

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

Present: Laurie Raymond, Sue Lee, Dave Wilson, Melissa Brings, Patti Pokorney, Dean Perry, Michael Swearingen; Student Representative

Absent: Doug Olson

2. PRELIMINARY ACTIONS

A. Pledge of Allegiance

B. Public Comment – none

C. Approval of Agenda

Pokorney/Perry to approve

Motion carried 6-0

3. COMMUNICATIONS

A. Student Council Report, Michael Swearingen – Will serve again as School Board Representative for the 2012-13 school year. Working on Student Appreciation Day and Staff Appreciation Week.

B. Proud of

1. Montrose Elementary Students who raised \$2078.09 for Pennies for Patients
2. BHS Knowledge Bowl Team who placed 7th out of 24 large schools at the State Knowledge Bowl Meet. Team members are Cassidy Brown, Michael Hank, Mark Lee, Levi Walls and Alex Rooney.
3. Austin Maffei, Sophomore at Buffalo High School, who earned the right at the State DECA competition to advance to the National Competition in the area of Virtual Business Challenge.
4. Aaron Hamann and Marah Moy, Sophomores at Buffalo High School, who earned the right at the State BPA Competition to advance to the National Competition. Aaron will compete in Financial Math and Analysis and Marah will compete in Business Meeting Management.

C. Board Calendar Dates

1. Friday, May 4 - District Retirement Luncheon Noon, Board Room
2. Monday, May 14 - Board Workshop 4:30 p.m., MES
3. Friday, May 18 - Board Retreat Noon-4:00, District Office Conference Room
4. Tuesday, May 29 - 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. Ryan Hahn, short-term substitute Teacher at Northwinds Elementary, effective April 13, 2012 and ending June 8, 2012. This is a replacement for Stacy Rutten.
2. Cecelia Gilmer, short-term substitute Special Education Teacher at Buffalo Community Middle School, effective April 9, 2012 and ending May 25, 2012. This is a replacement for Michelle Guida.
3. Rebecca Klooz, Deaf/Hard of Hearing Teacher, effective August 20, 2012. This is a replacement for Judy Broll.
4. Meghan Murray, short-term substitute Quest Teacher at Tatanka Elementary effective on or about April 25, 2012 and ending June 8, 2012. This is a replacement for Melanie Olson.
5. Erica Curtis, Montrose Child Care Center Supervisor effective April 30, 2012.
6. Katherine Windsberger, short-term substitute Math Teacher at Buffalo High School, effective May 18, 2012 and ending June 8, 2012. This is a replacement for Jane Gile.
7. Laura Rimbey, short-term substitute Teacher at Montrose Elementary effective on or about May 7, 2012 and ending June 8, 2012. This is a replacement for Katie Swendra.

RESIGNATION/RETIREMENT/TERMINATION – Approve the following

resignations/retirements/terminations:

1. Rita Hample, Math Teacher at Buffalo Community Middle School, retirement effective June 8, 2012.
2. Deb Schultz, Technology Technician, resignation effective April 27, 2012.
3. Michelle Macalena, Math Teacher and Varsity Volleyball Coach at Buffalo High School, resignation effective June 8, 2012. This resignation is approved pending finding a suitable replacement.

