bank Master Services Agreement and Appendix A-1 New Account/Change in Authorized Account Signers: General Fund/Dental Fund/ACH Account keep Aaron Salmela, Treasurer and keep Dianne Mathews, Chair. Passed Unanimously.*

- *A Motion was made by Mathews and seconded by Salmela to approve the Strategic Plan. Passed Unanimously.*
- *A Motion was made by Madill and seconded by Salmela to approve the MSBA Policy Revisions. Roll Call Vote; Peterson – absent, Thornton – AYE, Mathews – AYE, Madill – AYE, Kneisl – AYE, Salmela – AYE. Resolution passed 5-AYE.*
- *A Motion was made by Madill and seconded by Salmela to approve the Resolution that Christopher Columbus Day shall not be recognized as an official Holiday. Roll Call Vote; Peterson – absent, Thornton – AYE, Mathews – AYE, Madill – AYE, Kneisl – AYE, Salmela – AYE. Resolution passed 5-AYE.*
- *A Motion was made by Thornton and seconded by Kneisl to approve the 2018-19 World’s Best Workforce. Passed Unanimously.*

NEW BUSINESS

- 2020 Committee and Outside Assignments. No action taken.
- Adopt 2020-21 School Calendar. No action taken.
- Approved Recommended Wage Increase for Community Education. No action taken.
- Turf Field Engineering and Oversight. No action taken.

CLOSED SESSION FOR THE PURPOSE OF DISCUSSING NEGOTIATION STRATEGIES

A motion was made by Madill and seconded by Thornton to close the meeting for the purpose of discussing negotiation strategies at 7:49 p.m. Passed Unanimously.

A motion was made by Kneisl and seconded by Thornton to open the closed meeting for the purpose of discussing negotiation strategies at 7:55 p.m. Passed Unanimously.

A motion was made by Kneisl seconded by Madill to close the closed meeting for the purpose of discussing negotiation strategies at 8:14 p.m. Passed Unanimously.

REOPEN MEETING TO THE PUBLIC

A motion was made by Madill and seconded by Mathews to reopen the meeting to the public at 8:14 p.m. Passed Unanimously.

ADJOURNMENT

A motion was made by Madill and seconded by Kneisl to adjourn the meeting at 8:15 p.m. Passed unanimously.

Respectfully Submitted,

Jonathan Thornton, Clerk

Dianne Mathews, Chair