The Mission of the Wright Technical Center is “To partner with member school districts and industry to prepare students for careers, post-secondary education and lifelong learning.”

AGENDA

1.0 Call to Order
2.0 Roll Call
3.0 Pledge of Allegiance
4.0 Agenda Approval

5.0 New Business - Action required
   5.1 Approval of the Business Manager Contract
       Background: Contract has been reviewed by the Finance and Executive Committees.
       Recommendation: Approve as presented
   5.2 Approval to amend the Resolution Authorizing the District to Enter into a Line of Credit with RiverWood Bank changing the name of the Business Manager.
   5.3 Approval of Signature Authorizations adding Anh Glewwe, Business Manager to the Electronic Fund Transfers and all other accounts.
       Background: Kathy Miller will be removed from Authorizations in September.
       Recommendation: Approve as presented
   5.4 Approval of the ECEC Teacher Contract
       Background: Contract has been reviewed by the Finance Committee.
       Recommendation: Approve as presented

6.0 Adjournment

Next meeting August 6th, 2019

Please call or email if you have questions or cannot make the meeting.
June 13, 2019

Tentative agreement with Anh Glewwe pending board approval.

Below is a summary of the financial package

2 Year Contract

<table>
<thead>
<tr>
<th></th>
<th>2019-20 Base Year</th>
<th>2020-21 Projected</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Manager Salary</td>
<td>$51,750</td>
<td>$53,820 - $55,320</td>
</tr>
<tr>
<td>1. Positive Evaluation</td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Board &amp; Admin.)</td>
<td></td>
<td>Incentives of $500 each.</td>
</tr>
<tr>
<td>2. Assume Payroll</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Responsibilities</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3. MDE Finance Award</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Percentage Increase</td>
<td></td>
<td>4%-6.9%</td>
</tr>
</tbody>
</table>

Below is a summary of the contract language:

Article 6, Subd. 6.1 - Duty Year
- 260 Days
- Agreement requires a commitment to whatever time is necessary to accomplish such managerial duties and responsibilities.

Article 9 - Group Insurance
- Subd. 9.4 Health Insurance; $9,600 each year. (Same as Support Staff)
- Subd. 9.5 Health Savings Account; $500 per year for single coverage. (Same as Faculty)
- Subd. 9.6 Dental; $930 per year towards annual coverage. (Same as Faculty/Admin)

Article 10 - Leaves of Absence
- Subd. 10.11; Sick leave at the rate of 1.25 day(s) for each working month, which may be accumulated to a maximum of 132 days. (Same as Admin.)
- Subd. 10.2 Holidays & Vacations
  - Subd. 10.21; Paid holidays: Labor Day, Thanksgiving Day, the day after Thanksgiving Day, Christmas Day, New Years Day, President’s Day, Memorial Day, July 4th, and three (3) Floating Days. (Same as Support Staff)
  - Subd. 10.22, Vacation Days: 15 (Similar to Support Staff)
- Subd. 10.6 Personal Leave;
  - 2 Days each year. Non-cumulative (Similar to Support Staff)

Article 11 - Retirement Savings Plan:
- $800 each year, Contribution Cap of $18,000 (Similar to Faculty/Admin)
EXTRACT OF MINUTES OF A MEETING
OF THE SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 966
(WRIGHT TECHNICAL CENTER)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the school board of Independent School District No. 966, State of Minnesota, was duly held on the 19th day of June, 2019, at 5:30 p.m.

Member__________________ introduced the following resolution and moved its adoption:

RESOLUTION AUTHORIZING THE DISTRICT TO ENTER INTO A LINE OF CREDIT AGREEMENT WITH A FINANCIAL INSTITUTION.

WHEREAS, upon review of financial projections, the Board has determined that Independent School District No. 966 (the “District”) may face cash flow problems in 2019-20;

WHEREAS, District staff has entered into negotiations and has reached a tentative agreement, subject to Board approval and Bank Acceptance, with RiverWood Bank, Monticello, Minnesota (the “Bank”); and

WHEREAS, the Board desires to enter into such an agreement with the Bank, as authorized by Minnesota Statues, Section 123B.12(b), as amended;

NOW THEREFORE, BE IT RESOLVED by the Governing Board of Independent School District No. 966, State of Minnesota, as follows:

1. Upon the effective date of this resolution, the District hereby agrees to establish a revolving line of credit (the “Line”) with the Bank whereby the Bank will advance funds to the District to resolve cash flow problems in fiscal year 2020.

