

**Minutes of Special Meeting
Buffalo-Hanover-Montrose Schools
Monday, August 11, 2014
Board Room, 214 1st Avenue NE, Buffalo
4:30 PM**

1. CALL TO ORDER AND ROLL CALL

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

Absent: Ken Ogden

2. PRELIMINARY ACTIONS

A. Pledge of Allegiance

3. APPOINTMENT OF BOARD OF EDUCATION MEMBER, Sue Lee, Chair

WHEREAS, a vacancy exists in the office of school board member with a term expiring the first Monday in January, 2017; and

WHEREAS, the vacancy has occurred on or after the first day to file affidavits of candidacy for the school district general election; and

WHEREAS, Stan Vander Kooi meets the qualifications established by Minnesota law to serve as a school board member;

NOW THEREFORE BE IT RESOLVED, by the School Board of Independent School District #877, State of Minnesota as follows:

Pursuant to Minnesota Statutes, Section 123B.09, Subd. 5, Stan Vander Kooi is hereby appointed to fill the vacancy and to serve until the next Board of Education General Election in November, 2015.

Pokorney/Brings to approve

Motion carried 5-0

4. PERSONNEL CONSENT AGENDA

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

1. Eric Kusch, Physical Education Teacher at Montrose Elementary, effective August 18, 2014.
This is a replacement for Chad Anderson.
2. Michelle Lunacek, Elementary Speech/Language Pathologist, effective August 18, 2014.
This is a replacement for Jessica Lutz.
3. Elizabeth Muellereile, part-time (.532 FTE) French Teacher at Buffalo High School, effective

August 18, 2014.

4. Michelle Kelly, District Payroll Supervisor, effective August 11, 2015. This is a replacement for Kim Young.
5. Lisa Lindman, Health ESP at Montrose Elementary, effective September 2, 2014. This is a replacement for Deb Ross.

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

1. Drew West, 2nd Shift Custodian at Buffalo High School, resignation effective July 31, 2014.
2. Beth Wychor, ESP at Northwinds Elementary, termination effective June 5, 2014.

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

1. Dana Brainerd, from Health ESP at Buffalo High School to School Secretary at Hanover Elementary, effective August 25, 2014. This is a replacement for Jean Kubu.
2. Kim McCreight, ESP at Northwinds Elementary, decrease of .2 hours/day as Transportation ESP, effective September 2, 2014.
3. Betty LaRoque, Food Service Aide at Discovery Elementary, from 3.25 to 3.0 hours/day, effective July 1, 2014.
4. Camryn Scherber, from 1.0 FTE ECSE Teacher to .5 ECSE Teacher and .5 TOSA Special Education Coordinator, effective July 1, 2014 and ending June 30, 2015.
5. Karen Howey, ESP at Hanover Elementary, increase from 1.0 to 1.25 hours/day, effective September 2, 2014.
6. Ruth DeLacey, ESP at Parkside Elementary, increase of .75 hours/day, effective September 2, 2014.
7. Michaleine Lauer, ESP at Parkside Elementary, increase of .5 hours/day, effective September 2, 2014.
8. Debra Bestland, from .298 FTE Dance Teacher to .766 Dance/Art Teacher at Buffalo High School, effective August 25, 2014. This is a partial replacement for Sheri Tamte.
9. Linda Robeck, from part-time (.532 FTE) Grades 4-5 Teacher at Northwinds Elementary to full-time Kindergarten Teacher at Parkside Elementary, effective August 25, 2014.

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 November 18, 2014.
2. Taylor Zachman, KidKare Supervisor, request for leave of absence, effective on or about October 17, 2014 and ending January 5, 2015.
3. Kim Colebank, Health ESP at Hanover Elementary, request for leave of absence, effective September 2, 2014 and ending January 5, 2015.
4. Randy Klatt, Custodian at Discovery Elementary, request for leave of absence, effective August 7, 2014 and ending on or about October 2, 2014.
5. Katie Gohl, STEAM Coordinator and Technology Integration Specialist, request for leave of absence, effective September 18, 2014 and ending December 11, 2014.

Raymond/Brings to approve

Motion carried 6-0

5. ACTION ITEMS

A. Referendum Resolution Calling a Special Election on November 4, 2014, Gary Kawlewski

This resolution calls for an election on November 4, 2014 for \$33,050,000. The election will be held in conjunction with the state general election.

