

AGENDA
REGULAR SCHOOL BOARD MEETING
INDEPENDENT SCHOOL DISTRICT NO. 518
JULY 16, 2024
6:15 P.M.
WORTHINGTON HIGH SCHOOL BAND ROOM

1.0 CALL TO ORDER

- 1.1 Roll Call
- 1.2 Recognition of Visitors and Guests
- 1.3 Pledge of Allegiance
- 1.4 Correspondence and Recognition
 - 1.4.1 Public Participation
 - 1.4.2 Recognition of Students, Staff and Community
 - 1.4.3 Presentation by Spencer Wieneke, Learning Center Principal on the Learning Center/Targeted Services

2.0 APPROVAL OF AGENDA

- 2.1 Consent Agenda
- 2.2 Main Agenda

3.0 APPROVAL OF MINUTES

- 3.1 Approval of the June 18, 2024, Regular School Board meeting minutes.
- 3.2 Accept Committee meeting minutes as included.

4.0 CONSENT AGENDA

- 4.1 Financial Reports
- 4.2 Release of Employment
- 4.3 Approval of Employment
- 4.4 Board Dates and Times for Regular and Special Meetings
- 4.5 Official Media Sources for District No. 518
- 4.6 Depositories for District No. 518 Funds
- 4.7 Facsimile Signatures for Designated Depositories
- 4.8 District Legal Counsel
- 4.9 District Medical Services
- 4.10 Approval of Milk Bid for 2024-2025 (Enclosure)
- 4.11 Designate a District Asbestos Program Manager for 2024-2025
- 4.12 Designate a District Pupil Transportation Safety Director for 2024-2025
- 4.13 Grant Applications for 2024-2025
- 4.14 Designate 504 Coordinator and Building Representatives
- 4.15 Designate Title IX Coordinator
- 4.16 Designate Human Rights Officer
- 4.17 Approve Acceptance of Donations for the Month of June 2024
- 4.18 Request for Auditors to Make Year-End Adjustments
- 4.19 Approve LEA Representative
- 4.20 Approve Tracy Area Targeted Services Staff (Enclosure)

5.0 MAIN AGENDA

- 5.1 Monthly Financial Overview (Discussion)
- 5.2 Approve Tax Abatement Resolution #1 (Action) (Roll Call Vote) (Enclosure)
- 5.3 Approve Tax Abatement Resolution #2 (Action) (Roll Call Vote) (Enclosure)
- 5.4 Approve Media Request Procedures, Practices and Guidance (Action) (Enclosure)
- 5.5 Approve Long-Term Facilities Maintenance Plan (Action) (Enclosure)
- 5.6 Approve Student Handbooks (Action)
- 5.7 Approve Round Lake-Brewster Collaborative Agreement for Middle School Activities (Action) (Enclosure)
- 5.8 Approve Organizational Charts (Action) (Enclosure)
- 5.9 Approve Second Reading of Policy 507 Corporal Punishment and Prone Restraint (Action) (Enclosure)
- 5.10 Discuss/Approve First Reading of Policy 507.5 School Resource Officer (Discussion/Action) (Enclosure)
- 5.11 Approve Revised Vacation Schedule (Action) (Enclosure)
- 5.12 Approve Salary and Benefits Increase for Human Resource Assistant (Action)

6.0 REPORTS

- 6.1 Superintendent's Report
- 6.2 Instructional Committee Report
- 6.3 Operations Committee Report
- 6.4 Other Reports

7.0 OTHER BUSINESS

- 7.1

8.0 FUTURE BUSINESS

- 8.1 Board Work Session

9.0 ADJOURNMENT

MEMO

TO: Lori Dudley Tom Prins Erin Schutte Matt Widboom
Joel Lorenz Steve Schnieder Adam Blume

INFO TO: Dave Skog Tony Hastings Heidi Meyer Doug Brands
Joshua Noble Kari Gjerde Anne Foley Ryan Swanson
Sharon Johnson Allison Eitrem Cory Van Briesen Toni Baartman
Carmen Johnson Pat Morphew Amy Ernst Tessa Dierks
Ellen Hoefker Jodi Hansen Kelly Reeves Jill Stiefvater
Spencer Wieneke Katie Petersen Travis Frazee

FROM: John Landgaard, Superintendent

SUBJECT: CONSENT AGENDA INFORMATION

DATE: July 11, 2024

The following information pertains to items that appear on the Consent Agenda. If for any reason you wish to discuss an item on this portion of the agenda, move to have it placed under 7.0 – Other Business.

