

Minutes of Regular Meeting

Board of Education Buffalo-Hanover-Montrose Schools

A Regular meeting of the Board of Education of Buffalo-Hanover-Montrose Schools was held September 22, 2008, beginning at 7:00 PM in the Board Room, 214 1st Avenue NE, Buffalo.

1. CALL TO ORDER AND ROLL CALL at 7:03 p.m. by Chair Patti Pokorney
Present: Melissa Brings, Doug Olson, Dave Wilson, Patti Pokorney, Sue Lee, Jeff Mattson, Rolf Mohwinkel, Keenan Stangl; Student Representative

2. PRELIMINARY ACTIONS
A. Pledge of Allegiance
B. Public Comment
C. Approval of Agenda

Mattson/Brings to approve
Motion carried 7-0

3. COMMUNICATIONS

A. Student Council Report – Keenan Stangl reported. Today is the start of Homecoming week. Today's dress up day was "goofy day". Boyd Emmel and Nancy Eiyneck are this year's Mixing Spoons.

B. Proud Of:

1. Wendy Johnson, 1st grade Teacher at Tatanka Elementary, Lynne Tolkinen, 1st Grade Teacher at Montrose Elementary, Teresa Weise, Math Teacher at Buffalo Community Middle School and Denise Wahlin-Fiskum, English/Library Media Teacher at Buffalo High School who were selected to receive Leadership in Educational Excellence Awards from Resource Training and Solutions, ,
2. Ryan Haasken who has been named as a Semifinalist in the National Merit Scholarship Program.

C. Board Calendar Dates

1. Monday, September 29, 7:00 p.m., Levy Information Meetings at Hanover and Montrose Elementary Schools
2. Tuesday, September 30, 7:00 p.m., Levy Information Meeting at Discovery Elementary
3. Monday, October 13, 7:00 p.m., Board Workshop, Montrose Elementary
4. Monday, October 20, 6:30-7:30 p.m., Board Listening Sessions at Discovery, Hanover and Montrose Elementary Schools
5. Monday, October 27, 7:00 p.m., Board Meeting, Board Room at Discovery Center

4. CONSENT AGENDA

A. Personnel Consent Agenda

- A. **APPOINTMENTS** - All appointments are contingent upon satisfactory completion of a criminal background check. Approve the following appointments:
1. Kristi Fobbe, part-time (.73 FTE) Title I Teacher at Montrose Elementary effective August 25, 2008. This is a replacement for Alicia Bricko.
 2. Kristy Klaphake, Special Education Teacher at Buffalo High School effective August 25, 2008. This is a replacement for Jason Geoffrion and Amanda Jenson.
 3. Gary Cocchiarella, temporary Custodian at Buffalo High School effective September 2, 2008 and ending June 30, 2009. This is a replacement for Bob Burns.
 4. Deb Knutson, Special Education Paraprofessional at Parkside Elementary effective September 2, 2008. This is a replacement for Barb Bresina.
 5. Margaret Beck, Special Education and Supervisory Paraprofessional at Hanover Elementary effective September 2, 2008. This is a replacement for Kim Luedtke.
 6. Carolyn Salisbury, Technology Paraprofessional at Buffalo Community Middle School effective September 4, 2008. This is a reconfiguration of technology department staffing for one year.
 7. Leah Otto, Food Service Aide at Buffalo Community Middle School effective September 2, 2008. This is a replacement for Mary Schneider.
 8. Laurie Francello, ECFE Teacher, effective September 15, 2008.
 9. Rebecca Birr, long-term substitute Health Paraprofessional at Buffalo Community Middle School effective September 15, 2008 and ending June 4, 2009. This is a replacement for Mary Piekarski.
 10. Katie Pribula, short-term substitute 2nd Grade Teacher at Tatanka Elementary effective October 6, 2008 and ending on or about December 17, 2008. This is a replacement for Jolene Sypniewski.
- B. **RESIGNATION/RETIREMENT/TERMINATION**
Approve the following resignations/retirements/terminations:
1. Jan Riebeling, Special Education Secretary, retirement effective November 4, 2008.
 2. Jodi Bowdin, Food Service Aide at Buffalo High School, termination effective September 9, 2008.
 3. Becky Birr, Health Paraprofessional at Buffalo Community Middle School, termination due to change in student needs effective June 5, 2008.
- C. **LEAVE OF ABSENCE**
Approve the following regarding leave of absence:
1. Marjory Purkey, 5th Grade Teacher at Montrose Elementary, leave of

absence effective on or about December 20, 2008 and ending on or about January 30, 2009.

