

THE REGULAR MEETING OF THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NO. 2142, ST. LOUIS COUNTY SCHOOLS, HELD ON MONDAY, FEBRUARY 28, 2011.

MEMBERS PRESENT:       Bruns  
                                  B. Larson  
                                  C. Larson  
                                  Feist  
                                  Rantala  
                                  Swanson  
                                  Zupetz

ALSO PRESENT:       Rick  
                                  Cox  
                                  Johnson

The regular meeting of the Board of Education of Independent School District No. 2142, St. Louis County Schools, was held at ISD # 2142 District Office on February 28, 2011, at 5:00 p.m.

Pledge of Allegiance.

Board Chair Bruns removed Enclosure 6.23 Tower Economic Development Authority Proposal from the agenda.

Motion by C. Larson and seconded by Rantala to approve removal of enclosure 6.23 Tower Economic Development Authority proposal from the agenda.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
Against – None

Motion by B. Larson and seconded by Feist to approve the amended agenda.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
Against – None

Superintendent Rick reported the following: 1.) We are continuing to develop the 2011-2012 master schedule; 2.) Transfer requests are due on March 1<sup>st</sup>; 3.) Staffing recommendations for support staff will be made on Thursday, March 3, 2011 at the school board study session; 4.) On February 15<sup>th</sup>, 2011 the school board and Superintendent attended a the MSBA Negotiation Seminar in Grand Rapids, MN; 5.) Superintendent attended Knowledge Bowl on Wednesday, February 23, 2011 at the NESCS. We are proud of the district students that participated.

John Henry of JCI reported the following: Mr. Henry gave a handout to the board with the up-date on constructions and reported on the South School and the Cherry

School. On the Tower-Soudan School, ads went out for bids on February 25, 2011 and are due on March 17, 2011. On March 8<sup>th</sup> there will be a walk though the school. Mr. Henry reported that they are on schedule at the construction sites.

Motion by Feist and seconded by Rantala to approve consent agenda: February 14, 2011 Regular School Board Meeting Minutes; Policy: 5.21 Donations: 1.) \$380.00 from the Cook School PTO for reimbursement of Cook School youth development for the Climb Theater production; 2.) \$1,140.36 interest from CD #53590 for the Cook School, R. F. Hockel annual scholarship; 3.) \$500.00 from Saturday Night Country...Live! for the Tower-Soudan music program; 4.) \$284.56 from the Cherry School PTSO for purchasing school supplies for the Cherry elementary; 5.) \$250.00 from the Lions Club of Babbitt for the Babbitt-Embarrass School yearbook ad; and 6.) \$500.00 from the Lions Club of Babbitt for the Babbitt-Embarrass School All Night Graduation Party.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
Against – None

Motion by B. Larson and seconded by C. Larson to approve Queen City Savings Bank as a depository for the district from March 1, 2011 to December 31, 2011.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
Against – None

Motion by Zupetz and seconded by C. Larson to award bids for the South Campus as follows: Fencing-Keller Fence Company-North, Inc., Cohasset, MN-\$125,000.00; Curbs & Gutter/Sidewalks & Concrete Paving-Howland, Inc., Hermantown, MN-\$292,000.00; GC & Selective Demolition-Max Gray Construction, Inc., Hibbing, MN-\$959,600.00; Bleachers-Seating & Athletic Facility Enterprises, LLC, Ellendale, MN-\$193,606.00; and Landscaping-Veit & Company, Inc., Rogers, MN-\$827,524.00. Total Contract Amounts: \$2,397,730.00.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
Against – None

Board member C. Larson asked what GC and Selective Demolition bid was intended for.

Jason Rentmuster of Krause Anderson replied that the GC represented general carpentry and the demolition was for certain areas at the ball field.

Motion by C. Larson and seconded by Rantala for technology direct purchase agreements of \$241,000.00 for Security and \$462,000.00 for Network; total amount of \$703,000.00 for the South Ridge, Cherry and Administration buildings.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz

Against – None

Motion by B. Larson and seconded by Feist to award quotes for the purchase of a 2011 GMC Yukon, \$35,987.73; 2010 Dodge Grand Caravan, \$20,820.50 and a 2011 Dodge Grand Caravan, \$23,439.89.

Board Member Bruns questioned why the district is purchasing from Fergus Falls.

