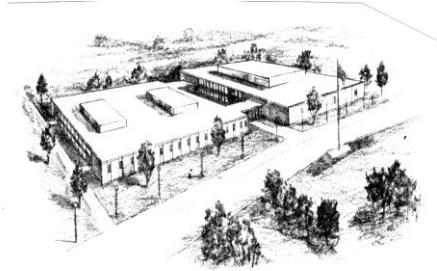


Tracy Area Public Schools No. 2904



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Regular Board Meeting Minutes from Monday, January 25, 2021

- I. Meeting called to order by School Board Chair Rod Benson at 6:02 p.m.
 - Guests include: (Tara Bandl with the Headlight Herald & TAPS Teachers Samantha Prahm, Brittany Peterson, and William Dean
 - Board Members Present: Rod Benson, Jay Fultz, Jody Bauer, Ben Ludeman, Sheila Siebenahler-Holland, Nicole Swanson & Matt Surprenant.
 - Administration present: Superintendent Anderson, Activities Director Bill Tauer, & Elementary Principal Munson. Secondary Principal Vondracek was absent.
- II. Motion by Holland, second by Swanson to approve the agenda. **(MC 7-0)**
- III. Motion by Benson to call for nominations of TAPS Board Chairperson. Swanson 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 Bauer. **(MC 6-0)** Benson abstained from voting.
- IV. Motion by Benson to call for nominations as TAPS Vice-Chairperson. Fultz 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 Holland. **(MC 6-0)** Jody Bauer abstained from voting.
- V. Motion by Benson to call for nominations of TAPS Clerk/Treasurer. Bauer 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 Holland. **(MC 6-0)** (Nicole Swanson abstained from voting)
- VI. Chair Benson asked if anyone wanted to change current committees. Surprenant said he would like to be taken off the Buildings and Grounds Committee and Swanson said she would be willing to be added to that committee. Bill Tauer said there is no longer a need for the TMB Joint Athletic Committee. Anderson agreed with Tauer and Benson approved taking this committee off the list. 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.
 - ~~TMB Joint Athletic: Rod Benson, Jody Bauer, Nikki Swanson.~~
 - District Wide Employee Relations: Rod Benson, Nikki Swanson, Matt Surprenant.
 - Buildings/Grounds and Health/Safety: Rod Benson, Jay Fultz, Nicole Swanson.
 - Technology: Sheila Holland, Nikki Swanson, Jay Fultz.
 - MSBA Legislative Liaison: Matt Surprenant & Ben Ludeman.

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- Finance/Negotiations: Ben Ludeman, Jody Bauer, Matt Surprenant.
- Transportation/Food Service: Rod Benson & Sheila Holland.

- VII. Motion by Bauer, second by Surprenant to approve the previous meeting minutes from December 14, 2020. (MC 5-0)
- VIII. Motion by Ludeman, second by Swanson to approve the TAPS monthly report, Treasurer Report, Revenues vs Disbursements Report, and the vendor payments which include check numbers **18134** through **18292**, wire payments dated **December 15, 2020** through **January 25, 2021**, Student Activities Check Numbers **18487-18498** for a grand total of **\$1,442,067.66**. (MC 7-0).

IX. Visitor Reports/Comments:
A. None:

X. Administrative Oral Reports
A. Activities/Community Education Director Tauer

The Camden Conference Activities Directors met on Friday, January 8 to discuss the Event and Facility Management Guidance presented by the MSHSL from the MDH and MDE for the winter athletic season.

All Camden Conference schools will follow these same procedures/protocols as follows:

1. Each participant will be allowed 2 spectators into the event. (Some events may require less spectators depending on the size of the facility.)
2. All attendees at the event must register with their school by 2:00 pm the day of the event.
3. All spectators must wear a mask or face covering at all times.
4. Spectators must socially distance between households and spectator groups.
5. Spectators are asked to not congregate around or in the gymnasiums after the games.
6. We respectfully ask that parents and supporters arrive at their child's game level/meet near start time and leave shortly after the conclusion of that game level/meet
7. \$5.00 Admission for all spectators. Camden and MSHSCA passes will be accepted.
8. No showers will be available for the participants to use after the event.

Thank you for following the procedures and protocols above to help ensure the safety of the athletes to play their respective sports.

Concessions:

- Concessions are not recommended at school events.
- If concessions are to be offered, they must follow all appropriate guidance.
 - Eliminate gatherings
 - Have a COVID-19 Preparedness Plan.
<https://www.health.state.mn.us/communities/environment/food/rules/foodcode/index.html>
- Concessions and schools on our winter schedules:
 - Canby – No LQPV – No MACCRAY – No
 - RTR – No Lakeview – No YME – No
 - KMS – No RCW – No DB – No
 - Pipestone – No Windom – No RRC – No
 - WWG – No MCW – No Marshall – No
 - Luverne – No Worthington – No CMCS – No **Minneota – Yes**

B. Secondary Principal Vondracek submitted the following report: (Presented by Anderson)

- **Educere**
 - 3 students returned to building during January.
 - 1 is moving to Windom.
 - 1 registered with MN Connections Academy.
 - 15 students returned for Sem. 2 on Jan. 22.
 - 23 still on Educere for Sem. 2 (3 may return Q4)
- Quarter 3 Midterm is Feb. 24 – last day is March 31.
- 2 new eighth grade students since last board meeting.
- All juniors took the ASVAB test on January 21.
- ACT test for juniors is March 30.
- State Testing – required
 - a. ACCESS – February (ESL students 7-12)
 - b. MCA Reading April 5-8 (grades 7, 8, 10)
 - c. MCA Math April 7, 8, 21, 22 (grades 7, 8, 11)
 - d. MCA Science May 5, 10 (grades 8, 10)
- Upcoming events
 - a. Winter Virtual Concert will be released early February.
 - b. Pre-registration for 21-22 for Freshmen-Juniors on January 29.
 - c. MASSP virtual 2021 winter conference is Jan. 25-28.