2. Mary Piekarski, Health Paraprofessional at Buffalo Community Middle School, leave of absence effective September 8, 2008 and ending June 4, 2009.
3. Bev Wheaton, Food Service Aide at Discovery Elementary, leave of absence effective September 15, 2008 and ending October 15, 2008.

D. TRANSFER/CHANGE IN ASSIGNMENT

Approve the following transfer/change in assignment:

1. Paul Anderson, Science Teacher at Buffalo High School, teaching one additional block at Phoenix Learning Center effective for the first term. This is due to budget reductions.
2. Kip Wold, Science Teacher at Buffalo High School, teaching one additional block at Phoenix Learning Center effective for the second term. This is due to budget reductions.
3. Barb Fjelstad, Science Teacher at Buffalo High School, teaching one additional block at Phoenix Learning Center for the third term.
4. Barb Clifton, Supervisory Paraprofessional at Montrose Elementary, decrease of .5 hours/day effective September 2, 2008.
5. Deborah Schobel, Supervisory Paraprofessional at Montrose Elementary, increase of .5 hours/day effective September 2, 2008.
6. Kim Luedtke, Special Education Paraprofessional, from Hanover to Northwinds Elementary effective September 2, 2008. This is a replacement for Bonnie Carlson.
7. Mary Schneider, from Food Service Aide to Assistant at Buffalo Community Middle School effective September 2, 2008. This is a replacement for Yvonne Spicer.
8. Chris Hafften, Supervisory Paraprofessional at Buffalo Community Middle School, increase of .5 hours/day effective September 2, 2008. This is a partial replacement for Shari Goodale.
9. Laura Sandhoefner, Supervisory Paraprofessional at Buffalo Community Middle School, increase of 3.75 hours/week effective September 2, 2008. This is a partial replacement for Shari Goodale.
10. Dave Casey, Social Studies Teacher at Buffalo Community Middle School, teaching one additional section for the first term.
11. Todd Lubben, Agriculture Teacher at Buffalo High School, teaching one additional section for the second, third and fourth terms. This is to meet student needs.
12. Carol Moore, ECFE Teacher, increase to 5.25 hours/week effective September 15, 2008.
13. Sheri Tesch, Family Advocate at Tatanka, Parkside and Northwinds Elementary Schools, from 40 hours per week to 25 hours per week effective July 1, 2008 and ending June 30, 2009.

E. PART-TIME TEACHER PROGRAM

1. Jackie Zahler, participation in TRA part-time Teacher Program.
2. Jan Tietgen, participation in TRA part-time Teacher Program.

B. Check Disbursements - Payroll checks # 182270 through 182563, and 95332 through 96535, amounting to \$2,339,185.38. Handwritten checks 126711 through 126717, Employee reimbursement checks 90000449 through 90000475, and Accounts Payable checks 134187 through 134638, for the period of August 25 – September 15 as follows:

01	GENERAL FUND	1,291,897.34
02	FOOD SERVICE	61,962.39
04	COMMUNITY SERVICE	26,139.83
05	CAPITAL OUTLAY	162,427.99
06	NEW BUILDING	.00
07	DEBT SERVICE	2,431.25
09	ACTIVITY FUND	16,646.93
16	ALTERNATIVE FACILITIES	<u>1,388,549.54</u>
	TOTAL	\$2,950,055.27

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

Date	Vendor & Purpose	Amount
8/5/08	BMO Corporate MasterCard – P-Card	61,246.84
8/11/08	Delta Dental – Dental Insurance	39,139.93
8/13/08	Bond Trust Services- Aid Anticipation Certificate	3,343,000.00
8/15/08	MN Dept. of Revenue – State Taxes	13,964.43
8/15/08	Chicago USA Tax Pmt – Federal Taxes	89,873.57
8/29/08	MN Dept. of Revenue – State Taxes	46,392.19
8/29/08	Chicago USA Tax Pmt – Federal Taxes	<u>279,066.38</u>
	Total	3,872,683.34

