

ISD #314  
Isanti, Pine, Chisago,  
& Kanabec Counties  
Braham, MN 55006

AGENDA  
REGULAR SCHOOL BOARD MEETING  
Monday, January 26, 2015  
7:00 pm – BAHS Community Room

1. Regular meeting called to order by Chair. Pledge of Allegiance.
2. Adopt Agenda.
3. Consent Agenda:
  - a. Approve the minutes of the December 10th Working, December 15th Regular, January 5th Organizational, January 5th Special and January 12th Working School Board meetings.
  - b. Approve the January bills.
  - c. Review and accept the January Treasurer's report.
  - d. Enrollment Analysis.
4. Acknowledgement of Donations or Contributions
5. Open Forum.
6. Review Student Council Representative's report.
7. Review Elementary Principal's report.
8. Review Assistant Principal / Activities Director report.
9. Acknowledgement of Grant Received
10. Consider two additions to the Fine Arts Handbook.
11. Review High School Principal's report.
12. Review District Assessment Coordinator's report.
13. Review Community Education Director's report.
14. Superintendent's Report.
15. School Board members' reports/updates.
16. Consider Resolution Directing the Administration to Review Revenue and to Make Recommendations for Reductions in Programs and Positions and Reasons Therefore, If Needed.
17. Consider Personnel items.
18. Consider approval of fundraisers from requesting group.
19. Consider request from the high school baseball team for permission to travel to Florida in the spring of 2016 for a spring training experience.
20. Consider approval of Memorandum of Agreement between Braham Schools and Anoka-Ramsey Community College.
21. Consider Revision of 2015-2016 School Calendar.
22. Consider Resolution of possible construction project and Bond Referendum.
23. Set a working school board meeting.
24. Reminder of the February School Board meeting.
25. Adjourn.

ADDENDUM

Regular School Board Meeting  
Monday, January 26, 2015

1. Meeting called to order by Chair. Pledge of Allegiance.

\_\_\_\_\_  
Roll Call.  
\_\_\_\_\_

2. Adopt agenda.  
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3. Consent Agenda.

- a. Approve the minutes of the December 10th Working, December 15th Regular, January 5th Organizational, January 5th Special and January 12th Working School Board meetings.

Ind. School Dist. No. 314  
Isanti, Pine, Chisago &  
Kanabec Counties  
Braham, MN 55006

**WORKING** School Board Meeting  
Thursday, December 10, 2014  
7 p.m. - BAHS - Community Room

The WORKING meeting was called to order by Chair Steven Eklund at 7 p.m.  
The Pledge of Allegiance was given.

Members present: S. Eklund, R. Hughes, Z. Braund, T. Cuda, A. Flowers,  
A. Londgren, M. Thompson and Sup't Winter.

Motion by T. Cuda, second by A. Londgren to adopt the agenda as presented. Carried

Sup't Winter gave an introduction that laid out the process for the presentation. Vaughn Dierks from WOLD Architects gave a brief presentation on the current design of the project which included re-builds and updates to outdoor facilities. updates to the East gym, C100 and the vocational areas were discussed. In addition to the plans, Mr. Dierks presented costing for the project with an outline of moving forward with the process.

The next step is to take the feedback provided from the board and constituents present at the meeting to update the designs. Board action will be needed in January to meet deadlines established for a May referendum.

Motion by A. Flowers, second by A. Londgren to adjourn the meeting.

Chair Eklund closed the Working meeting at 8:38 p.m.

\_\_\_\_\_  
Zane Braund, Clerk  
Attest: \_\_\_\_\_  
Steve Eklund, Chair

Ind. School District No. 314  
Isanti, Pine, Chisago  
& Kanabec Counties  
Braham, MN 55006

**Regular School Board Meeting**  
Monday, December 15, 2014  
7:00 pm – BAHS Community Room

The regular school board meeting was called to order by Chair Steve Eklund at 7:00 p.m. The Pledge of Allegiance was given.

Members present: S. Eklund, R. Hughes, Z. Braund, T. Cuda, A. Flowers, A. Londgren, M. Thompson, and Supt. Gregory Winter.  
Members absent: None

Motion by R. Hughes, second by M. Thompson to adopt the agenda with one additional item added under #15 - Personnel. Carried

Motion by A. Flowers, second by Z. Braund to approve the minutes of the November 17th Regular and the November 20th Special School Board meetings; approve the December bills of \$161,905.57; accept the December Treasurer's report and, review the enrollment analysis. Carried.

Motion by R. Hughes, second by A. Londgren, to adopt the resolution acknowledging December 2014 donations. "BE IT RESOLVED, by the School Board of Independent School District No. 314 that the School Board accepts with appreciation the following contributions and permits their use as designated by the donors." For E Gym Scoreboard \$100 from James & Beverly Carlson; \$2,000 for Greenhouse from East Central Energy; for Power Mechanics \$25 from Northpost, Inc; \$150 from LaMettry's Collision; \$100 from East Central Sanitation; \$25 from Linda Curtis; \$150 from Frandsen Bank & Trust; \$500 from Gordon Stone; for FFA \$1,000 from MN FFA Foundation; and, for Blue Jacket program \$75 from MN FFA Foundation. Carried

There was nothing addressed under Open Forum.

The Student Council members MacKenzie Larson and Angela Bendickson reviewed their written report. Several Student Council members helped at Santa Day on Saturday, 12/6 at the Braham Community Center. Twenty Thanksgiving baskets were collected and distributed to needy families in the area.

Elementary Principal Jeff Eklund reviewed his written report. Principal Eklund thanked Katie Thies, vocal music director and Bryan Johnson, band director for all the work getting students ready for the elementary Christmas concerts. All are invited to attend on December 23rd beginning at 10:30 a.m. and wrapping up at 2:30 p.m. Congratulations to McKayla Carlson-Hughes for receiving a \$500 "Dare to Dream" grant which she will use toward her membership and participation in the American Rabbit Breeders Association and competition.