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

1. Natalie Johnson, Math Teacher at Buffalo Community Middle School, from 1.0 to 1.2 FTE effective March 5, 2012 and ending March 29, 2012. This is a replacement for Rita Hample.
2. Andrew Mueller, Math Teacher at Buffalo Community Middle School, from 1.0 to 1.2 FTE effective March 5, 2012 and ending March 29, 2012. This is a replacement for Rita Hample.
3. Monica Hecklinger, Math Teacher at Buffalo Community Middle School, from .4 to 1.0 FTE effective March 5, 2012 and ending March 29, 2012. This is a replacement for Rita Hample.
4. Bruce Yaeger, from Head Engineer at Discovery Center to 2nd Shift Custodian at Northwinds Elementary effective on or about March 23, 2012. This is a replacement for Andrew Lambert.
5. Gary Cocchiarella, from District Grounds/Maintenance to Head Engineer at Discovery Center, effective April 4, 2012. This is a replacement for Bruce Yaeger.
6. Glen Krause, from Custodian at Buffalo High School to District Grounds/Maintenance effective on or about April 25, 2012. This is a replacement for Gary Cocchiarella.
7. Thomas Janzen, from 2nd Shift to Custodian at Buffalo High School, effective on or about April 30, 2012. This is a replacement for Glen Krause.
8. Theresa Schultz, Special Education ESP at Montrose Elementary, from 6 to 6.25 hours/day effective March 26, 2012 and ending June 7, 2012. This is due to student needs.
9. Ning Ning Sun, Chinese Cultural Liaison at Tatanka Elementary, increase from 135 to 235 maximum hours ending June 30, 2012.
10. Linda Kennedy, Supervisory ESP, from 4 to 5 hours/day effective January 2, 2012. This is due to student transportation needs.

11. Mike Curry, short-term substitute Social Studies Teacher at Buffalo High School, change of effective date to April 9, 2012. This is a replacement for Nicole Gmach.
12. Marjory Purkey, from 5th Grade to 1st Grade Teacher at Montrose Elementary effective August 27, 2012. This is due to student enrollment.
13. Laurie Hayes, from half-day to full-day Kindergarten Teacher at Northwinds Elementary effective August 27, 2012. This is due to student enrollment.
14. Nicole Meints, from 1st Grade to 2nd Grade Teacher at Hanover Elementary effective August 27, 2012. This is due to looping.
15. Carol Mullin, from 1st Grade to 2nd Grade Teacher at Hanover Elementary effective August 27, 2012. This is due to looping.
16. Andrea Carlson, from 1st Grade to 2nd Grade Teacher at Hanover Elementary effective August 27, 2012. This is due to looping.
17. Nancy Anderson, from 2nd Grade to 1st Grade Teacher at Hanover Elementary effective August 27, 2012. This is due to looping.
18. Diane Heisel, from 2nd Grade to 1st Grade Teacher at Hanover Elementary effective August 27, 2012. This is due to looping.
19. Becky Hanson, from 2nd Grade to 1st Grade Teacher at Hanover Elementary effective August 27, 2012. This is due to looping.
20. Jennifer Colgan, from 1st Grade to All Day Every Day Kindergarten Teacher at Hanover Elementary effective August 27, 2012. This is due to student enrollment.
21. Katie Pribula, Title I Teacher, from Northwinds to Tatanka Elementary effective August 27, 2012. This is a replacement for Christine Hirsch.
22. Stacy Rutten, from 4th Grade to 3rd Grade Teacher at Northwinds Elementary effective August 27, 2012. This is due to student enrollment.
23. Julie Johnson, from 5th Grade to 4th Grade Teacher at Northwinds Elementary effective August 27, 2012. This is a replacement for Stacy Rutten.
24. Debi Volkenant, from 5th Grade to 4th Grade Teacher at Northwinds Elementary effective August 27, 2012. This is due to student enrollment.
25. Heather Strand, from 3rd Grade to 5th Grade Teacher at Parkside Elementary effective August 27, 2012. This is a replacement for Carey Thompson.
26. Jenny Lindstrom, from 2nd Grade to 3rd Grade Teacher at Parkside Elementary effective August 27, 2012. This is a replacement for Heather Strand.
27. Dana Luc, from 1st Grade to 2nd Grade Teacher at Tatanka Elementary effective August 27, 2012. This is a new position due to student enrollment.
28. Marci Wills, Physical Education Teacher, from .1 FTE at Northwinds and .1 FTE at Tatanka to .2 FTE at Northwinds Elementary effective August 27, 2012. This is due to enrollment.
29. Donna Williams, Music Teacher, from .1 FTE at Northwinds and .1 FTE at Tatanka to .2 FTE at Northwinds Elementary effective August 27, 2012. This is due to enrollment.
30. Mike Quady, Media Teacher, from .1 FTE at Northwinds and .1 FTE at Tatanka to .2 FTE at Northwinds Elementary effective August 27, 2012. This is due to enrollment.
31. Patti Dorf, Supervisory ESP, from 3.75 to 4.25 hours/day effective February 1, 2012 and ending June 7, 2012. This is due to student needs.
32. Micah Morris, Science Teacher, from Phoenix Learning Center to Buffalo High School effective August 27, 2012. This is a replacement for Ben Starns.
33. Terri Schmidt, from Special Education ESP to Health ESP at Buffalo High School effective April 23, 2012. This is a replacement for Justine Stephens.
34. Richard Thompson, from rotating Custodian to 2nd Shift Custodian at Buffalo High School effective on or about May 5, 2012. This is a replacement for Tom Janzen.
35. Madeline Eicher, Orchestra Teacher at Buffalo Community Middle School, from .8 to

