

**MINUTES OF THE REGULAR SCHOOL BOARD MEETING  
BEMIDJI AREA SCHOOLS  
APRIL 18, 2016**

The regular meeting of the Board of Education, Bemidji Area Schools, Bemidji, Beltrami/Hubbard Counties, Minnesota, was held on Monday, April 18, 2016 at 6:30 p.m., in the District Office Board Room.

MEMBERS PRESENT: Melissa Bahr, Carol L. Johnson, John Pugleasa, Jeff Haack, Ann Long Voelkner, Richard (Bill) Faver and Superintendent James Hess

Nicole Jensen, Student Representative

MEMBERS ABSENT: Cassidy Stokes, Student Representative

CALL TO ORDER: (Time: 6:30 p.m.)

PREVIEW OF AGENDA – SUPERINTENDENT JAMES HESS

APPROVAL OF AGENDA

The motion was offered by Carol L. Johnson, seconded by John Pugleasa, and carried by all in attendance to approve the agenda.

CONSENT AGENDA

The motion was offered by Ann Long Voelkner, seconded by Melissa Bahr, and carried by consent to approve the following items:

- A. Minutes from the March 21, 2016 and April 11, 2016 School Board Meetings
- B. Current Bills and Special Checks Totaling: \$3,278,073.75
- C. Confirmation of Resignations: Stanley Bauman, Renae Clemenson, Maureen Holmstrom
- D. Noncertified Staff Resignations: Jerry Johnson, Thomas Melberg, Brian Olson, William Paul, Mark Thompson, Rhonda Thompson
- E. Release from Contract Requests: Jenny Fraley, Mishel Carlson
- F. Request to Submit Grant Application – Minnesota Department of Education
- G. Request to Submit Grant Application – North Country Snowmobile Club
- H. Field Trip Request – J.W. Smith Elementary Deep Portage Environmental Learning Preserve

SPECIAL TOPICS

**Program Spotlight:** Horace May's Inclusive Playground – Ami Aalgaard, Principal; Mike Jessen; Tim Allen; and Liz Engum

STUDENT REPRESENTATIVE REPORT

Nicole Jensen reported on Bemidji High School activities.

PUBLIC PARTICIPATION

Kelly Johnson – School Security and Hands-Off Policy  
Erin Curran – Proposed Cuts to BHS Media Center  
Lindsay Potter – K-1 Program  
Teresa Kuleta – K-1 Cut  
Katherine Meyers – Continued Funding for K-1 Program

Jen Hazelton – Elementary K-1  
Kathleen McKinstra – Importance of K-1 Funding

### LISTENING SESSION REVIEW

Jeff Haack and Melissa Bahr reported on the following Listening Session Topics:  
Support of K-1 Program  
Funding for Bemidji High School Special Education Teacher Positions  
Bemidji High School Media Center Proposed Cuts

### NEW SCHOOL PLANNING

Superintendent Jim Hess and Chris Leinen, Director of Business Services, reported on:  
Summary of Meetings Held with City, County and Township Representatives  
Environmental Assessment Worksheet Update  
Review of Building Time Lines

### EFFECTIVE AND EFFICIENT OPERATIONS

#### **Bids for 3 Asphalt Projects for 2016**

The motion was offered by John Puggleasa, seconded by Carol L. Johnson, and carried by all in attendance to approve the low bid of Bemidji Bituminous in the amount of \$247,184 for the J.W. Smith parking lot, the Transportation parking lot, and the BHS tennis courts.

#### **Bids for Middle School Roofing Project**

The motion was offered by Melissa Bahr, seconded by Ann Long Voelkner, and carried by all in attendance to approve the low bid of Bemidji Roofing for \$61,900 for the BMS re-roofing project.

#### **Budget Reductions**

Due to an anticipated budget shortfall for 2016-2017 and a need to replenish fund balance dollars, the Board reviewed a Potential Adjustment Summary. They will consider further adjustments in upcoming meetings.

#### **Potential Reductions and Additions in Programs and Positions**

The motion was offered by Jeff Haack, and failed due to lack of a second to remove the K-1 Program Reduction from the agenda item.

