

Buffalo-Hanover-Montrose Schools
School Board Meeting
MINUTES
Monday, May 23, 2022
Regular Meeting
Board Room
214 - 1st Ave NE
Buffalo, MN 55313
7:00 PM

1. CALL TO ORDER by Chair Melissa Brings at 7:00 p.m. AND ROLL CALL

Present: Adam Bjorklund, Sue Lee, Melissa Brings, Ken Ogden, Amanda Lawrence, Bob Sansevere

Absent: Amanda Reineck

2. PRELIMINARY ACTIONS

A. Pledge of Allegiance

B. Public Comment – two speakers: no place for politics in schools, candidate for Wright County Commissioner

C. Approval of Agenda

Sansevere/Lee to approve

Motion carried 6-0

3. COMMUNICATIONS

A. Student Council Report, Erica Kyllonen reported – hosted Student Council meeting at Sturges Park and also cleaned areas in the park. Planning for Senior Appreciation Day. Elections for next years' s Council took place – Erica will serve as Student Representative again for the 2022-23 school year.

B. Proud Of

1. Erica Kyllonen, BHS Junior, who served as the BHS Student Council Representative to the ISD #877 Board of Education for the 2021-22 school year.

2. BHS 2021 Yearbook Staff for the "Square One" edition which took 1st place in the Yearbook Theme Package and received 10 individual awards: Eric Lynch, Alayna Mills, Claudia Staut, Molly Hedenn, Alandra Stoll, Madelyn Anderson, Grace Bruhn, Lindsay Hartman, Ellie Carik and Kate Manninen.

3. BHS Senior Joe Durben who received the Herb Alpert Young Jazz Composer Award from the American Association of Composers, Authors and Publishers. Joe was also awarded Outstanding Composition High School Honors for his composition titled "Tachyon", through the DownBeat Magazine's Student Music Awards Program.

4. BHS Music Students who participated in the Eastern Wright County Solo and Ensemble Festival. There were 131 entries and of those, 102 received Superior ratings and 28 received Excellent ratings. BHS students received 8 of the 10 Best in Site awards: Vocal Soloists Olivia Carey and Emily Stromman; Vocal Duet Ovie Mayo and Lucas Bokusky; Soprano/Alto Double Trio Hope Schmitz, Evie Weiche, Claire Erickson, Kiley Herbst, Sophie Hanson and Neve Elo; Band Soloists Abby Bertsch, Tom Linder, and Lily Cooper; Violin Soloist Temi Oyewole. Additional students receiving perfect scores include Jazz Ensemble I, Flutist Maggie Bertsch, Oboist Elle Keranen, BHS Singers for their Jazz Performance, Vocal Soloists Hope Schmitz and Drew Elo, and Vocal Duet Drew Elo and Lucas Bokusky.
 5. BCMS 7th Graders who were selected for the Central MN Band Directors Association Second Year Band Festival: Jade Anderson, Kennedy Sarvie, Patrick Breyer, Ireland Morris, Cade Nissen and Landon Glur.
 6. Jen Heebink, BCMS and BHS DAPE Teacher, who has been named the 2022 National Adapted Physical Education Teacher of the Year by SHAPE America.
- C. Board Calendar Dates
1. Tuesday, June 7, 2022 PRIDE Diploma Ceremony 1:00 p.m. DES Auditorium
 2. Friday, June 10, 2022 BHS/PLC Graduation 7:00 p.m. Bison West Field
 3. Monday, June 13, 2022 Board Workshop 4:30 p.m. Discovery Board Room
 4. Tuesday, June 14, 2022 ABE Graduation 7:00 p.m. DES Auditorium
 5. Monday, June 27, 2022 Board Meeting 7:00 p.m. Discovery Board Room

4. CONSENT AGENDA

A. Personnel

APPOINTMENT – All appointments are contingent upon satisfactory completion of a criminal background check. Approve the following appointment.

