

**Prairie Creek Community School  
School Board Monthly Meeting Minutes**

**August 23, 2012  
7:00 PM**

**27695 Denmark Avenue, Northfield, MN 55057**

1. Call meeting to order: 7:25pm
2. Verified Quorum

2012-2013	Aug 11	Aug 23	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apl	May	June
Randy Clay	✓	✓										
Roz Eaton-Neeb	✓											
Trish Ferrett	✓											
Kelsey Fitschen-Hemmah	✓	✓										
Bonnie Jean Flom		✓										
Daniel Hollerung	✓	✓										
Dan Kelley	✓											
Cathy Oehmke	✓	✓										
Heidi Welsch	✓											
Simon Tyler-ex officio	✓	✓										
Keith Johnson- ex officio	✓	✓										
Colleen Braucher		✓										

3. Recognition: I would like to recognize all the work everyone does over the summer. Kelsey and Laura lead a training session to for the new Sped team.
4. Approve Minutes from August 11, 2012  
 Moved: Cathy Oehmke  
 Second: Kelsey Fitschen-Hemmah  
 Passed: unanimous
5. Approve Agenda  
 Moved: Randy Clay  
 Second: Daniel Hollerung  
 Passed: unanimous
6. Consent Agenda  
 Moved: Cathy Oehmke  
 Second: Kelsey Fitschen-Hemmah  
 Passed: unanimous
  - (a) Angie Ekern requesting maternity leave
  - (b) Staffing agreements
7. Short/long term disability discussion: The finance committee met to speak with Joe M. Ona requested another quote to compare the two plans. Long term disability has the option to be paid for by the school or have employees contribute a portion. Cost wise it is better for the school to pay for the entire policy. The variation in the percentage of your pay the policy will cover, 2/3 was what was quoted. Employees who work 30 hours or more a week to be covered by this policy. Out of work for 8 days before the policy kicks in at 2/3 of your regular pay. A one year policy is not an issue, if we decide to change our benefit package next year. Long term/short term/life insurance. Life insurance would pay one year of salary after your death. The finance committee wants to offer this packet to staff as a benefit and not have the employee contribute money. 2/3 coverage of your salary for long term/short term premium is \$6,400 per year. Life insurance premium is \$1272 per year. Discussion has had around that would this be in lieu of salary increase? The finance committee said no, discussion will still be had around salary increases at budget time.  
 Motion to authorize the director to finalize the decision for long/short term disability at 66% of salary and life insurance of 1-year salary.

- Moved: Randy Clay  
Second: Daniel Hollerung  
Passed: unanimous
8. Policies – Second Read & vote
    - (a) Attendance Policy  
Approval of policy with revisions as per discussion  
Moved: Kelsey Fitschen-Hemmah  
Second: Cathy Oehmke  
Passed: unanimous
    - (b) Behavior Policy TABLED
  9. Approve Parent Handbook  
Motion to authorize the director to move forward with necessary revisions to the family handbook and update the board at a later date.  
Moved: Cathy Oehmke  
Second: Randy Clay  
Passed: unanimously
  10. Admissions Resolution: We currently have an opening in the 4<sup>th</sup> and 5<sup>th</sup> grade, with no one on our wait list to fill these places. We have advertised in the paper, hung fliers around town, posted on our website. We are trying to keep enrollment in the school at 180 students. Simon would like to over enroll 2 students in the 3<sup>rd</sup> grade to reach 180 children in our building. If a child should come in during the year in 4 or 5 we would also enroll them to fill those spots.  
Motion to over enroll 3<sup>rd</sup> grade.  
Moved: Randy Clay  
Second: Cathy Oehmke  
Passed: unanimous
  11. Reports/Updates
    - (a) School Director Report: Simon is looking at a 2 year opera project with St. Olaf. Rachel would like to take a lead with Simon on this project. The outdoor classroom has had 4 meetings with Eureka Township and they have approved the project. Now PC, Inc is meeting tonight and they will be getting bids.
    - (b) Finance Committee: Audit is almost complete. Keith went over the finance report. Next month we will go into more details. Switching over to Smart Finance program this month. We have changed our student reporting to JMC.
    - (c) Buildings/Grounds Committee:
    - (d) Development Committee:
    - (e) Communications Committee:
    - (f) ERC:
    - (g) Wellness Committee:
    - (h) Technology Committee:
    - (i) Policy Committee:
  12. Emergency Succession Plan review  
Plan reviewed by board members. No questions were proposed.
  13. Adjourn  
Moved: Cathy Oehmke  
Second: Kelsey Fitschen-Hemmah  
Passed: unanimous

Next Board Meeting September 27, 2012