2. The amount advanced at any time under the Line will not exceed $125,000.00.

3. Monthly interest payments will be paid under the Line no later than forty-five (45) days after the day of each advancement. All interest and principal will be paid no later than June 30, 2020, with taxable interest on the outstanding principal amount at an interest rate of 1.0% above prime. Prime is currently 5.5% per annum.

4. The Executive Director or his designated agent is directed to prepare or execute such documents as may be necessary to comply with the above paragraphs or any other requirements for this Agreement.

5. The amounts advanced under the Line are not designated as “Qualified Tax-Exempt Obligations” for the purposes of Section 265 of the Internal Revenue Code of 1986, as amended.
6. This resolution shall be effective upon receipt by the Executive Director on behalf of the Board of written acceptance of its terms by an authorized official of the Bank, and thereafter shall constitute the terms of the Line of Credit Agreement.

7. Brian Koslofsky, Executive Director, or Anh Glewwe, Business Manager, are designated as those allowed to transfer funds from the Line to the general finance account, as needed, for operation expenses.

The motion for the adoption of the foregoing resolution was duly seconded by Member__________________, and upon vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

ACCEPTANCE STATEMENT

The Bank has received and agrees to be bound by the terms and conditions of the resolution of the Governing Board of Independent School District No. 966 authorizing the District to enter into a Line of Credit Agreement with a financial institution pursuant to Minnesota Statutes, Section 123B.12(b), and that the resolution included therein is a full, true and correct copy of the original thereof. The officer executing this Acceptance is authorized to sign on behalf of the Bank. The Bank understands that the interest on the amounts advanced shall be taxable and that the amounts advanced have not been designated as "Qualified Tax-Exempt Obligations" for purposes of Section 265 of the Internal Revenue Code of 1986, as amended.

Date:________________,2019

RiverWood Bank
Name of Bank

______________________________
Signature of Bank Official

______________________________
Title of Bank Official
STATE OF MINNESOTA  
COUNTY OF WRIGHT

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 966 (Wright Technical Center), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the governing board of said district duly called and held on date therein indicated so far as such minutes related to the resolution of the governing board to enter into a Line of Credit Agreement with a financial institution pursuant to Minnesota Statues, Section 123B.12(b), and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such recording officer and the official seal of the school district this 19th day of June 2019.

________________________
School District Clerk
Wright Technical Center
Employment Recommendation Form

Date: **June 19, 2019**

Name of Applicant: **Mary Pierce-Slocum**
Recommended By: **Shaun Karson**

Title of Position: **Early Childhood & Elementary Careers**
Location: **Wright Technical Center**

Position Supervised By: **Shaun Karson**

Position Term Description (part time, full time, year-round, school year, etc)
**Part Time - .66 FTE  2019-2020 School Year**

Top Priorities for the Position:
1. **Elementary Education or related License**
2. Experience working with preschool and secondary students
3. Development and implementation of classroom curriculums
4. Experience working with diverse student groups (Special Education)
5. Developing a partnership with WCCA Headstart

Number of Applicants:  3
Number of Candidates Interviewed:  3
Interview Team:  **Brian Koslofsky, Kelsey Segerstrom and Shaun Karson**

Educational Background of Candidate:
**Bachelor of Science in Elementary Education – St. Cloud State University**
**Early Childhood Education – Crown College, St. Bonifacius, MN**
**Developmental Needs Specialist – St. Cloud Technical College**

Employment Background of Candidate:
**Mary Pierce-Slocum has been working in the early childhood field for over 25 years. She has spent time as a classroom teacher in various settings (Headstart, early childhood, elementary, and special education). She has experience working with diverse and special needs student populations.**

Administrative Recommendation:
**I recommend Mary Pierce-Slocum for the position of Early Childhood & Elementary Careers position at WTC. She has demonstrated strong content and instructional knowledge, and the willingness to develop and implement new curricular ideas in the classroom. She exhibits a strong passion and enthusiasm for teaching and emphasized building strong relationships with her students and community partners.**

Salary Scale Placement: $39,013.26 (Step 12, Lane 5 = .66 FTE of $59,111)