

ISD 877
BOARD OF EDUCATION MEETING

August 24, 2009
Board Room
7:00 p.m.

MINUTES

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

Present: Patti Pokorney, Doug Olson, Sue Lee, Dave Wilson, Melissa Brings, Jeff Mattson, Rolf Mohwinkel

2. PRELIMINARY ACTIONS

- a. Pledge of Allegiance
- b. Public Comment
- c. Approval of Agenda

Mohwinkel/Mattson to approve
Motion carried 7-0

3. COMMUNICATIONS

- a. Proud of
- b. Board Calendar Dates
 1. Thursday, August 27 – 11:45 a.m., New Teacher Luncheon at Northwinds Elementary
 2. Wednesday, September 2 – District Welcome Back at Buffalo High School PAC
 3. Monday, September 14 – 4:30 p.m., Board Workshop at Buffalo Community Middle School
 4. Monday, September 28 – 7:00 p.m., Board Meeting at Discovery 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. Patricia Penny, Special Education ESP, for 3 hours/day for 174 days/year at Northwinds Elementary effective September 8, 2009. This is a re-hire.
2. Becky Watermiller, Special Education ESP, for 6 hours/day for 88 days/year at Discovery Elementary effective September 8, 2009. This is a re-hire.
3. Andrea Raser, part-time (.6 FTE) Physical Education Teacher at Montrose Elementary effective August 24, 2009. This is a replacement for Annalicia Niemela.
4. Kara Frazier, Grades 3-4-5 Multi-age Teacher at Discovery Elementary effective August 24, 2009. This is a replacement for Jenina Rothstein.
5. Andrea Doom, Special Education Teacher at Montrose Elementary effective August 24, 2009. This is a replacement for Amy Haag.

6. Desiree Tweten, Special Education Teacher at Northwinds Elementary effective August 24, 2009. This is a replacement for Angela Schroetke.
7. Jacqueline Behr, part-time (.8 FTE) 6th Grade Math and Science Teacher at Buffalo Community Middle School effective August 24, 2009. This is a replacement for Laura Halldin.
8. Jennifer Derham, part-time (.4 FTE) ECSE Psychologist effective August 24, 2009. This is a replacement for Laura Lundquist.
9. Jen Roethke, Special Education ESP at Northwinds Elementary effective September 8, 2009. This is a replacement for Paula Meister.
10. Tami Aldrich, Special Education ESP at Parkside Elementary effective September 8, 2009. This is a replacement for Diane O'Brien.
11. Stefanie Brott, Special Education ESP at Buffalo Community Middle School effective September 8, 2009. This is a replacement for Shelly Bergman.
12. Terri Schmidt, Special Education ESP at Buffalo Community Middle School effective September 8, 2009. This is a replacement for Kim Luedtke.
13. Rebecca Burmeister, ECSE Special Education Teacher effective August 24, 2009. This is a replacement for Gary Blake and Elizabeth Hodge.
14. Jill Loomis, ECSE Special Education Teacher effective August 24, 2009. This is a re-hire.
15. Jennifer Koch, English Teacher at Buffalo High School effective August 24, 2009. This is a replacement for Vicki Cary and Ryan McCallum.
16. Kim Coil, .5 FTE 1st Grade Teacher at Tatanka Elementary and .5 FTE Kindergarten Teacher at Parkside Elementary effective August 24, 2009. This is a replacement for Cynthia Tagg.
17. Andrea Lund, Title I ESP at Parkside Elementary effective September 8, 2009. This is a re-hire due to Title I funding.
18. Diane Smogard-Mastel, ECFE Parent Educator and Teacher, effective August 30, 2009. This is a replacement for Bill Anderson.
19. Myrna Magandy, short-term substitute Elementary Teacher at Parkside Elementary effective on or about October 29, 2009 and ending on or about January 4, 2010. This is a replacement for Sheila Simonson.
20. Natalie Hagberg, Social Studies Teacher at Buffalo High School (.4 FTE) and Buffalo Community Middle School (.6 FTE) effective August 31, 2009. This is a replacement for Jack Brady and Will Floersheim.
21. Craig Grams, D/APE Teacher (.6 FTE) at Buffalo Community Middle School effective August 24, 2009. This is a replacement for Barb Janski.
22. Kelli Ouverson, Elementary Teacher at Tatanka Elementary effective August 31, 2009. This is due to student enrollment.
23. Jamie Betts, Title I Teacher at Parkside Elementary effective August 31, 2009.