1. Steve Hermanson, long-term substitute Resource Teacher at Buffalo Community Middle School, effective April 11, 2022 and ending June 10, 2022. This is a replacement for Shannon Bye.
2. Justine Lee, Special Education Teacher at Discovery Elementary, effective August 22, 2022. This is a replacement for Jessica Solberg.
3. Amber Sedbrook, Science Teacher at Buffalo High School, effective August 22, 2022. This is a replacement for Amanda Bicknell.
4. Kinsey Mens, Science Teacher at Buffalo High School, effective August 22, 2022. This is a replacement for Austin Barbeln.
5. Lindsay Wurm, Special Education Teacher at Buffalo High School, effective August 22, 2022. This is a replacement for Barb Metcalf.
6. Kelli Barth, Science Teacher at Buffalo High School, effective August 22, 2022. This is a replacement for Jennifer Peterson.
7. Gregory Amundson, Business Education Teacher at Buffalo High School, effective August 22, 2022. This is a re-hire.
8. Amanda Bicknell, Science Teacher at Buffalo High School, effective August 22, 2022. This is a replacement for Ben Presler.
9. Jocelyn Woytke, English Teacher at Buffalo High School, effective August 22, 2022. This is a replacement for Anna Reedy.

10. Nancy Aldrich, long-term substitute Vocal Music Teacher at Buffalo Community Middle School, effective August 22, 2022. This is a replacement for Ross Fishmann.
11. Hannah Braasch, part-time (.946 FTE) Music/Performing Arts Teacher at Montrose Elementary School of Innovation, effective August 22, 2022. This is a replacement for Andrea Ihnken.
12. Hannah Ollhoff, 3rd Grade Teacher at Montrose Elementary School of Innovation, effective August 22, 2022. This is a replacement for Cassie Taylor.
13. Emma Maas, 3rd Grade Teacher at Montrose Elementary School of Innovation, effective August 22, 2022. This is a replacement for Jennifer Olson and is contingent upon receipt of appropriate licensure.
14. Cameron Brunsvold, 5th Grade Teacher at Montrose Elementary School of Innovation, effective August 22, 2022. This is a replacement for Whitney Bennett.
15. Ashley Feehan-Kapsner, 4th Grade Teacher at Tatanka Elementary STEM School, effective August 22, 2022. This is a replacement for Kate Volk.
16. Kristine Johnson, 3rd Grade Teacher at Tatanka Elementary STEM School, effective August 22, 2022. This is a replacement for Pam Ramsey.
17. Cassandra Olson, Special Education Teacher at Tatanka Elementary STEM School, effective August 22, 2022. This is a replacement for Teri Lubben and is contingent upon receipt of appropriate licensure.
18. Allison Brown, Special Education Teacher at Tatanka Elementary STEM School, effective August 22, 2022. This is a replacement for Emily Dockendorf and is contingent upon receipt of appropriate licensure.
19. Erin Dickie, Social Worker at Tatanka Elementary STEM School, effective August 22, 2022. This is a replacement for Breanna Landrus.
20. Emily Lindstrom, 4th Grade Teacher at Tatanka Elementary STEM School, effective August 22, 2022. This is a replacement for Becky Prom/Jenny Wykle.
21. Samantha Telega, Occupational Therapist, effective August 22, 2022. This is a replacement for Jen Erickson.
22. Sarah Haas, 4th Grade Teacher at Parkside Elementary, effective August 22, 2022.
23. Ryan Anderson, 2nd Shift Custodian at Buffalo High School, effective May 23, 2022. This is a replacement for Dakotah Cooper.

RESIGNATION/RETIREMENT/TERMINATION – Approve the following resignation/retirement/termination:

1. Natalie Johnson, Physical Education Teacher at Northwinds Elementary, resignation effective June 10, 2022.
2. Allison Barkley, Nutrition Services Secretary, resignation effective May 20, 2022.
3. Colin Atkins, Special Education ESP at Parkside Elementary, resignation effective April 27, 2022.
4. Shayna Hulet, KidKare Aide, resignation effective May 3, 2022.