1.0 FTE effective August 27, 2012.

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

1. Renee Lutes, ESP at Buffalo Community Middle School, request for leave of absence effective on or about June 5, 2012 and ending June 7, 2013.
2. Nicole Gmach, Social Studies Teacher at Buffalo High School, extension of leave of absence to begin April 9, 2012.
3. Nancy Daniels, ESP at Tatanka Elementary, request for leave of absence effective April 9, 2012 and ending May 24, 2012.
4. Martha Driscoll-Nelson, Physical Education Teacher at Buffalo High School, request for leave of absence effective May 14, 2012 and ending June 7, 2012.
5. Stacy Rutten, 4th Grade Teacher at Northwinds Elementary, extension of leave of absence to begin April 13, 2012.
6. Laura Lindquist, Communications Coordinator, extension of leave of absence to begin March 19, 2012 and end June 11, 2012.

AGREEMENTS:

1. Settlement Agreement – Education Minnesota-Buffalo
2. Agreement and Release of Claims

B. Check Disbursements

Payroll checks # 194770 through 195009, and 152373 through 153924, amounting to \$2,829,052.26. P-card disbursement checks 27532 to 27900, totaling \$99,914.10.

Handwritten checks 151087 through 151094, Bill-pay wires 27530 through 27531, and 27901 through 27902. Employee reimbursement checks 90003885 through 90004020, and Accounts Payable checks 154149 through 154424, and 1587 through 1594, for the period of March 26 – April 18 as follows:

01	GENERAL FUND	1,533,000.18
02	FOOD SERVICE	86,992.16
04	COMMUNITY SERVICE	30,504.03
05	CAPITAL OUTLAY	139,790.76
06	NEW BUILDING	.00
07	DEBT SERVICE	500.00
09	ACTIVITY FUND	37,589.26
47	DEBT REDEMPTION	.00
	TOTAL	\$1,828,376.39

C. Electronic Fund Transfers

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

Date	Vendor & Purpose	Amount
3/01/12	Educators Benefit Consultants – Deferred Annuities	29,294.38
3/01/12	MN Dept. of Revenue – State Taxes	52,655.72
3/05/12	Delta Dental – Dental Insurance	5,915.99
3/05/12	Xcel Energy – Utility	38.00
3/05/12	Xcel Energy – Utility	2,328.90
3/06/12	BMO Corporate MasterCard – P-Card	99,871.09
3/12/12	Xcel Energy – Utility	375.50
3/12/12	Xcel Energy – Utility	2,530.48
3/14/12	Delta Dental – Dental Insurance	8,959.06
3/14/12	MN Dept. of Revenue – Sales Tax	1.00
3/15/12	Chicago USA Tax Pmt – Federal Taxes	428,740.29

3/16/12	MN Dept. of Revenue – State Taxes	78,967.74
3/16/12	MN Dept. of Revenue – Sales Tax	858.00
3/16/12	Educators Benefit Consultants – Deferred Annuities	29,319.38
3/21/12	Delta Dental – Dental Insurance	7,205.05
3/28/12	Delta Dental – Dental Insurance	7,351.34
3/30/12	Chicago USA Tax Pmt – Federal Taxes	<u>302,385.03</u>
	Total	1,056,796.95