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

1. Perry Guertin, part-time Custodian at Buffalo Community Middle School, resignation effective August 21, 2009.
2. Katy Armstrong, ECFE Teacher, resignation effective July 15, 2009.
3. Annalicia Niemela, Physical Education Teacher at Montrose Elementary, resignation effective July 14, 2009.
4. Sandy Wessling, Food Service Aide at Buffalo Community Middle School, resignation effective August 15, 2009.
5. Gary Cocchiarella, 3rd Shift Custodian at Buffalo High School, resignation

effective on or about September 8, 2009.

TRANSFER/CHANGE IN ASSIGNMENT - Approve the following transfer/change in assignment:

1. Jennifer Woblen, KidKare Supervisor, from Hanover Elementary to Northwinds Elementary effective August 31, 2009.
2. Ryan McCallum, from full-time English Teacher at Buffalo High School to .5 FTE English Teacher at Buffalo High School and .5 FTE K-12 Technology Integration Specialist effective August 31, 2009.
3. Cynthia Tagg, Elementary Teacher, from .5 FTE at Parkside Elementary and .5 FTE at Parkside to 1.0 FTE 2nd Grade Teacher at Tatanka Elementary effective December 1, 2009. This is a replacement for Mary Wrynn.
4. Barb Janski, from 1.0 FTE District-wide Adapted Physical Education Teacher to .4 District-wide Adapted Physical Education Teacher and .6 Special Education Teacher on Special Assignment effective August 10, 2009.
5. Mary Dziuk, Educational Support Professional at Tatanka Elementary, increase of .5 hours/day effective September 8, 2009 and ending June 10, 2010.
6. Jack Brady, from .4 Teaching and Learning Coordinator and .5 Social Studies Teacher at Buffalo Community Middle School to .4 Teaching and Learning Coordinator and .6 Special Education Data Coordinator.
7. Amanda Hastings, Family and Consumer Science Teacher at Buffalo Community Middle School, from .93 FTE to 1.0 FTE effective November 16, 2009. This is a replacement for Mary Mahlberg.
8. Heather Tierney, English Teacher at Buffalo High School, from .5 FTE to .8 FTE effective August 31, 2009.
9. Jennifer Fonkert, .817 FTE Reading Specialist at Tatanka Elementary, additional appointment as .183 Title I Teacher effective August 31, 2009.
10. Jacqueline Zahler, from .54 FTE to .57 FTE Title I Teacher at Tatanka Elementary and St. Francis Elementary effective August 31, 2009.
11. Janet Tietgen, from .54 FTE to .57 FTE Title I Teacher at Tatanka Elementary effective August 31, 2009.
12. Kristi Fobbe, from .73 FTE to .77 FTE Title I Teacher at Tatanka Elementary effective August 31, 2009.
13. Katie Pribula, from .59 FTE to .87 FTE Title I Teacher at Parkside Elementary effective August 31, 2009.
14. Michelle Kanarski, from .7 FTE to .67 FTE Title I Teacher at Parkside Elementary and additional appointment as .2 FTE Math Teacher at Discovery Elementary effective August 31, 2009.
15. Suzanne Holmberg, Educational Support Professional at Hanover Elementary, from 982 to 1043.25 hours/year effective September 8, 2009.
16. Karen Howey, Educational Support Professional at Hanover Elementary, from 904 to 934 hours/year effective September 8, 2009.
17. Shari Larson, Educational Support Professional at Buffalo High School, from Media/Printing (7.0 hours/day) to Parking Lot (7.5 hours/day), effective September 8, 2009. This is a replacement for Bob Wetterberg.
18. Bob Wetterberg, Educational Support Professional at Buffalo High School, from Parking Lot (7.5 hours/day) to Media/Printing (7.5 hours/day), effective September 8, 2009. This is a replacement for Shari Larson.

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

1. Sheila Simonson, 2nd Grade Teacher at Parkside Elementary, request for leave of absence effective on or about October 29, 2009 and ending on or about January 4, 2010.
 2. Teresa Dvorak, Special Education ESP at Tatanka Elementary, request for leave of absence effective September 8, 2009 and ending June 10, 2010.
 3. Laura Halldin, K-12 Gifted Education Coordinator, request for leave of absence effective September 14, 2009 and ending on or about October 13, 2009.
- b. Check Disbursements - Payroll checks # 186055 through 186328, and 109791 through 110606, amounting to \$1,202,107.68. P-card disbursement checks 12944 to 13270, totaling \$120,323.08. Handwritten checks 137591 through 137962, Bill-pay wires 12943, 13271 through 13273, Employee reimbursement checks 9001328 through 9001371, and Accounts Payable checks 139055 through 139483, for the period of July 13 – August 17 as follows:

| | | |
|----|-----------------------|----------------|
| 01 | GENERAL FUND | 1,508,686.57 |
| 02 | FOOD SERVICE | 3,108.69 |
| 04 | COMMUNITY SERVICE | 55,327.46 |
| 05 | CAPITAL OUTLAY | 163,168.43 |
| 06 | NEW BUILDING | 433,195.95 |
| 07 | DEBT SERVICE | 900.00 |
| 09 | ACTIVITY FUND | 28,757.14 |
| 16 | ALTERNATIVE FACILITIE | .00 |
| | TOTAL | \$2,193,144.24 |