5. Cynthia Brown, Special Education ESP at Parkside Elementary, resignation effective June 9, 2022.
6. Mari Graves, ECSE ESP, retirement effective June 1, 2022.
7. Barbara Moll, Special Education Teacher at Buffalo High School, resignation effective June 10, 2022.
8. Faith Bila, 5th Grade Teacher at Montrose Elementary School of Innovation, effective June 10, 2022.

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

1. John Gunderson, Art Teacher, transfer from Buffalo High School to Tatanka Elementary STEM School, effective August 29, 2022.
2. Nancy Anderson, transfer from 2nd Grade to 1st Grade Teacher at Hanover Elementary, due to looping, effective August 29, 2022.
3. Rebecca Hanson, transfer from 2nd Grade to 1st Grade Teacher at Hanover Elementary, due to looping, effective August 29, 2022.
4. Cassandra Parish, transfer from 2nd Grade to 1st Grade Teacher at Hanover Elementary, due to looping, effective August 29, 2022.
5. Andrea Carlson, transfer from 1st Grade to 2nd Grade Teacher at Hanover Elementary, due to looping, effective August 29, 2022.
6. Nicole Meints, transfer from 1st Grade to 2nd Grade Teacher at Hanover Elementary, due to looping, effective August 29, 2022.
7. Austin Maranell, transfer from 4th Grade to 2nd Grade Teacher at Montrose Elementary, retroactive to August 31, 2021.
8. Kim Winans, transfer from Elementary Specialist to 4th Grade Teacher at Tatanka Elementary STEM School, effective August 29, 2022.
9. Anne McSorley, transfer from 2nd Grade to Kindergarten Teacher at Tatanka Elementary STEM School, effective August 29, 2022.
10. Julie Kent, transfer from Kindergarten to 1st Grade Teacher at Tatanka Elementary STEM School, effective August 29, 2022.
11. Megan Jones, transfer from Kindergarten to 2nd Grade Teacher at Tatanka Elementary STEM School, effective August 29, 2022.
12. Alicia Job, transfer from 1st Grade to 2nd Grade Teacher at Tatanka Elementary STEM School, effective August 29, 2022.
13. Elissa Anderson, transfer from 2nd Grade to 1st Grade Teacher at Tatanka Elementary STEM School, effective August 29, 2022.
14. Jamie Abell, transfer from 1st Grade to Kindergarten Teacher at Tatanka Elementary STEM School, effective August 29, 2022.
15. Brandon Aldrich, English Teacher, transfer from Buffalo Community Middle School to Buffalo High School, effective August 29, 2022.
16. Barb Metcalf, change in assignment from Special Education/Learning Recovery Teacher to Social Studies/REACH/AVID Teacher at Buffalo High School, effective August 29, 2022.
17. Emily Dockendorf, Special Education Teacher, transfer from Tatanka Elementary STEM School to Buffalo High School, effective August 29, 2022. This is a replacement for Kelsie Wahlberg.

