The regular meeting of the Board of Education of Alexandria School District, Alexandria, Minnesota, was called to order by School Board Chairperson Dean Anderson at 7:01 p.m. in the District Office Oak Conference Room, Alexandria, Minnesota.


Administrators Present: Trevor Peterson, Michelle Bethke-Kaliher, Rick Sansted, Lynn Jenc, Scott Heckert and 5 visitors

APPROVAL OF AGENDA

Motion by Susag, seconded by Cunniff, to approve the July 16, 2018 agenda including an adjustment to the action agenda section: community satisfaction survey.

Ayes 7
Nays 0
Motion Carried.

CONSENT AGENDA

Motion by Zeithamer, seconded by Krebs, to approve the Consent Agenda as follows:

MEETING MINUTES

To approve the minutes of the regular meeting held on June 18, 2018.

DISTRICT CLAIMS

To ratify the payment of the June 2018 claims.

EMPLOYMENT AGREEMENTS

To approve the following employment agreements:

- LaValle, Codie: Elementary Teacher, effective 8/27/2018
- Rebrough, Jana: Elementary Teacher, effective 8/27/2018
- Miller, Caroline: Elementary Teacher, effective 8/27/2018
- Biegner, Christopher: Social Studies Teacher, effective 8/27/2018
- Noble, Raymond: Music Teacher, effective 8/27/2018
- Noel, Paulette: Supervisor of Food and Nutrition, effective 7/16/2018
- Ludwig, Carrie: English Teacher, effective 8/27/2018
- Luing, Allison: English Teacher, effective 8/27/2018
- Bruzek, Peter: Hardware-Network Technician, effective 7/23/2018
EMPLOYMENT AGREEMENT – CO-CURRICULAR

To approve the following coaching/co-curricular agreement:
- Fuglestad, Rey: Pole Vault Booster Coach (2017-2018 School Year)

RESIGNATION AGREEMENTS

To approve the following resignation agreements:
- Erickson, Sarah: Para, effective 6/5/2018
- Kragenbring, Kalley: Para, effective 6/5/2018
- Fischer, Nicole: Para, effective 6/5/2018
- Wagner, Adam: Para, effective 6/5/2018
- VanKempen, Christine: Teacher, effective 7/6/2018

Co-Curricular Staff:
- Haug, Steve: 9th grade Tennis Coach
- Herrera, Alexandria: Student Council

REQUEST FOR ADDITIONAL POSITIONS

To approve the following additional positions:
- .3 FTE Social Worker for Community Education
- Assistant Booster Coach for Volleyball
- Three Assistant Varsity Booster Coaches for Football

DONATIONS AND GRANTS

To approve the resolution for the following donations and grants:

**RESOLUTION FOR ALEXANDRIA PUBLIC SCHOOLS TO ACCEPT DONATIONS AND GRANTS**

WHEREAS, the Alexandria School District Board encourages the support of the district’s educational programs through the funding and support of grant opportunities and donations that meet the goals and objectives of the school district;

WHEREAS, the school district will control and maintain all grants and donations to ensure that the interests of all students are met;

WHEREAS, the grants and donations listed below have been reviewed and approved by the administration of the Alexandria School District;

THEREFORE, BE IT RESOLVED, by the School Board of Alexandria School District - No. 206, State of Minnesota, to accept the following grants and donations:
- The Football Booster Club donated a total of $16,034.98 for three assistant varsity football coach positions for the 2018-2019 season.
- The Volleyball Booster Club donated $3,815.43 for one assistant volleyball coach positions for the 2018-2019 season.
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- Miltona Science Magnet School received a $1,000 grant from DATA. The grant will be used to offset student supplies.

**FUNDRAISING ACTIVITIES**

To approve the following fundraising activities:

- The Alexandria Area High School Football team will be selling Cardinal Cards from August 13-24, 2018. The funds will be used to upgrade transportation for away games and scrimmages and help fund assistant coaches along with maintaining or replacing equipment.

- The Alexandria Area High School Theatre department will be holding a 24-hour theatre festival, musical performances, improv shows, class showcases, and a student produced show during the 2018-2019 school year. The funds will be used to purchase costumes, props and rentals, etc.

- The A-Club will provide concession sales and program advertising sales for the 2018-2019 school year. These fundraising events will financially support all activities and programs at the high school.

**FIRST READING OF DISTRICT POLICY REVISIONS**

To approve the first reading of the following district policies:

- Policy 205 – Open Meetings and Closed Meetings
- Policy 302 – Superintendent
- Policy 304 – Superintendent Contract, Duties and Evaluation
- Policy 307 – Administrative Supervision, Performance Improvement and Evaluation
- Policy 308 – District Decision Making Process
- Policy 413 – Harassment and Violence
- Policy 509 – Enrollment of Nonresident Students
- Policy 651 – Athletic, Fine Arts and Activity Eligibility and Chemical Abuse

**DISTRICT POLICY ADOPTION**

To adopt the following district policies:

- Policy 212 – School Board Committees
- Policy 214 – Out of State Travel by School Board Members
- Policy 301 – School District Administration
- Policy 506 – Districtwide Student Discipline
- Policy 537 – Violence Prevention
- Policy 567 – Student Dress and Appearance
- Policy 661 – Release Time & Appendix
- Policy 902 – Use of School District Facilities and Equipment

**FACILITIES HANDBOOK**

To adopt the 2018-2019 Facilities Rental Handbook and Procedures.
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**DISSOLUTION OF COOPERATIVE SPONSORSHIP AGREEMENT**

To approve the application for dissolution of the cooperative sponsorship agreements for boys’ tennis with the Parkers Prairie School District for the 2018-2019 school year.

