

**Minutes of Regular  
Buffalo-Hanover-Montrose Schools  
ISD 877 Board of Education**

Monday, July 13, 2015  
Board Room, 214 1st Avenue NE, Buffalo  
4:30 PM

1. CALL TO ORDER by Chair Suee Lee at 4:30 p.m. AND ROLL CALL

Present: Jeff Trout, Ken Ogden, Sue Lee, Laurie Raymond, Stan Vander Kooi and Patti Pokorney

Absent: Melissa Brings

2. PRELIMINARY ACTIONS

A. Pledge of Allegiance

B. Public Comment - none

C. Approval of Agenda

Ogden/Raymond to approve

Motion carried 6-0

Vander Kooi/Trout to amend the Board Calendar Dates to August 10 for the Board Workshop and August 24 for the Board Meeting

Motion carried 6-0

3. COMMUNICATIONS

A. Board Calendar Dates

1. Monday, August 3, 2015 - MSBA Summer Seminar

2. Monday, August 11, 2015 - Board Workshop 4:30 p.m. Board Room

3. Monday, August 25, 2015 - Board Meeting 7:00 p.m. Board Room

4. CONSENT AGENDA

A. Personnel Consent Agenda

APPOINTMENT – All appointments are contingent upon satisfactory completion of a criminal background check. Approve the following appointments:

1. Michelle Vieau-Miltz, Special Education Teacher at Northwinds Elementary, effective August 17, 2015. This is a replacement for Jana Kragerud.
2. Anne McSorely, 1<sup>st</sup> Grade Teacher at Tatanka Elementary, effective August 24, 2015. This is a replacement for Cynthia Goding.
3. Natalie Johnson, Physical Education Teacher at Northwinds Elementary,

- effective August 24, 2015. This is a replacement for Jeff Thompson.
4. Shana Bregenzer-Brenny, English Teacher at Phoenix Learning Center, effective August 31, 2015. This is a replacement for Olivia Hoff.
  5. Brittany Kehn, Kindergarten Teacher at Tatanka Elementary, effective August 24, 2015. This is a replacement for Kristi Fobbe.
  6. Bridget Corrigan, Math Teacher at Buffalo High School, effective August 24, 2015. This is a replacement for Mike Boggess.
  7. Nicole Danielson, Kindergarten Teacher at Northwinds Elementary, effective August 31, 2015. This is a replacement for Stacey Rutten.
  8. Elisabeth Lundebrek, 5<sup>th</sup> Grade Teacher at Tatanka Elementary, effective August 24, 2015. This is a replacement for Tim Murray.
  9. Caleb Brown, Social Studies Teacher at Phoenix Learning Center, effective August 24, 2015. This is a replacement for Josh Rogers.
  10. Mike Smith, Band Teacher at Buffalo Community Middle School, effective August 24, 2015. This is a replacement for Mary Dotzler.
  11. Abigail Bohler, Math Teacher at Buffalo High School, effective August 24, 2015. This is a replacement for Kevin Schmeling.
  12. Alyssa Danielson, 3<sup>rd</sup> Grade Teacher at Tatanka Elementary, effective August 24, 2015. This is a replacement for Anne McSorely.
  13. Melissa Johnson, Social Studies Teacher at Buffalo High School effective August 24, 2015. This is a replacement for Evan Ronken.
  14. Ashley Carlisle, Math Teacher at Buffalo Community Middle School, effective August 24, 2015. This is a replacement for Deana Jagielo.
  15. Allison Robinson, District Accountant at District Office, effective July 20, 2015. This is a replacement for Virginia Magee.

RETIREMENT/RESIGNATION/TERMINATION – Approve the following resignations/retirements/terminations:

1. Diane Jones, 5<sup>th</sup> Grade Teacher at Montrose Elementary, resignation effective June 5, 2015.
2. Deana Jagielo, Math Teacher at Buffalo Community Middle School, resignation effective June 5, 2015.
3. Kim Coil, Kindergarten Teacher at Parkside Elementary, resignation effective June 5, 2015.

TRANSFER/CHANGE IN ASSIGNMENT - Approve the following transfers/changes in assignment:

1. James Broman, from wRight Choice ESP to Buffalo High School ESP, effective September 8, 2015. This is a replacement for Paul Shoger.
2. Jamie Reineccius, from ESP at Tatanka Elementary to Technology Information Services Secretary, effective July 13, 2015. This is a replacement for Pam Correll.
3. Josh Ortmann, from BCMS PE Teacher to BHS PE/Health Teacher, effective August 24, 2015. This is a replacement for Jason Karn.
4. Christy Eckenrode, Parkside Elementary 5<sup>th</sup> Grade Teacher to Parkside Elementary Kindergarten Teacher, effective August 24, 2015. This is a replacement for Kim Coil.

