



# St. Michael Albertville Independent School District 885

## School Board Minutes

District Office Board Room -- Middle School West (Door A)

Dr. Ann-Marie Foucault, Superintendent of Schools

"Excellence  
is Our  
Tradition"

Drew Scherber, Chair | Kari Dwinnell, Treasurer | Gayle Weber, Vice-Chair

Jeff Lindquist, Director | Jennifer Peyerl, Clerk | Hollee Saville, Director

---

**November 6, 2017**

The St. Michael-Albertville School Board held a Regular Meeting in the District Office Board Room -- Middle School West (Door A) at 7:00PM.

### **Board Members**

Present: D. Scherber, K. Dwinnell, G. Weber, J. Lindquist, J. Peyerl, H. Saville

Absent: None

### **Staff**

Superintendent Foucault, J. McDonald, B. Driver, K. Cornell, A. Larkin, L. Brown, M. Barthel, Recording Secretary H. Sroka

#### **1. Call to Order**

Chair Scherber called the meeting to order with The Pledge of Allegiance. All board members were present.

#### **2. Approval of Agenda Items**

Weber/Saville. Motion to approve agenda items as presented. Motion carried unanimously.

#### **3. Student and Staff Recognition**

#### **4. Visitors**

Persons not on the agenda wishing to address the school board (five minutes per individual)

#### **5. Reports**

A. Albertville Primary Visit - Member Saville

Director Saville visited Albertville Primary and was impressed with the passionate staff, student engagement, and warm welcoming environment. She shared it was a cool experience as she stopped in the classrooms and observed the teachers and students engaged in learning and fun. Director Saville also shared the additional classroom construction was moving along well. She thanked Principal McDonald for his work at Albertville Primary.

## 6. Old Business

### A. Action on Second Reading Policy 510 -- School Activities

Dr. Foucault revisited with the Board the discussion regarding the request from Maryellen Barthel, Community Education Director and Keith Cornell, Activities Director, to permit Wednesday evening rental of STMA facilities (dome, field, gyms, etc.) for youth activities. This request excludes activities for grades 7-12. The Policy 510 -- School Activities is on the agenda for a second reading. A first discussion was on the October 2 board agenda and a first reading was on the October 16 board agenda. The Board welcomed community feedback and heard from community members including residents, parents, coaches, and students representing both viewpoints on this request. Dr. Foucault asked the Board for approval to change Policy 510 to permit Wednesday evening rental of STMA facilities for youth activities.

In Board discussion, there was not a consensus to change the policy and a motion was not made. The Board directed Superintendent Foucault and Director Barthel to follow the policy as written rather than past practice.

## 7. New Business

### A. Action on Adaptive Athletic Program

Dr. Foucault visited with the Board a request to add adaptive athletic programming for grades 7-12. Currently, STMA offers bowling as one adaptive activity for special education students and the district encourages participation starting in grade 7 to join after-school activities for students who have an intellectual, developmental, physical, or other disability. Dr. Foucault would like to offer adaptive athletic programming to provide opportunities to our students with disabilities. The Minnesota State High School League (MSHSL) sponsors Adapted Activities. The proposal would be to partner with Buffalo and Monticello School Districts in an effort to offer adaptive activities each season: soccer (fall), floor hockey (winter), and softball (spring) through MSHSL rules and include students in grades 7-12. The district would continue to offer adaptive bowling.

Saville/Lindquist. Motion to approve Adaptive Athletic Program proposal to partner with Buffalo and Monticello School Districts through MSHSL rules for special education students in grades 7-12. Motion carried unanimously.

### B. Action on Assistant Coach on Mock Trial

Dr. Foucault asked the Board to approve a 1.0 FTE Assistant Mock Trial Coach. This Mock Trial program has an increase in enrollment to include a third needed team. Students attended the

October 16 regular meeting to advocate for an additional coach. Head Coach Jeanne Fisher was in attendance to answer Board questions.

Saville/Peyerl. Motion to approve a 1.0 FTE Assistant Mock Trial Coach. Motion carried unanimously.

