

ISD 877 BOARD OF EDUCATION SPECIAL MEETING  
Monday, June 9, 2014  
Board Room - Discovery Center  
4:30 p.m.

---

MINUTES

1. CALL TO ORDER by Chair Sue Lee AND ROLL CALL

Present: Sue Lee, Melissa Brings, Patti Pokorney, Laurie Raymond, Jeff Trout, Ken Ogden

Absent: Dean Perry

2. PRELIMINARY ACTIONS

A. Pledge of Allegiance

3. APPOINTMENT OF BUFFALO HIGH SCHOOL ASSISTANT PRINCIPAL, Moreen Martell, Pam Miller, Mark Mischke

Brad Koltes was introduced to the Board of Education. Mr. Koltes is a good fit for our district and we are a good fit for him. Comments about Mr. Koltes - "He is authentic, says what he believes." "He will not let you fail and will not give up on you." Mr. Koltes has all four components we were looking for in an Assistant Principal; Reflective, Caring, Intelligent and Calm.

Ogden/Pokorney to approve

Motion carried 6-0

4. PERSONNEL CONSENT AGENDA

APPOINTMENTS - All appointments are contingent upon satisfactory completion of a criminal background check. Approve the following appointments:

1. Jana Kragerud, Special Education Teacher at Northwinds Elementary, effective August 18, 2014. This is a replacement for Amanda Reed.
2. Kate Volk, 4<sup>th</sup> Grade Teacher at Montrose Elementary, effective August 18, 2014.

RETIREMENT/RESIGNATION/TERMINATION – Approve the following resignations/retirements/terminations:

1. Cindy Kotz, 4<sup>th</sup> Grade Teacher at Parkside Elementary, retirement effective June 6, 2014.
2. Leah Otto, Food Service Aide at Buffalo Community Middle School, resignation effective June 5, 2014.
3. Kevin Schmeling, Drivers Education Coordinator, resignation effective July 31, 2014.

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

1. Heather Thomas, School Psychologist, from 1.0 FTE at Buffalo High School to .9 FTE at Buffalo High School and .1 FTE at PRIDE, effective May 16, 2014. This is a correction.
2. Janelle Munson, Speech/Language Pathologist, from 1.0 FTE at Buffalo High School to .8 FTE at Buffalo High School and .2 FTE at PRIDE, effective May 16, 2014. This is a correction.
3. Paula James, ESP at Northwinds, from 6 to 2.5 hours/day as Special Education ESP and from 25 minutes to 3.25 hours/day as Crossing/Supervisory ESP, effective September 2, 2014.
4. Sharon Herzfeld, from Grades 4/5 Combination to 4<sup>th</sup> Grade Teacher at Parkside Elementary, effective August 25, 2014. This is a replacement for Cindy Kotz.
5. Kristin Rakke, Music Teacher, from .8 FTE at Discovery Elementary and .2 FTE at Northwinds Elementary to 1.0 FTE at Discovery Elementary, effective August 25, 2014.
6. Jeff Lindbloom, Physical Education Teacher, from .8 FTE at Discovery Elementary and .2 FTE at Northwinds Elementary to 1.0 FTE at Discovery Elementary, effective August 25, 2014.
7. Kari Lenzmeier, Media Specialist, from .8 FTE at Hanover Elementary and .2 FTE at Northwinds Elementary to 1.0 FTE at Hanover Elementary, effective August 25, 2014.
8. Heather Strand, from 3<sup>rd</sup> Grade Teacher at Parkside Elementary to 7<sup>th</sup> Grade English Teacher at Buffalo Community Middle School, effective August 25, 2014. This is a replacement for Katie Gohl.
9. Emily Mason, Social Worker, from .25 FTE at Hanover Elementary and .75 at Tatanka Elementary to .8 FTE at Parkside Elementary, .1 FTE at Discovery Elementary and .1 FTE Early Childhood Special Education, effective August 25, 2014.
10. Bonnie Kolbinger, ESP from 5 hours/day as Special Education and 2.25 hours/day as transportation at PRIDE to 6 hours/day as Special Education at Buffalo Community Middle School, effective September 2, 2014.
11. Stacy Uecker, ESP from Discovery Elementary to Buffalo Community Middle School, effective September 2, 2014.
12. Ryan Rutten, Tech Ed Teacher, from .8313 FTE at Buffalo Community Middle School and .333 FTE at Wright Technical Center to 1.0 FTE at Buffalo Community Middle School, effective August 25, 2014.
13. Rob Nosbush, from Math Teacher at Buffalo Community Middle School to District High Potential Services Coordinator, effective July 1, 2014. This is a replacement for Ed Cox.
14. Deb Ross, from 6.5 hours/day as Health ESP to 5 hours/day as Special Education ESP and 1.5 hours/day as Instructional ESP at Montrose Elementary, effective September 2, 2014. This is a correction.