Transportation coordinator Ed Dorman replied that quotes were significantly lower for the vehicles, except for the 2010 Dodge.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
Against – None

Motion by Zupetz and seconded by Feist for permission to dispose of #79, 2000 Chevrolet Venture immediately and dispose of #68, 1998 Dodge Caravan and #75, 2000 Pontiac effective the end of the school year.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
Against – None

Motion by Rantala and seconded by C. Larson to accept Linda J. Korhonen-Brula's retirement / resignation as teacher, effective the end of the 2010-2011 school year.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
Against – None

Motion by Feist and seconded by Zupetz to eliminate the ITV teaching assistant position held by Jessica Kudis, effective December 16, 2010.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
Against – None

Motion by Rantala and seconded by B. Larson to eliminate the instructional aide position held by Melinda Warren, effective March 1, 2011.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
Against – None

*Adopted: 2-27-06*

*MSBA/MASA Model Policy 214*

**Orig. 2005**

*Revised: 2-28-11*

*Rev. 2009*

*[Note: School districts are required by statute to adopt a policy addressing this issue.]*

## **I. PURPOSE**

The purpose of this policy is to control out-of-state travel by school board members as required by law.

## **II. GENERAL STATEMENT OF POLICY**

School board members have an obligation to become informed on the proper duties and functions of a school board member, to become familiar with issues that may affect the school district, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state, and local laws, rules, regulations, and school district policies that relate to their functions as school board members. Occasionally, it may be appropriate for school board members to travel out of state to fulfill their obligations.

## **III. APPROPRIATE TRAVEL**

Travel outside the state is appropriate when the school board finds it proper for school board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as school board members. Travel to regional or national meetings of the National School Boards Association is presumed to fulfill this purpose. Travel to other out-of-state meetings for which the member intends to seek reimbursement from the school district should be preapproved by the school board.

## **IV. REIMBURSABLE EXPENSES**

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district-related expenses.

## **V. REIMBURSEMENT**

A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.

- B. Automobile travel shall be reimbursed at the mileage rate set by the school board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.
- C. Amounts to be reimbursed shall be within the school board's approved budget allocations, including attendance at workshops and conventions.

**VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES**

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

**Legal References:** Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training)  
 Minn. Stat. § 471.661 (Out-of-State Travel)  
 Minn. Stat. § 471.665 (Mileage Allowances)  
 Minn. Op. Atty. Gen. 1035 (Aug. 23, 1999) (Retreat Expenses)  
 Minn. Op. Atty. Gen. 161b-12 (Aug. 4, 1997) (Transportation Expenses)

**Cross References:** MSBA/MASA Model Policy 212 (School Board Member Development)  
 MSBA/MASA Model Policy 412 (Expense Reimbursement)

Motion by Zupetz and seconded by C. Larson to approve the Out of State Travel by School Board Members, Policy 214

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
 Against – None

Adopted: \_\_\_\_\_ *MSBA/MASA Model Policy 406*

**Orig. 1995**

Revised: February 28, 2011

*Rev. 2009*

**406 PUBLIC AND PRIVATE PERSONNEL DATA**

*[Note: The provisions of this policy accurately reflect the Minnesota Government Data Practices Act and are not discretionary in nature.]*

**I. PURPOSE**

The purpose of this policy is to provide guidance to school district employees as to the data the school district collects and maintains regarding its personnel.

## **II. GENERAL STATEMENT OF POLICY**

- A. All data on individuals collected, created, received, maintained or disseminated by the school district, which is classified by statute or federal law as public, shall be accessible to the public pursuant to the procedures established by the school district.
- B. All other data on individuals is private or confidential.

## **III. DEFINITIONS**

- A. “Public” means that the data is available to anyone who requests it.
- B. “Private” means the data is available to the subject of the data and to school district staff who need it to conduct the business of the school district.
- C. “Confidential” means the data is not available to the subject.
- D. “Parking space leasing data” means the following government data on an application for, or lease of, a parking space: residence address, home telephone number, beginning and ending work hours, place of employment, location of parking space, and work telephone number.
- E. “Personnel data” means data on individuals collected because they are or were employees of the school district, applicants for employment, volunteers for the school district, or members of or applicants for an advisory board or commission. Personnel data include data submitted to the school district by an employee as part of an organized self-evaluation effort by the school district to request suggestions from all employees on ways to cut costs, make the school district more efficient, or to improve school district operations. An employee who is identified in a suggestion shall have access to all data in the suggestion except the identity of the employee making the suggestion.
- F. “Finalist” means an individual who is selected to be interviewed by the school board for a position.
- G. “Protected health information” means individually identifiable health information transmitted in electronic form by a school district acting as a health care provider. “Protected health information” excludes health information in education records covered by FERPA and employment records held by a school district in its role as employer.

