

MINUTES

1. CALL TO ORDER by Chair Dave Wilson at 7:00 p.m. AND ROLL CALL

Present: Laurie Raymond, Doug Olson, Sue Lee, Dave Wilson, Patti Pokorney,

Absent: Dean Perry, Melissa Brings

2. PRELIMINARY ACTIONS

A. Pledge of Allegiance

B. Public Comment – none

C. Approval of Agenda

Pokorney/Raymond to approve

Motion carried 5-0

3. COMMUNICATIONS

A. Student Council Report, Michael Swearingen – Preparations for RAVE (Respect and Value Everyone) week, working to improve this event. NHS Snow Days in January/February and Student Council will host the dance. Collected \$1000 for the Food Drive and Backpack program for wRightChoice.

B. Proud of

1. Peter Deneen, Avery Eich, Cat LaCasse, Adriana Weise and Elizabeth LaCasse, BCMS students, who were selected to participate in the American School Band Directors' Association Small Ensemble Day.

2. BHM Staff members - Bev Logas Koopman, Jon Holtz, Barb Janski, Becca Young, Beth Nelson, Stacey Anderson, Kara Frazier and Deb Scherber who received an Unsung Heros Award for their "Walking in Someone Else's Shoes" student writing project. The project is a finalist for a \$25,000 award.

C. Board Calendar Dates

1. Monday, December 10 - Board Meeting 7:00 p.m., Board Room

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. Ashley Schiferli, short-term substitute Spanish Teacher at Buffalo High School effective October 28, 2012 and ending December 10, 2012. This is a replacement for Nancy Eiyneck.
2. Bonnie Kolbinger, Special Education ESP at PRIDE effective October 29, 2012. This is due to restructuring.
3. Patricia Kollar, Food Service Aide at Buffalo High School effective October 23, 2012. This is a replacement for Molly Aurentz.
4. Diane Rethke, long-term Food Service Aide at Buffalo High School, effective October 29, 2012 and ending June 6, 2013. This is a replacement for Lori Pierce.
5. Sara Mart, Special Education ESP at Buffalo High School effective October 15, 2012 and ending January 18, 2013. This is temporary due to student needs.
6. Lisa Chrest, ESP at Parkside Elementary, effective November 6, 2012. This is a replacement for Amy Johnson.
7. Laura Halldin, High Potential Services Coordinator for no more than 360 hours from October 22, 2012 to June 30, 2013. This is a replacement for Ed Cox.
8. Barb Demmer, short-term substitute Title I Teacher at Discovery Elementary, effective November 9, 2012 and ending December 12, 2012. This is a replacement for Nicole Danielson.
9. Samantha Redepenning, short-term substitute Math Teacher at Buffalo High School, effective on or about January 2, 2013 and ending February 1, 2013. This is a replacement for Stacy Eggers.
10. Brittany Bauernschmitt, .5 Kindergarten Teacher at Parkside Elementary effective November 19, 2012, then additional assignment as .5 Extended Day Teacher effective December 18, 2012. This is a replacement for Sarah Olsen.

RESIGNATION – Approve the following resignations:

1. Amy Johnson, ESP at Parkside and ECSE, resignation effective November 2, 2012.

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

1. Lori Pierce, from Food Service Aide to long-term substitute Food Service Assistant – Cashier at Buffalo High School effective October 29, 2012 and ending June 6, 2013. This is a replacement for Dee Ruter.
2. Thomas Janzen, from Custodian at Buffalo High School to Grounds/Maintenance at Discovery Center, effective on or about December 17, 2012. This is a replacement for Glen Krause.
3. Brad Faue, from 2nd Shift Custodian at Buffalo Community Middle School to Custodian at Buffalo High School effective on or about December 17, 2012. This is a replacement for Thomas Janzen.
4. Janice Skelly, Transportation ESP at Buffalo Community Middle School, increase of .5 hours/day effective October 16, 2012.
5. Kjersten Frechette, Transportation ESP at Buffalo Community Middle School, decrease of .5 hours/day effective October 1, 2012.
6. Anna Palmer, long-term substitute Special Education ESP at Parkside Elementary, extension of assignment to December 20, 2012.

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

1. Jana Russell, Custodian at Buffalo High School, request for leave of absence effective October 23, 2012 and ending December 5, 2012.
2. Roy Henry Jr., District Maintenance, request for leave of absence effective November 29, 2012 and ending on or about December 24, 2012.
3. Ginger Olson, KidKare staff, request for leave of absence effective December 4, 2012

and ending January 7, 2013.