C. Action on Contracts for Farm Rental of School District Properties

Dr. Foucault stated that the Board would take action on two land rental contracts. The first is approximately three tillable acres to remain with Tim Eull for an extended three year contract at \$100.00 per acre. Being this is a small parcel of land, bids were not taken. The second is approximately 92 acre tillable parcel and approximately seven acre tillable parcel that have been recently farmed by Mark Fehn. After a request for bids was published for two weeks in the local paper and letters sent to local farmers, there was only one bid. Fehn Farms LLC bid \$252.00 per acre for the 92 acre parcel and \$100.00 per acre for the seven acre parcel. The agenda included a copy of the contracts and bid sheet for Board review.

Weber/Peyerl. Motion to approve Eull and Fehn Farms LLC contracts and bids as presented. Motion carried unanimously.

D. Action on .083 FTE High School Math Teacher

Dr. Foucault asked the Board to approve a .083 FTE math teacher for the high school. This is for one section during only the 2017-2018 third trimester due to high class sizes in Geometry.

Dwinnell/Peyerl. Motion to approve .083 FTE high school math teacher. Motion carried unanimously.

E. Action on 1.0 FTE High School Special Education Teacher

Dr. Foucault asked the Board to approve a 1.0 FTE special education teacher for the high school. This is due to increased enrollment, additional initial evaluations and higher caseloads.

Saville/Weber. Motion to approve 1.0 FTE high school special education teacher. Motion carried unanimously.

F. Action on Revised Joint Powers Agreement

Dr. Foucault asked the Board to take action on the revised Joint Powers Agreement (JPA). The Board listened to presentations on the revised JPA at the July 17 board meeting and the recent Joint Governance meeting on October 30. The presentation and Joint Powers Agreement were available for Board review.

Weber/Dwinnell. Motion to approve the revised Joint Powers Agreement. Motion carried unanimously.

G. Action on Second Reading of School Board Policies

1. Policy 103 -- Complaints - Students, Employees, Parents, and Other Persons
2. Policy 104 -- School District Mission Statement
3. Policy 213 -- School Board Committees
4. Policy 301 -- School District Administration
5. Policy 305 -- Policy Implementation
6. Policy 620 -- Credit For Learning
7. Policy 903 -- Visitors to School District Buildings and Sites

Dr. Foucault asked the Board to take action on Policies 103, 104, 213, 301, 305, 620, and 903. This is a second reading and there have been no changes since the first readings were done at the October 16 board meeting.

Peyerl/Saville. Motion to approve Policy 103, Policy 104, Policy 213, Policy 301, Policy 305, Policy 620, and Policy 903 as presented. Motion carried unanimously.

## 8. **Consent Agenda**

Peyerl/Weber. Motion to approve Consent Agenda as presented. Motion carried unanimously.

### A. **Approval of Previous Minutes**

1. October 16, 2017 Regular Meeting Minutes
2. October 30, 2017 Special Meeting Minutes

### B. **Claims and Accounts**

Payroll	\$ 1,937,981.89
General Fund	\$ 517,842.86
Food Service	\$ 130,569.48
Community Service	\$ 42,860.41
Building Fund	\$ 2,254.00
Agency Fund	\$ 2,822.36
Total	\$ 2,634,331.00

### C. **Treasurer's Report**

### D. **Trip Requests**

1. Amundson, Matt (HS) -- High School Speech Team Coach, Tournament, Duluth, MN, 02-02-2018 to 02-03-2018

2. Amundson, Matt (HS) -- High School Speech Team Coach, Tournament - National Qualifier, Brainerd, MN, 03-16-2018 to 03-17-2018
3. Hamre, Kent (HS) -- STMA Girls Basketball Coach, team playing 2 basketball games in SD, Sioux Falls, 12-15-2017 to 12-17-2017
4. Harmoning, Mitch (HS) -- High School Varsity Girls Golf Team Coach, Golf Trip - 2 MSHSL Competitive Rounds, Glenwood and Alexandria, MN, 05-04-2018 to 05-05-2018
5. Lefebvre, Dan (HS) -- High School Wrestling Coach, MN Christmas Tournament, Regional Sports Center - Rochester Community College, MN, 12-15-2017 to 12-16-2017
6. Lefebvre, Dan (HS) -- High School Wrestling Coach, The Clash Wrestling Tournament, Regional Sports Center - Rochester Community College, MN, 12-29-2017 to 12-30-2017
7. Stephens, Rebecca (HS) -- Fall Cheerleading Coach, National High School Cheerleading Championships, Orlando, FL, 02-08-2018 - 02-12-2018

