

OFFICIAL MINUTES  
HAYFIELD COMMUNITY SCHOOLS  
HAYFIELD, MINNESOTA 55940  
REGULAR BOARD MEETING  
January 9, 2019

The regular meeting of the School Board of Independent School District No. 203, Hayfield, Minnesota was called to order by the Board Vice Chair Kathy Hegna Zelinske at 6:00 PM, members present: Curt Heydt, Justin Holtan, Chad O'Connor, Greg Peterson, Lori Rouhoff, Patrick Towey Jr., and Kathy Hegna Zelinske. Members absent: None. Also in attendance was Superintendent Gregg Slaathaug.

Public Forum: None.

Curt Heydt and Chad O'Connor, read the Oath of Office, accepting the position of school board members at Hayfield Community Schools.

Rouhoff moved Holtan seconded to seat returning board members.

Approved 7-0

Hegna Zelinske opened nominations for board chairperson for the 2019 calendar year. A motion was made by Holtan, seconded by Rouhoff to nominate Patrick Towey Jr. The motion by Rouhoff was seconded by O'Connor, to close nominations and cast a unanimous ballot for Patrick Towey Jr.

Approved 7-0

Rouhoff nominated Kathy Hegna Zelinske for vice-chairperson, seconded by Heydt. A motion by Holtan was seconded by Rouhoff, to close nominations and cast a unanimous ballot for Kathy Hegna Zelinske.

Approved 7-0

Hegna Zelinske nominated Justin Holtan for clerk, seconded by Rouhoff. A motion by Rouhoff was seconded by Hegna Zelinske, to close nominations and cast a unanimous ballot for Justin Holtan.

Approved 7-0

Holtan nominated Lori Rouhoff for treasurer, seconded by Hegna Zelinske. A motion by Holtan was seconded by Heydt, to close nominations and cast a unanimous ballot for Lori Rouhoff.

Approved 7-0

O'Connor moved Holtan seconded to approve the 2019 committee assignments:

Facility Committee – Curt Heydt, Lori Rouhoff, Patrick Towey Jr.  
MSBA Legislative Liaison – Patrick Towey Jr.  
MN State High School League representative – Greg Peterson  
Negotiations Committee – Kathy Hegna Zelinske, Justin Holtan, Chad O'Connor  
Zumbro Education District representative – Kathy Hegna Zelinske and Curt Heydt (alt)  
Community Education Advisory Board representative – Lori Rouhoff  
Meet and Confer – Greg Peterson, Lori Rouhoff, Patrick Towey Jr.

Approved 7-0

Holtan moved O'Connor seconded to approve the regular board meeting dates and times for 2019, in the Hayfield High School Cafeteria as follows:

Wednesday, January 9, 2019	5:30 p.m.
Wednesday, February 13, 2019	5:30 p.m.
Wednesday, March 13, 2019	5:30 p.m.
Wednesday, April 10, 2019	5:30 p.m.
Wednesday, May 8, 2019	5:30 p.m.
Wednesday, June 12, 2019	5:30 p.m.
Wednesday, July 17, 2019	5:30 p.m.
Wednesday, August 14, 2019	5:30 p.m.
Wednesday, September 11, 2019	5:30 p.m.
Wednesday, October 9, 2019	5:30 p.m.
Wednesday, November 13, 2019	5:30 p.m.
Wednesday, December 11, 2019	4:30 p.m.
Wednesday, December 11, 2019	5:30 p.m. (World's Best Work Force)
Wednesday, December 11, 2019	6:01 p.m. (Truth in Taxation)

Approved 7-0

Hegna Zelinske moved, Heydt seconded to approve the legal financial depositories, delegation for electronic fund transfers, and the official newspaper for the District as follows:

Legal Financial Depositories:  
Citizens State Bank, Hayfield  
Minnesota School district Liquid Asset Fund, Minneapolis

Delegation for Electronic Fund Transfers for Making Payments to Vendors and Issuing Payroll

Stephanie Behrens  
Amber Uhlenhake Herbrand

Official Newspaper  
Dodge County Independent

Approved 7-0

Holtan moved, Rouhoff seconded to approve legal representation as:

Legal Representation

Adams, Rizzi & Sween, P.A., Austin, MN  
Knutson, Flynn & Deans, P.A., Mendota Heights, MN  
Ratwick, Roszak & Maloney, P.A., Minneapolis, MN

as Hayfield Community School legal counsel and authorize the Board Chair, Superintendent Gregg Slaathaug and Business Manager Amber Uhlenhake Herbrand as the district's official legal contacts. Approved 7-0

Rouhoff moved Hegna Zelinske seconded that each school board member shall follow the Code of Ethics stated in Policy 209. Approved 7-0

