

JUNE 21, 2018

MINUTES OF THE SCHOOL BOARD MEETING OF INDEPENDENT SCHOOL DISTRICT NO. 2184, ROCK COUNTY, LUVERNE, MINNESOTA. A regular meeting of the Board of Education, ISD #2184, was held in the District Office on June 21, 2018, at 7:00 p.m.

The following members were present: Katie Baustian, Eric Hartman, Tim Jarchow, Shelley Sandbulte, and Reva Sehr. Absent: Jodi Bosch and Colleen Deutsch. Also present: Craig Oftedahl, Marlene Mann, Ryan Johnson, Jadyn Anderson, Lynn Remmers – JLG Architects, Levi Pfeil – JLG Architects, Katie Becker – JLG Architects, Joel Bornhoft – ICS Consulting, and Mavis Fodness – Rock County Star Herald.

Chairperson Baustian called the meeting to order with the Pledge of Allegiance. Motion made by Hartman, second by Sehr, to approve the agenda as presented. Motion unanimously carried.

Administrative reports were given. Chairperson Baustian presented the summary of Superintendent Craig Oftedahl's performance appraisal which was completed on May 24, 2018.

Motion made by Sehr, second by Hartman, to approve the May 24, 2018, School Board minutes as presented. Motion unanimously carried.

Lynn Remmers, Levi Pfeil, Katie Becker, and Joel Bornhoft presented information regarding the building/remodeling project. An updated cost estimate was provided in the amount of \$24,528,480.75. It was noted there are also \$1.1 million in alternates within the bid specifications. They reviewed the current drawings and presented samples of the floor coverings, wall paint colors, etc. A virtual 3D tour was also presented. Motion made by Hartman, second by Sehr, to approve the bid letting for the building/remodeling project. Bids will be received on July 24, 2018, at 1:00 p.m. Motion unanimously carried.

Business Manager Marlene Mann presented the district bills. Motion made by Sehr, second by Jarchow, to approve payment of the bills as presented in the amount of \$1,182,342.98. Motion unanimously carried.

Motion made by Hartman, second by Sehr, to accept the Student Activity Report showing the balances as of May 31, 2018. Motion unanimously carried.

Motion made by Sehr, second by Jarchow, to set the following bus driver compensation rates:

Regular and Sioux Falls Routes - \$90.00 per day

Preschool Routes - \$42.00 per day

Activities Trips - \$14.50 per hour

Daily Overnight Trip Rate - \$130.00 per day

Motion unanimously carried.

Motion made by Sehr, second by Hartman, to adopt the annual Title Grant. Motion unanimously carried.

JUNE 21, 2018, SCHOOL BOARD MINUTES CONTINUED

Motion made by Hartman, second by Sehr, to set July 19, 2018, at 11:00 a.m. to receive quotations for vehicle fuels for the 2018-2019 school year. Motion unanimously carried.

Motion made by Sandbulte, second by Hartman, to set July 19, 2018, at 10:30 a.m. to receive quotations for bakery products for the 2018-2019 school year. Motion unanimously carried.

Motion made by Sandbulte, second by Sehr, to set July 19, 2018 at 10:00 a.m. to receive dairy products bids for the 2018-2019 school year. Motion unanimously carried.

Motion made by Hartman, second by Jarchow, to have Jim Gilman with Conway, Deuth, and Schmiessing, PLLP, conduct the audit of the 2017-2018 fiscal year. Motion unanimously carried. Motion made by Sandbulte, second by Sehr, for approval to be given to the auditor for making those final transfers and adjustments, when they audit the books, that are necessary and according to general accounting principles, resolutions and standards. Motion unanimously carried.

Business Manager Marlene Mann presented a preliminary budget for the 2018-2019 school year with the total revenue budget of \$47,542,154 (which includes building project funds) and the total expenditure budget of \$17,651,342. Motion made by Sandbulte, second by Hartman, to set the preliminary budget as presented. Motion unanimously carried.

Motion made by Sandbulte, second by Sehr, to continue membership in the Minnesota Rural Education Association with membership dues of \$2,449.00. Motion unanimously carried.

Motion made by Hartman, second by Sandbulte, to approve membership in the Minnesota School Boards Association with membership dues of \$4,818.00 and policy services dues of \$685.00. Motion unanimously carried.

Motion made by Sehr, second by Jarchow, to adopt the following:

RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY

BE IT RESOLVED by the School Board of Independent School District No. 2184, State of Minnesota, as follows:

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 2184 shall begin on July 31, 2018, and shall close on August 14, 2018. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on August 14, 2018.
2. The clerk is hereby authorized and directed to cause said notice of said filing dates to be published in the Rock County Star Herald, the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy.
3. The clerk is hereby authorized and directed to cause said notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.
4. The notice of said filing dates shall be in substantially the following form:

JUNE 21, 2018, SCHOOL BOARD MINUTES CONTINUED

NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD  
INDEPENDENT SCHOOL DISTRICT NO. 2184  
LUVERNE PUBLIC SCHOOLS  
STATE OF MINNESOTA

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 2184 shall begin on July 31, 2018, and shall close at 5:00 o'clock p.m. on August 14, 2018.

