

BENTON-STEARNES EDUCATION DISTRICT #6383  
REGULAR BOARD MINUTES  
Wednesday August 17, 2016

Board Members Present:	Solarz (Sauk Rapids/Rice)	Higgins (Holdingford)
	Meyer (Sartell/St. Stephen)	Schreiner (Kimball)

Others Present:	Swenson (Holdingford)	Staska (ROCORI)
	Bittman (Sauk Rapids/Rice)	Neubauer (Foley)
	Schwiebert (Sartell/St. Stephen)	Wagner (Kimball)
	Jepsen, Grindland and Evenson	

Absent: Schnettler (ROCORI), Olson (Foley)

There was a motion by Sartell/St. Stephen, seconded by Kimball to approve the agenda which includes the addition of Assistant Director Phone Stipend. The motion was unanimously approved.

There was a motion by Holdingford, seconded by Kimball to approve the Consent Agenda

- a. Approval of June Board Meeting minutes.
  - b. Payment of bills, including checks and wire transfers numbered 52113-52287 and 12517-12533.
  - c. Electronic funds transfers (EFT)
  - d. June Bank Reconciliation
  - e. July Bank Reconciliation
  - f. July budget to Actual
  - g. Approval of Tyler LaBonne, lane change from BA +45 to MA Step 5, following completion of a master of science degree in special education at SCSU in June 2016.
  - h. Approval of Erin McMahon resignation from teaching position at Voyagers 18-21 Program.
  - i. Approval of Christopher Brown, leave of absence for the 2016-17 school year from his paraprofessional position at Voyagers.
  - j. Approval of request to the MN Board of Teaching for a Non-Licensed Community Expert (NLCE) license for 2016-17 for Christopher Brown.
  - k. Approval of Christopher Brown, teacher for Voyagers 18-21 program, 2016-17, at BA Step 1 pending approval of special permission for licensure through the Board of Teaching.
  - l. Approval of Cassie Sandstrom, Occupational Therapist, resignation effective 12-5-16.
  - m. Approval of National Joint Powers Agreement (NJPA) Staffing agreement for Erin Engness PBIS Coordinator
  - n. Approval of North Region PBIS grant contract for services- Karie Belling
- The motion was unanimously approved.

There was a motion by Holdingford, seconded by Sartell/St. Stephen to approve the October 1, 2016 Health Insurance Renewal which reflects a 0.0% increase in premiums. The same 3 plan options will remain available to employees. The motion was unanimously approved.

There was a motion by Sartell/St.Stephen, seconded by Kimball to approve a transfer of \$4,507.18 from the General Fund to the Food Service Fund to cover the necessary shortfall during the 2015-2016 school year. The motion was unanimously approved.

There was a motion by Holdingford, seconded by Sartell/St. Stephen to approve Policy 533: Wellness. The motion was unanimously approved.

There was a motion by Sartell/St. Stephen, seconded by Kimball to approve Policy 806: Crisis Management. The motion was unanimously approved.

First Reading:

- Policy 214: Out of State Travel by School Board Members
- Policy 516: Student Medication
- Policy 721: Uniform Grant Guidance

There was a motion by Holdingford and seconded by Kimball to designate Alicia Jepsen as the Identified Official with Authority (IOWA) who will comply with the Minnesota Department of Education (MDE) State Access Control Security Standards. The motion was unanimously approved.

There was a motion by Sartell/St. Stephen and seconded by Holdingford to approve a \$50/month phone stipend for the Assistant Director. The phone was provided by a member district in the past so this stipend was not included in the employee contract. The motion was unanimously approved.

#### Executive Director's Report

- a. Changed Group Medical Insurance Agent of Record to Aaron Casper, National Insurance Services -was previously with Mahowald Insurance Agency.
- b. Update on 403B Grievance -no updates to share.
- c. Tabled Item from June- Police Liaison Position at Voyagers – no updates will bring back in September.
- d. School psychologist position/posting update – no applicants yet.
- e. Occupational Therapy position update – position posted.
- f. Maintenance of Effort (MOE) Letter received from MDE -BSED/Member Districts as a group met the MOE requirements for 2014-2015.
- g. Update on Help Me Grow Clerical Position-applicant was recently interviewed.

#### Assistant Director's Report

- a. MA Update – not a lot of new reporting changes for 2016-2017.
- b. Annual Special Education Meetings in Districts-meeting dates are being finalized.
- c. CPI Update -training dates are being finalized.
- d. Summer Institute – was cancelled due to low participant numbers.

There was a motion by Sauk Rapids/Rice, seconded by Holdingford to adjourn the meeting at 4:07 p.m. The motion was unanimously approved.

The next Regular meeting of the Education District Board of Directors is September 21, 2016 at 3:30 p.m. The minutes are not official until reviewed and approved by the Benton Stearns Education Board.