AD Kuhnke reviewed his written report. His report included participation numbers for winter activities. All-Conference Band/Choir will perform on 1/10/15 in Pine City. The evening performance for the All-Conference Band/Choir for the community starts at 6 p.m. AD Kuhnke congratulated Randy Braund and Saffron O'Brien for being selected as Braham's AAA winners for 2014-15.

High School Principal Matt Lattimore reviewed his written report. Testing for 8th and 10th graders was done in November. The ASVAB test was administered to 11th graders to meet state standards for graduation. All fall teacher observations have been completed at the high school.

There was no DAC Coordinator report submitted.

Community Ed Director Cheryl Arnold's written report was reviewed by the board. The new winter Community Ed brochures are set to go out January 12, 2015.

Sup't. Winter reviewed his written report. Meetings attended included RRSEC, SEE, Meet and Confer, District Curriculum, ECMECC strategic planning and an ECE conference on energy issues. Sup't Winter is moving forward on collecting information for the co-curricular facilities to submit to the architects. He met with Braham City Administrator Sally Hoy to discuss the upcoming plans.

Board members reported on individual meetings and activities attended.

At this point in the meeting, Chair Eklund provided everyone present an opportunity to ask questions and to express their opinion on the proposed Final 2014 Payable 2015 property tax levy being considered for adoption by the school board. A district resident asked a question regarding the increase in the school portion of his property taxes. Sup't Winter invited him to come and meet with him if he would like to. Sup't Winter gave a brief synopsis of the levy certification and explained part of the reason for the increase in the school portion of the property taxes.

Motion by M. Thompson, second by T. Cuda to levy the maximum allowable for the Final 2014 Payable 2015 School District 314 Property Tax Levy. Carried. A copy of the signature page of said Levy shall be a part of the official minutes.

Motion by R. Hughes , second by A. Flowers to approve the employment of:  
Jean Zieglmeier as a homebound instructor for a high school student. Ms. Zieglmeier's start date will be 12/15/14. She will work 5 hours a week providing homebound services. Her rate of pay will be \$26.26 an hour as per the teacher contract.

Echo Yerke as a 30 student contact day 1:1 special ed para at the high school. Ms. Yerke's start date is 12/15/14. She will be placed on Step 1 of the para portion of the Secretary/Paraprofessional contract. Carried

Motion by R. Hughes, second by A. Londgren to approve the "C" Schedule employment for Luke Becker as FFA Advisor retroactively for 2013-14 on Step 4 and for 2014-15 on Step 5. Carried

Motion by A. Londgren, second by M. Thompson to adopt the proposed 2015-2016 school district calendar. Carried.

Motion by R. Hughes second by T. Cuda to approve the Girls' Basketball Shoot-a-Thon fundraiser for 2014-2015. Carried.

Motion by A. Flowers, second by T. Cuda to approve continued updating of the District Policy manual. All references to "Board of Education" will read "School Board" and, all references to the "Department of Children, Families and Learning" to read "Minnesota Department of Education." Carried.

Motion by A. Londgren, second by A. Flowers to use the following criteria in the consideration of closing school due to weather. Consideration will be given if the air temperature is below 25 degrees below zero Fahrenheit or the Wind Chill is below 35 degrees below zero Fahrenheit. Carried.

Motion by M. Thompson, second by Z. Braund to approve the Superintendent's Contract Agreement for 2015-2016, 2016-2017, and 2017-2018 school years as presented by the school board negotiations committee and tentatively agreed upon with Superintendent Winter. Carried.

Motion by T. Cuda, second by A. Londgren to tentatively set a Working Board meeting for Monday, January 12, 2015 at 7 p.m. in B100. Sup't Winter will contact the architects to see if the date and time will work for them. Carried.

Motion by R. Hughes, second by M. Thompson to set the Sup't semi-annual Performance review for 1/5/15 immediately following the Organizational meeting.

Motion by T. Cuda, second by A. Flowers to carry over current school board officers until the January 5th Organizational meeting is held and new school board officers elected. Carried.

Chair Eklund reminded all present that the 2015 Organizational School Board meeting will be on Monday, January 5, 2015 at 7 p.m. in B100 and the REGULAR School Board will be Monday, January 26, 2015 at 7 p.m. in B100.

Motion by A. Londgren , second by M. Thompson to adjourn the meeting at 7:38 p.m.

\_\_\_\_\_  
Zane Braund, Clerk

Attest: \_\_\_\_\_  
Steve Eklund, Chair

Ind. School Dist. No. 314  
Isanti, Pine, Chisago & Kanabec Counties  
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**ORGANIZATIONAL School Board Meeting**  
Monday, January 5, 2015  
7:00 p.m. – BAHS Community Room

The 2015 Organizational School Board meeting was called to order by Acting Chairperson Steve Eklund at 7:00 p.m. The Pledge of Allegiance was given.

Members present: S. Eklund, R. Hughes, Z. Braund, T.Cuda, A. Flowers, A. Londgren, M. Thompson, and

Sup't. Greg Winter.

Members absent: None.

Motion by T. Cuda, second by R. Hughes to adopt the agenda with one day change under #6 Schedule for Regular School Board meetings . Carried.

Acting Chair Eklund called for nominations for the office of school board chair for 2015.

T. Cuda nominated Steve Eklund, seconded by B. Hughes. After three calls, nominations ceased.

Motion by M. Thompson, second by R. Hughes to call for the vote. Steve Eklund was elected school board chair for 2015 by a unanimous vote.

Chair Eklund called for nominations for the office of school board vice chair for 2015. M. Thompson nominated Robert Hughes, seconded by Z. Braund. After three calls, nominations ceased.

Motion by M. Thompson, second by A. Londgren to call for the vote. Robert Hughes was elected school board vice chair for 2015 by a unanimous vote.

