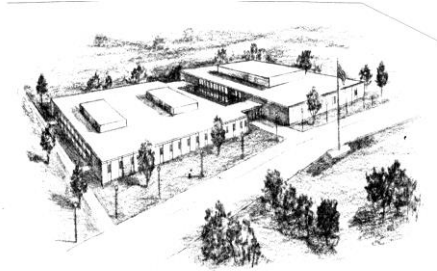


# Tracy Area Public Schools No. 2904



**Chad Anderson**  
Superintendent  
(507) 629-5500  
(507) 629-5507 Fax  
[andersonc@tracy.k12.mn.us](mailto:andersonc@tracy.k12.mn.us)

**Michael Munson**  
Elementary Principal  
(507) 629-5518  
(507) 629-5525 Fax  
[munsonm@tracy.k12.mn.us](mailto:munsonm@tracy.k12.mn.us)

**Kathy Vondracek**  
Secondary Principal  
(507) 629-5500  
(507) 629-5507 Fax  
[vondracekk@tracy.k12.mn.us](mailto:vondracekk@tracy.k12.mn.us)

**Bill Tauer**  
AD / Comm. Ed. Director  
(507) 629-5500  
(507) 629-5507 Fax  
[tauerb@tracy.k12.mn.us](mailto:tauerb@tracy.k12.mn.us)

**Tonya Duscher**  
Finance Officer  
(507) 629-5500  
(507) 212-5507 Fax  
[tonya.duscher@swsc.org](mailto:tonya.duscher@swsc.org)

---

## Regular Board Meeting Minutes from Monday, January 10, 2022

- I. Meeting called to order by School Board Chair **Rod Benson** at 6:00 p.m.
- Guests include: (Alex Greenway, Samantha Prahm, Elizabeth Johnson, Lexi Gervais, Amber Sundahl, April Laubenthal, Heather Kamrud-Rice, William Dean, Angela Fischer, Karl Campbell, Ashley Freeburg, & Dave Freeburg).
  - Board Members Present: Rod Benson, Jay Fultz, Ben Ludeman, Sheila Siebenahler-Holland, Nicole Swanson & Matt Surprenant. Absent: Jody Bauer
  - Administration present: Superintendent Anderson, Activities Director Bill Tauer, Elementary Principal Munson & Secondary Principal Vondracek.
- II. Motion by **Swanson**, second by **Surprenant** to approve the agenda. (MC 6-0)
- III. Motion by **Benson** to call for nominations of TAPS Board Chairperson. **Surprenant** made a motion to nominate Rod Benson. (No other nominations were made) **Ludeman** made a motion that nominations cease and the board cast a unanimous ballot for Rod Benson as TAPS Board Chair. Second by **Holland**. (MC 5-0) Benson abstained from voting.
- IV. Motion by Benson to call for nominations as TAPS Vice-Chairperson. **Swanson** made the motion for Jody Bauer as Vice Chair. (No other nominations were made) **Surprenant** made a motion that all nominations cease and the board cast a unanimous ballot for Jody Bauer. Second by **Ludeman**. (MC 6-0) Jody Bauer was absent.
- V. Motion by Benson to call for nominations of TAPS Clerk/Treasurer. **Holland** made the motion for Nicole Swanson for the office of school board clerk/treasurer. (No other nominations were made). **Ludeman** made a motion that all nominations cease and the board cast a unanimous ballot for Nicole Swanson. Second by **Surprenant**. (MC 5-0) (Nicole Swanson abstained from voting)
- VI. Chair Benson asked if anyone wanted to change current committees. Swanson said he would like to be taken off the Buildings and Grounds Committee and no one expressed interest in joining the committee. Benson said if no other changes are requested and every is fine with the new committees they will be as follows:
- Community Education: Bauer, Benson, Holland.
  - Minnesota State High School League: Rod Benson & Sheila Holland.
  - Staff Development: Rod Benson, Ben Ludeman, Matt Surprenant.
  - District Wide Employee Relations: Rod Benson, Nikki Swanson, Matt Surprenant.
  - Buildings/Grounds and Health/Safety: Rod Benson & Jay Fultz.
  - Technology: Sheila Holland, Nikki Swanson, Jay Fultz.
  - MSBA Legislative Liaison: Matt Surprenant & Ben Ludeman.
  - Finance/Negotiations: Ben Ludeman, Jody Bauer, Matt Surprenant.
  - Transportation/Food Service: Rod Benson & Sheila Holland.