D. Minutes - March 26, 2012 Regular Meeting

E. Donations/Grants

1. \$487.90 from Kemps Milk Caps to HES
2. \$100 from Dr. Stan and Shelly Held for K-2 Reading and Math Games to DES
3. \$124 from Coborn's Food Club Program to PES
4. \$800 from Great River Regional Library for the BHS Community Book Read
5. \$1000 from Buffalo Lions for the BHS All Night Graduation Party
6. \$400 from MEADA to BCMS

Pokorney/Lee to approve
Motion carried 6-0

5. ACTION ITEMS

A. Out-of-State Trips

1. Music, Mark Mischke, Mike Walsh

Concert Band, Orchestra and Choir will leave on Wednesday, April 25th for New York to perform at the Big Apple Festival. Will tour on Friday and perform on Saturday, tour on Sunday then return on Monday.

Any other performance opportunities – difficult to arrange such performances. Groups will hear other musical groups while at the competition.

Raymond/Lee to approve
Motion carried 7-0

2. Out-of-State Trip – DECA

This is due to a student earning the opportunity at the state level to compete at the national level.

Lee/Brings to approve
Motion carried 6-0

3. Out-of State Trip – BPA

This is due to two students earning the opportunity at the state level to compete at the national level.

Pokorney/Raymond to approve
Motion carried 6-0

B. Bid Awards, Gary Kawlewski, Marilyn Splinter

1. Milk – Received bids from Dean Foods/Land O'Lakes and Kemps. Bids were carefully compared.

Pokorney/Lee to approve award of bid to Dean Foods/Land O'Lakes

Firm bid compared to escalation bid is pricing option. This new contract will save the district approximately \$26,000 for the school year.

Motion carried 5-0

Abstained – Dean Perry

2. Bread – Three vendors submitted bids – Interstate Brands, Pan-O-Gold Baking Company and Sara Lee Baking Group. Bid is for 24 months and requires 51% whole grain products during 2012-13 and 100% the second year. Cost will increase due to this requirement.

Pokorney/Dean to approve

Patent for a white whole grain product is held by Sara Lee. A 24 month extension is provided for.

Motion carried 5-0

3. Transportation – Currently in year five of contract with current contractor. Went out for proposals and had six bids submitted on April 17th. The two low bids were from First Student and Vision Transportation. Bids were close enough to warrant an opportunity for the top two bidders to rebid the project. First Student declined this opportunity while Vision Transportation submitted a revised, lower bid. First Student proposal included a new fleet and Visual Transportation includes 10 new buses annually. Bid proposes a savings of \$329,170 over four years. Vision currently operates in Elk River and Big Lake school districts. Have received positive recommendations regarding this transportation company. Vision Transportation is affiliated with M&M Bus Service of Annandale and Maple Lake, and Hoglund Bus of Monticello. This affiliation will allow accommodations for all busses to be parked at a transportation facility instead of at private homes.

Pokorney/Perry to approve award of transportation bid to Vision Transportation.

Discussion: Expectations regarding hiring of current employees – discussion was held with vendor and a process will take place, but the likelihood is that all current employees will have the opportunity to continue. Have communicated with the transportation office employees regarding this change and will look for an opportunity to communicate with the drivers, etc. Will there be any changes in routes? They are familiar with the system we use. Difference in this contract is that payment is based on the route instead of the number of students. What about the opt out program – this will be reviewed and determination will be made – most likely will continue. Thanked Gary, Patti and Dean on their work throughout this process along with Eric Hamilton, Tina Burkholder and Superintendent Thielman.

Motion carried 6-0

C. Capital Facility Budget Approval, Eric Hamilton

This is the final budget for 2012-13. Replacement of lockers taking place at the middle school, additional cameras installed at the high school, no new vehicle purchase this year. Some additional items at Parkside due to the air handling project taking place this summer.

Raymond/Lee to approve

Discussion – Civic Center Instructional Lease includes phy-ed time for Phoenix and Community Ed classes.

