

**ISD 877
BOARD OF EDUCATION MEETING**

**Monday, August 23, 2010
Board Room
7:00 p.m.**

MINUTES

1. **CALL TO ORDER BY CHAIR DAVE WILSON AT 7:00 P.M. AND ROLL CALL**

Present: Patti Pokorney, Doug Olson, Sue Lee, Dave Wilson, Jeff Mattson, Rolf Mohwinkel

Absent: Melissa Brings

2. **PRELIMINARY ACTIONS**

A. Pledge of Allegiance

B. Public Comment - none

C. Approval of Agenda – added Student Council Report by Carmen Huhn under Communications and additions to the Personnel Consent Agenda

Rolf/Sue to approve

Motion carried 6-0

3. **COMMUNICATIONS**

A. Board Calendar Dates

1. Thursday, August 26, 2010 – New Teacher Luncheon, 11:45 a.m., NES

2. Wednesday, September 1, 2010 - District Welcome Back, 9:00 a.m., BHS

3. Monday, September 13, 2010 - Board Workshop, 4:30 p.m., Board Room

4. Monday, September 27, 2010 - Board Meeting, 7:00 p.m., Board Room

B. Student Council Report – Carmen Huhn, Global Journey is this year's homecoming theme. Weekly activities have been set.

4. **CONSENT AGENDA**

A. Personnel Consent Agenda

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

1. Amy Illies, Title I Teacher at Parkside Elementary effective August 30, 2010. This is a replacement for Michelle Kanarski.

2. Shari Trussoni-Cusick, long-term substitute Special Education Teacher at Buffalo Community Middle School effective August 30, 2010 and ending June 10, 2011. This is a replacement for Ryan Rehnstrand.

3. Mark Preissing, Community Education Program Coordinator effective August 2, 2010. This is a replacement for Billy Soden and Sandy Nybakken.

4. Michael Yanko, Secondary JAG Teacher at Buffalo High School effective

- August 30, 2010. This position was previously funded as an employee of NWSISD.
5. Cynthia Goding, 3rd Grade Teacher at Tatanka Elementary effective August 30, 2010. This is a replacement for Lisa Berg.
 6. Debra Bestland, Dance Teacher at Buffalo High School effective August 30, 2010. This is due to NWSISD funding and district budget allocation
 7. Margaret Beck, Special Education ESP at Hanover Elementary effective September 7, 2010. This is a replacement for Colleen Theinesen.
 8. Renae Jacobs, Special Education ESP at Tatanka Elementary effective September 7, 2010. This is a replacement for Jennie Buttenhoff.
 9. Kathleen Schmidt, Special Education ESP PREP Program, effective September 7, 2010. This is a new position due to the enrollment of a student.
 10. Linda Carlson, ECSE Teacher effective August 30, 2010. This is a rehire.
 11. Rick Toso, part-time Administrator at Discovery Elementary, effective August 1, 2010.
 12. Jim Kocherer, Ag Teacher at Buffalo High School effective August 23, 2010 and ending June 10, 2011. This is a replacement for Todd Lubben.

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

1. Lisa Berg, 3rd Grade Teacher at Tatanka Elementary, resignation effective August 23, 2010.
2. Kate Haggerty, Special Education ESP at Buffalo High School, resignation effective August 23, 2010.
3. Melanie Lichtenberg, ESP at Tatanka Elementary, resignation effective August 23, 2010.
4. Laurie Raymond, Social Studies Teacher at Buffalo High School, retirement effective January 28, 2011.
5. Theresa Eull, Food Service Aide at Buffalo High School, resignation effective August 19, 2010.
6. Linda Keyes, Community Education Records/Open Doors Secretary, retirement effective November 18, 2010.
7. Amanda Edmonson, part-time Custodian at Northwinds Elementary, resignation effective August 20, 2010.

TRANSFER/CHANGE IN ASSIGNMENT - Approve the following transfer/change in assignment:

1. Cindy Kotz, from Grade 4/5 Combination Classroom to 4th Grade Teacher at Parkside Elementary effective August 30, 2010. This is due to an enrollment shift.
2. Mike Quady, from .8 Media Generalist and .2 TOSA Administrative Assistant at Parkside Elementary to 1.0 Media Generalist at Parkside/Discovery Elementary Schools effective August 30, 2010.
3. Barb Janski, 10 additional days as Special Education Coordinator effective July 1, 2010 and ending June 30, 2010.
4. Gary Cocchiarella, from 2nd Shift Rotation Custodian at Buffalo High School