18. Joseph Turner, Physical Education Teacher, transfer from Tatanka Elementary STEM School to Hanover Elementary, effective August 29, 2022. This is a replacement for Connie Peters.
19. Patti Fisher, Social Worker, change in assignment to include Buffalo High School, effective August 29, 2022.
20. Jessica Grundman, Social Worker, change in assignment from Montrose Elementary School of Innovation and Tatanka Elementary STEM School to 1.0 FTE at Montrose Elementary School of Innovation, effective August 29, 2022.
21. Kate Volk, transfer from 4th Grade Teacher at Tatanka Elementary STEM School to 5th Grade Teacher at Northwinds Elementary, effective August 29, 2022.
22. Cassandra Taylor, transfer from 3rd Grade Teacher at Montrose Elementary School of Innovation to Grades 1-2 Multi-age Teacher at Discovery Elementary, effective August 29, 2022.
23. Whitney Bennett, transfer from 5th Grade Teacher at Montrose Elementary School of Innovation to 3rd Grade Teacher at Hanover Elementary, effective August 29, 2022.
24. Anna Reedy, transfer from English Teacher to .5 FTE Student Achievement, .333 Advisory and .167 REACH Teacher at Buffalo High School, effective August 29, 2022.
25. Kaia Grant, transfer from PPD Coach to Secondary Curriculum Coordinator, effective July 1, 2022. This is a replacement for Stacy Eggers.
26. Michelle Vieau-Miltz, transfer from EBD Program Specialist TOSA to Special Education TOSA, effective July 1, 2022.
27. Megan Felder, transfer from Special Education Teacher to Special Education TOSA, effective July 1, 2022. This is a replacement for Mary Theresa Schmitz.
28. Jenna Kulberg, transfer from Special Education Teacher at Tatanka Elementary STEM School to Special Education Evaluator, effective August 29, 2022.
29. Tamra Jacobs, transfer from Special Education Teacher at Parkside Elementary to Special Education Evaluator, effective August 29, 2022.
30. Darcy Bodger, Occupational Therapist, increase from .8 to 1.0 FTE, effective August 29, 2022.
31. Jenny Wykle, transfer from STEM – TOSA at Tatanka Elementary STEM School to PPD Coach, effective July 1, 2022.
32. Patricia Moe, Special Education ESP at Tatanka Elementary STEM School, decrease from 33.75 to 32.5 hours/week, effective April 21, 2022.
33. Silvonna Elletson, Special Education ESP at Tatanka Elementary STEM School, increase from 30 to 31.25 hours/week, effective April 21, 2022.
34. Kallie Wycoff, Special Education ESP at Montrose Elementary School of Innovation, decrease from 32.5 to 30 hours/week, effective April 25, 2022.
35. Becky Braith, Special Education ESP at Montrose Elementary School of Innovation, decrease from 35 to 32.5 hours/week, effective April 25, 2022.

36. Terrisa Fisher, ABE Instructor, increase from 25.5 to 37.5 hours/week, effective July 1, 2022.
37. James Hulet, Head Engineer, transfer from Montrose Elementary School of Innovation to Discovery Elementary, effective May 23, 2022. This is a replacement for Randy Klatt.
38. Steven Randall, Temporary Head Engineer, transfer from Discovery Elementary to Montrose Elementary School of Innovation, effective May 23, 2022. This is a temporary replacement for Jim Hulett.

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

1. Shannon Bye, Special Education Teacher at Buffalo Community Middle School, request for leave of absence, effective April 11, 2022 and ending June 10, 2022.
2. Natalie Polaschek, extension of leave of absence to end effective May 15, 2022 and then to part-time leave of absence ending June 10, 2022.
3. Carmen Tubbs, Principal at Northwinds Elementary, request for leave of absence, effective June 9, 2022 and ending July 8, 2022.
4. Brad Robinson, Speech/Language Pathologist at Tatanka Elementary STEM School, request for leave of absence, effective April 19, 2022 and ending May 18, 2022.
5. Shannon Barclay, Math Teacher at Buffalo High School, request for leave of absence effective on or about October 21, 2022 and ending on or about January 26, 2023.
6. Sara Cich, ECFE Classroom Assistant, request for leave of absence, revised end date to May 17, 2022.
7. Candice Pfeffer-Rozeske, Discovery Elementary Secretary, request for leave of absence, effective on or about November 14, 2022 and ending February 3, 2023.
8. Marlene Rudenick, ESP at Buffalo Community Middle School, request for leave of absence, effective March 28, 2022 and ending May 8, 2022.

