

**MINUTES OF THE REGULAR SCHOOL BOARD MEETING  
BEMIDJI AREA SCHOOLS  
NOVEMBER 21, 2016**

The regular meeting of the Board of Education, Bemidji Area Schools, Bemidji, Beltrami/Hubbard Counties, Minnesota, was held on Monday, November 21, 2016 at 6:30 p.m., in the District Office Board Room.

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

MEMBERS ABSENT: John Pugleasa  
Nicole Jensen, Student Representative

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

PREVIEW OF AGENDA – SUPERINTENDENT JAMES HESS

APPROVAL OF AGENDA

The motion was offered by Richard (Bill) Faver, seconded by Carol L. Johnson, and carried by all in attendance to approve the agenda.

CONSENT AGENDA

The motion was offered by Ann Long Voelkner, seconded by Carol L. Johnson, and carried by consent to approve the following items:

- A. Minutes from the October 17, 2016, November 9, 2016, and November 15, 2016 School Board Meetings
- B. Current Bills and Special Checks Totaling: \$3,810,532.24
- C. Noncertified Staff Resignations: Wendy Bowman, Katie Johnson, Vern Kolkin, LeRoy Morris, Susanne Rabel, Anne Schmidt

SPECIAL TOPICS

**Program Spotlight:** Bemidji High School Industrial Technology Department – Brian Stefanich, Andy Olson, Chris Conway, Tony Hommes, and Jacob Smith

DONATION

The motion was offered by Richard (Bill) Faver, seconded by Ann Long Voelkner, and carried by all in attendance to accept the donations of \$1,000.00 from Ottertail Power Company, \$1,000.00 from Beltrami Electric Cooperative Trust, \$2,500.00 from Karvako Engineering, PA, \$500.00 from Northwest Tire, and 5 manikins valued at \$545.00 from Lisa Papp-Richards and Marilyn Geller.

NEW SCHOOL PLANNING

**Summary of Meeting with Grant Valley Township Board**

Superintendent Hess reviewed the meeting with Grant Valley Township Board Members and meeting participants regarding Gene Dillon Elementary School building time line. He

also noted that we received the Gene Dillon Elementary School Building Permit from Beltrami County.

### **Bid Opening**

Superintendent Hess informed the Board of Gene Dillon Elementary School bid opening meeting set for December 8, 2016, at 2:00 p.m.

### **EFFECTIVE AND EFFICIENT OPERATIONS**

#### **First Reading of SBR 300-90-2: Finance - Uniform Grant Guidance Policy Regarding Federal Revenue Sources**

The motion was offered by Carol L. Johnson, seconded by Melissa Bahr, and carried by all in attendance to approve the first reading of SBR 300-90-2: Finance - Uniform Grant Guidance Policy Regarding Federal Revenue Sources.

#### **First Reading of Revised SBR 200-10-2: Personnel – Teacher Evaluation Policy and SBR 200-10-2R: Personnel – Teacher Evaluation Program Administrative Procedures**

The motion was offered by Ann Long Voelkner, seconded by Melissa Bahr, and carried by all in attendance to approve the first reading of SBR 200-10-2: Personnel – Teacher Evaluation Policy and SBR 200-10-2R: Personnel – Teacher Evaluation Program Administrative Procedures.

#### **Bemidji Area Schools 2016-2017 School Improvement & Staff Development Plans**

Kathy Palm, Director of Curriculum & Administrative Services, reported on the Bemidji Area Schools 2016-2017 School Improvement and Staff Development Plans. No action was taken.

#### **Enrollment Update**

Chris Leinen, Director of Business Services, explained the student enrollment projection system. This model projects our K-12 ADM to grow by 67.7 in 2017. Growth is projected to occur at the Middle School level over the next five years as larger elementary classes make their way through the system. No action was taken.

#### **John Pogleasa School Board Member Resignation**

The motion was offered by Richard (Bill) Faver, seconded by Carol L. Johnson, and carried by all in attendance to accept the resignation from John Pogleasa effective immediately.

#### **School District Clerk Position**

Melissa Bahr was nominated by Richard (Bill) Faver, seconded by Ann Long Voelkner, and upon vote being taken, Melissa Bahr was duly elected to the office of District Clerk for the remainder of 2016.

#### **Designating Identified Official With Authority to Access MDE External User Access Recertification System**

Ann Long Voelkner introduced the following resolution and urged its adoption:

RESOLUTION DESIGNATING MINNESOTA DEPARTMENT OF EDUCATION  
EXTERNAL USER ACCESS RECERTIFICATION SECURE SYSTEMS  
AUTHORIZATION

WHEREAS, MDE's External User Access Recertification System is a password protected website for members of educational organizations who have received prior approval to access statewide testing and graduation information. On behalf of Bemidji Area Schools, Kathy Palm is designated by the School Board as the authorized representative for the secure site for Minnesota Department of Education Secure Systems information. This School Board action will be forwarded to the Minnesota Department of Education as a matter of record.

THEREFORE BE IT RESOLVED, the School Board of Independent School District No. 31, Bemidji, Minnesota, designates Kathy Palm, Director of Curriculum and Administrative Services, as the Identified Official with Authority with the Minnesota Department of Education for External User Access Recertification System related to the testing and graduation information of Independent School District No. 31, Bemidji Area Schools.

The motion for the foregoing resolution was seconded by Carol L. Johnson, and a tabulation of votes is as follows:

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

WHEREUPON, the foregoing resolution was duly passed and adopted.

HIGHEST LEVEL OF STUDENT SUCCESS

**Fall 2016 State Competition Participant Recognition**

Members of the Boys Cross Country, Boys Soccer, Girls Cross Country, Girls Swimming, Girls Tennis, All State Choir, and All State Orchestra were recognized for their outstanding accomplishments for participating at the highest level of competition under the Minnesota State High School League.

**Fall 2016 Measures of Academic Progress (MAP) & AIMSweb Results**

Kathy Palm, Director of Curriculum & Administrative Services, provided an update on Fall 2016 MAP and AIMSweb Results. Reading Results – Bemidji students are performing well in Literature. Grades 6 and 8 need more focus on vocabulary. Math Results – Overall Bemidji students are performing well in math. AIMSweb Grades K & 1 Reading & Math Results – Our youngest students are stronger in math than reading. We will measure and report their growth in the spring of the year.

SAFE AND WELCOMING ENVIRONMENT

Superintendent Hess thanked the Bemidji Police Department and Beltrami County Sheriff's Office for their assistance and added safety when we were alerted to a recent security threat concerning all Northern Minnesota school districts.

UPCOMING EVENTS

December School Board Meeting – Monday, December 19, 2016, 4:30 p.m. (Time change due to Bemidji High School Choir Concert at 7:30 p.m.)

OTHER

**Q-Comp Update**

Jordan Hickman, Director of Human Resources, provided an update on the Q-Comp staff positions. The Peer Evaluator Coordinator and PLC/Q-Comp Coordinator positions have been filled. No Action was taken.

**One District-One Book Update**

Superintendent Hess provided a wrap-up from the One District-One Book reading initiative in the school district. Donations of over \$13,000 were received and the district purchased over 2,850 copies of the book, The World According to Humphrey for elementary students in the Bemidji Area Schools, St. Philips, Heartland, and St. Mark's.

**Once Around the Table**

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

ADJOURNMENT

The motion was offered by Carol L. Johnson, seconded by Melissa Bahr, and carried by all in attendance to adjourn. Time: 7:55 p.m.

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Melissa Bahr, Clerk

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Date Approved

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Jeff Haack, Chair

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Date Approved