D. Minutes of the August 25, 2008 Regular Meeting

E. Donations

1. \$50 from Joel and Renae Patterson through Residential Mortgages' Refer a Friend program to Hanover Elementary
2. \$100 from Buffalo Family Chiropractic Center to the Buffalo High School Music Department
3. Clarinet valued at \$300 from Gloria Rose to the Buffalo High School Music Department
4. Wii game system and Wii Fitness program to the Buffalo High School Development/Adaptive PhyEd program
5. \$100 from Terry and Carla Nelson to Early Childhood Special Education in memory of their son Zach

Lee/Mattson to approve
Motion carried 7-0

5. ACTIONS REGARDING:

A. Bond Refunding Resolution, Chuck Klaassen

These bonds are the 1994 bond issue and the call date is February 1, 2009. This reduces our debt levy and could save the district over the remaining terms (13 years) of the bonds approximately \$1,781,233. Of course the current market is experiencing some difficulty so if this savings could not be gotten, we have time to wait.

Mohwinkel/Brings to approve
Motion carried 7-0

B. Tax Levy Certification, Chuck Klaassen

Required to certify by September 30 the district's preliminary certified tax levy for 2009. Will hold a Truth in Taxation hearing on December 1. At this time will certify the maximum amount but are able to revise this down at any time.

Wilson/Mattson to approve
Motion carried 7-0

C. Policies

1. Teaching and Learning, Pam Miller

Approve deletion of following policies:

- a. #3612 Special Education
- b. #5251 Homeschooling
- c. #5330 Nonresident Special Education Students
- d. #5410 Discipline
- e. #6311 Religion
- f. #6200 Addition of Co-curricular Activities for the Senior High Program
- g. #6210 Evaluation of Co-curricular Activities

Lee/Wilson to approve
Motion carried 7-0

2. Operations and Finance, Chuck Klaassen

a. 411 VEBA

This is a third option health insurance plan. About a dozen employees have signed up for the plan.

Brings/Lee to approve
Motion carried 7-0

D. 2008-10 Contract - School Food Service Personnel, Moreen Martell

Added longevity after 7, 14 and 20 years of service and added one holiday. Year 1 steps and lanes increases are 2.08% to 2.32% and Year 2 steps and lanes increases are 2.25% to 2.7% for a total package of 7.58%

Mattson/Mohwinkel to approve
Motion carried 7-0

E. 2008-10 Labor Agreement - Office Personnel Employees SEIU Local 284, AFL-CIO,
Moreen Martell

Minimal language changes, longevity pay was added, total package settlement is 6.83%

Wilson/Lee to approve
Motion carried 7-0

F. 2008-10 Contracts - Non-affiliated, Moreen Martell

This is 14 individual contracts. Average settlement is 5.95% excluding longevity or pay equity adjustments.

Mohwinkel/Lee to approve
Motion carried 7-0

G. MSHSL Board Representative Appointment, Jim Bauck

This is a replacement for Dean Brown. Jeff Mattson would like to serve in this position.

Wilson/Mohwinkel to approve
Motion carried 7-0

6. REPORTS

A. Policies

1. Finance and Operations, Chuck Klaassen

a. 704 Development and Maintenance of an Inventory of Fixed Assets - Have combined the MSBA language and current policy and district procedures.

b. 707 Transportation of Public School Students - This is the recommended MSBA policy and replaces and combines many of our current policies.

c. 709 Student Transportation Safety Policy - School vans have been reclassified by the legislature as Type III buses and all drivers are required to receive drivers training on the van and background checks and physicals must take place.

d. 714 Purchasing – revised to comply with new policy language.

7. DISTRICT COMMITTEE AND REPRESENTATIVE REPORTS

- Lee – Scholarship committee is beginning its work for the year
- Wilson – United for Youth – funding is running out. May be able to stretch the program out for a few more years with some cutbacks.

- Brings – SEE – many districts are considering not accepting federal NCLB funds and therefore not being held to that program. Will most likely hear more about the state’s deficit after the election.
- Mohwinkel – Transportation – reviewed some routes and concerns. TIES annual meeting is this Wednesday

Pokorney – NWSISD – our funding has been rejected so working on this.

8. SUPERINTENDENT'S REPORT - none

9. OTHER

10. ADJOURN

Brings/Olson to adjourn at 8:45 p.m.