Melissa Bahr introduced the following resolution and moved its adoption:

#### RESOLUTION DISCONTINUING AND REDUCING EDUCATIONAL PROGRAMS AND POSITIONS

WHEREAS, the School Board of Independent School District No. 31 adopted a resolution on December 21, 2015, directing the administration to make recommendations for reductions in programs and positions; and

WHEREAS, said recommendations have been received and considered by the School Board;

BE IT RESOLVED, by the School Board of Independent School District No. 31, that the following positions be discontinued:

1. .20 FTE Business Education
2. .10 FTE English

3. .75 FTE Mathematics
4. .50 FTE Media Specialist
5. .44 FTE College/Career Interventionist
6. .90 FTE Special Education
7. 2.0 FTE Elementary Education
8. .325 FTE Classroom Music
9. .125 FTE Physical Education
10. .125 FTE Elementary Technology
11. .42 FTE Early Childhood

The motion for the adoption of the foregoing resolution was duly seconded by Carol L. Johnson, and upon vote being taken, the following voted in favor: Richard (Bill) Faver, Melissa Bahr, Carol L. Johnson, John Pugleasa, and Ann Long Voelkner, and the following voted against: Jeff Haack.

WHEREUPON, said resolution was declared duly passed and adopted.

John Pugleasa introduced the following resolution and moved is adoption:

#### RESOLUTION INCREASING POSITIONS

WHEREAS, the School Board of Independent School District No. 31 adopted a resolution discontinuing positions, and

WHEREAS, recommendations for a staffing addition has been received and considered by the School Board;

BE IT RESOLVED, by the School Board of Independent School District No. 31, that the following position be added:

1. .40 FTE Family and Consumer Sciences (FACS)
2. .20 FTE Developmental/Adapted Physical Education
3. .175 FTE Art

The motion for the adoption of the foregoing resolution was duly seconded by Jeff Haack, and upon vote being taken, the following voted in favor: Melissa Bahr, Ann Long Voelkner, Richard (Bill) Faver, John Pugleasa, Carol L. Johnson, and Jeff Haack, and the following voted against: None.

WHEREUPON, said resolution was declared duly passed and adopted.

#### **Resolutions Relating to Termination and Nonrenewal of Contracts and Unrequested Leaves**

John Pugleasa introduced the following resolution and moved is adoption:

#### RESOLUTION RELATING TO THE TERMINATION AND NONRENEWAL OF THE TEACHING CONTRACTS OF BRANDON BAHR, CHRISTINE FREUNDSCHUH, CATHY GEE, ANNA HAMANN, BENJAMIN HUGHES, CARLY LUGGAR, BRIAN MURPHY, KENDRA MURRAY, JENNIFER PARKS, DANIEL SCHNECK, TARA HEGLUND, AND CHRISTINE THRONSON

WHEREAS, Brandon Bahr, Christine Freunds Schuh, Cathy Gee, Anna Hamann, Benjamin Hughes, Carly Luggar, Brian Murphy, Kendra Murray, Jennifer Parks, Daniel Schneck, Tara Heglund, and Christine Thronson are probationary teachers in Independent School District #31,

BE IT RESOLVED, by the School Board of Independent School District No. 31 that pursuant to M.S. 122A.40, Subdivision 5, the teaching contracts of Brandon Bahr, Christine Freunds Schuh, Cathy Gee, Anna Hamann, Benjamin Hughes, Carly Luggar,

Brian Murphy, Kendra Murray, Jennifer Parks, Daniel Schneck, Tara Heglund, and Christine Thronson are hereby terminated at the close of the 2015-2016 school year on June 8, 2016.

BE IT FURTHER RESOLVED, that written notice be sent to said teachers regarding termination and nonrenewal of their contracts as provided by law, and that said notice be substantially in the following form:

NOTICE OF TERMINATION AND NONRENEWAL

Dear:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 31, held April 18, 2016, a resolution was adopted by majority roll call vote to terminate your contract at the end of the current school year on June 8, 2016, and not to renew your contract for the 2016-2017 school year. Said action of the Board was taken pursuant to M.S. 122A.40, Subdivision 5.

You may officially request that the School Board give its reasons for the nonrenewal of your teaching contract.