**RESOLUTION RELATING TO THE ISSUANCE OF
SCHOOL BUILDING BONDS AND CALLING AN ELECTION THEREON**

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

1. The board hereby finds and determines that it is necessary and expedient for the school district to borrow money in an aggregate amount not to exceed \$33,050,000 and not to exceed any limitation upon the incurring of indebtedness which shall be applicable on the date or dates of the issuance of any bonds, for the purpose of providing funds for safety and security improvements and upgrades to district sites and facilities; the completion of various deferred maintenance projects; the acquisition and installation of technology and the upgrading of technology infrastructure; and the acquisition and betterment of school sites and facilities, including the construction of additions to and the remodeling, repair, renovation, upgrading and equipping of various district facilities and activity venues. The question on the borrowing of funds for this purpose shall be School District Question 1 on the school district ballot at the special election held to authorize said borrowing.

2. The actions of the administration in consulting with the Minnesota Department of Education, causing a proposal to be prepared for submission on behalf of the board to the Commissioner of Education for the Commissioner's Review and Comment and taking such other actions as necessary to comply with the provisions of Minnesota Statutes, Section 123B.71, as amended, are hereby ratified and approved in all respects. The actual holding of the special election specified herein shall be contingent upon the receipt of a positive Review and Comment from the Commissioner of Education.

The clerk is hereby authorized and directed to cause the Commissioner's Review and Comment to be published in the legal newspaper of the school district at least twenty (20) but not more than sixty (60) days prior to the date of the special election as specified in paragraph 3 of this resolution.

3. The ballot question shall be submitted to the qualified voters of the school district at a special election, which is hereby called and directed to be held in conjunction with the state general election on Tuesday, November 4, 2014.

4. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this special election are those polling places and precincts or parts of precincts located within the boundaries of the school district and which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as those for the state general election.

5. The clerk is hereby authorized and directed to cause written notice of said special election to be given to the county auditor of each county in which the school district is located, in whole or in part, and to the Commissioner of Education, at least seventy-four (74) days prior to the date of said election. The notice shall specify the date of said special election and the title and language for each ballot question to be voted on at said special election.

The clerk is hereby authorized and directed to cause notice of said special election to be posted at the administrative offices of the school district at least ten (10) days before the date of said special election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said special election and to cause two sample ballots to be posted in each polling place on election day. The sample ballots shall not be printed on the same color paper as the official ballot.

The clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the school district, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of said election.

The notice of election so posted and published shall state the question to be submitted to the voters as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

6. The clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with state, city, township and county election authorities conducting the state general and other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate municipal and county officials regarding preparation and distribution of ballots, election administration and cost sharing.


7. The clerk is further authorized and directed to cooperate with the proper election officials to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use

of an optical scan voting system:

SPECIAL ELECTION BALLOT
INDEPENDENT SCHOOL DISTRICT NO. 877
(BUFFALO-HANOVER-MONTROSE)

NOVEMBER 4, 2014

INSTRUCTIONS TO VOTERS

To vote, completely fill in the oval(s) next to your choice(s) like this: 

To vote for a question, fill in the oval next to the word "YES" on that question.

To vote against a question, fill in the oval next to the word "NO" on that question.

SCHOOL DISTRICT QUESTION 1

APPROVAL OF SCHOOL DISTRICT BOND ISSUE

☐☐

YES

NO

Shall the school board of Independent School District No. 877 (Buffalo-Hanover-Montrose) be authorized to issue its general obligation school building bonds in an amount not to exceed \$33,050,000 to provide for safety and security improvements and upgrades to district sites and facilities; the completion of various deferred maintenance projects; the acquisition and installation of technology and the upgrading of technology infrastructure; and the acquisition and betterment of school sites and facilities, including the construction of additions to and the remodeling, repair, renovation, upgrading and equipping of various district facilities and activity venues?

**BY VOTING "YES" ON THIS BALLOT QUESTION,
YOU ARE VOTING FOR A PROPERTY TAX
INCREASE.**

8. The individuals designated as judges for the state general election shall act as election judges for this special election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit the results to the school board for canvass in the manner provided for other school district elections. The board shall canvass the election between the third and the tenth day following the election.

9. The Board appoints Anita Underberg as the School Election Clerk to handle duties as assigned by the Board of Education Clerk.

Pokorney/Trout to approve

Discussion: Board member Ken Ogden is out of state but has voiced his approval of this referendum election.

Motion carried 6-0

B. Review and Comment for 2014 Bond Issue for Safety and Security, Technology, Deferred Maintenance and Classroom and Activities Additions and Upgrades, Gary Kawlewski

This document is mandated as part of the bond election and must be submitted to MDE for approval. The document has required information including geographic area, student population, existing facilities, project description, and financing specifications. The tax impact is \$88.00 on a \$200,000 home and is for 15 years.

Brings/Raymond to approve

Motion carried 6-0

Discussion: Thanked John Heltunen and Gary Kawlewski for all their work to this point in answering the questions of the Board regarding the various projects included in this bond.

6. OTHER

Pokorney/Trout to adjourn at 4:50 p.m.

Respectfully submitted,

Patti Pokorney, Clerk
ISD 877 Board of Education