OTHER – Approve the following action:

1. Patrick Doyle, ESP at Montrose Elementary School of Innovation, ratification of employment action.

B. Check Disbursements

Payroll checks # 9000112030 through 9000114590, and 206290 through 206304 amounting to \$2,879,778.89. P-card disbursement checks 8000001959 to 8000001990, totaling \$487,690.66. Bill-pay wires 810001286 through 8100001302. Employee reimbursement checks 9100003850 through 9100003909, and Accounts Payable checks 399183 through 399422 for the period of April 15, 2022 – May 19, 2022 as follows:

01	GENERAL FUND	2,887,129.05
02	FOOD SERVICE	260,294.10
04	COMMUNITY SERVICE	100,972.45

05	CAPITAL OUTLAY	199,161.30
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	25,103.27
16	ALTERNATIVE FACILITIE	.00
45	POST EMP BENEFITS IRREV TRU	1,525.55
47	DEBT REDEMPTION	.00
51	ACTIVITIES	350.00
	TOTAL	\$3,474,535.72

C. Electronic Fund Transfers

A list of the electronic fund transfers occurring in the official depositories (for the period of Apr. 20 - May 12) is as follows:

Date	Vendor & Purpose	Amount
04/20/22	Alerus - COBRA Fee	\$ 592.00
04/20/22	District #877 Employees - Employee Reimb.	5,419.29
04/20/22	Further – Flex/Health Insurance	5,451.35
04/20/22	Further – Flex/Health Insurance	11,348.68
04/21/22	Xcel Energy – Utility	754.49
04/21/22	BCBS - Health Insurance	752,979.14
04/21/22	Delta Dental – Dental Insurance	2,515.16
04/25/22	Delta Dental – Dental Insurance	12,481.89
04/27/22	Further – Flex/Health Insurance	3,306.95
04/29/22	Xcel Energy – Utility	72.11
04/29/22	Chicago USA Tax Pmt – Federal Taxes	538,343.96
04/29/22	MN Teachers Retirement Association	2,003.81
04/29/22	MN Teachers Retirement Association	113,562.07
04/29/22	MN Teachers Retirement Association	203,580.15
04/29/22	MN Public Employees Retirement Association	53,921.25
04/29/22	District #877 Employees – Employee Payroll	1,670,871.09
05/02/22	Educators Benefit Consultants – Deferred Annuities	57,013.43
05/02/22	Delta Dental – Dental Insurance	14,211.55
05/02/22	MN Dept. of Revenue - Garnishments/Child Support	230.50
05/02/22	MN Dept. of Revenue - Garnishments/Child Support	575.02
05/02/22	MN Dept. of Revenue – State Taxes	84,942.00
05/02/22	MN Dept. of Revenue – State Taxes	69.07
05/04/22	Further – Flex/Health Insurance	816.62
05/04/22	Further – Flex/Health Insurance	2,937.38
05/04/22	Further – Flex/Health Insurance	11,290.81
05/05/22	District #877 Employees - Employee Reimb.	1,127.36
05/05/22	District #877 Employees - Employee Reimb.	220.69
05/05/22	BMO Corporate MasterCard – P-Card	487,690.66
05/10/22	Delta Dental – Dental Insurance	9,777.84

05/10/22	FeePay - Community Ed Fee	6,151.54
05/11/22	Further – Flex/Health Insurance	4,823.56
05/11/22	FeePay - Community Ed Fee	<u>1,450.00</u>
	Total	\$ 4,060,531.42

D. Minutes - April 25, 2022 Regular Meeting

E. Donations/Grants totalling \$11,809.

Lee/Bjorklund to approve

Motion carried 6-0

5. ACTION ITEMS

A. BHS Graduation Requirements, Pam Miller, Director of Teaching and Learning and Mark Mischke, BHS Principal

Graduation requirements are being changed to transition with the change from the 4-period block schedule to the 5-period trimester schedule. Full implementation will take place by 2026-27. An added course requirement in English is either English Literature and Composition or CIS Literature; Social Studies will add Human Geography; Business will add Personal Finance and Phy Ed will reduce the requirement from 1.5 to 1 credit. Work will continue for implementation of the trimester schedule with the 2023-24 school year. The Trimester schedule will require 27.5 out of possible 30 credits for graduation.