Chair Eklund called for nominations for the office of school board clerk for 2015. A. Flowers nominated Zane Braund, seconded by A. Londgren. After three calls, nominations ceased.

Motion by A. Flowers, second by M. Thompson to call for the vote. Zane Braund was elected school board clerk for 2015 by a unanimous vote.

Chair Eklund called for nominations for the office of school board treasurer for 2015. Z. Braund nominated Tony Cuda, seconded by R. Hughes. After three calls, nominations ceased.

Motion by A. Londgren, second by A. Flowers to call for a vote; Tony Cuda was elected school board treasurer for 2015 by a unanimous vote.

Motion by T. Cuda, second by A. Flower that school board salaries remain the same:

"\$800 for officers, \$600 for directors; with (an additional) \$50 per regular school board meeting, \$25 for other meetings up to 4 hours, \$75 for other meetings of 4 to 8 hours, and \$125 for any other meetings over 8 hours in 1 day, contingent upon filing of claim form. There is no cap."

Motion amended made by R. Hughes, second by M. Thompson to increase the regular monthly school board meeting salary to \$75 per meeting. Amended motion Carried by a 5 - 2 vote.

Motion by R. Hughes, second by T. Cuda to set the regular school board meetings for July 2015 through June 2016 on the following dates:

Mon., July 20, 2015	Mon., Nov. 16, 2015	Mon., March 21, 2016
Mon., Aug. 17, 2015	Mon., Dec. 14, 2015 (2nd Mon)	Mon., April 18, 2016
Mon., Sept. 21, 2015	Mon., Jan. 25, 2016	Mon., May 16, 2016
Mon., Oct. 19, 2015	Mon., Feb. 22, 2016	Mon., June 20, 2016.

Motion by T. Cuda, second by R. Hughes to set the Organizational meeting for Monday, January 4, 2016, 7:00 p.m. in the Braham Area High School Community Room. Carried

Motion by R. Hughes, second by A. Flowers to adopt the following resolution designating official depositories for 2015:

"RESOLVED, that the Frandsen Bank & Trust of Braham and the Bremer Bank, Lake Elmo, MN be designated as official depositories for 2014 and that funds of this school district deposited in said banks be subject to withdrawal upon checks, notes, drafts, bills of exchange, acceptances, under-taking of other orders for the payment of money when signed on behalf of this school district by three of its officers to wit: Chair, Clerk and Treasurer". Carried.

Motion by A. Londgren, second by A. Flowers to authorize the Superintendent of Schools and district office designees to have online banking access to the Braham Schools' accounts at the Frandsen Bank & Trust. Carried.

Motion by R. Hughes, second by M. Thompson to adopt the following resolution:

“RESOLVED, that the Minnesota School District Liquid Asset Fund (MSDLAF+) be designated as the official depository for State Funds due to the district.” Carried.

Motion by T. Cuda, second by Z. Braund to authorize the Superintendent of Schools and designees to make electronic transfers of District 314 monies. Carried.

Motion by A. Londgren, second by T. Cuda to adopt the following operating procedure for collateral as it relates to investment of district funds and to designate the Superintendent of Schools to approve collateral as per these guidelines:

Acceptable Collateral: U.S. Treasury Notes or Bonds Securities and other federal agency bonds pledged as collateral: The market value of the securities pledged as collateral must be greater than 110% of the deposits with the corresponding institutions. Carried.

Motion by T. Cuda, second by A. Flowers to adopt the following resolution:

“RESOLVED, that the school board desires to use facsimile signatures on all district checks to eliminate the need to have board officers sign each check issued. The Superintendent of Schools shall provide for this procedure. The board also directs the current facsimile signatures be used until the new signatures can be obtained, if necessary.” Carried.

Motion by R. Hughes, second by Z. Braund to adopt the following resolution:

“RESOLVED, that the school board desires to have the Superintendent of Schools, or his designee, make investments of school district funds when balances are present. The board also desires that the Superintendent, or his designee, perform the duties of clerk and treasurer.” Carried.

Motion by A. Londgren, second by M. Thompson to adopt the following resolution:

“RESOLVED, that the school board desires to have the Superintendent of Schools properly authorized to enter into leases on behalf of the board, and to purchase and contract for goods and services within general budget categories.” Carried.

Motion by R. Hughes, second by M. Thompson to adopt the following resolution:

“RESOLVED, that the school board wishes to take advantage of payment discounts on purchases and recognize the terms of contracts, purchase orders and vendors. The school board authorizes the superintendent of schools and/or the school board clerk to pay claims against the district prior to a regularly scheduled board meeting if the claim addresses the conditions mentioned in this resolution.” Carried.

Motion by R. Hughes, second by T. Cuda to adopt the following resolution:

“RESOLVED, that the school board wishes to appoint legal counsel for 2015 and that legal counsel shall be the firms of Joslin & Moore Law Offices, Cambridge, for local concerns and Knutson, Flynn & Deans for concerns dealing with educational issues.” Carried.

Motion by T. Cuda, second by A. Flowers to appoint the *‘Isanti County News’* to serve as School District 314’s official publication for 2015. Carried.

Motion by R. Hughes, second by T. Cuda to set the mileage and meal allowance for all district employees for 2015 as follows:

Mileage: ‘reimbursement at the IRS allowable rate’; and,  
Meals: Breakfast - \$8.50, Lunch - \$11.00, Supper - \$13.50; with allowable reimbursement at the registration set fee for workshops, meetings, etc., when such is the case. Carried.

School board committee membership assignments for 2015 were discussed and set as listed below.