4. Marlene Rudenick, Special Education ESP at Parkside Elementary, extension of leave of absence beginning on or about November 23, 2012 and ending December 20, 2012.
5. Rebecca Karna, Business Education Teacher at Buffalo High School, request for leave of absence effective on or about January 22, 2013 and ending June 7, 2013.
6. Jean Pohlman, Print Shop Operator, request for leave of absence effective December 10, 2012 and ending March 4, 2013.

CONTRACTS

1. 2012-14 Agreement - Community Education Recreation Program Supervisor
2. 2012-14 Master Contract between ISD 877 and School Food Service Personnel

B. Check Disbursements

Payroll checks # 196155 through 196342 and 161211 through 162757, amounting to \$2,931,903.68. P-card disbursement checks 30090 to 30513, totaling \$144,944.84. Handwritten checks 155460 through 155467, Bill-pay wires 300088 through 30089, and 30514 through 30515. Employee reimbursement checks 90004681 through 90004814, and Accounts Payable checks 156604 through 157031, for the period of October 22 – November 19 as follows:

01	GENERAL FUND	1,843,420.87
02	FOOD SERVICE	113,337.96
04	COMMUNITY SERVICE	50,492.93
05	CAPITAL OUTLAY	168,731.35
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	45,726.49
16	BUILDING CONSTRUCTION	.00
47	DEBT REDEMPTION	.00
	TOTAL	\$2,221,709.60

C. Electronic Fund Transfers

A list of the electronic fund transfers occurring in the official depositories (for the period of Oct. 1 – Oct. 31) is as follows:

Date	Vendor & Purpose	Amount
10/1/12	Educators Benefit Consultants – Deferred Annuities	34,983.05
10/1/12	MN Dept. of Revenue – State Taxes	51,565.50
10/4/12	Xcel Energy – Utility	296.23
10/4/12	Delta Dental – Dental Insurance	6,919.85
10/4/12	Xcel Energy – Utility	2,544.84
10/5/12	BMO Corporate MasterCard – P-Card	145,390.88
10/09/12	Select Account – Health Insurance	386,400.00
10/11/12	Delta Dental – Dental Insurance	8,029.58
10/15/12	MN Dept. of Revenue – Sales Taxes	1,221.00
10/15/12	Chicago USA Tax Pmt – Federal Taxes	294,238.24
10/16/12	Educators Benefit Consultants – Deferred Annuities	35,046.62
10/16/12	MN Dept. of Revenue – State Taxes	52,922.13
10/17/12	Delta Dental – Dental Insurance	7,238.73

10/24/12	Delta Dental – Dental Insurance	8,745.07
10/26/12	Xcel Energy – Utility	3,702.59
10/26/12	Xcel Energy – Utility	42.70
10/30/12	Chicago USA Tax Pmt – Federal Taxes	304,171.78
10/31/12	Educators Benefit Consultants – Deferred Annuities	34,745.95
10/31/12	MN Dept. of Revenue – State Taxes	54,724.28
10/31/12	Delta Dental – Dental Insurance	<u>9,637.76</u>
Total		1,442,566.78

D. Minutes - October 22, 2012 Regular Meeting and November 13, 2012 Special Meeting

E. Donations/Grants

1. \$225 from Domino's Dough Raising Night to DES
2. \$148.45 from Kwik Trip to PES
3. \$3464 from Hanover Athletic Association for the Physical Education Department - Rollerskating Residency
4. \$200 giftcard from the Target Facebook page to HES
5. \$1000 from Buffalo Lions Club to BHS Scholarships
6. \$200 from Domino's Dough Raising Night to PES
7. \$518.21 from Wells Fargo Support Campaign to HES
8. \$2000 from Scholarship America/ING to DES for Unsung Heroes Awards Project
9. \$200 from Alerus Mortgage Refer a Friend Program to BHS
10. \$100 from Alerus Mortgage Refer a Friend program to BHM Schools - Erik and Ann Tropple
11. \$150 from Debra McCormick for DES Student Activity Account
12. \$200 from Samuelson Custom Cabinetry to DES Student Activity Account
13. \$20 from Rod and Leslie Walz to DES Student Activity Account
14. \$20 from Michael and Tonia Swartzer to DES Student Activity Account
15. \$20 from Dan and Linda Opsahl to DES Student Activity Account
16. \$15 from Matthew and Annie Powers to DES Student Activity Account
17. \$100 from Allina Dollars 4 Doers to BHS Marching Band - Patrick Egan
18. \$100 from JustGive. org to DES - Capella University

2012-14 Food Service Contract is included. Salary changes are 1.25% in Year 1 and 2.5% in Year 2. This is a positive and gracious group.