## B. Check Disbursements

Payroll checks # 202152 through 202212 and 211753 through 212275 amounting to \$332,825.76. P-card disbursement checks 43418 to 43794, totaling \$118,714.76. Handwritten checks 160415, and 164667 through 164668. Bill-pay wires 43416 through 43417. Employee reimbursement checks 90008089 through 90008126, and Accounts Payable checks 167698 through 167981, for the period of June 22 – July 6 as follows:

01	GENERAL FUND	1,745,948.30
02	FOOD SERVICE	64,979.99
04	COMMUNITY SERVICE	36,937.23
05	CAPITAL OUTLAY	83,470.41
06	NEW BUILDING	224,443.44
07	DEBT SERVICE	1,350.00
09	ACTIVITY FUND	36,416.56
16	BUILDING CONSTRUCTION	.00
45	POST EMP BENEFITS IRREV TRU	.00
47	DEBT REDEMPTION	<u>450.00</u>
	TOTAL	\$2,193,995.93

## C. Electronic Fund Transfers

A list of the electronic fund transfers occurring in the official depositories (for the period of June 15 - July 7) is as follows:

Date	Vendor & Purpose	Amount
06/15/15	District #877 Employees – Employee	\$ 3,328,452.59
06/15/15	Select Account – Health Insurance	400.00
06/15/15	MN Public Employees Retirement	56,894.22
06/15/15	MN Teachers Retirement Association	710,208.58
06/15/15	Chicago USA Tax Pmt – Federal Taxes	1,209,120.40
06/16/15	MN Dept. of Revenue – Sales Taxes	1,353.00
06/16/15	MN Dept. of Revenue – State Taxes	193,252.63
06/16/15	Educators Benefit Consultants – Deferred	134,020.23
06/16/15	State of Minn - Garnishments/Child	350.09
06/17/15	District #877 Employees – Employee	9,178.72
06/17/15	Delta Dental – Dental Insurance	10,084.82
06/17/15	MN Dept. of Revenue -	273.92
06/17/15	MN Dept. of Revenue -	1,448.66
06/18/15	Xcel Energy – Utility	587.02
06/18/15	District #877 Employees - Employee	10,576.39
06/24/15	Delta Dental – Dental Insurance	9,446.86
06/24/15	Select Account – Health Insurance	300.00
06/26/15	Xcel Energy – Utility	49.62
06/26/15	Xcel Energy – Utility	4,406.63

06/30/15	Chicago USA Tax Pmt – Federal Taxes	108,229.97
06/30/15	District #877 Employees – Employee	317,520.18
06/30/15	District #877 Employees - Employee	3,996.42
06/30/15	MN Teachers Retirement Association	19,365.32
06/30/15	MN Public Employees Retirement	43,071.21
07/01/15	Educators Benefit Consultants – Deferred	9,755.86
07/01/15	MN Dept. of Revenue – State Taxes	15,576.83
07/01/15	MN Dept. of Revenue -	128.82
07/01/15	State of Minn - Garnishments/Child	134.00
07/06/15	Delta Dental – Dental Insurance	18,031.51
07/07/15	BMO Corporate MasterCard – P-Card	134,050.12
	Total	<hr/> \$ 6,350,264.62

D. Minutes - June 22, 2015 Regular Meeting

E. Donations/Grants totaling \$4669.12

F. 2015-16 Memberships

1. Schools for Equity in Education (SEE)

Ogden/Pokorney to approve

Motion carried 6-0

2. Minnesota State High School League (MSHSL)

Pokorney/Vander Kooi to approve

Motion carried 6-0

Pokorney/Raymond to approve Consent Agenda

Motion carried 6-0

## 5. ACTION ITEMS

A. Policy Review - #705 Investments and Cash Management, Gary Kawlewski

Lists an additional depository.

Ogden/Raymond to approve

Motion carried 6-0

B. Board of Education Elections - November 3, 2015, Scott Thielman

1. Resolution Relating to the Election of School Board Members and Calling the School District General Election

Candidates must state which seat they are filing for, either a 4-year term or a 2-year term as these are two separate elections.

Pokorney/Ogden to approve

Motion carried 6-0

2. Resolution Calling a Special Election to Fill a School Board Vacancy

This election is to fill the remainder of Dean Perry's term.

Pokorney/Ogden to approve

Motion carried 6-0

C. Bid Award - Buffalo High School Stadium and Ball Field Improvement, Gary Kawlewski, John Heltenun

Four bids were received with the low bid from Peterson Companies. Project is scheduled to begin August 15, 2015 and completed in August of 2016.

Ogden/Trout to award bid to Peterson Companies for \$4,482,100; alternate #3 (add bleachers) for \$80,000; alternate #4 (add temporary Electrical Enclosure); and Unit Prices 1 and 2 for Rock and Sand. Reject Alternates #1a and 1b (sand sub-base reduction); #2 Add 2<sup>nd</sup> Pole Vault.

Motion carried 6-0

6. REPORTS

7. COMMITTEE REPORTS

SV – Construction Committee – Phones update is scheduled for July 23-24.

LR – Safe Communities

8. SUPERINTENDENT'S REPORT

MSBA – August 3 Summer Seminar registration is taking place

Hwy 35 and County 134 Roundabout feedback

Food Service Meals

9. OTHER

Trout/Ogden to adjourn at 4:56 p.m.

Respectfully submitted,

Patti Pokorney, Clerk  
ISD 877 Board of Education