<u>Committee Assignment</u>	<u>2015 School Board Representative(s):</u>
Budget Advisory	S. Eklund, R. Hughes, M. Thompson
Buildings/Grounds & Transportation	S. Eklund, T. Cuda, Z. Braund
Central MN Service Coop.	A. Londgren
Comm. Educ. Advisory Council	T. Cuda
Donald F. Olson Scholarship	S. Eklund, R. Hughes, A. Londgren
ECMECC	S. Eklund
Grad Stand/Systems Acct/Curriculum	A. Londgren, alt. M. Thompson
Isanti Co. Human Rights Commission	Sup't. of Schools /alt. M. Thompson
Isanti Co. Interagency Collaborative	R. Hughes / alt. M. Thompson
Legislative (SEE)	S. Eklund / alt. R. Hughes
Meet & Confer	Z. Braund, A. Flowers, M. Thompson
MN State H.S. League	S. Eklund /alt. A. Londgren
Policy Review	T. Cuda, A. Flowers, R. Hughes
RRSEC Joint Powers Agreement	M. Thompson
Technology	T. Cuda, A. Flowers
Negotiating Committees:	
Superintendent	Z. Braund, R. Hughes
Administration	A. Flowers, Z. Braund
Teachers	T. Cuda, Z. Braund, M. Thompson, A. Londgren
District Office	Z. Braund, S. Eklund
Custodians	T. Cuda, S. Eklund
Secretaries/Paras	T. Cuda, A. Flowers
Food Service	A. Flowers, A. Londgren
Title 1	S. Eklund, R. Hughes

Motion by R. Hughes, second by M. Thompson to accept the committee assignments as listed above. Carried.

Motion by A. Londgren, second by T. Cuda to approve the School Board Approved Not-For-Profit Groups as presented. There were no changes made at this time. Carried.

Reminder of Working School Board meeting on Monday, January 12, 2015 at 7 p.m. in the Community Room at the high school. The purpose of the meeting will be continued discussion of the co-curricular facilities.

Motion by T. Cuda, second by R. Hughes to set a Policy Review Sub-Committee meeting for Wednesday, January 28, 2015 at 7 p.m. in the Community Room at the high school. Carried.

There was nothing addressed under agenda item 'Other'.

Motion by A. Londgren, second by M. Thompson to close the organizational meeting at 7:27 p.m. Carried.

\_\_\_\_\_  
Zane Braund, Clerk

Attest: \_\_\_\_\_  
Steve Eklund, Chair

Ind. School Dist. No. 314  
Isanti, Pine, Chisago &  
Kanabec Counties  
Braham, MN 55006

**Special School Board Meeting**  
Monday, January 5, 2015  
Immediately following Organizational meeting  
- BAHS Community Room

The Special meeting was called to order by Chair Steve Eklund at 7:35 p.m.  
The Pledge of Allegiance was given.

Members present: S. Eklund, R. Hughes, Z. Braund, T. Cuda, A. Flowers, A. Londgren,  
M. Thompson and Sup't. Gregory Winter.  
Members absent: None

Motion by M. Thompson, second by A. Londgren to adopt the agenda as printed. Carried.

The was a closed meeting for the purpose of conducting the semi-annual superintendent's performance review; pursuant MN Statute 13D.05, Subd. 3.

The Board identified the following Positives:

Mr. Winter continues to inform and advise the school board members.

Mr. Winter's knowledge of the government's involvement with the district and when it applies is excellent.

Mr. Winter continues to handle all Ten Performance Responsibility Areas listed on Form 1 of the Sup't Review very well.

The Board identified the following Challenges:

Mr. Winter will continue to work toward defining needs in Early Childhood.

Mr. Winter will continue to work with the 1:1 Initiative.

Motion by M. Thompson, second by A. Londgren to adjourn the meeting.

Chair Eklund adjourned the special school board meeting at 8:49 p.m.

\_\_\_\_\_  
Zane Braund, Clerk

Attest: \_\_\_\_\_  
Steve Eklund, Chair

Ind. School Dist. No. 314  
Isanti, Pine, Chisago &  
Kanabec Counties  
Braham, MN 55006

**WORKING School Board Meeting**  
Monday, January 12, 2015  
7 p.m. - BAHS - Community Room

The WORKING meeting was called to order by Chair Steven Eklund at 7 p.m.  
The Pledge of Allegiance was given.

Members present: S. Eklund, R. Hughes, Z. Braund, T. Cuda, A. Flowers, A. Londgren,  
M. Thompson and Sup't Winter.

Motion by T. Cuda, second by A. Flowers to adopt the agenda as presented. Carried

Eric Linner, WOLD architect and Jay Pomeroy, civil engineer from Anderson-Johnson Associates, presented information on the co-curricular proposed projects. They answered questions and got additional input from community members in attendance.

Motion by M. Thompson, second by A. Flowers to adjourn the meeting.

Chair Eklund closed the Working meeting at 7:57 p.m.

\_\_\_\_\_  
Zane Braund, Clerk

Attest: \_\_\_\_\_  
Steve Eklund, Chair

- b. Approve the January bills.
- c. Review and accept the January Treasurer's report.



d. Enrollment Analysis.

Grade	Sept 8	Oct 6	Nov 4	Dec 5	Jan 7
K	58	59	60	61	61
1	65	61	60	61	62
2	54	49	51	51	51
3	66	64	64	63	61
4	63	62	62	63	64
5	60	59	60	60	61
6	75	72	72	73	72
7	72	71	72	72	73
8	62	62	64	64	64
9	63	65	65	63	63
10	57	56	56	56	56
11	72	75	75	74	73
12	50	47	46	48	47
<b>K - 12 Sub- Total</b>	<b>817</b>	<b>802</b>	<b>807</b>	<b>809</b>	<b>808</b>
EC/SE	12	12	16	15	19
<b>TOTAL K - 12 plus ECSE</b>	<b>829</b>	<b>814</b>	<b>823</b>	<b>824</b>	<b>827</b>

4. Acknowledgement of Donations or Contributions

Minnesota Statute 123B.02 permits school boards to "...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof."

Therefore, the Superintendent recommends the following resolution:

"BE IT RESOLVED by the School Board of Independent School District No.314 that the School Board accepts with appreciation the following contributions and permits their use as designated by the donors."

