



HIAWATHA VALLEY EDUCATION DISTRICT #6013

BOARD OF DIRECTORS

Regular Meeting

Wednesday, September 23, 2015, 7:30 PM

HIAWATHA VALLEY EDUCATION DISTRICT
BOARD OF DIRECTORS' REGULAR MEETING
WEDNESDAY, SEPTEMBER 23, 2015, 7:30 P.M.

HIAWATHA VALLEY EDUCATION DISTRICT
WINONA, MINNESOTA 55987

AGENDA

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENTS ARE HEARD, LIMITED TO FIVE MINUTES PER PERSON
4. HVED UPDATES/ACTION
 - First reading of revised MSBA Policies 425 (Staff Development), and 426 (Nepotism in Employment – Charter Schools)
 - Director's Updates
5. CONSENT AGENDA
 - August 26, 2015 meeting minutes
 - September 23, 2015 agenda
 - Authorization of payment of accounts payable
 - Payroll transfers
 - Wire transfer

Action _____

6. PERSONNEL ITEMS
 - A. The Board is asked to accept the resignation of Aaron Haupt, student worker, effective August 31, 2015.

Action _____
 - B. The Board is asked to approve employment of Patricia Nedegaard, Payroll & Benefits Coordinator, beginning September 14, 2015. Ms. Nedegaard replaces Debra Rasmussen, who accepted the position of Administrative Assistant at the Valley View Learning Center. Ms. Nedegaard will be employed 8 hours per day, 5 days per week, 220 days per school year, at an hourly rate of \$23.46.

Action _____

- C. The Board is asked to approve employment of Heather Rask, Paraprofessional for the WIN Program in Caledonia, beginning September 16, 2015. Ms. Rask was employed during the 2014-2015 school year, but her position ended at the end of the year due to declining enrollment. However, enrollment has increased again in 2015-2016. Ms. Rask will be employed 8 hours per day, 5 days per week on student contact days. The hourly rate of pay is \$17.03.

Action _____

7. ACTION ITEMS

- A. The Board is asked to grant the Executive Director authority to purchase a new vehicle (up to \$20,000 in value) to replace one of the company vehicles that is no longer drivable in its current condition. The cost of repairing the 2004 vehicle is over \$1,500 (half the value of the car).

Action _____

- B. The Board is asked to designate Debbra Marcotte, Executive Director, as the Identified Official with Authority to authorize user access to MDE secure websites for the Hiawatha Valley Education District. As the Identified Official with Authority, Ms. Marcotte has the responsibility of assigning job duties to Hiawatha Valley Education District staff.

Action _____

- C. The Board is asked to adopt revised MSBA Policies 421 (Gifts to Employees and Education District Board Members), and 423 (Employee-Student Relationships). First reading of the aforementioned policies was at the August 26, 2015 Board meeting.

Action _____

8. DISCUSSION/ACTION ITEMS

- A. Update on Negotiations
- B. Advisory Board Representatives (review of Bylaws Article III and Article VI, Section 4)
- C. Fiscal impact of staff changes (change in administrative contracts, hiring a full-time Data Management Coordinator, separating the Office Manager and Human Resources Manager position)

9. EXECUTIVE DIRECTOR COMMENTS

10. BOARD COMMENTS

11. ADJOURNMENT