

ISD 877  
BOARD OF EDUCATION MEETING

Monday, November 22, 2010  
Board Room  
7:00 p.m.

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**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, Melissa Brings,  
Jeff Mattson, Rolf Mohwinkel  
Absent: Carmen Huhn; Student Representative
2. PRELIMINARY ACTIONS
  - A. Pledge of Allegiance
  - B. Public Comment - none
  - C. Approval of Agenda

Add 5C – Appointment of Joy Kieffer as LEA Representative for filing the Title III Program Modification Plan

PPokorney/MBrings to approve as amended  
Motion carried 7-0

3. COMMUNICATIONS
  - A. Student Council Report, Carmen Huhn - absent
  - B. Proud of
  - C. Board Calendar Dates
    1. Monday, December 13, 2010 - 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. Matthew Deidrick, short-term substitute Math Teacher at Buffalo High School, effective November 16, 2010 and ending April 8, 2011. This is a replacement for Jane Gile.
2. Barbara Swenson, short-term substitute Family and Consumer Science Teacher at Buffalo Community Middle School, effective December 17, 2010 and ending January 28, 2011. This is a replacement for Amanda Hastings.
3. Leah Fuller, short-term substitute Special Education Teacher at Buffalo High

School, effective on or about November 16, 2010 and ending January 3, 2011. This is a replacement for Barb Moll.

4. Justin Hommerding, part-time Custodian at Tatanka Elementary, effective November 8, 2010. This is a replacement for Greg Gullickson.
5. Dan Dehmer, Social Studies Teacher at Buffalo High School, effective November 15, 2010. This is a replacement for Gerald Bakke.

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

1. Todd Manninen, from Special Education to Social Studies Teacher at Buffalo High School, effective January 31, 2011. This is a replacement for Laurie Raymond.
2. Deanna Folkerds, Special Education ESP at Northwinds Elementary, from 6 to 6.5 hours/day effective November 8, 2010 and ending June 9, 2011, due to student needs.
3. Dan Dehmer, short-term substitute Social Studies Teacher at Buffalo High School, extension of end date to November 12, 2010.

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

1. Katherine Gohl, Reading Teacher at Buffalo Community Middle School, request for leave of absence effective on or about February 7, 2011 and ending June 10, 2011.
2. Rebecca Karna, Business Teacher at Buffalo High School, request for leave of absence effective on or about January 25, 2011 and ending June 10, 2011.
3. Sheila Armstrong, ESP at Parkside Elementary, request for leave of absence effective December 1, 2010 and ending November 30, 2011.

CONTRACT – Approve the 2010-12 Labor Agreements:

1. Independent School District No. 877 and Education MN-Buffalo Educational Support Professionals, Local #7334.
2. Independent School District No. 877 and School Food Service Personnel

B. Check Disbursements - Payroll checks # 190412 through 190721, and 129016 through 130451, amounting to \$2,775,736.06. P-card disbursement checks 20365 to 21289, totaling \$118,236.47. Handwritten checks 146388 through 146395, Bill-pay wires 20361 through 20364. Employee reimbursement checks 90002257 through 90002326, and Accounts Payable checks 148392 through 148779, for the period of October 25 – November 15 as follows:

01	GENERAL FUND	2,155,417.30
02	FOOD SERVICE	96,909.00
04	COMMUNITY SERVICE	33,537.82
05	CAPITAL OUTLAY	186,259.71
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	33,126.77

16	ALTERNATIVE FACILITIE	.00
	TOTAL	\$2,505,250.60

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
10/1/10	Educators Benefit Consultants – Deferred Annuities	29,508.50
10/4/10	BMO Corporate MasterCard – P-Card	118,236.47
10/4/10	Xcel Energy – Utility	2,319.84
10/4/10	Xcel Energy – Utility	160.94
10/4/10	Xcel Energy – Utility	282.03
10/4/10	Xcel Energy – Utility	3,298.75
10/6/10	Delta Dental – Dental Insurance	10,068.64
10/12/10	Select Account – Health Insurance	87,600.00
10/13/10	Delta Dental – Dental Insurance	8,604.13
10/14/10	Select Account – Health Insurance	86,400.00
10/15/10	MN Dept. of Revenue – State Taxes	50,275.25
10/15/10	Chicago USA Tax Pmt – Federal Taxes	299,195.99
10/18/10	Educators Benefit Consultants – Deferred Annuities	29,521.00
10/20/10	Delta Dental – Dental Insurance	2,538.77
10/20/10	Select Account – Health Insurance	1,200.00
10/27/10	Delta Dental – Dental Insurance	4,737.74
10/29/10	MN Dept. of Revenue – State Taxes	49,979.95
10/29/10	Chicago USA Tax Pmt – Federal Taxes	<u>298,255.05</u>
	Total	1,082,183.05

D. Minutes - October 25, 2010 Regular Meeting

E. Donations

1. \$28.39 from Qwest One Percent Back to School Program
2. \$500.00 from Buffalo Lions Club towards BHS Scholarships
3. \$100.00 from Buffalo Lions to BHS Music Department
4. \$184.80 from Wells Fargo Support Campaign to HES
5. 50 Books, Stuart Little by E.B. White (\$150 value) from Carlson Hotels "Read It & Return" Program to HES

F. Contract with Asylum Entertainment, LLC - Asylum Entertainment, LLC is producing a television series entitled "Quad Squad", which is slated for broadcast on the A & E Television Networks, LLC. Asylum would like to film the Durst quadruplets onsite, at Buffalo High School. Asylum has entered into a contract with the parents of the Quadruplets. A contract with the school district has been prepared allowing Asylum to film onsite at Buffalo High School for a limited number of days between November 18, 2010, and January 15, 2011.