AGENDA ITEM

4.1 Financial Reports:

- A. Investment Report: (Enclosure)

<u>June 2023</u>	<u>June 2024</u>
\$37,254,922.05	\$44,164,982.42

- B. Wire Transfer Listing (Enclosure)

- C. Financial Information/Business Transactions: (Enclosure)
Review of Monthly Claims/Accounts July 16, 2024, per Bd. Check Register.

	<u>July 16, 2024</u>
GENERAL FUND	\$3,342,847.90
FOOD SERVICE	\$34,879.26
TRANSPORTATION	\$113,398.44
COMMUNITY SERVICE	\$72,979.18
CAPITAL OUTLAY	\$71,712.16
TRUST	\$14,070.00
INTEGRATION COLLABORATIVE	\$5,673.86
STUDENT ACTIVITY	\$4,079.51
MONTH TOTAL	\$3,659,640.31

Recommended Action: “To approve claims/accounts as presented July 16, 2024, in the amount of \$3,659,640.31.”

- D. Approval of Community Education Imprest Cash Account for June 2024. (Enclosure)

Recommended Action: “To approve the Community Education Imprest Cash Account in the amount of \$0 for June 2024.”

4.2 Release of Employment

Recommended Action:

- 1) "To approve resignation of Ann Mills as Science Teacher at the High School effective June 17, 2024."
- 2) "To approve resignation of Deb Stoll as SEAT Teacher at Prairie Elementary effective June 3, 2024."
- 3) "To approve resignation of Chelsea Wintz as Licensed Enrichment Facilitator at Community Education effective June 11, 2024."
- 4) "To approve resignation of Cassandra Mendez as Evening ABE Orientation and Testing Secretary at Community Education effective June 27, 2024."
- 5) "To approve resignation of Kristi Groth as Title Teacher at St. Mary's effective June 3, 2024."
- 6) "To approve resignation of Jackie Rogers as Cook at Prairie Elementary effective June 19, 2024."
- 7) "To approve resignation of Jakob Olson as Middle School Football Coach effective June 25, 2024."
- 8) "To approve resignation of Ambrosio Aguilar as Class I Paraprofessional at the Intermediate School effective July 2, 2024."
- 9) "To approve resignation of Stephanie Wersal as Class II Paraprofessional at the Middle School effective June 25, 2024."
- 10) "To approve resignation of Tyson Henkels as IT Media Specialist effective July 23, 2024."

4.3 Approval of Employment

Recommended Action:

- 1) "To approve employment of Judy Heitkamp as Learning Center Credit Recovery Rover Teacher effective June 14, 2024."
- 2) "To approve employment of Anne Greenway as Learning Center Credit Recovery Rover Teacher effective June 17, 2024."
- 3) "To approve employment of Erick Rivera as ABE Paraprofessional at Community Education effective June 18, 2024."
- 4) "To approve employment of Cristian Daniel Banegas as Enrichment Program Facilitator at Community Education effective June 10, 2024."
- 5) "To approve employment of Tasha Raymo as Targeted Services Rover Intervention Teacher effective June 20, 2024."
- 6) "To approve employment of Teresa Wede as Early Childhood Teacher at Community Education effective August 12, 2024."
- 7) "To approve employment of Amy Anderson as Class I Custodian at Prairie Elementary effective June 20, 2024."
- 8) "To approve a change in employment for Maria CidEscatel from a Class II to a Class III Cook at Prairie Elementary effective July 1, 2024."
- 9) "To approve employment of Adriana Stafford as Family and Community Liaison Coordinator with Community Education effective July 1, 2024."
- 10) "To approve a change in assignment for Vanessa Topete from a Class I to a Class II Paraprofessional at Community Education effective August 13, 2024."
- 11) "To approve employment of Lisa Nissen as EBD Teacher at the Intermediate School effective August 12, 2024."
- 12) "To approve employment of Justin Marsh as EBD/SLD Special Education Teacher at the Middle School effective August 12, 2024."
- 13) "To approve employment of Stacy Dykstra as ECSE Teacher at Prairie Elementary effective August 12, 2024."
- 14) "To approve employment of Lindsey Schomacker as DCD Teacher at the Intermediate School effective August 12, 2024."