Sincerely,

SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 31

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Clerk of the School Board

The motion for the adoption of the foregoing resolution was duly seconded by Melissa Bahr, and upon vote being taken, the following voted in favor: Carol L. Johnson, Ann Long Voelkner, Richard (Bill) Faver, Melissa Bahr, John Pugleasa, and Jeff Haack, and the following voted against: None.

WHEREUPON, said resolution was declared passed and adopted.

Melissa Bahr introduced the following resolution and moved its adoption:

RESOLUTION PROPOSING TO PLACE JODI QUADE AND KATHARINE MOLDE  
ON UNREQUESTED LEAVE OF ABSENCE

BE IT RESOLVED, by the School Board of Independent School District No. 31 as follows:

1. It is proposed that Jodi Quade and Katharine Molde be placed on unrequested leave of absence without pay and fringe benefits effective at the end of the 2015-2016 school year on June 8, 2016, pursuant to M.S. 122A.40 as listed:  
Jodi Quade .20 FTE  
Katharine Molde .50 FTE
2. Written notice shall be sent to said teacher regarding the proposed placement on unrequested leave of absence without pay or fringe benefits as provided by law and that the notice be in substantially the following form:

NOTICE OF PROPOSED PLACEMENT ON UNREQUESTED LEAVE OF ABSENCE

Dear:

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 31, held April 18, 2016, consideration was given to your placement on unrequested leave of absence without salary and fringe benefits as a teacher in the

employ of Independent School District No. 31, and a resolution was adopted by a majority vote of the Board, proposing your placement on unrequested leave of absence effective at the end of the 2015-2016 school year on June 8, 2016, for "XX" FTE pursuant to M.S. 122A.40, Subdivision 11, upon the grounds described in said statute and which are specifically as follows:

DISCONTINUANCE OF POSITION, LACK OF PUPILS, AND FINANCIAL LIMITATION

Under the provisions of the law, you are entitled to a hearing before the School Board provided you make a request in writing within fourteen days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the School Board's proposed action.

Sincerely,

SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 31

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Clerk of the School Board

3. That each and all of the foregoing grounds of said notice are within the grounds for unrequested leave placement as set forth in M.S. 122A.40, Subdivision 11, and are hereby adopted as though separately set forth and resolved herein.

The motion for the adoption of the foregoing resolution was duly seconded by John Pugleasa, and upon vote being taken, the following voted in favor: John Pugleasa, Richard (Bill) Faver, Ann Long Voelkner, Carol L. Johnson, Melissa Bahr, and Jeff Haack, and the following voted against: None.

WHEREUPON, said resolution was declared passed and adopted.

Carol L. Johnson introduced the following resolution and moved its adoption:

RESOLUTION TO OFFER CONTRACTS TO BRIAN MURPHY AND ANNA HAMANN

BE IT RESOLVED, by the School Board of Independent School District No. 31, to offer a contract to Brian Murphy for .56 FTE and Anna Hamann for .80 FTE for the 2016-17 school year.

The motion for the adoption of the foregoing resolution was duly seconded by John Pugleasa, and upon vote being taken, the following voted in favor: Ann Long Voelkner, Carol L. Johnson, Richard (Bill) Faver, Melissa Bahr, John Pugleasa, and Jeff Haack, and the following voted against: None.

WHEREUPON, said resolution was declared passed and adopted.

**First Reading of Revised SBR 400-30-1: Instruction – Class Size & SBR 400-30-1R: Instruction – Class Size Goals Administrative Procedures**

The motion was offered by Melissa Bahr, seconded by Carol L. Johnson, and carried by all in attendance to approve the first reading of SBR 400-30-1: Instruction – Class Size & SBR 400-30-1R: Instruction – Class Size Goals Administrative Procedures.

**Tentative Agreement with the United Food Service Workers Association for 2015-2017**

The motion was offered by John Pugleasa, seconded by Ann Long Voelkner, and carried by all in attendance to approve the provisions of SBR 200-60-1, the employment

agreement between Independent School District No. 31 and the United Food Service Workers Association for the period July 1, 2015, through June 30, 2017.

**Tentative Agreement with the Bus Drivers' Bargaining Unit for 2015-2017**

The motion was offered by Melissa Bahr, seconded by Carol L. Johnson, and carried by all in attendance to approve the provisions of SBR 200-50-1, the employment agreement between Independent School District No. 31 and the MSEA for Bus Drivers for the period July 1, 2015, through June 30, 2017.