The general election shall be held on Tuesday, November 6, 2018. At that election, four (4) members will be elected to the School Board for a term of four (4) years each.

Affidavits of candidacy are available from the school district clerk, 709 North Kniss, Luverne, MN. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, and must have no other affidavit on file for any other office at the same primary or next ensuing general election.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 14, 2018.

Dated: June 21, 2018

BY ORDER OF THE SCHOOL BOARD  
/s/ Shelley Sandbulte, Clerk

It was noted that the terms of Katie Baustian, Jodi Bosch, Eric Hartman, and Reva Sehr end on December 31, 2018. Motion unanimously carried.

Motion made by sehr, second by Hartman, to approve the Child Guide Memorandum of Understanding as presented. This agreement is for five years (2018-2023). Motion unanimously carried.

Motion made by Sandbulte, second by Jarchow, to set the food services prices for 2018-19 as follows – it was noted these are the same prices as for the 2017-2018 school year:

K-5 Lunch	\$2.75 per day
6-12 Lunch	\$3.00 per day
Reduced Price Lunch	\$0.00 per day
Kindergarten Breakfast	\$0.00 per day
1-12 Breakfast	\$1.40 per day
Adult Breakfast	\$2.50 per day
Adult Lunch	\$3.80 per day
Elementary Milk Break	\$50.00 per year

Motion unanimously carried.

Motion made by Hartman, second by Sehr, to approve the Student Teaching Agreement with South Dakota State University as presented. Motion unanimously carried.

Motion made by Sandbulte, second by Hartman, to accept the quote received from Hulstein Excavation of Edgerton, MN, for the sidewalk extension project out by the ball fields in the amount of \$42,916.00. Motion unanimously carried.

JUNE 21, 2018, SCHOOL BOARD MINUTES CONTINUED

Motion made by Sandbulte, second by Jarchow, to adopt the Model Plan Developed by the Minnesota Department of Health and the Minnesota Department of Education for Drinking Water in Schools. It was noted that we have been and will continue to monitor lead in the drinking water of the school district, but we are required by Statute to have this plan in writing by July 1, 2018. Motion unanimously carried.

Motion made by Sandbulte, second by Hartman, to approve the the two-hour food service worker hourly rate of pay for 2018-19 at \$12.50 per hour. This is a \$0.50 per hour increase. Motion unanimously carried.

Motion made by Hartman, second by Sandbulte, to approve the Supervisory and Exempt Employees Salaries as follows for the 2018-19 school year:

Business Manager Marlene Mann -	\$78,242.00
Technology Coordinator Wade Hiller -	\$71,644.00
Administrative Asst./Payroll Brenda Teal -	\$50,186.00
Transportation Supervisor Brad Goembel -	\$60,979.00
Food Service Director Ann Rigney -	\$35,573.00

It was noted this reflects a 3.5% increase in salary. Motion unanimously carried.

Motion made by Jarchow, second by Sehr, to approve the following contracts which reflect a 3.5% increase in salary. It was noted there are no language changes in these contracts.

Elementary Principal Stacy Gillette – 2018-19:	\$114,353.00	and 2019-20:	\$118,355.00
MS/HS Principal Ryan Johnson – 2018-19:	\$109,285.00	and 2019-20:	\$113,110.00

Motion unanimously carried.

Motion made by Sandbulte, second by Hartman, to set the substitute daily rate of pay for 2018-19 at \$120.00 per day. Motion unanimously carried.

Motion made by Jarchow, second by Sehr, to approve the Agreement with AFSCME Council No. 65, Local Union 2558-7 (paraprofessionals/admin. asst./food service) effective July 1, 2018 – June 30, 2020. It was noted there was a 3% salary increase each year; severance moved from 20% to 25% of unused sick leave hours; district health insurance premium contribution increase; and, the short term unpaid leave of absence was removed and replaced by five unpaid personal days each year non-accumulative. Motion unanimously carried.

Motion made by Hartman, second by Jarchow, to accept the resignation of Kathy Hawes, paraprofessional, effective May 30, 2018. Motion unanimously carried.

Motion made by Sehr, second by Hartman, to accept the retirement of Elaine Harms, English teacher, effective May 30, 2018. Motion unanimously carried.

There were no committee reports. The upcoming meeting dates were reviewed. Motion made by Hartman, second by Jarchow, to adjourn the meeting. Motion unanimously carried.

Dated: June 21, 2018

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Shelley Sandbulte, Clerk