

Melrose-Mindoro Board of Education

Regular Monthly Board Meeting

Monday, August 22, 2022

Board President Rick Paisley called the regular monthly meeting to order at 7:00 p.m. Administrators present: Superintendent Jeff Arzt, 7-12 Principal Rick Dobbs, and Finance Administrator Casey Pfaff. Board Members present: Geoffrey Rozek, Kim Sacia, Terry Blaken, Becky Whalen, Kathy Dunn & Shane Zeman. All who were present then stood for the Pledge of Allegiance.

Motion by Zeman, second by Sacia, to approve the minutes from the previous meeting. Motion carried 6-0

Correspondence: The district receive a thank you note from Penny Lash for the donation for her mother, Carol Storandt, who recently passed away.

Administrator's Report: The district received a \$280 donation from Chris Domrose, and will be donated to the Tech Ed department. Various organizations and individuals donated school supplies. A full list will be coming soon.

Budget update: \$750,000 was transferred from Fund 10 to Fund 46 in July and approximately \$300,000 will be carried over to next year's fund balance. Activity account review will no longer be listed on the agenda. This is due to required changes in how these funds are monitored and reported.

Thanks to the custodial staff for once again doing a fantastic job cleaning. The building and grounds look beautiful and you can see how much pride our staff has for our school.

The annual audit has wrapped up and thanks to Casey Pfaff, Kathy Blaken and Michelle Murray for all their work assisting the auditors. There were no major issues reported but some minor changes were suggested.

Students saw a savings of approximately \$63,000 by taking transcribed credits through Western Technical College. Add dual credit classes and AP classes along with Start College Now courses and that savings rises to almost \$100,000.

All staffing positions are filled with the exception of a few paraprofessionals and a one on one registered nurse. Teachers kicked off another year of teaching the week of August 15 which included in-service and a welcome back lunch for retirees and current staff.

Open Forum: None

Finance: Review of the expenditures and receipts through July. Motion by Dunn, second by Sacia to approve the budget changes (auditor recommended) pertaining to moving funds from Fund 10 to Fund 46. Motion carried 6-0. Motion by Whalen, second by Dunn to approve the check summary & vouchers in the amount of \$2,294,357.41. Motion carried 6-0.

Other Business:

1. District Nurse Tara Tjerstad was present and reviewed our district triennial Wellness report. We are looking at ways to improve the district student & staff health and try to create a positive and useful plan.
2. Motion by Blaken, second by Whalen to table the first reading of Policy 453.1 Emergency Nursing Services along with Rule 453.1. Motion carried 6-0. There was a first reading of policies 453.4 Administering Medications to Students and 453.3 Communicable Disease Control.
3. Our COVID protocols for the 2022-2023 school year have been updated. There will also be a different testing company providing COVID testing this year only for staff and students.
4. Motion by Blaken, second by Rozek to approve the following resignations:

Jessica Miller-3rd grade teacher; Nicole Clark-ECH teacher; Heather Dokkebaken, Diana Hansen & Arin Smith-paraprofessionals; and Abby Fernan-6-8th grade Guidance Counselor. Motion carried 6-0.

5. Motion by Whalen, second by Sacia to hire the following professional, support and coaching positions: Sydney Behm-4K teacher; Kathryn Jones-ECH teacher; Steven Kurschner-6-8th grade Guidance Counselor; Chelsea Parker-12 month elementary secretary; Haley Koehler-transfer from paraprofessional to 10-month elementary secretary; Heather Stello-add Transportation Secretary duties to her current high school/junior high secretarial position; Jaclyn Grieve, Lisa Franks & Katelin Kammerer-paraprofessionals; Jessica Gallagher-transfer from kitchen staff to paraprofessional and Ruth Hutschenreuter to part time kitchen staff. Stacy Stair is recommended for Cheer Coach and Emily Wolf as the C-Team volleyball coach. Finally, Permanent part time substitute teachers/aides: Whitney Tollefson at two days per week and Nicole Hockert as a three day per week. Motion carried 6-0.
6. Motion by Dunn, second by Blaken to approve the updates to the Elementary Student Handbook. Motion carried 6-0.
7. Motion by Zeman, second by Rozek to approve the addition of an assistant soccer coaching position. Motion carried 6-0.
8. Motion by Zeman, second by Whalen to adjourn at 7:42 p.m. Motion carried 6-0.

Michelle Murray
Recorder of Minutes