

**Montabella Community Schools**  
**Minutes of the Regular**  
**Board of Education**  
**Meeting**

A regular meeting of the Montabella Board of Education was called to order by President, Jann LaPointe on Monday, February 15, 2016, at 7:00 p.m. in the Central Office Complex Board Room.

Members

Present: Jann LaPointe, President  
Tim Eldred, Vice President  
Emily Longnecker, Secretary  
Sherri Miel, Treasurer  
Ivan Renne, Trustee  
Mike Rasmussen, Trustee  
Scott Parks, Trustee

Student Rep: Zach Lahti

Members

Absent:

Others

Present: Shelly Millis, Superintendent  
Shane Riley, JR/SR High Principal  
Mike Moore, Elementary Principal  
Patti Hicks, Adm. Sec.

Reports/Info:

**February 15, 2016 Regular Board of Education Meeting**

**CONSENT AGENDA**

**15-019 CA** Approve

Financial Recommendation

**15-020 CA** Approve

January 18, 2016 Organizational Regular Meeting Minutes

**ACTION AGENDA**

**15-039 AA** Approve

Personnel Recommendations

**15-040 AA** Approve

First Reading of the 3000 Policy - Professional Staff

**15-041 AA** Approve

First Reading of the 4000 Policy - Support Staff

**15-042 AA** Approve

First Reading of Policy 5114

**CONSENT AGENDA**

Motion by: S Parks

Supported by: M Rasmussen

Motion: to approve the consent agenda as presented.

Motion carried.      Yeas: 7                      Nays: 0

**DISCUSSION**

Non-Homestead Millage

**ACTION AGENDA**

Motion by: T Eldred

Supported by: S Miel

Motion: to approve the action agenda as presented.

Motion carried.      Yeas: 7                      Nays: 0

**February 15, 2016 Regular Board of Education Meeting**

**ACTION AGENDA**

**15-039 AA    Approve                      Personnel Recommendations**

Motion by:    M Rasmussen                      Supported by: S Parks

|                      |                     |             |
|----------------------|---------------------|-------------|
| <b>Medical Leave</b> | <b>Position</b>     | <b>Date</b> |
| Cathy Whitteaker     | Food Service Worker | 1/26/2016   |

Motion: to approve the personnel recommendations as presented.

Motion carried.            Yeas: 7                      Nays: 0

**15-040 AA    Approve                      First Reading of the 3000 Policy – Professional Staff**

Motion by:    S Miel                                      Supported by: I Renne

Motion: to approve the first reading of the 3000 professional staff policies as presented.

- |   |  |
|---|--|
| 3000 <b>PROFESSIONAL STAFF</b>  | 3170    Substance Abuse  |
| 3110    Conflict of Interest  | 3210    Staff Ethics   |
| 3111    Creating a Position   | 3211    Whistleblower Protection                                   |
| 3112    Board-Staff Communications  | 3213    Student Supervision and Welfare                            |
| 3120    Employment of Professional Staff  | 3214    Staff Gifts  |
| 3120.04 Employment of Substitutes   | 3215    Use of Tobacco by Professional Staff                       |
| 3120.06 Selecting Student Teachers/<br>Administrative Interns                             | 3216    Staff Dress and Grooming                                   |
| 3120.07 Employment of Casual Resource Personnel   | 3217    Weapons  |
| 3120.08 Employment of Personnel for<br>CoCurricular/Extra-Curricular Activities           | 3220    Professional Staff Evaluation                              |
| 3120.09 Volunteers  | 3231    Outside Activities of Staff                                |
| 3120.10 Job Sharing   | 3242    Professional Growth Requirements                           |
| 3121    Criminal History Record Check   | 3243    Professional Meetings                                      |
| 3121.01 Criminal Conviction Review  | 3310    Freedom of Speech in Noninstructional<br>Settings          |
| 3122    Nondiscrimination and Equal Employment<br>Opportunity                             | 3362    Anti-Harassment  |
| 3122.01 Drug-Free Workplace   | 3362.01 Threatening Behavior Toward Staff<br>Members               |
| 3122.02 Nondiscrimination Based on Genetic<br>Information of the Employee                 | 3362.02 Work Place Safety  |
| 3123    Section 504/ADA Prohibition Against<br>Disability Discrimination in<br>Employment | 3370    Tenure   |
| 3124    Employment Contract   | 3410.01 Compensation for Part-Time Staff                           |
| 3130    Assignment and Transfer   | 3419    Group Health Plans   |
| 3131    Staff Reductions/Recalls  | 3419.02 Privacy Protections of Fully Insured Group<br>Health Plans |
| 3132    Vacancies   | 3420    Health Insurance Benefit                                   |
| 3139    Staff Discipline  | 3430    Leaves of Absence  |
| 3140    Termination and Resignation   | 3430.01 Family & Medical Leaves of Absence<br>("FMLA")             |
| 3142    Probationary Teachers   | 3437.01 Military Leave   |
| 3160    Physical Examination  | 3440    Job-Related Expenses                                       |
| 3161    Unrequested Leaves of Absence/Fitness for<br>Duty                                 | 3531    Unauthorized Work Stoppage                                 |