- 15) “To approve employment of Champa Thepmontry as Enrichment Program Facilitator at Community Education effective July 8, 2024.”
- 16) “To approve employment of Hkee La Htoo as Youth Development Leader with Community Education effective July 8, 2024.”
- 17) “To approve a change in assignment for Karen Burns from a Class II to a Class I Paraprofessional at Prairie Elementary effective August 27, 2024.”
- 18) “To approve employment of Bridget Borer as Adrian ABE Teacher with Community Education effective August 12, 2024.”
- 19) “To approve employment of Michelle Smith as Reading Interventionist at the Middle School effective August 12, 2024.”
- 20) “To approve employment of Sondra Hinnenkamp as VIBE Teacher with the VIBE Program effective August 5, 2024.”
- 21) “To approve employment of Molly Miltimore as VIBE Teacher with the VIBE Program effective August 5, 2024.”

4.4 Board Dates and Times for Regular and Special Meetings

Recommended Action:

- 1) “To set the third (3rd) Tuesday of the month as Regular School Board meeting dates.”
- 2) “To set the times of the Regular School Board meetings at 6:15 p.m. for August 2024 through July 2025.”
- 3) “The dates and times of Special School Board meetings will be set at Regular School Board meetings.”

4.5 Official Media Sources for District No. 518

- 1) *The Globe*

Recommended Action: “To approve *The Globe* as official publication.”

- 2) KWOA, KITN, K101, KUSQ, *The Globe* and Worthington Cable TV

Recommended Action: “To approve KWOA, KITN, K101, KUSQ, *The Globe*, and Worthington Cable TV for official and emergency announcements.”

4.6 Depositories for District No. 518 Funds

Recommended Action: “To name the Wells Fargo Bank of Worthington; Bank of the West of Worthington; Rolling Hills Bank and Trust; United Prairie Bank of Worthington; First State Bank Southwest-Worthington; Worthington Federal Savings and Loan; Minnesota School District Liquid Asset Fund; Saloman Smith Barney Co., Inc.; PMA Securities, Inc.; Piper Jaffray of Minneapolis; PMA Financial Network, Inc. and US Bank as 2024-2025 depositories for District No. 518 funds.”

4.7 Facsimile Signatures for Designated Depositories

Recommended Action: “To approve the use of facsimile signatures of Chairman, Clerk and Treasurer on checks issued by the District.”

4.8 District Legal Counsel

Recommended Action: “To approve the firms of Knutson, Flynn & Deans of Mendota Heights; Ratwik, Roszak & Maloney of Minneapolis; Kennedy & Graven of Minneapolis, Ahlquist and Wiltrout PC of Worthington and Kivu Immigration Law firm of Worthington as sources of legal counsel.”

4.9 District Medical Services

Recommended Action: “To approve Avera Medical Group Worthington; Sanford Regional Hospital Worthington; Sanford Clinic Worthington; and Prairie Rehabilitation Services as sources for medical information and services.”

4.10 Approval of Milk Bid for 2024-2025 (Enclosure)

Recommended Action: “To approve the milk bid of Kemps LeMars as presented for the 2024-2025 school year.”

4.11 Designate a District Asbestos Program Manager for 2024-2025

Recommended Action: “To approve Dave Skog as Asbestos Program Manager for the fiscal year 2024-2025.”

4.12 Designate a District Pupil Transportation Safety Director for 2023-2024

Recommended Action: “To approve Dave Skog as District Pupil Transportation Safety Director for fiscal year 2024-2025.

4.13 Grant Applications for 2024-2025

Recommended Action: “To approve the Administration/District to submit grant applications as received in a timely manner for fiscal year 2024-2025.”

4.14 Designate 504 Coordinator and Building Representatives

Recommended Action: “To designate John Landgaard as 504 Coordinator and Doug Brands, Travis Frazee, Tessa Dierks, Kari Gjerde and Katie Pedersen as building representatives.”