- to 2nd Shift Custodian at Northwinds Elementary effective August 16, 2010. This is a replacement for Tom Weineck.
5. Richard Thompson, from 2nd Shift Lead Custodian to 2nd Shift Rotation Custodian at Buffalo High School effective August 16, 2010. This is a replacement for Gary Cocchiarella.
 6. Linda Augustson, addition of .5 hours/day as Health ESP at Tatanka Elementary effective September 7, 2010. This is a replacement for Jennie Buttenhoff.
 7. Lori Schimmele, ESP at Discovery Elementary, decrease in Supervisory position from .75 to 0 hours/day effective September 7, 2010. This is due to restructuring.
 8. Rachel Lehn, ESP at Parkside Elementary, increase in Instructional position from 1.5 to 2.25 hours/day and increase in Supervisory position from .5 to 1.25 hours/day effective September 7, 2010. This is due to reorganization due to Title I funding.
 9. Nina Peterson, ESP at Parkside Elementary, increase in Instructional position from 2.0 to 4.75 hours/day, decrease in Supervisory position from 1.25 to 1.0 hours/day and decrease in ARRA position from 1.75 to 0 hours/day effective September 7, 2010. This is due to reorganization due to Title I funding.
 10. Amy Johnson, ESP at Parkside Elementary, decrease in Instructional position from 1.75 to .5 hours/day and addition of 1.25 hours/day as Title I effective September 7, 2010. This is due to reorganization due to Title I funding.
 11. Amie Nowak, ESP at Discovery Elementary, .75 hours/day as Supervisory, from 3 days/week to 5 days/week effective September 7, 2010. This is due to a relocation of hours.
 12. Ann Landwehr, Title I Teacher, additional .11 FTE at St. Francis School effective August 30, 2010.
 13. Vicki Cary, additional 10 days as TOSA Diversity Coordinator, effective July 1, 2010 and ending June 30, 2011.

LEAVE OF ABSENCE – Approve the following request for leave of absence:

1. Barb Moll, Special Education Teacher at Buffalo High School, leave of absence effective on or about November 16, 2010 and ending January 3, 2011.
2. Jennifer Wolden, KidKare Supervisor at Hanover Elementary, leave of absence effective July 16, 2010 and ending August 9, 2010.
3. Todd Lubben, Ag Teacher/FFA Advisory at Buffalo High School, leave of absence effective August 30, 2010 and ending June 10, 2011.
4. Heather Tierney, English Teacher at Buffalo High School, leave of absence effective August 30, 2010 and ending October 8, 2010.
5. Jane Gile, Math Teacher at Buffalo High School, leave of absence effective on or about November 16, 2010 and ending on or about April 11, 2011.
6. Jeff Erickson, Science Teacher at Buffalo Community Middle School, request for leave of absence effective August 30, 2010 and ending June 10, 2011.

B. Check Disbursements - Payroll checks # 189872 through 189922, and 125597 through 126396, amounting to \$1,138,628.64. P-card disbursement checks 18502 to 19030, totaling \$203,200.32. Handwritten checks 146366 through 146374, Bill-pay wires 18127 through 18130, 18498 through 18501. Employee reimbursement checks 90002139 through 90002170, and Accounts Payable checks 147337 through 147727, for the period of July 12 – August 16 as follows:

01	GENERAL FUND	1,533,963.67
02	FOOD SERVICE	14,001.64
04	COMMUNITY SERVICE	44,071.83
05	CAPITAL OUTLAY	283,726.43
06	NEW BUILDING	.00
07	DEBT SERVICE	1,350.00
09	ACTIVITY FUND	21,349.90
16	ALTERNATIVE FACILITIE	.00
	TOTAL	\$1,898,463.47

C. Electronic Fund Transfers - A list of the electronic fund transfers occurring in the official depositories (for the period of July 1 – July 31) is as follows:

Date	Vendor & Purpose	Amount
7/7/10	Delta Dental – Dental Insurance	5,990.22
7/7/10	BMO Corporate MasterCard – P-Card	203,199.32
7/12/10	Xcel Energy – Utility	2,318.99
7/12/10	Xcel Energy – Utility	255.72
7/13/10	Xcel Energy – Utility	172.18
7/13/10	Xcel Energy – Utility	3,909.28
7/14/10	Delta Dental – Dental Insurance	10,933.93
7/15/10	Educators Benefit Consultants – Deferred Annuities	9,191.03
7/15/10	Chicago USA Tax Pmt – Federal Taxes	86,660.54
7/15/10	MN Dept. of Revenue – State Taxes	14,281.00
7/21/10	Delta Dental – Dental Insurance	10,304.26
7/28/10	US Bank – \$42,400,000 2003 G.O. Bond	803,551.25
7/28/10	Bond Trust – \$20,340,000 2008 G.O. Bond	414,900.00
7/28/10	Bond Trust – \$9,100,000 2005 G.O. Bond	109,425.00
7/28/10	Bond Trust – \$10,845,000 2005 G.O. Bond	435,630.14
7/28/10	Delta Dental – Dental Insurance	11,018.63
7/30/10	Educators Benefit Consultants – Deferred Annuities	9,591.03
7/30/10	Chicago USA Tax Pmt – Federal Taxes	78,747.75
7/30/10	MN Dept. of Revenue – State Taxes	<u>12,880.88</u>
	Total	2,222,961.15

D. Minutes - July 13, 2010

E. Donations

1. \$158.40 from Wells Fargo Support Campaign to HES
2. \$24 from General Mills to NES

3. \$133.30 from Dean Foods-Land O" Lakes Milk Tops program to NES
4. \$89.55 from Kwik Trip Milk Moola to NES

Mattson/Lee to approve
Motion carried 6-0

5. ACTION ITEMS

- A. Middle School Handbook, Anita Underberg
Revision addresses use of cell phones and Ipods during the school day. Allows use with the approval of the classroom teacher for instructional reasons.