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

| Date | Vendor & Purpose | Amount |
|---------|--|------------------|
| 7/6/09 | Delta Dental – Dental Insurance | 12,469.16 |
| 7/7/09 | BMO Corporate MasterCard – P-Card | 120,323.08 |
| 7/7/09 | Xcel Energy – Utility MES | 2,035.35 |
| 7/7/09 | Xcel Energy – Utility HES | 3,261.69 |
| 7/15/09 | Delta Dental – Dental Insurance | 10,790.74 |
| 7/15/09 | Chicago USA Tax Pmt – Federal Taxes | 83,110.95 |
| 7/15/09 | MN Dept. of Revenue – State Taxes | 13,708.10 |
| 7/21/09 | Xcel Energy – Utility BHS | 189.33 |
| 7/22/09 | Delta Dental – Dental Insurance | 6,865.09 |
| 7/29/09 | US Bank – \$42,400,000 2003 G.O. Bond | 848,351.25 |
| 7/29/09 | Bond Trust – \$20,340,000 2008 G.O. Bond | 551,911.11 |
| 7/29/09 | Bond Trust – \$9,100,000 2005 G.O. Bond | 118,987.50 |
| 7/29/09 | Delta Dental – Dental Insurance | 9,903.09 |
| 7/30/09 | Chicago USA Tax Pmt – Federal Taxes | 101,633.34 |
| 7/30/09 | MN Dept. of Revenue – State Taxes | <u>16,297.81</u> |
| | Total | 1,899,837.59 |

- d. Minutes

- e. Donations

1. \$35.00 Wells Fargo Community Support Program/Cheryl Herrick to BHS
2. \$35.00 Wells Fargo Community Support Program/Anne Loomis to BHS

3. \$70.00 Wells Fargo Community Support Program/Sam Pokorney to BHS
4. \$329.70 from Dean Foods/Kemps' Milk Moola Program to PES

Pokorney/Mohwinkel to approve
Motion carried 7-0

5. ACTION ITEMS

- a. Appointment of Kris DeClerk-Thompson as Assistant Principal at Buffalo High School, Moreen Martell

This position became available due to the transfer of Matt Lubben to the Buffalo Community Middle School after Shane Thielke resigned. Kris DeClerk-Thompson has been serving as an Assistant Principal at Becker but before that served as a Physical Education Teacher at Buffalo High School for 17 years. During the site visit to Becker High School, the interview team heard comments regarding Kris' characteristics - reflective, a good listener, articulate, energetic, and most importantly caring for students. Also heard Kris has a passion for students and staff and challenged them both.

Mohwinkel/Lee to approve
Motion carried 7-0

- b. OPEB Bonds Resolution, Chuck Klaassen

Caroline Drude from Ehlers presented results of the bond sale. Bids were received prior to noon today. District received a credit rating of Aa2. Six bids were received with the low bid of 4.7476% from Vining Sparks IBG, L.P. This will see over \$645,000 in savings from the projected rate of 5.15% in July.

The Resolution Awarding The Sale, Determining The Form And Details, Authorizing The Execution, Delivery, And Registration, And Providing For The Payment Of General Obligation Taxable OPEB Bonds, Series 2009a is on file in the District office (35 pages).

Pokorney/Lee to approve award of bid to Vining Sparks IBG, L.P.
Motion carried 7-0

- c. Open Enrollment Resolution, Pam Miller

Due to large class sizes at the fourth grade level and in grades 6-12, the following resolution is recommended:

RESOLUTION CLOSING OPEN ENROLLMENT IN CERTAIN GRADES IN CERTAIN BUILDINGS

The School Board of Buffalo-Hanover-Montrose School District #877 is closing open enrollment in fourth grade at all elementary schools; i.e., Discovery Elementary, Northwinds Elementary, Parkside Elementary, Tatanka Elementary, Hanover Elementary and Montrose Elementary, and is closing open enrollment in grades 6-12 at Buffalo Community Middle School and Buffalo High School for the 2009-10 school year, or until a future action of this School Board rescinds this resolution during the 2009-10 school year.