Moreen commented on the contract negotiations which have been completed with the ESP and Food Service Personnel.

RMohwinkel/SLee to approve  
Motion carried 7-0

## 5. ACTION ITEMS

A. 2009-10 Annual Report on Curriculum, Instruction and Student Achievement, Pam Miller Scott Thielman reported for Pam Miller

This report was reviewed with the Board at the November Workshop. The report will be posted on the district website and information will be shared in the next issue of the *Insider*. All student achievement and proficiency tests are reviewed

SLee/RMohwinkel to approve

Discussion: P Pokorney – pleased with the positive report and the attention to individual students.

Motion carried 7-0

### B. Policy Final Reading

1. 700 Series - Non-Instructional Operations and Business Services, Gary Kawlewski
  - a. #701 Establishment and Adoption of School District Budget
  - b. #704 Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System
  - c. #705 Investments & Cash Management
  - d. #707 Transportation of Public School Students
  - e. #708 Transportation of Non-Public School Students
  - f. #709 Student Transportation Safety Policy

Two policy revisions since these were presented in October and Transportation Committee review. #707 – added clarification of the cul de sac diameter and how T-turn arounds (bus backups) are handled. #709 – clarification of parent permission slip must be received 48 hours before a change in transportation. Correction of a reference also included.

PPokorney/JMattson to approve  
Motion carried 7-0

2. 400 Series – Personnel, Moreen Martell
  - a. #450 Leaves of Absence - Unpaid

No additional revisions.

3. 500 Series – Students, Moreen Martell
  - a. #550 Students with Food Allergies/Special Dietary Needs

No additional revisions

PPokorney/JMattson to approve policy 450 and 550  
Motion carried 7-0

C.Appointment of Joy Kieffer as LEA Representative for filing the Title III Program Modification Plan

SLee/MBrings to approve

Discussion: Is this similar to the AYP Improvement plan which required fund set asides – no, does not involve funding but pertains to our English Language Learners.

Motion carried 7-0

## 6. REPORTS

A. Census/Enrollment Projections/Enrollment Options, Tina Burkholder

Information reviewed included:

- October 1<sup>st</sup> enrollment
- Enrollment history
- Open enrollment and tuition history
- Nonpublic enrollment
- Fall vs spring enrollment
- 2010-11 enrollment projection review
- 2011-12 enrollment projection

Used to see enrollment increases of 100+ students per year. We still see a net loss in open enrollment, this year a minus 196. The district has two K-8 non-public schools – St. Francis Xavier and Salem Lutheran. Kindergarten projection uses Wright County birth data and the percentage of those births that enroll in kindergarten. Used a cohort survival method to make the projections with consideration given to the housing market, economic conditions, Wright County 2011-12 which is a decrease of .2% or 12 students. Consideration is given to building capacities with these projections.

Discussion – Open enrollment – do we ask why students open enroll out of our district. Yes, we are tracking this information now. Does any communication continue with these families as to new programming, etc., takes place in our district which may interest them in returning to our district. Information would provide an opportunity for marketing our district. Are we seeing more students stay at BHS due to increase College in the School classes? Not currently but hope to remedy this. The Rockford District is going to heavily market their All Day Every Day Kindergarten program to the neighboring districts (us). We will hear a report from Pam Miller at the next Board meeting regarding ADED Kindergarten.

## B. Revised Policies

### 1. 400 Series – Personnel, Moreen Martell

a. #410 - Family and Medical Leave - Changes reflect 2010 legislative session revisions regarding coverage for members of the armed forces and definitions of a serious health condition.

### 2. 500 Series – Students, Moreen Martell

a. #514 - Bullying Prohibition – Changes reflect 2010 legislative session revision requiring designation of a building report taker and includes prohibition of bullying towards groups of students or employees in addition to individuals.

b. #526 - Hazing Prohibition – Changes reflect 2010 legislative session revisions defining and classifying hazing reports as private educational or personnel data.

Discussion: Hazing policies have always been in place. Happen to have heard about a few incidents in neighboring districts.

## 7. COMMITTEE REPORTS

PP – NWSISD – funding opportunity for new arts magnet programming particularly in STEM programming.

DOlson – Community Education Advisory Council – use of Facebook for online registrations, etc.

SLea – SHIP – reviewed six grants for cities and parks for healthy programming.

DWilson – principal negotiations

MBrings – Community Education Advisory Council

RMohwinkel – Safe Communities also now on Facebook also positive feedback on intersection lights in rural areas, attended the ribbon cutting ceremony for the Montrose Education Center.

## 8. SUPERINTENDENT'S REPORT

- November 30 – area superintendents will meet with legislative representatives
- Complimented Tina on the enrollment projection information
- Attended a meeting at the St. Cloud Technical College about quality indicators
- Served lunch at Hanover Elementary during American Education Week

## 9. OTHER

DOlson/JMattson to adjourn at 8:11 p.m.