---

*“Education as a Lifestyle”*

- VII. Motion by **Holland**, second by **Surprenant** to approve the previous meeting minutes from December 20, 2021. (MC 6-0)
- VIII. Motion by **Fultz**, second by **Ludeman** to approve the TAPS monthly report, Treasurer Report, Revenues vs Disbursements Report, and the vendor payments which include check numbers **19516** through **19563**, wire payments dated **December 21, 2021** through **January 10, 2022**, Student Activities Check Numbers **18642-18649** for a grand total of **\$589,473.38**. (MC 6-0).

IX. Visitor Reports/Comments:

A. None:

X. Administrative Oral Reports

A. Activities/Community Education Director Tauer

Coaching Vacancies for Spring:

GOLF - Head Coach

BASEBALL - Head Coach

TRACK - Assistant Coach

SOFTBALL - Junior High Coach

Upcoming Calendar:

- One Act Play public performance at HS Gym, 2:00pm – January 23
- Elementary Band & Choir Concert at HS Gym, 7:00pm – January 24
- Speech first competition at Marshall – January 28
- One Act Play Sub-Section Competition – January 29
- Tracy Dance Studio Recital at HS Gym – January 30
- Stick & Gas Metal Arc Welding Class starts – January 31
- One Act Play Section Competition – February 5
- Classroom Drivers Education Winter Class begins – February 7
- Dance Section Competition at Montevideo – February 12
- JH Speech Meet at Tracy – February 15
- Wrestling Team Sections begin – February 17
- Quarter 3 Mid-Term – February 18
- Wrestling Team Section Final Four – February 19
- No School, President's Day – February 21
- Parent/Teacher Conferences Day 1 – February 22
- Wrestling Individual Sections at Wabasso – February 25 & 26
- Girls Basketball Sub-Section Playoffs begin – February 26
- Parent/Teacher Conferences Day 2 – February 28

B. Secondary Principal Vondracek submitted the following report:

1. Testing:

ASVAB for Juniors – January 20.

NWEA winter tests - week of February 1.

ACCESS tests – ELL – mid-March

2. Staff Development – December – tentative presenter on Vaping/Devices (rescheduled to January as presenter had an emergency.)

3. By '24-25, Physical Science needs to be moved to 8th grade, and Earth Science needs to be moved to 9th grade. Possibly moving in 22-23. Decision will be made by Friday, January 14.
4. Upcoming Events:
  - Jan. 11 – Lions Club Vision Screening @ 8:02 am
  - Jan. 14 - Assembly - Grades 7-12 - Robert Holladay - Vaping
  - Jan. 19 - Q2/Sem.1 ends
  - Jan. 20 - ASVAB test for all juniors & select seniors that missed it last year.
  - Jan. 21 - Vaping Presentation to teachers by Jennifer Nelson at 8:02-8:52
  - Jan. 31 - Feb. 4 - NWEA testing
  - Feb. 17 – FFA Contest in Tracy
  - Feb. 18 – Quarter 3 Midterm

C. Elementary Principal Munson's report:

PLC Time-

1. We have a training on Sitton Spelling this coming Friday. We had a training on Dyslexia in October.
- 2.. Personal Goals- 1 time a month teachers work on a stated goal for improving their teaching/classroom.
3. Other items during PLC have included: Data review of AIMS/NWEA/MCA and APL review.