**COOPERATIVE SPONSORSHIP AGREEMENTS**


**SCHOOL DISTRICT AGREEMENTS**

To approve the following agreements:

- Runestone Area Education District Service Agreement
- Runestone Community Center Agreement

**ADOPT RESOLUTION FOR ELECTION OF SCHOOL BOARD MEMBERS AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION**

To adopt the following resolution:

**RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION**

BE IT RESOLVED by the School Board of Alexandria School District No. 206, State of Minnesota, as follows:

1. It is necessary for the school district to hold its general election for the purpose of electing four school board members for terms of four (4) years each.

   The clerk shall include on the ballot the names of the individuals who file affidavits of candidacy on said general election during the period for filing such affidavits, as though they had been included by name in this resolution. The clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.

2. The general election is hereby called and elected to be held in conjunction with the state general election on Tuesday, the 6th day of November, 2018, between the hours of 7:00 o’clock a.m. and 8:00 o’clock p.m.

3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the school district and which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as for the state general election.
4. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said election. The notice shall include the date of said general election and the office or offices to be voted on at said general election. Any notice given prior to the date of the adoption of this resolution is ratified and confirmed in all respects.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said general election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said general election and to cause two sample ballots to be posted in each polling place on Election Day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said general election to be published in the official newspaper of the school district for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the offices to be filled set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on Election Day.

5. The clerk is authorized and directed to acquire and distribute such election materials as may be necessary for the proper conduct of this election, and generally to cooperate with election authorities conducting other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate election officials regarding preparation and distribution of ballots, election administration and cost sharing.

6. The clerk is further authorized and directed to cause or to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in
Our company, as the result of a recent survey, has decided to implement a new policy regarding our employees' work schedules. The main objective is to promote flexibility and work-life balance. Here are the details of the new policy:

1. **Flexible Hours**: Employees will have the option to choose their working hours, provided they cover a minimum of 40 hours per week.

2. **Telecommuting**: Up to 50% of work can be done remotely, depending on the nature of the job and departmental approval.

3. **Paid Time Off**: Employees will accrue paid time off based on their years of service.

4. **Wellness Program**: A new wellness program will be introduced, offering discounts on gym memberships and providing daily bistro meals.

5. **Training and Development**: Regular training sessions and workshops will be offered to enhance employees' skills and knowledge.

We believe that these changes will positively impact our employees' productivity and job satisfaction. We encourage all employees to actively participate in this transition and to provide feedback on how we can continuously improve.

Yours sincerely,

[Signature]

[Name]

[Title]
Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges’ initials are visible when the ballots are enclosed in a secrecy sleeve.

7. The name of each candidate for office at this election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota law.

8. If the school district will be contracting to print the ballots for this election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of $1,000 is awarded for printing ballots, the printer shall, if requested by the election official, furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than $1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

9. The individuals designated as judges for the state general election shall act as election judges for this election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit them to the school board for canvass in the manner provided for other school district elections. The general election must be canvassed between the third and the tenth day following the general election.

10. The School District clerk shall make all Campaign Financial Reports required to be filed with the school district under Minnesota Statutes, Section 211A.02, available on the school district’s website. The clerk must post the report on the school district’s website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The school district must make a report available on the school district’s website for four years from the date the report was posted to the website. The clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

SUPERINTENDENT GOALS

To approve the 2018-2019 superintendent goals as presented.
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Vote on Consent Agenda:
Ayes  7
Nays  0
Motion Carried.

HEALTH SERVICES UPDATE
Michelle Bethke-Kaliher and Melissa Bright provided an update on the school district’s health services programming.

APPROVE WORK AGREEMENT
Motion by Susag, seconded by Zeithamer, to approve the following:
- Work agreement between the District and the secretarial employees for the 2017-2018 and the 2018-2019 school years.

Ayes  7
Nays  0
Motion Carried.

APPROVE LONG TERM FACILITY MAINTENANCE REVENUE APPLICATION
Motion by Dave Anderson, seconded by Carlson, to approve the Long-Term Facilities Maintenance (LTFM) application as presented.

Ayes  7
Nays  0
Motion Carried.

REVIEW BIDS FOR MILTONA SCHOOL
Motion by Zeithamer to reject all bids and the District will continue to work towards a resolution to this issue. The motion was seconded by Carlson.

Ayes  7
Nays  0
Motion Carried.

APPROVE FIRST READING OF OPERATIONAL PLAN
Motion by Carlson, seconded by Susag, to approve the first reading of the 2018-2019 Operational Plan as presented.

Ayes  7
Nays  0
Motion Carried.

APPROVE TECHNOLOGY PLAN
Motion by Krebs, seconded by Cunniff, to approve the first reading of the 2019-2021 Technology Plan as presented.

Ayes  7
Nays  0
Motion Carried.
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APPROVE STUDENT HANDBOOKS

Motion by Cunniff, seconded by Krebs, to approve the 2018-2019 student handbooks as presented.

Ayes 7
Nays 0
Motion Carried.

APPROVE COMMUNITY SATISFACTION SURVEY

Motion by Susag, seconded by Carlson, to approve initiating a community feedback survey.

Ayes 7
Nays 0
Motion Carried.

ADJOURNMENT

There being no further business to come before the School Board at this time, the meeting adjourned at 8:28 p.m.

ATTEST:

/s/ Pam Carlson
Clerk

/s/ Dean Anderson
Chairperson