

Monday, August 27, 2012
Parkside Elementary
4:30 p.m.

MINUTES

1. CALL TO ORDER by Chair Dave Wilson at 7 :00 p.m. AND ROLL CALL
Present : Laurie Raymond, Sue Lee, Dave Wilson, Melissa Brings, Patti Pokorney, Dean Perry
Absent : Doug Olson

2. PRELIMINARY ACTIONS
 - A. Pledge of Allegiance
 - B. Public Comment – none
 - C. Approval of Agenda

Pokorney/Lee to approve
Motion carried 6-0

3. COMMUNICATIONS
 - A. Student Council Report, Michael Swearingen – Homecoming is set for October 5th. This year's theme is *Hollywood*.
 - B. Proud of
 1. Board of Education Members Dave Wilson and Melissa Brings for completing the MSBA Leadership Development Program
 - C. Board Calendar Dates
 1. Wednesday, August 29 – District Welcome Back 9 :00 a.m., PAC
 2. Monday, September 10 – Board Workshop 4 :30 p.m. Parkside Elementary
 3. Monday, September 24 – 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. Samantha Redepinning, long-term substitute Math Teacher at Buffalo High School, effective August 27, 2012 and ending November 2, 2012. This is a replacement for Jane Gile.
 2. Deb Bestland, part-time (.333 FTE) Dance Teacher at Buffalo High School, effective August 27, 2012. This is a re-hire.
 3. Colleen Douglas, Title I Teacher at Tatanka Elementary, effective August 27, 2012. This is a replacement for Katie Pribula.
 4. Bruce Hall, part-time (.5 FTE) Science Teacher at Buffalo High School, effective August 27, 2012. This is a replacement for Jamie Kendall.
 5. Kim Coil, Title I Teacher at Parkside Elementary (.7 FTE) and St. Francis Xavier Elementary (.3 FTE), effective August 27, 2012. This is a partial replacement for Pam Benson-Moberg.
 6. April Schmidt, School Secretary at Parkside Elementary, effective August 6, 2012. This is a replacement for Susan Bartz.
 7. Margaret Beck, ESP at Hanover Elementary effective September 4, 2012. This is a reallocation.

8. Kayla Hendrickson, short-term substitute Teacher at Parkside Elementary, effective August 27, 2012 and ending on or about September 28, 2012. This is a replacement for Sheila Simonson.
9. Susan Kubasch, additional appointment as a part-time (.5 FTE) Title I Teacher at Montrose Elementary effective August 27, 2012. This is a new position.
10. Christie Illies, Laundry/Custodian at Buffalo Community Middle School, effective August 13, 2012. This is a replacement for Jill Baker.
11. Anne Grams, part-time (.5 FTE) Reading Teacher and part-time (.5 FTE) Title I Teacher at Tatanka Elementary effective August 20, 2012. This is a new position.
12. Megan Jones, part time (.5 FTE) Kindergarten Teacher, part-time (.22 FTE) Title I Teacher and part-time (.28 FTE) Intervention Teacher at Tatanka Elementary effective August 20, 2012. This is a partial replacement for Pam Benson-Moberg and a new Title I position.
13. Robin Nyquist, part-time (.86 FTE) Technology and Writing Teacher at Buffalo Community Middle School, effective August 20, 2012. This is a replacement for Katie Gohl.
14. Gerice Olson, Physical Education/Health Teacher, part-time (.45 FTE) at Buffalo Community Middle School and part-time (.397 FTE) at Buffalo High School, effective August 20, 2012. This is a replacement for Josh Ortmann.
15. Marsha Rhodes, long-term substitute 3rd Grade Teacher at Tatanka Elementary, effective August 27, 2012 and ending June 7, 2013. +This is a replacement for Cheree Johnson.
16. Nicole Danielson, part-time (.525 FTE) Title I Teacher, effective August 27, 2012 and then to .5 FTE Title I Teacher and .5 FTE Kindergarten Extended-Day Teacher, effective December 17, 2012, at Tatanka Elementary. This is a replacement for Kim Coil and a new position.
17. Damon Kassulke, part-time Custodian at Northwinds Elementary effective August 20, 2012. This is a replacement for Burgandy Mallinger.
18. Kurtis Schumm, Custodian at Parkside Elementary, effective August 20, 2012. This is a replacement for Kurt Fadden.
19. Kari Lynch, Accounts Payable Secretary at Buffalo High School, effective August 20, 2012. This is a replacement for Barb Christensen.
20. Patricia Jorges, Title I Teacher at Montrose Elementary, effective August 27, 2012. This is a replacement for Laurie Meyer.
21. Camryn Scherber, .5 FTE Special Education Teacher and .5 FTE Special Education Coordinator, effective August 27, 2012. This is a replacement for Joanne Himrichs and a reallocation.
22. Rick Toso, Discovery Elementary Principal for the 2012-13 school year.
23. Brittany Bauernschmitt, long-term substitute 2nd Grade Teacher at Tatanka Elementary, effective August 27, 2012 and ending on or about November 16, 2012. This is a replacement for Cindi Tagg.
24. Laura Rimbey, part-time (.24 FTE) Title I Teacher and part-time (.292 FTE) 3rd Grade Teacher at Tatanka Elementary effective August 27, 2012. This is a new position.