<b>'Donor</b>	<b>Item and/or Amount</b>	<b>Purpose</b>
Richard & Retta Nelson	\$50	Scoreboard E gym
Bill Stello	\$50	Scoreboard E gym
Dennis & Vicki Olson in memory of Bill Stello	\$50	Scoreboard E gym
Braham Auxiliary Post Dist #6 1731	\$200	Angel Fund
Anonymous	\$50	Scoreboard E gym
C & S Trucking	\$325	CNC Machine Delivery
Anonymous	\$500	Super Mileage

5. Open Forum.

6. Review Student Council Representative's report.

**Snow Daze**

Student Council is in charge of organizing this year's Snow Daze dance and days of the week. The week is February 9 through the 13, with the dance on the night of February 13.

**Braham Ambassador Spirit Basket**

Former Braham students and current Braham Ambassadors Grace Zierden and Bethany Johnson have asked if our Student Council would be willing to donate a basket of Bomber apparel for a fundraiser for the Ambassador program. We will continue to discuss what we will donate to this wonderful cause.

**Student Council Winter Conference**

Braham's entire Student Council has been invited to the Eastern Division of the Student Council Winter Conference. It is being held at Princeton High School, on Wednesday, February 25th from 8:30 in the morning until 1:30 in the afternoon. We are still discussing how many students will attend this superb occasion.

**Crush Cans**

We will once again be delivering Crush Cans to students on Valentine's Day. Students can purchase them for one dollar in the Commons during their lunch period, and send a can of Crush soda to whomever they choose.

**Braham Chamber**

The Braham Area Chamber of Commerce has asked if Student Council would be interested in partnering with them to sell clothing at select business locations. We will continue to look in to this excellent opportunity.

**Bomber Apparel and Accessories**

We will be selling clothing, etc. during most winter sports home games, and we have ordered and received new clothing that is ready to sell this year.

**Recycling and Announcements:**

We will continue to do recycling and read announcements on Fridays.

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7. Review Elementary Principal's report.



**Braham Area Elementary  
January Board Report**

**1. FAST & OLPA Assessments**

- a. We will be doing these assessments in January/early Feb. These assessments help us to plan our instruction to best meet the needs of our students.
- b. FAST (Formative Assessment System for Teachers)
  - i. Reading Fluency
- c. OLPA (Optional Local Purpose Assessment)
  - i. Very similar to MCA testing.

**2. Reading Corps. & Math Corps.**

- a. We currently have 2 Reading Corps tutors (Tammy Bierl & Allyssa Mattson) and 1 Math Corp Tutor (April White)
- b. We have applied for 4 Reading Corps tutors and 2 Math Corps tutors for next year.
- c. The tutors meet with each student to help them become more fluent readers and be algebra ready by 8th grade.

**3. Rubiks Cube Club**

- a. Braham hosted a 6 week Rubik's cube club this fall. Students in grades 2-6 learned how to solve the cube using various algorithms. Many can now solve the cube with and without the solution guide. Thanks to Mrs. Lundin for setting this up.

#### **4. Jump Rope for Heart**

- a. 2nd., 3rd. & 4th gr. students will be participating in their Jump Rope For Heart Event on Feb 5th & 6th during their Physical Ed. classes. Students learn about the importance of doing a service project to help others who are in need. They also talk about the heart during the month of Feb. being it is Heart Healthy Awareness Month. Thank you to Sue Pearson and Cassie Tomczak for organizing this event for our students.

#### **5. 1:1 Technology**

- a. Shane Monson presentation
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#### **8. Review Assistant Principal/ Activities Director report.**

**Activities Director  
School Board Report  
January 26, 2015**

1. Junior High Boys Basketball was the only winter activity not started as of the last board meeting. We have 14 boys on the team and both Mr. Hohn and Mr. Blomdahl are in place to coach these young men.
2. The All Conference Band and Choir event happened on Saturday, January 10<sup>th</sup>. Seventeen of our band and choir students were able to practice and perform with some the best in the area. Huge congratulations to all involved.
3. Seventeen Braham students participated in the North East Minnesota Band Director's Association's 6th-10th grade Honor Band on Saturday, January 17th at Braham Area High School. The students rehearsed all day and they performed an afternoon concert. The 6th-8th grade band was directed by Mrs. Joni Sutton and the 9th-10th grade band was directed by Mr. Chip Williams. Over 200 students from 23 schools participated. Over 400 people packed into C100 for the afternoon concert.
4. The One Act Play under the directorship of Jennifer Lundin is well underway. Their Subsection competition will happen here in Braham on Saturday, January 31<sup>st</sup>. Spring Play tryouts are already underway as well.
5. The annual Spelling Bee will be held in C-100 on Friday, January 23<sup>rd</sup>. I hope to have the results for you by the time of this meeting.
6. Knowledge Bowl and Speech are now also beginning their seasons. Our Knowledge Bowl/Academic Bowl has 17 participants and about 6 events. Their First Knowledge Bowl meet was at St. Francis on January 17. A big thank you to Ms. Hoffman and Ms. Lundin for their leadership in these areas.
7. Team Wrestling Sectional Tournaments begin in Mora on Tuesday, February 10<sup>th</sup>. Individual Wrestling Sectional Tournaments are scheduled for February 20 and 21 in Virginia.
8. The students and staff will celebrate Snow Daze Week February 9<sup>th</sup> – 13<sup>th</sup>. With the very traditional events of the week.
9. The Annual Winter Jazz Dessert Concert is also coming up on February 9<sup>th</sup> at 8:00 p.m.