Ogden/Lee to approve

Motion carried 6-0

B. 2022-23 School Calendar – Early Release Schedule, Scott Thielman, Superintendent

This has been explored due to the difficulty in scheduling training and staff development and the difficulty in securing substitute teachers to cover during those times. Recommendation is the implementation of a 2-hour early release day on the first Friday of the month when school is in session except for September and June. Teachers and ESPs will benefit from this time.

Lawrence/Sansevere to approve

Motion carried 6-0

C. Seasonal Layoff Resolution, Ryan Tangen, Director of Finance and Operations

Be it resolved, the Board of Education of ISD 877 Buffalo-Hanover-Montrose Schools approves seasonal leaves of absence to district employees who work in school-year positions less than twelve months a year, such leave being from the time they complete their 2021-2022 duties until the scheduled return to work for the 2022-2023 school year. Positions include food service personnel, education support professionals, clerical staff, and other non-affiliated school-year employees.

Lee/Sansevere to approve

Motion carried 6-0

D. Resolution SWMISD Safe Schools Levy, Ryan Tangen, Director of Finance and Operations

Provides levy authorization for us to collect from our taxpayers and pay to these entities. Our portion is \$29,714.33 which is a tax impact of \$1.23/year on a \$200,000 home.

Lee/Lawrence to approve

Motion carried 6-0

E. Resolution SWMISD LTFM Budget, Ryan Tangen, Director of Finance and Operations

Provides levy authorization for us to collect from our taxpayers and pay to this entity. Our portion is \$13, 512.12 which is a tax impact of \$.56/year on a \$200,000 home.

Sansevere/Bjorklund to approve

Motion carried 6-0

F. Resolution WTC LTFM Budget, Ryan Tangen, Director of Finance and Operations

Provides levy authorization for us to collect from our taxpayers and pay to this entity. Our portion is \$43,837.51 which is a tax impact of \$1.81/year on a \$200,000 home.

Lee/Ogden to approve

Motion carried 6-0

G. Resolutions for Unrequested Leave of Absence, Evan Ronken, Director of Human Resources

These reductions are due to financial limitations and discontinuance or reduction of positions.

Jolene Sorenson – .626 FTE Computer Technology

Lee/Sansevere to approve

Motion carried 6-0

Kari Skeen-Lenzmeier - additional .148 FTE as Media Specialist

Lee/Lawrence to approve

Motion carried 6-0

Emily Schoepherster - .374 FTE as Social Studies Teacher

Lee/Bjorklund to approve

Motion carried 6-0

H. Resolution – Discontinuance of Contract, Evan Ronken, Director of Human Resources

Resolved that the following substitute teacher contracts be discontinued pursuant to the provisions of their individual contracts - Allison Brown – substitute

Sansevere/Lawrence to approve

Motion carried 6-0

I. Resolution Relating to the Termination and Nonrenewal of the Teaching Contract of Carly Pruszinske a Probationary Teacher.

Ogden/Lee to approve
Motion carried 6-0

6. REPORTS - none

7. COMMITTEE REPORTS

AB – Clerical Negotiations

SL – SEAC

AL – Safe Communities

BS – WTC, NWSISD, Nutrition Services Negotiations

8. SUPERINTENDENT'S REPORT

SWMISD meeting had discussion about online programming for students.

Disappointed with result of the legislative session and no decision about additional funding for education.

9. OTHER

Ogden/Sansevere to adjourn at 7:50 p.m.

Respectfully submitted,

Bob Sansevere, Clerk
ISD 877 Board of Education