Lee/Olson to approve
Motion carried 5-0

5. ACTION ITEMS

- A. Out-of-State Trip – France, Jason Swanson
Date Change to leave March 22 and return on March 31st allows a direct flight. There are 23 students participating with three chaperones.

Pokorney/Lee to approve
Motion carried 5-0

B. Volunteer Handbook, Kim Carlson

This is now a district-wide Volunteer Handbook. Minor grammatical changes since first presentation.

Lee/Olson to approve
Motion carried 5-0

C. 2012-13 Teacher Seniority List, Anita Underberg

List has been updated to include new continuing contract staff. List has been posted according to contract for 20 days.

Raymond/Pokorney to approve
Motion carried 5-0

Discussion - First 100 names on list average 25 years of service each.

D. Policy Review - Final Reading, Moreen Martell

1. 500 Series - Students

- a. #501 School Weapons Policy
- b. #502 Search of Student Lockers, Desks, Personal Possessions and Student's Person
- c. #503 Student Attendance
- d. #509 Enrollment of Nonresident Students
- e. #512 School-Sponsored Student Publications and Activities
- f. #513 Student Promotion, Retention Program
- g. #520 Student Surveys
- h. #521 Student Disability Non-Discrimination
- i. #525 Violence Prevention
- j. #530 Immunization Requirements
- k. #531 The Pledge of Allegiance
- l. #533 Wellness

2. Series 600 - Education Programs

- a. #603 Curriculum Development
- b. #604 Instructional Curriculum
- c. #609 Religion
- d. #613 Graduation Requirements
- e. #616 School District System Accountability

3. 700 Series - Noninstructional Operations and Business Services

- a. #707 Transportation of Public School Students
4. Policies Needing 5-Year Review
- a. #102 Equal Opportunity
 - b. #104 School District Mission Statement
 - c. #201 School Board Operational Philosophy and Goals
 - d. #203.1 School Board Procedures; Rules of Order
 - e. #203.2 Order of the Regular School Board Meeting
 - f. #203.6 Consent Agendas
 - g. #204 School Board Meeting Minutes
 - h. #402 Disability Nondiscrimination
 - i. #420 Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions
 - j. #907 Rewards

Policy 613 has been revised since the First Reading of policies, deleting some old language.

Pokorney/Lee to approve
Motion carried 5-0

6. REPORTS

A. Annual Report Preview, Pam Miller

This is a mandated report including GRAD Results, MCA-II results, MAP results, Grade 10 PLAN Results and Grad 11-12 ACT Results. The report is put on the District website and notification is posted in the District *Insider*.

B. Enrollment Projection 2013-14, Gary Kawlewski

Projecting a very slight increase next year but then decreasing for the next five years. Number of resident students attending elsewhere increased to 645 students for 2011-12. Top three locations where students are going are Delano, Rockford and Watertown-Mayer. Nonpublic enrollment shows 86 students at Salem Lutheran and 226 students at St. Francis Catholic schools. Lost 129 students from October to June of 2011-12. Last year's projection was for 5739 and came in at 5742. Projections can be based on October 1st MARSS data, End of Year ADM and District Data. Kindergarten enrollment is being based on 19.6% of County births. Using a Merged Method, projecting an enrollment of 5759 for 2013-14. Building capacities show that enrollment may be tight at the middle school in some future years.

Discussion – Home schooled students are not included in these numbers except for the shared-time they attend school.

7. COMMITTEE REPORTS

LRaymond – wRightChoice

SLee – 877 Endowment – February 22 is Staff Showcase and April 11 is Porkchop Dinner

PPokorney – TES Parent Night, Ryan Ruten's Project Lead the Way – Engineering meeting.

Local manufacturers are providing project experience and internship opportunities.

8. SUPERINTENDENT'S REPORT

Presented information from Schools for Equity in Education regarding the inequity of school funding. Video and powerpoint show the funding inequity between “businessville” and “hometown” school districts. Asking for people to contact their legislators. Focus is to equalize levies which will lower taxes for our residents.

Discussion – roadblock is that state would need to pay more to equalize the funding.

9. OTHER

Olson/Raymond to adjourn at 8:12 p.m.

Respectfully submitted,

Melissa Brings, Clerk
ISD 877 Board of Education