

**JOINT SCHOOL DISTRICT #1, UNION GROVE  
REGULAR SCHOOL BOARD MEETING  
DECEMBER 16, 2019**

**Call to Order**

President Linton Skewes called the meeting to order at 6:30 PM.

**Roll Call & Quorum**

Board members present were Linton Skewes, Daniel Gruhn, Julie Ostrowski, Scott Cincotta and Randy Sorenson. District Administrator Brenda Stevenson, Financial Manager Shelley Retzlaff and recorder Tracey Kiser were also in attendance. Guests included Scott Katterhagen and Chris McBryde.

**Minutes**

The school board minutes of November 18, 2019 were reviewed and approved on a motion by Ostrowski, second by Cincotta. Motion carried 5-0.

**Treasurer's Report**

The November 2019 treasurer's report was reviewed. Cash on hand - \$2,108,101.59, receipts total \$163,522.45, disbursements total \$1,319,222.29 and the end balance total is \$952,401.75. The treasurer's report was approved on a motion by Cincotta, second by Gruhn. Motion carried 5-0.

**Vouchers Payable**

**Vouchers Payable** – A motion was made by Cincotta, second by Gruhn to approve vouchers payable in the amount of \$1,289,161.36. Motion carried 5-0.

**PTO Report**

The PTO braided bread fundraiser delivery will be on Thursday, Dec. 19.

**Public Comments**

There were no public comments.

**Old Business**

**Election Update** – Skewes and Ostrowski submitted paperwork to run for school board in the spring election.

**Insurance Update** – Ms. Stevenson discussed current insurance options including the district switching from copays to coinsurance and raising the percentage the staff pays for their coverage.

**2020 Delegate for Delegate Assembly** – A motion was made by Ostrowski, second by Sorenson to appoint Scott Cincotta as the 2020 delegate for the Delegate Assembly. Motion carried 5-0.

**Handbook** – A motion was made by Sorenson, second by Gruhn to approve the UGES Employee Handbook as presented. Motion carried 5-0.

**New Business**

**Financial Statement** – A motion to approve the district financial report dated June 30, 2019, as presented was made by Cincotta, second by Sorenson. Motion carried 5-0.

**Calendar** – Ms. Stevenson will meet with area administrators to discuss the 2020-2021 calendar.

**Staff Updates** – There were no staff updates at this time.

**Building and Grounds Update** – The district will have to install a new fire alarm system throughout the building within the next seven years per the Village of Union Grove.

**Technology Updates** – Per Chris McBryde the phone system software will be updated over the winter break. The paging system is still not working properly and is being worked on.

**Food Service Report** – Average lunches served is 410 and the average breakfasts served is 66.

**Health Aide Report** – There were 346 student office visits since the last board meeting. Hearing screenings are scheduled for January and vision screenings will be in March.

**Policy Updates** – No updates at this time.

**UGES Highlights** – Ms. Stevenson noted the recent holiday concerts went very well.

**Coming Dates**

Regular School Board Meeting – January 20, 2020, 6:30 PM, Board Room.

State Convention – January 22-24, 2020.

**Adjournment to Closed Session**

A motion was made by Cincotta, second by Sorenson to adjourn to closed session at 7:04 PM. Motion carried 5-0.

**Closed Session/Adjournment**

Closed session began at 7:05 PM. No business was conducted. A motion was made by Ostrowski, second by Sorenson to adjourn the meeting at 7:17 PM. Motion carried 5-0.

Respectfully submitted,

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Linton Skewes, President

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Julie Ostrowski, Clerk