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

1. Lloyd Lenart, Custodian at Buffalo High School, extension of leave of absence to end August 1, 2014.

Raymond/Brings to approve  
Motion carried 6-0

## 5. REPORTS

- A. Elementary Handbooks, Hanover Elementary Principal Jeff Olson  
Changes to handbook are Page 8- school cancellations, Page 12&13- Technology usage, Page 15- lunch prices and Page 21- Safety drills updates.

- B. District Facility Needs, Scott Thielman, Gary Kawlewski, John Heltunen

An overview presentation was shown to explain the long process that has taken place to determine practical needs of our facilities. With Custodians, Building Administration and the Director of Building and grounds input.

### Needs:

Safety and security: cameras, intercoms, front entrance remodels.

Deferred Maintenance: parking lot, roof replacements, equipment replacement, carpets/floors, windows, lockers, exterior doors.

Facility Needs: upgrades, remodels, replacements, renovations, repairs, technology.

Activity Venue Upgrade: Track Field, fields at BHS, pool renovations, reconfiguring fields.

Discussion: parking space and another pool.

Final numbers will be provided at the July 14<sup>th</sup> board meeting.

- C. Common Groups Severance, Gary Kawlewski, Moreen Martell

Individual contract employees who have retirement benefits included in their contracts have been grouped/classed and must be recognized for the purpose of post retirement severance benefits. Approval will be recommended at the June 23<sup>rd</sup> meeting.

“Similar Class (a)” – Coordinators & Supervisors

- Communications Coordinator
- Technology Coordinator
- Information Systems Coordinator

- Phoenix Learning Center Coordinator
- Controller
- “Similar Class (b)” – Confidential Employees
  - Administrative Assistant to the Superintendent/BOE
  - Payroll Supervisor
  - Accountant
  - Secretary to the Director of Finance and Operations
  - Secretary to the Director of Human Resources
- “Similar Class (c)” – Technicians & Specialists
  - Senior Technicians - Technology
  - Mental Health Practitioner
- “Similar Class (d)” - Directors
  - Director of Finance and Operations
  - Director of Teaching & Learning
  - Director of Special Education
  - Director of Technology and Information Services
  - Director of Community Education
  - Director of Human Resources
  - Director of Food Service
  - Director of Buildings & Grounds

D. Preliminary General Budget 2014-15, Gary Kawlewski, Miranda Kramer

Budget is conservative and projects the worst case scenario.

Discussion: food service line - not as many kids are eating school lunches and this is why the numbers are low. Staff has been wonderful during this transition and looking at many different options on how to increase participation.

E. Policy Review – 807 Health and Safety, Gary Kawlewski

This is an annual review. No changes are recommended.

6. COMMITTEE REPORTS

SL- WTC- new principal hired, settled master contract

LR- Site visit for AP was a wonderful experience. ESP negotiations

PP- SPED Advisory Committee- speaker Tim Hanson. ESP and Custodial Negotiations.

7. CLOSED SESSION - Superintendent Evaluation

Brings/Pokorney moved to go into Closed Session at 6:37 p.m.

Motion carried 6-0

Raymond/Ogden moved to come out of Closed Session at 7:35 p.m.  
Motion carried 6-0

8. Other

Ogden/Trout to adjourn at 7:36 p.m.  
Motion carried 6-0

Respectfully submitted,

Patti Pokorney, Clerk  
ISD 877 Board of Education