

**MINUTES
REGULAR BOARD MEETING AGENDA
FRESHWATER EDUCATION DISTRICT # 6004
WEDNESDAY, October 24, 2018
Maslowski Center, Wadena, MN**

CALLED TO ORDER by the Chair –Vince Hinojos at 5:03 PM.

ROLL CALL- Board: Vince Hinojos- Wadena Deer Creek, Scott Veronen-Verndale, Penny Benning-Browerville, Russ VanDenheuvel-Bertha-Hewitt, Rod Thalmann-Henning, Julia Kicker-Menahga, Mary Freeman-(Alternate) Staples Motley, Charles Funk-Sebeka, Chuck Wolf-Long Prairie – Grey Eagle; Superintendents: Lee Westrum-Wadena-Deer Creek; Directors: Jerry Nesland, Lori Murdock; FED Staff: Cari Greiner, Administrative Recorder: Sharon Thiel.

ADOPTION OF THE AGENDA- MOTION BY VanDenheuvel and SECONDED BY Thalmann to approve the agenda as presented. VOTE- U/C

GUEST PRESENTATION- L. Murdock and C. Grenier presented on “*Trauma Informed Care*” an organizational structure and treatment framework that involves understanding, recognizing, and responding to the effects of all types of trauma. Freshwaters “TIC Team” started training all Freshwater Education District Staff Members last fall.

APPROVAL OF PAST BOARD MINUTES-MOTION BY Funk and SECONDED BY Veronen to approve the *July 25, 2018* minutes as presented. VOTE-U/C

OLD BUSINESS-

MOTION BY Benning and SECONDED BY VanDenheuvel to accept the August, September & October Superintendent Advisory Council Meeting Minutes as presented. VOTE- U/C

MOTION BY Veronen and SECONDED BY Funk to approve all of the *ezIQC* prequalified general and subcontractor contracts as reviewed at this meeting. VOTE-U/C

**NEW BUSINESS AND REPORTS-
SPECIAL EDUCATION REPORT;**

MOTION BY Thalmann and SECONDED BY Benning to approve the 18/19 SY Level IV Student Handbook as presented. VOTE- U/C

ALC/TARGETED SERVICES REPORT;

MOTION BY Funk and SECONDED BY VanDenheuvel to approve the *Sourcewell Service Cooperative* Small Project grant award in the amount of \$1,500 to help set up a therapy health room at the Long Prairie ALC. VOTE-U/C

Board Member C. Wolf joined the meeting at 5:32 PM.

MOTION BY Benning and SECONDED BY Freeman to approve the *Sourcewell Service Cooperative* Small Project grant award in the amount of \$999.78 to purchase additional kitchen items to use for life skills and science projects for the Staples ALC. VOTE-UC

MOTION BY Thalmann and SECONDED BY Veronen to approve the 18/19 SY ALC Student Handbook as presented. VOTE-U/C

MOTION BY VanDenheuvel and SECONDED BY Kicker to authorize the purchase of two (2) Area Learning Center Vans of nine (9) passenger plus driver, to be ordered with delivery after July 1, 2019, under a Service Cooperative State Fleet prequalified State Bid Contract CPC#18.3 VHL. VOTE- U/C

REVIEWED ALC Student Enrollment trend as of October 1st.

MOTION BY Funk SECONDED BY Wolf to authorize the sale of two (2) vans to be sold on-line or direct negotiations with other governmental agencies in FY20. VOTE- U/C

TECHNOLOGY REPORT; REVIEWED the Fiber Lease Assessment Chart and an update of the FCC Appeal Status was giving.

ECFE/SR REPORT; UPDATE of Pillager School District receiving ECFE Programming Services effective the 18/19 SY.

MEMBER SERVICES; REVIEWED FED 12.5.18 Legislative Day Agenda; REVIEWED the 19/20 SY Menu Options; REVIEWED August & September 2018 Project 20/20 Month End Report.

MOTION BY Benning and SECONDED BY Wolf to approve an anonymous donation totaling \$5,000 to the Rapatz Scholarship Fund, Freshwater Education District Fiscal hosts. VOTE- U/C

REPORTS FROM BOARD COMMITTEES & CONSULTANTS; UPDATE of the GCT Program hosted by Sourcewell, will continue to host the Science Fair and Art Show for the 18/19 SY; REVIEWED Todd Cty Collaborative, 7.25.18 Annual Meeting Minutes; REVIEWED the 10.3.18 Health Benefits Committee Minutes.