C. Elementary Principal Munson's report:

New Guidelines Put on Elementary Schools:

1. Face masks and face shields must be worn together by all staff at all times.
 - a. Switched to a recommendation.
2. Face coverings worn during indoor recess and PE or when exercising.
 - a. Implemented on January 18th.
3. COVID testing every other week for staff members.
 - a. Had our first run of this on January 12th, second time will be January 26th.
 - i. I am a tester at the Elementary, 16 test given, 0 positive.
4. Transition back from distance learning of one group at a time over weeks.
 - a. Did not count for us after Xmas break since we have always been in person.
5. Meals must be served in classrooms when 6 feet of distance can't be maintained.
 - b. Made it so we needed to change our lunch schedule. To keep students eating in the lunchroom.

New Schedule:

K	10:45-11:10
TK	10:50-11:15
2 nd	11:10-11:30
3 rd	11:35-11:55
1 st	12:00-12:20
5 th	12:20-12:40
4 th	12:25-12:45
6 th	12:40-1:00pm

Old Schedule:

11:30-12:00
11:00-11:25
11:10-11:35
11:40-12:05
12:20-12:40
12:00-12:20
12:05-12:25
12:25-12:45

D. Superintendent Anderson's Report:

- i. MSBA Virtual Leadership Conference:
- ii. Technology Committee Meeting:
- iii. Touch Pro Updates:
- iv. Recognition of TAPS Paraprofessionals: We are very lucky to have a dedicated, compassionate, and knowledgeable group of people working with our children!
- v. Time line for (20-21) Capital Outlay Requests:
 - Friday, February 12 @ 4:00 p.m.: All Capital Outlay Requests are due to the building administration.
 - Wednesday, February 17 @ 4:00 p.m.: Administration turn in your capital request spreadsheet & one copy of each capital outlay request to Superintendent Anderson.
 - Friday, February 19 @ 9:00 a.m.: Administration meet to discuss all staff requests.
 - Friday, February 26 @ 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.
- vi. COVID Updates:
 - 3 positives in district (they have not been in the building) Zero (0) positive cases have been in the building since prior to Christmas Break.
 - 20 currently on Quarantine
 - Saliva Testing for any staff that wants it every two weeks.
 - Limited Vaccines are available to staff. (TAPS had five doses available)
 - Educere Semester Two: 21 at TAHS & 30 at TAES
- v. Due North Education Plan as presented by Governor Walz was briefly discussed by Superintendent Anderson.
- vi. Discussion about 8th grade students at the VMC. Board indicated they would like a plan to move 8th grade back to TAHS.

E. School Board Member Reports:

- i. None

XI. Old Business:

- A. None

XII. New Business

A. 2020-2021 September enrollments were given by Superintendent Anderson (675). January 2020 was (681). January 2019 was (711), January 2018 was (702). January 2017 was 732. January 2016 was 732.

B. 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

Holland and upon vote being taken thereon, the following

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

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

whereupon said resolution was declared duly passed and adopted.

C. Motion by Swanson, second by Ludeman to approve the Second Semester Lane Change Requests for: Stephanie Kor. **(MC 7-0)**

D. Motion by Fultz, second by Bauer to approve the additional membership fee to the MSHSL for \$3,500 and sending a letter to Erich Martens (MSHSL Executive Director) indicting reasons why the TAPS board voted against it the first time. **(MC 6-0, Ludeman voting against.)**

E. Motion by Bauer, second by Surprenant to approve February 5, 2021 as a staff development day for all staff and a no school day for students. This would be number three of the five days allowed by the state of Minnesota for transition days for the 20-21 school year. Discussion: Ludeman & Holland expressed the importance of keeping students in school. **(MC 5-2. Ludeman and Holland voted against)**

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F. The following resolution was moved by **Bauer**, 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, Bauer, Surprenant, Benson, Swanson, Holland, & Fultz**

Nay: **None**

Absent: **None**

Whereupon, said Resolution was declared duly adopted.

G. Motion by Surprenant, second by Bauer to approve the following purchases for the TAPS Kitchen. **(MC 7-0)**

- a. Planetary Mixer: \$2,803.00
- b. 108 Compartment Trays: \$1,088.64
- c. Microwave: \$356.73
- d. Three Carts: \$256.5 each: \$736.53
- e. Two Carts: \$150.95 each: \$301.90

H. Motion by Holland, second by Bauer, to adjourn the meeting at 7:14 p.m. **(MC 7-0)**

Respectfully Submitted,

Chad Anderson

Superintendent Chad Anderson, Ed.D.

January 29, 2021

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