#### **IV. PUBLIC PERSONNEL DATA**

- A. The following information on employees, including volunteers and independent contractors, is public:
1. name;
  2. employee identification number, which may not be the employee's social security number;
  3. actual gross salary;
  4. salary range;
  5. contract fees;
  6. actual gross pension;
  7. the value and nature of employer-paid fringe benefits;
  8. the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary;
  9. job title;
  10. bargaining unit;
  11. job description;
  12. education and training background;
  13. previous work experience;
  14. date of first and last employment;
  15. the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action;
  16. the final disposition of any disciplinary action, as defined in Minn. Stat. § 13.43, Subd. 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the school district;

17. the terms of any agreement settling any dispute arising out of the employment relationship, including superintendent buyout agreements, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money, and such agreement may not have the purpose or effect of limiting access to or disclosure of personnel data or limiting the discussion of information or opinions related to personnel data;
  18. work location;
  19. work telephone number;
  20. badge number;
  21. honors and awards received; and
  22. payroll time sheets or other comparable data that are used only to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data.
- B. The following information on applicants for employment or to an advisory board/ commission is public:
1. veteran status;
  2. relevant test scores;
  3. rank on eligible list;
  4. job history;
  5. education and training; and
  6. work availability.
- C. Names of applicants are private data except when certified as eligible for appointment to a vacancy or when they become finalists for an employment position.
- D. Regardless of whether there has been a final disposition as defined in Minn. Stat. § 13.43, Subd. 2(b), upon completion of an investigation of a complaint or charge against a public official, as defined in Minn. Stat. § 13.43, Subd. 2(e), or if a public official resigns or is terminated from

employment while the complaint or charge is pending, all data relating to the complaint or charge are public, unless access to the data would jeopardize an active investigation or reveal confidential sources.

## **V. PRIVATE PERSONNEL DATA**

- A. All other personnel data are private and will only be shared with school district staff whose work requires such access. Private data will not be otherwise released unless authorized by law or by the employee's informed written consent.
- B. Data pertaining to an employee's dependents are private data on individuals.
- C. Data created, collected or maintained by the school district to administer employee assistance programs are private.
- D. Parking space leasing data are private.
- E. Personnel data may be disseminated to labor organizations to the extent the school district determines it is necessary for the labor organization to conduct its business or when ordered or authorized by the Commissioner of the Bureau of Mediation Services.
- F. The school district may display a photograph of a current or former employee to prospective witnesses as part of the school district's investigation of any complaint or charge against the employee.
- G. The school district may, if the responsible authority or designee reasonably determines that the release of personnel data is necessary to protect an employee from harm to self or to protect another person who may be harmed by the employee, release data that are relevant to the concerns for safety to:
  - 1. The person who may be harmed and to the attorney representing the person when the data are relevant to obtaining a restraining order;
  - 2. A pre-petition screening team conducting an investigation of the employee under Minn. Stat. § 253B.07, Subd. 1; or
  - 3. A court, law enforcement agency or prosecuting authority.
- H. Private personnel data or confidential investigative data on employees may be disseminated to a law enforcement agency for the purpose of reporting a crime or alleged crime committed by an employee, or for the

purpose of assisting law enforcement in the investigation of such a crime or alleged crime.

- I. A complainant has access to a statement provided by the complainant to the school district in connection with a complaint or charge against an employee.
- J. When allegations of sexual or other types of harassment are made against an employee, the employee shall not have access to data that would identify the complainant or other witnesses if the school district determines that the employee's access to that data would:
  - 1. threaten the personal safety of the complainant or a witness; or
  - 2. subject the complainant or witness to harassment.

If a disciplinary proceeding is initiated against the employee, data on the complainant or witness shall be available to the employee as may be necessary for the employee to prepare for the proceeding.