Pokorney/Olson to approve
Motion carried 6-0

- B. District Academic Goals Target Revision, Pam Miller
To meet the 100% NCLB goal by 2014, we will need to see an annual 7.7% increase in the overall percentage of students meeting proficiency standards on the MCA-IIs in math and an annual 5.4% increase in the overall percentage of students meeting proficiency standards on the MCA-IIs in reading. District goal is to score at the 90th percentile or above in school percentile ranks established by NWEA for fall to spring growth index averages at all grade levels in both reading and math.

Pokorney/Lee to approve

Discussion: Hope this information and successes are shared with parents and the public. Have already shared with administration and will share with Community Teaching and Learning Council. Will look at communicating through the Insider and website and will include in the Annual Report. Will encourage sharing information with the parent organizations.

Motion carried 6-0

- C. Substitute Pay Rates, Gary Kawlewski

Rates were revised in March for custodians and ESPs with a recommendation to review this summer. No change in the rates is suggested at this time. Have not had as much difficulty getting subs.

Lee/Mattson to approve
Motion carried 6-0

- D. Transportation - Arlanda Avenue Stop, Gary Kawlewski

Transportation Committee met to review various issues. Have the authority to use 4-way amber lights for the Arlanda pick-up and street is wide enough to allow traffic to pass by. Have met with Chief of Police Weinzeitl who supports this. Will not

recommend a change for the Pulaski Road stop. Road is narrower and there is a double yellow line for no passing.

Pokorney/Mohwinkel to approve
Motion carried 6-0

6. REPORTS

A. MCA II Results and AYP Status, Pam Miller

Scoring above the state in math, reading and writing. In reading, scored above the state average and made improvement at every grade level from 2009. EL, Asian Pacific and Hispanic subgroups did not meet the state average. Free and reduced population has changed due to current economic situations. In math, saw increases in all grades but 5, 7, 8. Scored higher than the MN average at all grades except grade 7. Discovery and Parkside made AYP this year as individual sites. As required, we will notify parents of the needs improvement status and the subgroups not making AYP. Montrose is in its second year as a Title I building not making AYP. Therefore, the district must notify the Montrose parents of the status and that they may decide to have their children attend a different school in the district. Only option is to transfer the child to Parkside which is not on the “needs improvement” list. Discovery is not an option since it is already a school of choice in the district. Must develop and implement an improvement plan for the Montrose site. Made AYP in 69 out of 90 cells which is cause for celebration.

B. Levy Process and Timelines, Gary Kawlewski

Preliminary certification will come out from the State in September. Will ask to approve the maximum levy at the September Board meeting. The Truth in Taxation presentation will be made at the December Board meeting.

C. Policy Revisions - 400 Series

Presenter: Moreen Martell

1. #412 Expense Reimbursement – NEW – due to legislation on air travel credit.
2. #404 Employment Background Checks – clarification and legal references
3. #406 Public and Private Personnel Data – allows release of employee’s home contact information in an emergency
4. #414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse - clarification
5. #415 Mandated Reporting of Maltreatment of Vulnerable Adults – clarification and legal references
6. #417 Chemical Use and Abuse – legal references
7. #418 Drug Free Work Place/Drug Free School – legal references
8. #419 Tobacco Free Environment – definition of smoking updated and legal references
9. #423 Employee-Student Relationships – School District Action included and legal references

Legal references are very useful.

7. COMMITTEE REPORTS

- PP – NWSISD – emphasis has been on integration and education but that has changed to increasing the achievement gap. Funding is on the table at the legislature. Attended negotiation sessions with ESPs. Transportation Committee.
- SL – negotiations with Office Personnel. Attended SHIP meeting – grant funds are available.
- RM – Transportation Committee

8. SUPERINTENDENT'S REPORT

- Administrative Team held their retreat on August 16-17. Very informative retreat and thanked Pam for her work. Also acknowledged her work on the Data Retreat held last week.
- Attended the new teacher and 3rd year teacher sessions today and will attend the 2nd year teacher group tomorrow. The new teacher induction program is excellent and valuable for faculty.
- Setting up introductory meetings with administrators.
- Transportation training meeting
- Federal Jobs bill

9. OTHER

Olson/Mattson to adjourn at 8:26 p.m.

Respectfully submitted,

Jeff Mattson, Acting Clerk
ISD 877 Board of Education