BUSINESS, FINANCE, AND OTHER NEW BUSINESS-

MOTION BY VanDenheuvel and SECONDED BY Benning to approve the July 23, 2018 through October 19, 2018 cash reports and payments of checks numbered 121031 thru 121326. VOTE- U/C

MOTION BY Funk and SECONDED BY Thalmann to approve joint powers group Health Insurance 2019 premiums, with *Sourcewell* Service Cooperative, per the outcome of the public solicitation of health insurance proposals on behalf of its participating members. VOTE- U/C

MOTION BY Funk and SECONDED BY Thalmann to approve Revision I Modification of the FY-19 financial budget as follows;

FY-19 BUDGET REVISION I;

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENDITURES</u>
01 General	\$10,587,359	\$11,258,018
04 Community Service	\$ 655,453	\$ 644,491
06 Construction Fund	\$ 5,000,000	\$ 5,029,176

VOTE-U/C

MOTION BY Veronen and SECONDED BY Wolf to set the 2019 Freshwater Board organizational meeting for 5 pm at the Freshwater Offices located on the CLC campus in Staples on the date of January 23, 2019. VOTE-U/C

MOTION BY Funk and SECONDED BY VanDenheuvel to approve the submittal of the Title IX Annual MDE report acknowledging compliance with State and Federal Laws Prohibiting Discrimination. VOTE: U/C

REVIEWED June 2018 MSBA Policy Revisions to reflect changes from Legislative Session Year of 2017.

MOTION BY Thalmann and SECONDED BY Freeman to approve to reduce lease space at the Central Lakes College in Staples effective July 1, 2019, of 1,965 sq. ft due to the moving of some staff to the new Freshwater building now under construction. VOTE: U/C

MOTION BY Funk and SECONDED BY VanDenheuvel to accept the FY-20 Telephone and Fiber bid from *West Central Telephone Association* at a monthly cost of \$495.40. VOTE: U/C

MOTION BY Freeman and SECONDED BY Kicker to Direct the FED Superintendent to promulgate and post the District Annual Seniority Lists so as to allow adequate response time before Freshwater Board action to approve at the January 2019 meeting. VOTE: U/C

MOTION BY Benning and SECONDED BY Freeman to approve the disposal of the fixed assets as presented. VOTE: U/C

PERSONNEL TOPICS AND CONSENT AGENDA ITEMS- MOTION BY Veronen and SECONDED BY Wolf to approve the items as follows:

SPECIAL EDUCATION To: Increase in Days for Julie Nodslle, Occupational Therapist from 108 days to 118 days, effective the 18/19 SY, AND FMLA Request for Kate Schanning, SpEd Instructor, effective on/or around November 19, 2018 and returning on or around January 1st, 2019, AND Hiring of Kayla Januszewski, SpEd Instructor, 1 FTE at Step 6/BA10, effective 18/19 SY, AND Request Lane Change of Kimberly Marstein, B-3 Instructor, from Step 4/BA10 to step 4/BA20, effective September 1st, 2018, AND

Reduce in Hours for Bev Johnson, SpEd Paraprofessional from 802 hrs to 681.75 hrs effective August 20, 2018, AND FMLA Request for Sara Truax, Speech Language Pathologist, effective on/or around January 25th, 2019 for 8 weeks, AND Lane Change of Kristina Witthuhn, ECSE Instructor, from Step 9/BA20 to Step 9/BA30, effective September 1st, 2018, AND Lane Change of Suzanna Holper, ECSE Instructor, from Step 3/BA10 to Step 3/BA20, effective September 1st, 2018, AND Lane Change of Jeanette Janson ECSE Instructor, from Step 12/BA60 to Step 12/BA70, effective September 1st, 2018, AND Increase in Hours for Connie Collins, SpEd Paraprofessional/RVR Driver, from 1118 hrs to 1223.75 hrs effective October 15th, 2018, AND Increase in Hours for Heather Jasmer, SpEd Paraprofessional/RVR Driver, from 1118 hrs to 1223.75 hrs, effective October 15th, 2018, AND Increase in Hours for Christine Kempenich, SpEd Paraprofessional/RVR Driver, from 1118 hrs to 1223.75 hrs, effective October 15th, 2018, AND Increase in Hours for Melody Rasmussen, SpEd Paraprofessional/RVR Driver, from 1118 hrs to 1162.25 hrs, effective October 15th, 2018, AND Increase in Hours for Sheena Ziegler, SpEd Paraprofessional/RVR Driver, from 1118 hrs to 1162.25 hrs, effective October 15th, 2018, AND Resignation of Deanna Soukup, Third Party Billing Clerk, effective December 31, 2018, AND Permission to advertise and hire a Third Party Billing Clerk, AND

ECFE/SR To: Increase in Hours for Michelle Wolhowe, ECFE/SR Instructor from 952 hrs to 960 hrs, effective 18/19 SY, AND Hiring of Ruth Khamassi, Parent Educator for 450 hrs, effective September 1, 2019, AND

ABE/GED To: Hiring of Ruth Khamassi, ABE Instructor for 324 hrs, effective September 1, 2018, AND

TODD COUNTY COLLABORATIVE To: Resignation of Kelly Johnson, FACTS Facilitator, effective October 1st, 2018, AND Hiring of Susan Dixon, FACTS Facilitator, effective September 1st, 2018. VOTE- U/C

MOTION BY Thalmann and SECONDED BY VanDenheuvel to adjourn the meeting at 6:15 pm. VOTE- U/C

RESPECTFULLY SUBMITTED:

Penny Benning, Clerk
Freshwater Education District
DATE:_____