- K. The school district shall make any report to the board of teaching or the state board of education as required by Minn. Stat. § 122A.20, Subd. 2, and shall, upon written request from the licensing board having jurisdiction over a teacher's license, provide the licensing board with information about the teacher from the school district's files, any termination or disciplinary proceeding, and settlement or compromise, or any investigative file in accordance with Minn. Stat. § 122A.20, Subd. 2.
- L. Private personnel data shall be disclosed to the department of economic security for the purpose of administration of the unemployment insurance program under Minn. Stat. Ch. 268.
- M. When a report of alleged maltreatment of a student in a school is made to the Commissioner of Education, data that are relevant and collected by the school about the person alleged to have committed maltreatment must be provided to the Commissioner on request for purposes of an assessment or investigation of the maltreatment report.
- N. The school district shall release to a requesting school district or charter school private personnel data on a current or former employee related to acts of violence toward or sexual contact with a student, if an investigation conducted by or on behalf of the school district or law enforcement affirmed the allegations in writing prior to release and the investigation resulted in the resignation of the subject of the data.

- O. The identity of an employee making a suggestion as part of an organized self-evaluation effort by the school district to cut costs, make the school district more efficient, or to improve school district operations is private.
- P. Health information on employees is private unless otherwise provided by law. To the extent that the school district transmits protected health information, the school district will comply with all privacy requirements.
- Q. Personal home contact information for employees may be used by the school district and shared with another government entity in the event of an emergency or other disruption to ensure continuity of operation for the school district or government entity.

## **VI. MULTIPLE CLASSIFICATIONS**

If data on individuals are classified as both private and confidential by Minn. Stat. Ch. 13, or any other state or federal law, the data are private.

## **VII. CHANGE IN CLASSIFICATIONS**

The school district shall change the classification of data in its possession if it is required to do so to comply with other judicial or administrative rules pertaining to the conduct of legal actions or with a specific statute applicable to the data in the possession of the disseminating or receiving agency.

## **VIII. RESPONSIBLE AUTHORITY**

The school district has designated [*name and title, telephone*] as the authority responsible for personnel data. If you have any questions, contact [*him/her*].

## **IX. EMPLOYEE AUTHORIZATION/RELEASE FORM**

An employee authorization form is included as an addendum to this policy.

***Legal References:*** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 13.02 (Definitions)  
Minn. Stat. § 13.37 (General Nonpublic Data)  
Minn. Stat. § 13.39 (Civil Investigation Data)  
Minn. Stat. § 13.43 (Personnel Data)  
Minn. Stat. § 122A.20, Subd. 2 (Mandatory Reporting)  
P.L. 104-191 (HIPAA)  
45 C.F.R. Parts 160 and 164 (HIPAA Regulations)

***Cross References:*** MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)

MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA Service Manual, Chapter 13, School Law Bulletin "I"  
(School Records – Privacy – Access to Data)

**FORM: EMPLOYEE AUTHORIZATION FOR RELEASE OF INFORMATION**

TO: [School District] \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

RE: Personnel Records of [name]  
  
\_\_\_\_\_  
(Date of Birth and/or Social Security Number)

This is your full and sufficient authorization, pursuant to Minn. Stat. § 13.05, Subd. 4 and Minn.

Rules 1205.1400, Subp. 4, to release to \_\_\_\_\_, their  
representatives or employees, all information pertaining to [describe] \_\_\_\_\_

\_\_\_\_\_

maintained by the employer school district, with the following exceptions: \_\_\_\_\_

\_\_\_\_\_

The information is needed for the purpose of [specify] \_\_\_\_\_

\_\_\_\_\_

This authorization specifically includes records prepared prior to the date of this authorization and records prepared after the date of this authorization, such records to be used only for the purpose specified. I do not authorize re-release of this information by the third party.

I understand that I may revoke this consent in writing at any time. Upon the fulfillment of the above-stated purpose, this consent will automatically expire without my express revocation. A photocopy of this authorization will be treated in the same manner as an original.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Signature of Employee

ATTENTION PUBLIC FACILITIES: Minn. Stat. § 13.05 requires automatic expiration of this authorization one (1) year from the date of authorization.

Motion by Rantala and seconded by B. Larson to approve Public and Private Personnel Data Policy 406.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
Against – None

*Adopted: 6-23-08*

*MSBA/MASA Model Policy 419*

**Orig. 1995**

*Revised: February 28, 2011*

*Rev. 2009*

## **419 TOBACCO-FREE ENVIRONMENT**

*[Note: School districts are not required by statute to have a policy addressing these issues. However, Minn. Stat. § 144.416 requires that entities that control public places must make reasonable efforts to prevent smoking in public places, including the posting of signs or any other means which may be appropriate.]*

### **I. PURPOSE**

The purpose of this policy is to maintain a learning and working environment that is tobacco free.

