

ISD 877 BOARD OF EDUCATION MEETING
Monday, March 11, 2013
Northwinds Elementary
4:30 p.m.

MINUTES

1. CALL TO ORDER BY CHAIR SUE LEE AT 4:30 P.M. AND ROLL CALL

Present: Dean Perry, Laurie Raymond, Doug Olson, Sue Lee, Melissa Brings, Patti Pokorney

Absent: None

2. PRELIMINARY ACTIONS

A. Pledge of Allegiance

B. Public Comment – none

C. Approval of Agenda

Brings/Pokorney

Motion carried 6-0

3. COMMUNICATIONS

A. NORTHWINDS PRESENTATION, Principal Dawn Wiegand

Random Acts of Reading as a spinoff from Random Acts of Kindness. Shared a video. MN Reading Corp – two part-time tutors see K-3 students providing intervention for about 24 students. Northwinds has been approved for next year. Will ask for one-full time staff member next year to help with scheduling.

Polar Bear Pavement Pounders – earn tokens for running at home and one day per week at school. Stages are for ½ marathon and full marathon with a goal of 100 miles by the end of the year. Many students are participating.

PBIS Update – Year One of implementation creating school-wide behavior expectations. Incorporated the characteristics of “respectful”, “responsible” and “safe”. Tickets are given to students when good behavior is witnessed by any staff member. Students earn rewards and special events.

B. Student Council Report, Michael Swearingen (absent)

C. Proud of

1. Laura (Barta) Lindquist, Communications Coordinator, who earned the distinction of Accredited in Public Relations (APR), through the Universal Accreditation Board.

D. Board Calendar Dates

1. Wednesday, March 20 - Special Board of Education Meeting 7:30 a.m. Board

Room

2. Monday, April 8 - Special Board Meeting 4:30 p.m. Board Room
3. Monday, April 8 - Board Workshop 4:45 p.m. Board Room
4. Saturday, April 20 - ECFE Family Fair 10-1 DES Gym
5. Monday, April 22 - 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. Joy Beasley, ESP at Hanover Elementary, effective March 1, 2013 and ending June 6, 2013. This is a replacement for Margaret Beck.

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

1. Margaret Beck, Health ESP at Hanover Elementary, from 2.5 hours/day as Instructional/Supervisory ESP to 6.75 hours/day as Health Paraprofessional, effective March 4, 2013. This is a replacement for Dana Brainerd.
2. Nicole Miller, from Food Service Aide (3.5 hours/day) to Food Service Assistant (6.75 hours/day) at Buffalo High School, effective March 4, 2013. This is due to staff restructuring.
3. Bryce Rodewald, from 2nd Shift Custodian at Buffalo Community Middle School to 1st Shift Custodian at Buffalo High School effective March 4, 2013. This is a replacement for Brad Faue.
4. Brad Faue, from 1st Shift Custodian at Buffalo High School to 2nd Shift Custodian at Buffalo Community Middle School effective March 4, 2013. This is a replacement for Bryce Rodewald.
5. Aaron Johnson, long-term substitute Health Teacher at Buffalo Community Middle School, extension of appointment to end June 7, 2013.
6. Julie Prince, ECSE ESP, increase from 16.5 to 16.75 hours per week, effective March 8, 2013. This is due to student needs.

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

1. Jean Pohlman, Print Shop Operator, request for part-time leave of absence effective March 5, 2013 and ending March 25, 2013.
2. Marlene Rudenick, Special Education ESP, extension of leave of absence to end March 25, 2013.