Holtan moved Heydt seconded to approve \$0.00 increase for school board member's salary. Salary will remain \$1,200 per year. Discussion was held and agreed to add \$250 compensation for the primary ZED committee person. The following officer's annual salaries will remain as:  
Chairperson: \$1,500, Treasurer: \$1,450, Clerk: \$1,450, Negotiation Committee: Addl. \$250. Approved 7-0

Rouhoff moved Hegna Zelinske seconded to approve board member Curt Heydt's right to employment with the district as an umpire/referee, supervisor or ticket taker per Minnesota Statute 123B.195. Approved 7-0

Heydt moved Hegna Zelinske seconded to approve board member Justin Holtan's right to employment with the district as an umpire/referee, supervisor or ticket taker per Minnesota Statute 123B.195. Approved 7-0

Rouhoff moved Peterson seconded to approve board member Chad O'Connor's right to employment with the district as an umpire/referee, supervisor or ticket taker per Minnesota Statute 123B.195. Approved 7-0

O'Connor moved Holtan seconded to approve board member Greg Peterson's right to employment with the district as an umpire/referee, supervisor, substitute teacher or ticket taker per Minnesota Statute 123B.195. Approved 7-0

Holtan moved Hegna Zelinske seconded to approve board member Lori Rouhoff's right to employment with the district as an umpire/referee, supervisor, para sub or ticket taker per Minnesota Statute 123B.195. Approved 7-0

Rouhoff moved Heydt seconded to approve board member Patrick Towey, Jr.'s right to employment with the district as an umpire/referee, supervisor, or ticket taker per Minnesota Statute 123B.195. Approved 7-0

Rouhoff moved Holtan seconded to approve board member Kathy Hegna Zelinske's right to employment with the district as an umpire/referee, supervisor, or ticket taker per Minnesota Statute 123B.195. Approved 7-0

Rouhoff moved Peterson seconded to approve the agenda. Approved 7-0

Administrators' Reports:

**Grant Klennert, K-12 Principal & John Howe, Assistant K-12 Principal:**

- Information shared: High School Registration, Elementary report cards, Media Specialist sharing technology with staff and 4<sup>th</sup> Grade National Assessment of Education Process (NAEP).

**Amber Uhlenhake, Business Manager**

- Gave update on current fiscal year finances.

**Gregg Slaathaug, Superintendent:**

- Gave updates on new Special Ed Coordinator, MSBA Conference, Hockey Coop, Klennert update, new ½ time Kindergarten teacher, and interviews for leave of absences.

ZED update items: Superintendent meeting held 1/9/19. Reviewed two land options, one in Byron (26.2 acres) and one in Kasson (7 acres), rough floor plans have been started and 3<sup>rd</sup> party billing has improved in all districts

Construction update items: New cafeteria, painting in the High School, SACC summer location, and flexible learning room.

Following review and discussion, Hegna Zelinske moved and Heydt seconded to approve the consent agenda. Approved 7-0

Minutes from December 12, 2018 Board Meeting and Truth in Taxation Meeting

Disbursements, receipts and financial information:

January Hand Payables: \$142,537.03 Net Payroll: \$243,066.35, Gross Payroll: \$365,423.04, February Vouchers: \$1,195,562.89

Enrollment

Lane Change Request: Tiffany Paulson, Early Childhood Teacher was BA+15, Step 4 at \$43,715 to BA+30, Step 4, at \$44,482

Medical Leave Request: Sheila Anderson, March 18, 2019 – April 29, 2019

Approve Discontinuing and Reducing Educational Programs and Positions Resolution (formality)

Member Holtan introduced the following resolution and moved its adoption:

**RESOLUTION DISCONTINUING AND REDUCING EDUCATIONAL PROGRAMS AND POSITIONS**

WHEREAS, the School Board of Independent School District No. 203 adopted a resolution on January 9, 2019, directing the administration to make recommendations for reductions in programs and positions, and

WHEREAS, said recommendations have been received and considered by the school board,

BE IT RESOLVED, by the School Board of Independent School District No. 203 as follows:

That the following programs and positions, or portions thereof, be discontinued:

1. 6-12 programs (certified and non-certified employees).
2. PreK-5 programs (certified and non-certified employees).

The motion for the adoption of the foregoing resolution was duly seconded by Member Rouhoff and upon vote being taken thereon,

**Roll Call Vote:**

the following voted in favor thereof: Curt Heydt, Greg Peterson, Chad O'Connor, Lori Rouhoff, Patrick Towey Jr., Kathy Hegna Zelinske and Justin Holtan

and the following voted against: None

Whereupon said resolution was declared duly passed and adopted.

Hegna Zelinske moved and Peterson seconded to adjourn the meeting at 7:18 PM.

Approved 7-0

Respectfully submitted,

Justin Holtan, Clerk