10. We have had 3 cars invited to the National Competition for SuperMileage as well as a 4<sup>th</sup> car being partnered with Staples-Motley High School.  
Respectfully Submitted, Shawn Kuhnke

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9. Acknowledgement of Grant Received

At the September 15th Regular School Board meeting the Braham School Board passed a resolution that “supports the District’s application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.” Braham AD Shawn Kuhnke received a check from MSHSL in the amount of \$411.97 for said purpose. AD Kuhnke responded to MSHSL as requested after receipt of the check. No further action is required.

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10. Consider two additions to the Fine Arts Handbook.

AP/AD Shawn Kuhnke is requesting the addition of two items to the Fine Arts Handbook.  
Supermileage Lettering

- A student may earn a Varsity letter in Supermileage by documenting the participation in both of the following requirements:
- At least 15 hours of out-of-school effort towards their Supermileage project.
- Compete in at least 1 of the 2 yearly Supermileage competitions.
  - o MTEEA Supermileage Challenge
  - o Shell Eco-Marathon

and, FFA Lettering

Name		FFA Lettering Score Sheet												
Month	Possible Pts.	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	Apr.	May	Total
Membership	XXX	XXX												
Meeting Attendance	2													
Special FFA Appearance	5													
Paid Dues	3													
Own FFA Jacket	5													
Fund Raising	1pt per \$50													
Discovery Degree	8													
Greenhand Degree	10													
Chapter Degree	15													
State Degree	25													
Leadership Capm/Confrence	3pts/day													
CDE	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX
Regional CDE Comp.	3 each													
1st Team or individual	8													
2nd-5th Team or individual	5													
6th-10th Team/individual	3													
State CDE	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX
State Delegate	5													
Compete at State	8													
1st Team or individual	100													
2nd-5th Team or individual	15													
6th-10th Team or individual	10													
Leadership	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX
Chapter officer	10													
Regional President	20													
Regional Officer	15													
Committee Chair	7													
Committee Member	4													
Committee Attendance	2/meeting													
SAE	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX
Time Cards/Expense Records	15													
State Degree Application	5													
Proficiency Application	5													
Region Proficiency Finalist	12													
State Proficiency Finalist	15													
Community Service	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX
Verified by signed logs	3/hr.													
Livestock Showing	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX	XXX
County Fair	10													
State Fair	15													
Showmanship Winner	10													
Herdsmanship Winner	10													
Supreme Overall Animal	10													
Premier Species Winner	10													
Premier Chapter Winner	15													
To Letter 100 Points Are Required														
Total Points														

11. Review High School Principal's report.

**School Board Report**  
**January 2015**  
**Matthew Lattimore, Principal**

**New Mental Health Counselor**

We are fortunate to have a new mental health counselor starting with us. Rachel Nester comes to us from South Dakota University, where she received her M.S. Degree in Clinical/Agency Counseling. Rachel is working with us through Lighthouse Child and Family Services, LLC who is overseeing the grant. This is a five year grant so Rachel will be with us for the next 3 ½ years.

**Veteran's Lunch**

We have invited the local veterans to come and have lunch with the students on January 28th. Since we could not have our Veteran's Day program due to weather, this is our way of still being able to have some interaction between the veterans and our students.

**OLPA's Testing**

Will be coming up again in October for the 10th graders. This is a snapshot test to see where are 10th graders are currently at in Reading and Math. This test allows the staff to see which students need more assistance before the MCA tests in April.

**End of 1st Semester/2nd Quarter**

We have ended the 1st semester/2nd quarter on a positive note. We are now preparing for registration for the 2015-16 school year.

**MASSP conference**

I attended the MN Association for Secondary School Principal. Great ideas came out of the conference.

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12. Review District Assessment Coordinator's report.

District Assessment Coordinator  
School Board Report

**Optional Local Purpose Assessment (OLPA)**

We are just beginning the Reading OLPA testing sessions throughout the district and will continue throughout the months of January and February with both the Math and Reading OLPA assessments. These tests allow the students not only an opportunity to view the layout and logistics of the test but also gain understanding of how test questions are worded.

**ACCESS for ELL's**

This assessment will be given to those students' in the district who are identified as English Language Learners. Mrs. Kim Beidleman will be proctoring this test for our students during the month of February.

Respectfully Submitted,  
Allison Marcus

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13. Review Community Education Director's report.

**Community Education Updates as of 12/23/15**

**Community Ed**

**-Winter/Spring Brochure 2015- Distributed!**

Can be found on School Website, Facebook page and Flyers around Town

Look for new classes and activities! From CPR/First-Aid, Wine and Canvas, Chicken Raising, Tech Support, Canning, Wild Mountain Snow-Tubing Trip, Pirate and Princess Party, Pie Making, Science Explorers-Concoctions, and so much more!!!!

**-Community Ed Website**

Starting to expand/revise our community Ed website Link. Adding more info. Including a website page!

**-Staff Development**

**Cheryl Arnold-** Went to workshop on Engaging Your Community.- Jan. 20

**Upcoming-** MCEA Leadership Days- What Does Good Leadership Skills Look Like? Feb. 19 & 20

**Kristina Monson-** Learning Through Movement-Jan. 16

**Lindsay Rasmussen-** Learning Through Movement- Jan 16

**Upcoming-** Wrap up their **SEEDS Training** for Reading Corp. on Jan. 28

**Community Ed Advisory Co. Meetings-**

1/15/15 worked on community needs survey. Next mtg will be Feb. 12th. For more info. call 320-396-2677

**ECFE (Early Childhood Family Education) Program-**

-Weekly ECFE classes, Story time and Open Play- continues back up week of Jan. 26th with children receiving free books to promote literacy.

-Working on New Community Needs Assessment Survey for Early Childhood Families. (new Requirement through MDE)

**Preschool Program-**

-All sections Full. Many scholarships given out. - Pathway I & II, State Aid and ECE monies.

-Preparing for Winter/Spring State Reports, Open House Registration including plans for upcoming 2015-16 year.

**Early Childhood Screening-** Friday February 27th Sign Up Now!

Look to see who is not on our census but in our Area for next year preschool and Kindergarten.