B. Check Disbursements

Payroll checks # 196950 through 197161 and 167462 through 168258, amounting to \$1,493,797.91. P-card disbursement checks 31632 to 31916, totaling \$76,864.34. Handwritten checks 155489 through 155492, Bill-pay wires 31917 through 31918. Employee reimbursement checks 90005179 through 90005227, and Accounts Payable checks 158117 through 158301, for the period of February 25 – March 4 as follows:

01	GENERAL FUND	1,016,943.73
02	FOOD SERVICE	59,290.60
04	COMMUNITY SERVICE	22,224.31
05	CAPITAL OUTLAY	83,030.43
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	6,571.06
16	BUILDING CONSTRUCTION	.00
47	DEBT REDEMPTION	.00
	TOTAL	\$1,188,060.13

C. Electronic Fund Transfers

A list of the electronic fund transfers occurring in the official depositories (for the period of Feb. 1 – Feb. 28) is as follows:

Date	Vendor & Purpose	Amount
2/01/13	Xcel Energy – Utility	44.69
2/01/13	Xcel Energy – Utility	3,129.66
2/01/13	Xcel Energy – Utility	90.00
2/05/13	BMO Corporate MasterCard – P-Card	76,864.34
2/06/13	Delta Dental – Dental Insurance	9,741.89
2/07/13	Xcel Energy – Utility	3,275.06
2/13/13	Delta Dental – Dental Insurance	9,105.27
2/15/13	Chicago USA Tax Pmt – Federal Taxes	329,911.30
2/19/13	MN Dept. of Revenue – Sales Tax	861.00
2/19/13	MN Dept. of Revenue – State Taxes	53,725.67
2/19/13	Educators Benefit Consultants – Deferred Annuities	34,948.95
2/21/13	Delta Dental – Dental Insurance	7,798.39
2/21/13	Xcel Energy – Utility	855.50
2/27/13	Delta Dental – Dental Insurance	12,365.52
2/28/13	Chicago USA Tax Pmt – Federal Taxes	<u>342,742.68</u>
	Total	885,459.92

D. Minutes - February 25, 2013, Regular Meeting

E. Donations/Grants

1. \$61.15 from OneCause to TES
2. \$1330 from individuals through GiveMN.org for the MES Read-A-Thon
3. Verizon Notebook valued at \$175 from Jean Stevens to PES
4. \$100 from Alerus Mortgage Refer a Friend Program to BHM Schools - Paul and Rhonda Iverson

Raymond/Pokorney to approve
Motion carried 6-0

5. ACTION ITEMS

- A. Policies - Final Reading #705 Investments and Cash Management, Gary Kawlewski
The maximum percent of portfolio to be invested for certificates of deposit is increased from 76% to 95%.

Brings/Perry to approve
Motion carried 6-0

6. REPORTS

- A. Physical Education RESEARCH, Pam Miller
Physical Education Teachers: Marci Wills, Jen Nichols, Jason Karn shared a video of physical education activities around the district. Teachers are examining the program strengths and limitations to formulate an improvement action plan. Obesity is a national problem. Associations are found between physical fitness and academic performance, school attendance and school incidents. Amount of class time varies at each building. Will want to be creative and look at possible schedule changes other than scheduling determined by prep time.
- B. Summer Programs, Kim Carlson
This is the fourth year of Summer Block program. Kindergarteners will stay in one classroom for the day which is better for them than moving from class to class. Use bus supervisors. Targeted services program referral has been revised for reading and math. Community Education received a \$10,000 grant for Open Streets which will take place in July through Allina BCBS.
- C. Principal Evaluation Revisions, Pam Miller
The review of the principal evaluation process is due to recent legislative changes. A district subcommittee was formed. Job descriptions will also be updated through this process. Seven competency areas are identified under leadership – strategic, instructional, managerial, cultural, communications, school community and ethical and professional.
- D. Policies - First Reading #722 - School Attendance Boundaries, Pam Miller
Policy provides two guidelines regarding in-district transfer requests. This revision may allow the approval for a request for other reasons, i.e., class size.

7. COMMITTEE REPORTS

- DOlson – Safe Communities reviewed fatal accidents that have taken place over the year.
- MBrings – Finalist Interviews for Principal/Director of Technology
- PPokorney – NHCC students presented at the monthly meeting.
- SLee – Qcomp, DTLC, WTC Director has been chosen

8. SUPERINTENDENT'S REPORT

- Kris Thompson testified for the Safe Schools Committee and WrightChoice Program.

Additional funding was approved.

9. OTHER

DOlson/LRaymond to adjourn at 6:21 p.m.

Respectfully submitted,

Douglas A. Olson, Clerk
Buffalo-Hanover-Montrose Schools Board of Education