Coming up: I Love to Read Month

D. Superintendent Anderson's Report:

- i. MSBA Leadership Conference:
- ii. Recognition of TAPS Paraprofessionals: We are very lucky to have a dedicated, compassionate, and knowledgeable group of people working with our children!
- iii. Time line for (21-22) Capital Outlay Requests:
  - Friday, February 11 @ 4:00 p.m.: All Capital Outlay Requests are due to the building administration.
  - Wednesday, February 16 @ 4:00 p.m.: Administration turn in your capital request spreadsheet & one copy of each capital outlay request to Superintendent Anderson.
  - Friday, February 18 @ 9:00 a.m.: Administration meet to discuss all staff requests.
  - Friday, February 25 @ 8:00 a.m.: TAPS Board Finance Committee will meet with Superintendent Anderson to review requests.
  - Monday, March 15 @ 6:00 p.m.: First reading of all Capital Outlay requests at TAPS Board Meeting.
  - Monday, April 19 @ 6:00 p.m.: Second reading and final approval of all Capital Outlay requests at TAPS Board Meeting.
- iv. COVID Updates:

E. School Board Member Reports:

- i. None

XI. Old Business:

---

***“Education as a Lifestyle”***

A. None

XII. New Business

- A. 2021-2022 September enrollments were given by Superintendent Anderson January 2022 (664) January 2021 (675). January 2020 was (681). January 2019 was (711), January 2018 was (702). January 2017 was 732. January 2016 was 732.
- B. Motion by **Swanson**, second by **Fultz** to approve MSBA Model Policy 491: Mandatory COVID-19 Vaccination or Testing and Face Coverings for School Employees.. (MC 6-0)
- C. Director **Ludeman** made the following motion to add an agenda item. School District 2904 enact and enforce a zero-tolerance policy regarding harassment due to policy 491. School Administrators, i.e. Superintendent and principals are the only employees authorized to enforce this policy. Violations of this zero-harassment motion must be documented in employee files and will be addressed by school board as it deems necessary. Second by **Holland**. (MC 6-0)
- D. Member **Surprenant** introduced the following resolution and moved its adoption:

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

\* 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 expenditure\*) 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. 2904, 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

**Fultz** and upon vote being taken thereon, the following

voted in favor thereof: **Swanson, Surprenant, Holland, Benson, Fultz, & Ludeman.**

Absent: Bauer

---

*“Education as a Lifestyle”*

and the following voted against the same: **None**

whereupon said resolution was declared duly passed and adopted.

E. Motion by **Swanson**, second by **Holland** to approve the Second Semester Lane Change Requests for: Heather Kamrud-Rice. (MC 6-0)

F. The following resolution was moved by **Swanson**, and second by **Surprenant**:

### RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota Statutes 123B.02, Subd. 6 provides: “The board may 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, or for the benefit of pupils thereof, including trusts created to provide pupils of the district with advanced education after completion of high school, in the advancement of education.”; and

WHEREAS, Minnesota Statutes 465.03 provides: “Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full;

THEREFORE, BE IT RESOLVED, that the School Board of Tracy Area Public School District ISD 2904, gratefully accepts the following donations as identified below:

The vote on adoption of the Resolution was as follows:

Aye: **Ludeman, Surprenant, Benson, Swanson, Holland, & Fultz**

Nay: **None**

Absent: **Bauer**

Whereupon, said Resolution was declared duly adopted.

G. The following was made by **Nicole Swanson** that was not on the agenda. If the U.S. Supreme Court overrules the OSHA policy and if the MNOSHA does not enforce this mandate than policy #491 is null and void. The motion was seconded by **Jay Fultz**. (MC 6-0)

H. Motion by **Fultz**, second by **Holland**, to adjourn the meeting at 7:00 p.m. (MC 6-0)

Respectfully Submitted,

*Chad Anderson*

Superintendent Chad Anderson, Ed.D.  
January 18, 2022

---

***“Education as a Lifestyle”***