Because we are an integration district, we must treat all requests as open enrollment (not non-resident agreements).

Brings/Olson to approve

Discussion: PP – is enrollment into the Arts Magnet program closed because of this – yes, are also able to rescind this motion should enrollment drop during the school year.

Motion carried 7-0

d. Policy Approval

1. #640 Animals in the School Setting, Eric Hamilton

Policy was reviewed by the board in July and there have been no further revisions.

Mattson/Brings to approve

Discussion: DW - Principals have reviewed this – yes.

PP - Will be updated if there are any issues – yes

DW – Ag classes at the high school – those students sign up for those classes and are aware that animals will be present in the classroom areas.

Motion carried 7-0

e. Board of Education General Election Resolution, Anita Underberg

Three seats are up for election on the Board of Education along with one seat to complete the term of a vacancy (two-year term). Two resolutions need approval to set all the procedures in motion to hold the Board of Education Election on November 3, 2009.

Resolution Relating To Election Of School Board Members And Calling The School District General Election – 3 seats, 4 year terms each (detailed resolution is on file in the district office)

Pokorney/Lee to approve

Motion carried 7-0

Resolution Calling A Special Election To Fill A School Board Vacancy – 1 seat, 2 year term (detailed resolution is on file in the district office)

Pokorney/Olson to approve

Motion carried 7-0

f. Referendum Renewal Resolution, Jim Bauck

RESOLUTION RELATING TO RENEWING A PORTION OF THE
REFERENDUM REVENUE AUTHORIZATION OF THE
SCHOOL DISTRICT AND CALLING AN ELECTION THEREON

BE IT RESOLVED by the School Board of Independent School District No. 877, State of Minnesota, as follows:

The Board hereby determines and declares that it is necessary and expedient for the school district to increase its general education revenue by \$110.55 per resident marginal cost pupil unit. This proposed referendum revenue authorization would renew the portion of the school district's existing authorization which is scheduled to expire after taxes payable in 2010. As provided by law, the ballot question must abbreviate the term "per resident marginal cost pupil unit" as "per

pupil." The additional revenue will be used to finance school operations and the property tax portion thereof will require an estimated referendum tax rate of approximately .10294% of the referendum market value of the school district for taxes payable in 2011, the first year it is to be levied. The proposed referendum revenue authorization would be applicable for ten (10) years unless otherwise revoked or reduced as provided by law. The question on the approval of this referendum revenue authorization shall be School District Ballot Question 1 on the school district ballot at the special election held to approve said authorization.

This is a renewal of the current \$110.55 levy. There will be no change in taxes from this renewal. It still does not look like we will receive any increase in funding from the state. The stimulus funds were for one year only. Would like to ask for additional money but now is not the time. Renewal will provide a stable budgeting process for the district.

Pokorney/Brings to approve

Discussion – PP Any idea of the dollar amount we would need to cover the stimulus funds and reductions we have made - \$471/student needed to maintain and more than that to bring back things we have reduced.

Motion carried 7-0

6. REPORTS

a. MCA II Results and AYP Status, Pam Miller

GRAD Testing areas are: Writing in grade 9, reading in grade 10 and math in grade 11. Our results were higher than the state average in each area. Proficiency levels increased but not pleased with comparison to neighboring districts.

AYP – Participation, attendance, graduation and proficiency are all measured. Nine subgroups are also measured. Did not make AYP in Reading in the subgroups of Hispanic, LEP, Special Education and Free and Reduced Lunch, or in Math in the subgroups of Special Education and Free and Reduced Lunch. Sites making AYP are DES, PES, HES and TES – congratulations to TES since they were on the watch list last year. Montrose did not make AYP this past year so are on the watch list this year. District must notify parents of the need for improvement.

b. Policy Review:

The following policies require annual review:

1. #214 Out-of-State Travel by School Board Members, Anita Underberg
No revisions suggested
2. #511 Student Fundraising, Anita Underberg
Suggested revisions deal with designating the administration of the fund raising activities to the building level.
3. #806 Crisis Management Policy, Eric Hamilton
Minor revisions dealing with fire extinguishers, reference to charter or one-building districts and tailoring procedures at the building level.

These policies will be brought back at the September board meeting for a final reading.

Discussion: Do we hold lockdown drills – yes, 5 are required annually
DW - Any schools in our area with metal detectors – No

RM - This is a very comprehensive plan

7. DISTRICT COMMITTEE REPORTS

PP – NWSISD – first meeting with interim superintendent on board

8. SUPERINTENDENT'S REPORT

District participated in a Nuclear Tabletop exercise on August 10th and passed.

9. OTHER

Olson to adjourn at 8:25 p.m.