**First Reading of SBR 500-30-1: Reimbursement of Parents for Travel Relating to Disabled Students Placed in Another School District**

The motion was offered by Ann Long Voelkner, seconded by Melissa Bahr, and carried by all in attendance to approve the first reading of revised SBR 500-30-1: Reimbursement of Parents for Travel Relating to Disabled Students Placed in Another School District.

HIGHEST LEVEL OF STUDENT SUCCESS

**Grand Canyon University Student Teacher Agreement**

Carol L. Johnson introduced the following resolution and urged its adoption:

RESOLUTION TO ENTER INTO A STUDENT TEACHING AGREEMENT  
WITH GRAND CANYON UNIVERSITY

BE IT RESOLVED, that Bemidji Area Schools enter into an agreement with Grand Canyon University for the purpose of providing student teaching, practicum, and observation experiences for students from Grand Canyon University for the period April 7, 2016 and ending April 7, 2017.

BE IT RESOLVED, that the chairperson hereby is authorized to execute such agreement.

The above resolution was seconded by John Pugleasa, and a tabulation of votes is as follows:

AYES: Richard (Bill) Faver, Ann Long Voelkner, Melissa Bahr, John Pugleasa,  
Carol L. Johnson, and Jeff Haack  
NOES: None  
ABSENT: None

WHEREUPON, the above resolution was declared passed and adopted.

**Memorandum of Agreement – Northland Community and Technical College**

Melissa Bahr introduced the following resolution and urged its adoption:

RESOLUTION TO ENTER INTO AN AGREEMENT WITH  
NORTHLAND COMMUNITY AND TECHNICAL COLLEGE

WHEREAS, Bemidji Area Schools will enter into an agreement with Northland Community and Technical College for the purpose of providing a clinical experience/ internship for students enrolled in the Certified Occupational Therapy Assistant program for the period August 1, 2016 through July 31, 2021.

BE IT RESOLVED, that the School Board Chairperson is authorized to execute such agreement with Northland Community and Technical College.

The above resolution was seconded by John Pugleasa, and a tabulation of votes is as follows:

AYES: Ann Long Voelkner, John Pugleasa, Richard (Bill) Faver, Melissa Bahr, Carol L. Johnson, and Jeff Haack  
NOES: None  
ABSENT: None

WHEREUPON, the above resolution was declared passed and adopted.

### **North Dakota State University Student Teaching Agreement**

John Pugleasa introduced the following resolution and urged its adoption:

#### RESOLUTION TO ENTER INTO A STUDENT TEACHING AGREEMENT WITH NORTH DAKOTA STATE UNIVERSITY

BE IT RESOLVED, that Bemidji Area Schools enter into an agreement with North Dakota State University for the purpose of providing student teaching, practicum, and observation experiences for students from NDSU for the 2016-2017 school year.

BE IT RESOLVED, that the chairperson hereby is authorized to execute such agreement.

The above resolution was seconded by Carol L. Johnson, and a tabulation of votes is as follows:

AYES: Carol L. Johnson, Melissa Bahr, John Pugleasa, Richard (Bill) Faver, Ann Long Voelkner, and Jeff Haack  
NOES: None  
ABSENT: None

WHEREUPON, the above resolution was declared passed and adopted.

### UPCOMING EVENTS

May School Board Meeting – Monday, May 16, 2016, **5:00 p.m.** (*Time change due to BHS Choir Concert at 7:30 p.m.*)

Bemidji High School Hall of Fame Banquet – Monday, May 2, 2016, 6:00 p.m.

Horace May Second Grade Play – May 5, 1:30 & 7:00 p.m. and May 6, 9:30 a.m.

Bemidji High School American Indian Honors Banquet – Thursday, May 12, 6:00 p.m.

### OTHER

#### **Once Around the Table**

School Board Members shared their observations of events in the district.

### ADJOURNMENT

The motion was offered by John Pugleasa, seconded by Carol L. Johnson, and carried by all in attendance to adjourn. Time: 9:37 p.m.

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John Pugleasa, Clerk

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Date Approved

\_\_\_\_\_  
Jeff Haack, Chair

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Date Approved