

Plainview-Elgin-Millville Community School School Board Meeting Agenda

Monday, January 14, 2008 at 6:00 PM

Regular Meeting

School Board Room, 500 West Broadway, Plainview

1. 5:30 pm Pre-Meeting Session PEM HS Room 405 (down the hall from the band room)
Nate Pfeilsticker will do a Smart Board information session and demonstration in his classroom. He anticipates that the presentation will last about 10 minutes with 10 minutes for discussion.
Presenter: Nate Pfeilsticker
5:30 PM
2. Call Meeting to Order - ACTION
Since at this point there is not a Board Chair, I will open the meeting as an Ex-Officio member of the board.
6:00 PM
3. Pledge of Allegiance
4. Adoption of Agenda - ACTION
5. Organization of the 2008 School Board - ACTION
NOTE: ONCE THE OFFICERS ARE ELECTED THE BOARD COULD APPROVE THE REMAINING ITEMS UNDER THE ORGANIZATION WITH ONE MOTION.
 - A. Election of Officers
I will call for nominations for the position of Chairperson. If more than one board member is nominated a secret ballot will be conducted. Once a Chairperson is elected he/she will conduct the remainder of the meeting.
 1. Chairperson
 2. Vice-Chairperson
 3. Clerk/Treasurer

- B. Appointment of Deputy Clerk
Minnesota Statute 123.34, Subdivision 1, states in part, “The persons who perform the duties of Clerk and Treasurer need not be members of the Board, and the Board, by resolution, may combine the duties of Clerk and Treasurer in a single person in the office of Business Affairs.” Most of the day-to-day duties necessary for operating the School District have been assigned by the Board to District employees. The administration recommends Marcia Schultz to be assigned the responsibility of serving as the Board’s Deputy Clerk.
- C. Designation of Official Depositories, Electronic Transfer Authorization, and Authorization of Facsimile Signatures on Checks
- D. Naming of Official Newspaper - Plainview News
We recommend that Plainview News be named as the official newspaper for publishing legal school proceedings and notices.
- E. Naming of Legal Firms
The administration recommends that the following law firms be appointed as legal counsel for the Plainview-Elgin-Millville Community School and that they be paid on an hourly basis for services rendered. Ratwik, Roszak & Maloney Law Firm, Knutson, Flynn and Deans Law Firm, Kennedy and Graven Law Firm. I am recommending multiple firms based upon my experience that some firms have better attorneys for certain types of situations, and we would be better served with the ability to make that decision at the time of the need for an attorney.
- F. Authorization to Execute and File Application for State and Federally Funded Programs
Most state- and federally-funded programs, and specifically ESEA Title IV, require that the School Board, in official session, authorize an agent to execute and file funding applications for the School District and act as its official representatives in those state- and federally-funded programs. The administration recommends that Superintendent Eric Bartleson be designated as the agent in filing applications for and representing the District in state- and federally-funded programs.
- G. Board Salaries
Currently each member receives \$1200 annually and the Chair receives \$1500.

- H. School Board Meeting Dates, Time, and Location
The Plainview-Elgin-Millville board has met on the second Monday of the month at 6:00 p.m. in the PEM Board Room in Plainview. I would recommend that we keep the same schedule, time, and location.
- 6. Recognition
- 7. Discussion with Legislators
Senator Ann Lynch and Representative Andy Welti will be present to discuss issues and concerns related to the upcoming Legislative Session.
6:30 PM
- 8. Information
 - A. Principals' Reports
 - B. Curriculum Director's Report
 - C. Technology Report
 - D. AD Report
Presenter: S. Flattum
 - E. Monthly Budget Report
 - F. Superintendent's Report
 - G. Committee Reports
 - 1. Facilities and Transportation
 - 2. HVED
 - 3. Finance Committee
 - H. Correspondence
- 9. Public Comment
- 10. Consent Agenda
 - A. Personnel
 - 1. Lindsey Walch, JH Softball Coach - Resignation
 - B. Treasurer's Report
To be presented at the meeting.
 - C. January Bills
 - D. Minutes of 12-10-07 and 12-19-07
- 11. Governance and Administration
 - A. 2007-2008 Budget Revision
Presenter: Jan Sackreiter

- B. 2008-2009 Budget Process: Enrollment Projection
The Finance Committee will have met by the time of the board meeting. We will review the different enrollment scenarios and discuss them with the board. We will also share a recommendation from the Finance Committee. The board will then approve an enrollment number to be used in the budgeting process.
Presenter: Eric Bartleson and Jan Sackreiter
- C. Policy 430 Substitute Teachers
Second Reading - I have not received any comments so I am recommending that we adopt the policy that is attached. I have attached a copy of the First Reading and a Revised Copy for the Second Reading
- D. Personnel
We have two recent personnel salary issues that have become complicated due to lapses in communication and a lack of oversight on my part.
Presenter: Eric Bartleson
 - 1. Knowledge Bowl
 - 2. HS Counseling Secretary
 - 3. Substitute Teacher Pay
We currently pay \$100 perday
 - 4. Additional Speech Coach
- E. Community Curriculum Committee-ACTION
Approve changes to the committee.
Presenter: E. Kronebusch
- F. Board Planning Calendar

12. Board Member Comments

13. Adjourn

* If any one board member wishes to remove an item from the consent agenda for discussion, that item should be added to the board meeting agenda prior to its approval.