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14. Superintendent's report.



Superintendent's Report for January '15

A. Some updates on meetings and conferences that I have recently attended:

ECMECC: Two main topics discussed were the issue with the shared firewall and the I-35 College Credit project. Braham Area Schools has had some problems with the shared firewall and some adjustments are needed within our network to alleviate these problems. Districts along the I-35 corridor have been working on offering college courses through their consortium and would like to allow some ECMECC schools to enter into this project.

Supt. Regional Meeting: A discussion on the Common Core amongst the superintendents present developed a response to critics of the Common Core. There was also a discussion on working with legislators in the next session on Alt. Facilities funding. A question was asked if any districts were dealing with the ramification of the new Transgender Policy developed by the MSHSL. To date, no school districts had been dealing with any issues on this policy.

MSBA Conference: Attended many good sessions. Most important statement from the conference came from the second speaker, an educator from Kansas, Jeff Charbonneau, said, "When educators are explaining to you

what they are doing in the classroom, make sure to ask them why they are doing it".

Friends of the Library: A report was given on how the current hours of the library are working in regards to the amount of traffic. Current hours are 12:30 - 4:00 p.m on Mondays and 12:00 - 4:00 on Wednesdays. The library has seen an overwhelming donation of books on CD's. They are also looking for more volunteers to help staff the library.

RRSEC: The audit was presented to the executive board with a brief presentation. The executive board approved the audit which moves on to the governance board in May for approval. There was continued discussion on the RRN decision. Jerry Hansen, Superintendent of Milaca, is working with his board on moving forward with a building site west of Milaca. There was also discussion on increasing the amount of special ed. aid in the next legislative session. Latest reported cross subsidy amount for Braham Area Schools is \$566,366.00

SCRED Legislative Forum: Will give a report at the board meeting.

SEE: Will give a report at the board meeting.

Update on Facilities Planning:

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15. School Board members' reports/updates.
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16. Consider Resolution Directing the Administration to Review Revenue and to Make Recommendations for Reductions in Programs and Positions and Reasons Therefore, If Needed.

This resolution is presented each year at the Regular January school board meeting for consideration of adoption. Reductions in programs and positions cannot be considered or made without this resolution first being adopted.

Member \_\_\_\_\_ introduced the following resolution and moved it adoption:

**RESOLUTION DIRECTING THE ADMINISTRATION TO MAKE RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND REASONS THEREFORE, IF NEEDED.**

WHEREAS, the financial condition of the school district dictates that the school board must reduce expenditures immediately, and

WHEREAS, there has been a reduction in student enrollment, and

WHEREAS, this reduction in expenditures and decrease in student enrollment must include discontinuance of positions and discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

BE IT RESOLVED, by the School Board of Independent School District No. 314, as follows:

That the School Board hereby directs the Superintendent of Schools and administration to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and, as a result of a reduction in enrollment, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof:

and the following vote against the same:

WHEREUPON said resolution was declared duly passed and adopted.

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17. Consider Personnel items.

**Employment Recommendations:**

**Alyssa Jackson - Early Childhood Teacher**

Elementary Principal Jeff Eklund is recommending Alyssa Jackson be hired as an Early Childhood Teacher. Ms. Jackson will be working 2 days a week on Mondays and Fridays. She will start at BA Step 1. Ms. Jackson's start date was Monday, December 1, 2015.

**Katie Becker - Early Childhood Special Ed. Paraprofessional**

Elementary Principal Jeff Eklund is recommending Katie Becker be hired as an Early Childhood Special Ed. Para for 22 hours a week. Ms. Becker will start at Step 1 of the Secretary/Para Contract. Ms. Becker's start date was Friday, January 9, 2015.

**Kelly Monson - Early Childhood 1:1 Special Ed. Paraprofessional**

Elementary Principal Jeff Eklund is recommending Kelly Monson be hired as a 1:1 Early Childhood Special Ed. Paraprofessional for approximately 4.5 hours a week. Ms. Monson will start at Step 1 of the Secretary/Para Contract. Ms. Monson's start date was Monday, January 12, 2015.

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**Lane Advancement Requests**

**Luke Becker, HS Vo/Ag, Industrial Tech teacher**

Luke Becker, HS Vo/Ag, Industrial Tech teacher, has submitted a request for lane advancement from BA to BA+15. Mr. Becker has completed all necessary requirements to qualify for this lane advancement. Mr. Becker's 2014-2015 2nd semester salary will be based on BA+15, Step 4.

**Roxanne Kirby, Elementary Teacher**

Roxanne Kirby, Elementary Teacher has submitted a request for lane advancement from MA+45 to MA+60. Mrs. Kirby has completed all necessary requirements to qualify for this lane advancement. Mrs. Kirby's 2014-2015 2nd semester salary will be based on MA+60, Step 11.

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**Employee Letter of Retirement**

**Robert Vaughan - High School Social Studies Teacher**

Bob Vaughan, High School Social Studies teacher has submitted his letter of retirement effective the end of the 2014-2015 school year. Mr. Vaughan has been with the district since September 1981.

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**Letter of Resignation**

**Lynette Simmons, HS Paraprofessional**

Lynette Simmons, HS Paraprofessional, has submitted her letter of resignation effective



December 30, 2014. Ms. Simmons has been with the district since February 1999.

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**“C” Schedule Letter of Resignation**

**Sharon Pelovsky - ½ ECHO (Yearbook)**

Sharon Pelovsky has submitted her letter of resignation for the ½ ECHO (Yearbook) position effective December 1, 2014.

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**“C” Schedule Recommendation**

**Julie Johnson – ½ ECHO (Yearbook)**

AP / AD Shawn Kuhnke is recommending Julie Johnson to be hired for ECHO (Yearbook) position starting December 11, 2014. Ms. Johnson will be placed on Lane Seven, Step 7 as per the “C” Schedule Contract for 2014-2015. Ms. Johnson will be sharing this position and will be compensated according to her placement and starting date divided by 2.