### **II. GENERAL STATEMENT OF POLICY**

- A. It shall be a violation of this policy for any student, teacher, administrator, other school personnel of the school district, or person to smoke or use tobacco or tobacco-related devices in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- B. It shall be a violation of this policy for any elementary school, middle school, or secondary school student to possess any type of tobacco or

tobacco-related device in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls and includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.

- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person who is found to have violated this policy.

### **III. TOBACCO AND TOBACCO RELATED DEVICES DEFINED**

- A. “Tobacco” means cigarettes; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco, prepared in such manner as to be suitable for chewing or smoking in a pipe or other tobacco-related devices.
- B. “Tobacco-related devices” means cigarette papers or pipes for smoking.
- C. “Smoking” means inhaling or exhaling smoke from any lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product. Smoking also includes carrying a lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product intended for inhalation.

### **IV. EXCEPTION**

It shall not be a violation of this policy for an Indian adult to light tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony. An Indian is a person who is a member of an Indian tribe as defined under Minnesota law.

### **V. ENFORCEMENT**

- A. All individuals on school premises shall adhere to this policy.
- B. Students who violate this tobacco-free policy shall be subject to school district discipline procedures.
- C. School district administrators and other school personnel who violate this tobacco-free policy shall be subject to school district discipline procedures.

- D. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota or federal law, and school district policies.
- E. Persons who violate this tobacco-free policy may be referred to the building administration or other school district supervisory personnel responsible for the area or program at which the violation occurred.
- F. School administrators may call the local law enforcement agency to assist with enforcement of this policy. Smoking or use of any tobacco product in a public school is a violation of the Minnesota Clean Indoor Air Act and/or the Freedom to Breathe Act of 2007 and is a petty misdemeanor. A court injunction may be instituted against a repeated violator.
- G. No persons shall be discharged, refused to be hired, penalized, discriminated against, or in any manner retaliated against for exercising any right to a smoke-free environment provided by the Freedom to Breathe Act of 2007 or other law.

## **VI. DISSEMINATION OF POLICY**

- A. This policy shall appear in the student handbook.
- B. The school district will develop a method of discussing this policy with students and employees.

***Legal References:*** Minn. Stat. §§ 144.411-144.417 (Minnesota Clean Indoor Air Act)  
Minn. Stat. § 144.413, Subds. 1b and 4 (Definitions)  
Minn. Stat. § 144.416 (Responsibilities of Proprietors)  
Minn. Stat. § 144.4165 (Tobacco Products Prohibited in Public Schools)  
Minn. Stat. § 144.417 (Commissioner of Health, Enforcement, Penalties)  
Minn. Stat. § 609.685 (Sale of Tobacco to Children)  
2007 Minn. Laws Ch. 82 (Freedom to Breathe Act of 2007)

***Cross References:*** MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
MSBA/MASA Model Policy 506 (Student Discipline)  
MSBA Service Manual, Chapter 2, Students; Rights, Responsibilities and

Motion by Feist and seconded by Swanson to approve the Tobacco Free Environment, Policy 419.

Yes – Bruns, B. Larson, C. Larson, Feist, Rantala, Swanson, Zupetz  
Against – None

Comments from Visitors:

Andrea Udovich, representative of the Orr and Cook Student Councils read and presented a letter of support to keep John Jirik as Dean of Students and explained the need for the position.

Comments from the Board:

Board Member Rantala explained that he will be scheduling a meeting with Morgan Klatt regarding the Little Rangers Childcare.

Board Member C. Larson thanked Andrea Udovich for speaking to the board.

Board Member B. Larson also thanks Andrea Udovich for her presentation. Mr. Larson asked for a Q-Comp update in the future.

Board Chair Bruns commented that it was a good study session and thanked members of Johnson Controls for their presentations.

Board Member Feist thanked Miss Udovich for reading her letter to the board.

Board Member Swanson complimented Miss Udovich for her presentation with the letter. Mr. Swanson said that it was a good study session and that the MSBA Negotiations Conference that he attended, was very good.

Board Member Zupetz agreed that the MSBA Negotiations Conference was very good and complimented Andrea Udovich for her letter regarding the Dean of Students.

The regular board meeting was adjourned at 5:26 p.m.