**E. Resignations, Retirements, Terminations and Layoffs**

1. Bissen, Lisa (CE) -- ECFE/Bright Beginnings Paraprofessional, resignation, effective 11-01-2017
2. Bloms, John (ME/BW) -- Night Custodian, resignation effective 11-02-2017
3. Foster, Craig (SE) -- Night Lead Custodian, resignation, effective 11-13-2017
4. Glunz, Amanda (SE) -- Special Education ASD Paraprofessional, resignation, effective 11-06-2017
5. Haddad, Genna (SE) -- Response/Teacher Paraprofessional, resignation, effective 11-10-2017
6. Kolles, Charles (SE) -- Night Custodian, resignation effective 10-20-2017
7. Mazzuca, Kelly (ME) -- 8th Grade English Language Arts Teacher Long Term Substitute, temporary employment concluded, effective 10-13-2017
8. Olson, Melodie (MW) -- Special Education DCD Paraprofessional, resignation effective 10-27-2017
9. Sears, Zachariah (BW) -- Kid's Play Paraprofessional, resignation, effective 11-15-2017
10. Wolden, Autumn (SE) -- ECSE Paraprofessional, resignation, effective 11-09-2017

**F. 2017-2018 Change in Assignment**

1. Dobrava, Kristen (MW) -- Special Education Paraprofessional, change in assignment from Kid's Play Paraprofessional and Cook's Helper (BW), effective 11-06-2017
2. Johnson, Joy (CE) -- Early Childhood ECFE Teacher, change in assignment position/hours from Bright Beginnings/ECFE Teacher at 33.50 hours per week to ECFE Teacher at 25 hours per week, effective 10-23-2017

3. Roehl, Erin (MW) -- Cook's Helper, change in assignment hours from 5 days per week / 3.5 hours per day to 5 days per week / 3.75 hours per day, effective 10-30-2017
4. Swanson, Angela (HS) -- .6 FTE Special Education Teacher, change in assignment FTE from .5 FTE to .6 FTE, effective 10-23-2017
5. Zychowski, Paula (MW) -- Cook's Helper, change in hours from 5 days per week / 3 hours per week to 5 days per week / 3.5 hours per day, effective 10-30-2017

**G. 2017-2018 Certified Staff Employment**

1. Churchill, Teresa (FE) -- Grade 1 Teacher Long Term Substitute, replacing Susan Swanson, 1.0 FTE, BA Step 1, effective 10-23-2017 to on or about 01-26-2018
2. Frank, Samantha (HS) -- Language Arts Teacher Long Term Substitute, replacing Katie Sebens, 1.0 FTE, BA Step 1, effective on or about 11-08-17 to 02-02-2018
3. Powell, Jessica (BW) -- Grade 2 Teacher Long Term Substitute, replacing Brad Klein, 1.0 FTE, BA Step 1, effective 09-07-2017 to 10-03-2017
4. Rovig, Liva (HS) -- Business Teacher, replacing Liva Rovig, 1.0 FTE, BA Step 2, effective 10-23-2017
5. Vlasak, Julie (AP) -- Kindergarten Teacher Long Term Substitute, replacing Sheree Steier, 1.0 FTE, BA Step 1, effective on or about 11-09-2017 to 01-18-2018