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18. Consider approval of fundraiser from requesting group.

The SuperMileage Team has requested approval for a 3-D printed phone case fundraiser for 2014-15.

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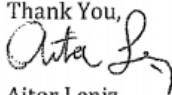
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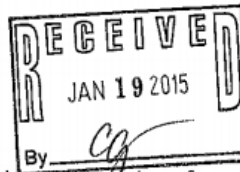
19. Consider request from the high school baseball team for permission to travel to Florida in the spring of 2016 for a spring training experience.

To Braham School Board:

The high school baseball team would like to travel to Florida in the spring of 2016. Our trip would be open to all 9<sup>th</sup>-12<sup>th</sup> grade baseball players and would take place around the time of our spring break.

We are looking to have the trip approved by the school board so we may begin making plans and fundraising.

Thank You,  
  
Aitor Leniz



TRIP REQUEST FORM

- I. Organization or Group Requesting Trip: Braham Baseball
- II. Name(s) of staff requesting and willing to chaperone the trip: Aitor Leniz,  
Jay Sparling e Dave Blomdahl?
- III. Destination: Orlando, Florida
- IV. Number of students anticipated to participate on this trip: 12-20 Grade limits: 9-12
- V. Preliminary itinerary: Baseball games and practice, team building activities,  
Disney Parks, educational experiences
- VI. Departure Date: Mar. 24, 2016 Return Date: Mar. 29, 2016
- VII. Number of contract days certified staff is missing 1 x number of staff chaperones 3 x  
(approx. \$112 per day) = Total Cost 336  
(The traveling group is responsible for the staff expense to the School District.)
- VIII. Mode(s) of transportation used:  
A. Bus  
B. Airplane  
C. \_\_\_\_\_
- IX. Anticipated cost per participant \$1,000-\$1,200
- X. Date Form submitted to Activities Director 1-19-15

Submitted by: Aitor Leniz  
Shawn Kelle      [Signature]      [Signature]  
 Activities Director      Building Principal      Superintendent  
1-19-15      1-19-15      1/21/15  
 Date      Date      Date

District Policy #610 Form

20. Consider approval of Memorandum of Agreement between Braham Schools and Anoka-Ramsey Community College.

Anoka Ramsey Community College has requested establishing a clinical site for their Registered Nursing students at Braham Area Schools. The students would have opportunity to observe our school nurses and to help with early childhood screenings. School Nurses, Judy Bendickson and Jill Pryor, are willing to work with these RN students and their supervisors while at Braham Area Schools. There is no cost to the district.

21. Consider Revision of 2015-2016 School Calendar.

BRAHAM AREA SCHOOLS																								
2015-2016 School Calendar																								
M	T	W	TH	F																				
AUGUST 2015					JANUARY 2016																			
24	25	26	27	28	4	5	6	7	8	1 - No School - Winter Break														
31					11	12	13	14	15	18 - No School - MLK Day														
SEPTEMBER 2015					18	19	20	21	22	22 - 2nd Qtr ends - 43 days														
1	2	3	4	25	26	27	28	29	25 - Teacher Work Day															
7	8	9	10	11	FEBRUARY 2016																			
14	15	16	17	18	1	2	3	4	5	12 - Curriculum 1/2 day														
21	22	23	24	25	8	9	10	11	12	15 - No School - President's Day														
28	29	30					15	16	17	18	19													
OCTOBER 2015					22	23	24	25	26															
5	6	7	8	9	29																			
12	13	14	15	16	MARCH 2016																			
19	20	21	22	23	1	2	3	4																
26	27	28	29	30	7	8	9	10	11															
NOVEMBER 2015					14	15	16	17	18	24 - End of 3rd Qtr - 42 days														
2	3	4	5	6	21	22	23	24	25	25&28 - No School - Spring Break														
9	10	11	12	13	28	29	30	31	29 - Teacher Work Day															
16	17	18	19	20	APRIL 2016																			
23	24	25	26	27	1																			
30					4	5	6	7	8	5 & 7 - Conferences p.m.														
DECEMBER 2015					11	12	13	14	15	8 - No School														
1	2	3	4	18	19	20	21	22	21 - Curriculum 1/2 day															
7	8	9	10	11	25	26	27	28	29															
14	15	16	17	18	MAY 2016																			
21	22	23	24	25	2	3	4	5	6	30 - No School (Memorial Day)														
28	29	30	31	9	10	11	12	13	2 - End of 4th Qtr - 45 days															
KEY:					16	17	18	19	20	3 - Teacher Work Day														
No School (Holiday/Teacher Convention/Conferences)					23	24	25	26	27	3 - GRADUATION														
No School (Teacher Work Day)					30	31																		
No School (Teacher In-Service Day)																								
Curriculum 1/2 day (Students dismissed 10:50 & 11)																								
Parent/Teacher Conferences																								
End of the Quarter																								
*1st snow day make-up: February 15																								
*2nd Snow day make-up: April 8th																								
*3rd Snow day make-up: June 3																								
Adopted: December 15, 2014																								
Amended: January 26, 2014																								
					Qtr	Student Days	Tchr Work/ In-Service /Conference																	
					1	42	1 / 2 / 0																	
					2	43	1 / 0 / 1																	
					3	42	1 / 0 / 0																	
					4	45	2 / 0 / 1																	
						172	5 / 2 / 2																	

22. Consider Resolution of possible construction project and Bond Referendum.

The board will be asked to vote on a resolution to call for a Special Election on May 12, 2015. Specific information in regard to the bond referendum will be presented on Monday, January 26th and amended to this resolution.

23. Set a working school board meeting.

24. Reminder of the February school board meeting.

The February Regular School Board meeting is set for Monday, February 23rd, 7:00 pm, B100 – Community Room.

25. Adjourn.