4.15 Designate Title IX Coordinator

Recommended Action: “To designate Carmen Johnson as Title IX Coordinator.”

4.16 Designate Human Rights Officer

Recommended Action: “To designate Carmen Johnson as Human Rights Officer.”

4.17 Approve Acceptance of Donations for the Month of June 2023

Recommended Action: “To approve the following donations for the month of June 2024: FFA received a donation for memorial of Jon Weitgenant and Worthington Trojan Booster Club donation for Scholarships.”

4.18 Request for Approval for Auditors to Make Year-End Adjustments

Recommended Action: “To authorize the auditors to make appropriate year-end adjustments for the 2023-2024 school year.”

4.19 Approve LEA Representative

Recommended Action: “To approve Josh Noble as LEA Representative.”

4.20 Approve Tracy Area Targeted Services Staff (Enclosure)

Recommended Action: “To approve Tracy Area Targeted Services Staff.”

If you have any questions or concerns about the Consent Agenda, please move to have the item removed and discussed under 7.0 - Other Business.

M E M O

TO: Lori Dudley Tom Prins Erin Schutte Matt Widboom
Joel Lorenz Steve Schnieder Adam Blume

INFO TO: Dave Skog Tony Hastings Doug Brands Ryan Swanson
Joshua Noble Heidi Meyer Kari Gjerde Anne Foley
Sharon Johnson Allison Eitreim Cory Van Briesen Toni Baartman
Carmen Johnson Pat Morphew Amy Ernst Tessa Dierks
Ellen Hoefker Jodi Hansen Kelly Reeves Jill Stiefvater
Spencer Wieneke Katie Pedersen Travis Frazee

FROM: John Landgaard, Superintendent

SUBJECT: MAIN AGENDA INFORMATION

DATE: July 11, 2024

The following information is intended to provide the Board with background data for the meeting on Tuesday.

AGENDA ITEMS

- 5.1 Monthly Financial Overview (Enclosure)
 - 5.1.1 Revenues by Fund
 - 5.1.2 Expenditures
 - 5.1.3 Comparison

- 5.2 Approve Tax Abatement Resolution #1 (Action) (Roll Call Vote) (Enclosure)

Recommended Action: "To approve Resolution #1 Approving Tax Abatement for Certain Property Pursuant to Minn.Stat.469-1813."

- 5.3 Approve Tax Abatement Resolution #2 (Action) (Roll Call Vote) (Enclosure)

Recommended Action: "To approve Resolution #2 Approving Tax Abatement for Certain Property Pursuant to Minn.Stat.469-1813."

- 5.4 Approve Media Request Procedures, Practices and Guidance (Action) (Enclosure)

Recommended Action: "To approve Media Request Procedures, Practices and Guidance."

- 5.5 Approve Long-term Facility Maintenance Plan (Action) (Enclosure)

Recommended Action: "To approve long-term facility maintenance plan."

- 5.6 Student Handbook Changes (Action)

Recommended Action: "To approve the student handbook changes."

- 5.7 Approve Round Lake-Brewster Collaborative Agreement for Middle School Activities (Action) (Enclosure)

Recommended Action: "To approve Round Lake-Brewster Collaborative Agreement for Middle School extra-curricular activities."

5.8 Approve Organizational Charts (Action) (Enclosure)

Recommended Action: “To approve organizational charts.”

5.9 Approve Second Reading of Policy 507 Corporal Punishment and Prone Restraint (Action) (Enclosure)

Recommended Action: “To approve second reading of Policy 507 Corporal Punishment and Prone Restraint.”

5.10 Discuss/Approve First Reading of Policy 507.5 School Resource Officer (Action) (Enclosure)

Recommended Action: “To approve the first reading of Policy 507.5 School Resource Officer.”

5.11 Approve the Revised Vacation Schedule (Action) (Enclosure)

Recommended Action: “To approve the revised vacation schedule.”

5.12 Approve Salary and Benefits Increase for Human Resource Assistant (Action)

Recommended Action: “To approve salary and benefits increase for the Human Resource Assistant for 2024-2026. Increase in salary and benefits of 6.45% for 2024-2025 and 4.42% for 2025-2026 for a total of 11.15% over two years.”

If you have any concerns or questions, please give me a call.