**H. 2017-2018 Coordinator Employment**

**I. 2017-2018 Support Staff Employment**

1. Barthel, Michael (HS) -- Activity Center Paraprofessional, replacing college student leaving for school year, days per week vary / less than 14 hours per week, effective 10-21-2017
2. Barthel, Trudi (HS) -- Activity Center Paraprofessional, replacing college student leaving for school year, days per week vary / less than 14 hours per week, effective 10-21-2017
3. Hilten, Timothy (SE) -- Night Custodian, replacing Charles Kolles, 5 days per week / 8 hours per day, effective 11-01-2017
4. Kaliszewski, Amber (SE) -- Special Education ASD Paraprofessional, replacing Amanda Glunz, 5 days per week / 6.5 hours per day, effective 11-07-2017
5. Olson, Robbyn (HS) -- Cook's Helper, replacing Stephen Bratager, 5 days per week / 3 hours per day, effective 10-23-2017
6. Potthoff, Victoria (FE) -- Special Education Paraprofessional, replacing Nancy Barthel, 5 days per week / 6.5 hours per day, effective 10-16-2017
7. Shull, Melissa (MW) -- Cook's Helper, new position, 5 days per week / 5 hours per day, effective 10-30-2017

**J. 2017-2018 Coaches and Extracurricular Staff Employment**

1. Ross, Gabrielle (ME) -- Destination Imagination Advisor, replacing Ryan Payne, effective 11-09-2017
2. Volkers, Tia (HS) -- Assistant Boys Swim & Dive Coach, replacing Jamie Larson, effective 11-27-2017

#### K. Leave of Absence

1. Berning, Karen (MW) -- ELL Paraprofessional, Medical - Employee Medical Leave (Non-FMLA), effective 10-23-2017 to 12-01-2017
2. Bury, Jamie (HS) -- Anatomy and Physiology/Biology Teacher, Maternity - Family Medical Leave Act (FMLA), effective on or about 03-07-2018 to 06-04-2018
3. Scherber, Wanda (CE) -- Kids Play Supervisor, Medical - Employee Medical Leave Act (FMLA), effective 10-31-2017 to on or about 12-12-2017
4. Swanson, Susan (FE) -- Grade 1 Teacher, Medical - Employee Family Medical Leave Act (FMLA), effective 10-23-2017 to 01-26-2018
5. Swee, Gretchen (HS) -- Special Education Paraprofessional, Medical - Employee Medical Leave (Non-FMLA), effective 11-30-2017 to 01-02-2018

#### 9. Donations

##### A. Resolution for Acceptance of Gifts

**Member Saville introduced the following resolution and moved its adoption:**

WHEREAS School Board Policy 706 establishes guidelines for the acceptance of gifts to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members;

THEREFORE, BE IT RESOLVED, by the ISD 885 School Board to gratefully accept the following gifts:

1. STMA Band Boosters donated \$7,585.50 to STMA Marching Band to purchase drums.
2. Riley, Enstad, Ovik & Co. LTD donated \$1,000.00 to STMA School District for Swim/Dive Computer and Software.
3. Ryan & Whitney Funfar donated \$50.00 to Albertville Primary for classroom supplies and lyceums.
4. Kristopher Rue donated \$40.00 to Albertville Primary for classroom supplies and lyceums.
5. Heather & Joseph Holasek donated \$50.00 to Albertville Primary for classroom supplies and lyceums.

**The motion for the adoption of the foregoing resolution was duly seconded by Member Lindquist and upon vote being taken thereon, the following voted in favor thereof: Lindquist, Saville, Weber, Scherber, Peyerl, Dwinnell. And the following voted against the same: None.**

**Whereupon the resolution was declared passed.**

#### 10. Information Items

## 11. **Future Meeting Dates**

Monday, November 6, 2017 -- Groundbreaking Ceremony for the Ice Arena at 4:00 p.m.

Monday, November 6, 2017 -- Regular Meeting

Monday, November 20, 2017 -- Regular Meeting

Monday, December 4, 2017 -- Regular Meeting (*one meeting in December*)

Tuesday, January 2, 2018 -- Regular Meeting (Reorganizational)

Thursday-Friday, January 11-12, 2018 – MSBA Leadership Conference

Tuesday, January 16, 2018 -- Regular Meeting

## 12. **Adjourn**

Peyerl/Dwinnell. Motion to adjourn regular meeting at 8:35 p.m. Motion carried unanimously.

//Jennifer Peyerl

School Board Clerk