Motion carried 6-0

- D. Policy Review - Final Reading #524 Internet Acceptable Use and Safety, Josh Swanson, Moreen Martell
Policy was reviewed at the workshop and contains the recommendations from MSBA. Change is from an “acceptable” to “responsible” philosophy regarding use of the internet. Conversations taking place regarding appropriate online social behavior.

Pokorney/Lee to approve
No new revisions
Motion carried 6-0

E. Probationary Staff Resolutions, Moreen Martell

1. Resolution relating to the termination and nonrenewal of teaching contracts
Contract terminations are due to various reasons: displacement, late hires, licensure requirements, performance, etc.

RESOLUTION RELATING TO THE TERMINATION AND NONRENEWAL OF THE TEACHING CONTRACT OF A PROBATIONARY TEACHER:

BE IT RESOLVED, by the School Board of Independent School District 877, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contract of ___, a probationary teacher in Independent School District 877, will hereby end at the close of the current 2011-12 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and nonrenewal of his/her contract as provided by law, and that said notice shall be in substantially the following form:

Dear ,

You are hereby notified that at a regular meeting of the School Board of Independent School District 877 held on March 26, 2012, a resolution was adopted by a majority roll call vote to end your contract effective at the end of the current school year and not to renew your contract for the 2012-13 school year. Said action of the Board is taken pursuant to M.S. 122A.40, Subd. 5.

You may officially request that the School Board give its reasons for the nonrenewal of your teaching contract. However, such requests should be received within ten days after receipt of this notice.

Contracts with the following staff are terminated: Stephanie Ogland, Joe Turner, Monica Hecklinger, Kathryne Arradizadeh, Elissa Henricks, Colleen Douglas, Jennifer Dismang, Bernadette Bruzek

Pokorney/Lee to approve
Motion carried 6-0

2. Resolution relating to the Discontinuance of Contract
Due to funding reductions or reallocations in the areas of Title I/Extended Day Kindergarten.

The following teachers, substitute teachers, acting incumbents, yearly, and out-of-licensure contracts be discontinued pursuant to the provisions of their individual contracts

– Christine Hirsch, Kim Coil, Cassandra Knutson. The Superintendent is directed to inform these staff members of their discontinuation and to express the District's thanks for their services.

Pokorney/Brings to approve
Motion carried 6-0

6. REPORTS

A. Quest Update, Pam Miller, Ed Cox

Third year of application process is complete. Number of applications have increased over this time. Program will expand to grade 8 next year. Ability and achievement testing is used to identify students along with parent and teacher recommendations. Generally try to identify students at or above the 95th percentile. Possible identification changes include student or personal recommendations, performance task and adjustments to the screener process. Participation started at 48 and will be at 154 in 2012-13. Program changes due to growth include the change to one section of 2nd grade and two sections of 3-5 multi-age instead of grade 2-3 and grade 4-5 classrooms. Space will be an ongoing issue as the program grows and also due to the change to a STEM program at Tatanka Elementary. Survey results have been very positive. Social and emotional needs are an additional area of concern with these students. The middle school intern counselor is meeting with students regarding this area. Recommendation to also survey students. Have enrolled 17 students through open enrollment.

Enriched classes – Math and English at the middle school level and English and Science at the high school level. Students who apply for Quest are considered for these courses. Future planning includes growing the number of students at the middle school level and what will be available for these students when they reach the high school. Considering looping the English teacher between the middle school and high school levels. Program was well set up and we have excellent teachers involved.

7. COMMITTEE REPORTS

LR – ECFE Family Fair and BHS Leadership Team

SL – WTC, DTLC, ECFE Family Fair, Scholarship Porkchop Dinner, PRIDE Open House

MB – SEE, Montrose Child Care Coordinator Interviews

PP – Hanover City Council Expo, ECFE Family Fair

DP – ECFE Family Fair

DW – Phase III MSBA Training

8. SUPERINTENDENT'S REPORT

Supplemental Education bill is included in the current Legislative session.

9. OTHER

Pokorney/Raymond to adjourn at 8:21 p.m.

Respectfully submitted,

Melissa Brings, Clerk
ISD 877 Board of Education