Motion carried.            Yeas: 7                      Nays: 0

**February 15, 2016 Regular Board of Education Meeting**

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**15-041 AA    Approve                      First Reading of the 4000 Policy – Support Staff**

Motion by:    M Rasmussen                      Supported by: T Eldred

Motion: to approve the first reading of the 4000 support staff policies as presented.

|         |  |         |   |
|---------|--|---------|---|
| 4000    | <b>SUPPORT STAFF</b>   | 4213    | Student Supervision and Welfare                         |
| 4110    | Conflict of Interest   | 4214    | Staff Gifts   |
| 4111    | Creating a Position  | 4215    | Use of Tobacco by Support Staff                         |
| 4112    | Board-Staff Communications   | 4216    | Support Staff Dress and Grooming                        |
| 4120    | Employment of Support Staff  | 4217    | Weapons   |
| 4120.04 | Employment of Substitutes  | 4220    | Evaluation of Support Staff                             |
| 4120.09 | Volunteers   | 4231    | Outside Activities of Support Staff                     |
| 4121    | Criminal History Record Check  | 4310    | Freedom of Speech in Noninstructional Settings          |
| 4121.01 | Criminal Conviction Review   | 4362    | Anti-Harassment   |
| 4122    | Nondiscrimination and Equal Employment Opportunity                                 | 4362.01 | Threatening Behavior Toward Staff Members               |
| 4122.01 | Drug-Free Workplace  | 4362.02 | Work Place Safety                                       |
| 4122.02 | Nondiscrimination Based on Genetic Information of the Employee                     | 4419    | Group Health Plans                                      |
| 4123    | Section 504/ADA Prohibition Against Disability Discrimination in Employment        | 4419.02 | Privacy Protections of Fully Insured Group Health Plans |
| 4124    | Employment Contract  | 4420    | Health Insurance Benefit                                |
| 4130    | Assignment and Transfer  | 4430    | Leaves of Absence                                       |
| 4139    | Staff Discipline   | 4430.01 | Family & Medical Leaves of Absence ("FMLA")             |
| 4140    | Termination and Resignation  | 4437.01 | Military Leave  |
| 4160    | Physical Examination   | 4440    | Job-Related Expenses                                    |
| 4161    | Unrequested Leaves of Absence/Fitness for Duty                                     | 4531    | Unauthorized Work Stoppage                              |
| 4162    | Controlled Substance and Alcohol Policy for Commercial Motor Vehicle (CMV) Drivers |         |   |
| 4170    | Substance Abuse  |         |   |
| 4211    | Whistleblower Protection   |         |   |

Motion carried.            Yeas: 7                      Nays: 0

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**15-042 AA    Approve                      First Reading of Policy 5114**

Motion by:    T Eldred                                      Supported by: I Renne

Motion: to approve the first reading of Policy 5114 as presented to the board.

Motion carried.            Yeas: 6                      Nays: 1

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**Community Input**

The President adjourned the meeting at 7:55 p.m.

Respectfully Submitted

Emily Longnecker  
Board Secretary