RESIGNATIONS/RETIREMENTS - Approve the following resignations:

1. Laurie Meyer, Title I Teacher at Montrose Elementary, resignation effective June 8, 2012, pending the District's ability to find a suitable replacement.
2. Paul Arens, Physical Education Teacher at Buffalo Community Middle School, resignation effective June 8, 2012, pending the District's ability to find a suitable replacement.
3. Burgandy Mallinger, part-time Custodian at Northwinds Elementary, resignation effective August 10, 2012.
4. Denise Grundman, Human Resources Secretary, resignation effective August 17, 2012.
5. Barb Christensen, Accounts Payable Secretary at Buffalo High School, resignation effective August 9, 2012.
6. Tina Burkholder, District Controller, resignation effective August 17, 2012.
7. Patti Dorf, Transportation ESP, retirement effective June 7, 2012.

8. Brandy Brown, Food Service Aide at Buffalo Community Middle School, resignation effective June 7, 2012.
9. Richard Baker, Special Education Teacher at Northwinds and Discovery Elementary Schools, resignation effective August 20, 2012, pending the District's ability to find a suitable replacement.
10. Molly Aurentz, Food Service Aide at Buffalo High School, resignation effective August 22, 2012.
11. Jasmine Hopkins, Food Service Aide at Buffalo Community Middle School, resignation effective August 24, 2012.
12. Damon Kassulke, part-time Custodian at Northwinds Elementary, resignation effective August 24, 2012.

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

1. Julie Prince, ECSE ESP, from 22.5 to 16.5 hours/week effective September 4, 2012. This is a reallocation.
2. Julie Berthiaume, ECSE ESP, from 22.75 to 21.75 hours/week effective September 4, 2012. This is a reallocation.
3. Vicki Kobbe, ECSE ESP, from 21.5 to 24.5 hours/week effective September 4, 2012. This is due to program needs.
4. Gloria Siemers, ECSE ESP, from 16.5 to 19.25 hours/week effective September 4, 2012. This is due to program needs.
5. Tiffany Lund, transfer to Lead KidKare Supervisor at Northwinds Elementary, effective July 1, 2012.
6. Ginger Olson, transfer to Lead KidKare Supervisor at Discovery Elementary, effective July 1, 2012.
7. Kurtis Fadden, from 2nd Shift Custodian at Parkside Elementary to Night Lead Custodian at Buffalo Community Middle School, effective July 23, 2012.
8. Sheryl Keller, Family and Consumer Science Teacher at Buffalo Community Middle School, one additional section (.046 FTE) during 3rd term, effective January 22, 2013 and ending March 22, 2013. This is due to student enrollment.
9. Joshua Ortmann, transfer to full-time Physical Education Teacher at Buffalo Community Middle School, effective August 20, 2012. This is a replacement for Paul Arens.
10. Jennifer Wykle, Technology Teacher, one additional section (.046 FTE) at Buffalo Community Middle School during 2nd term, effective November 6, 2012 and ending January 21, 2013. This is due to student enrollment.
11. Ruth DeLacey, ESP at Parkside Elementary, increase from 2.0 to 4.25 hours/day effective September 4, 2012.
12. Michaleine Lauer, additional assignment as ESP at Parkside Elementary, 1.5 hours/day, effective September 4, 2012. This is a replacement for Ruth DeLacey.
13. Debbie Hayes, Title I ESP at Montrose Elementary, additional 2.25 hours/week effective August 27, 2012.
14. Elissa Henricks, from 3rd Grade to Kindergarten Teacher at Tatanka Elementary, effective August 27, 2012. This is a replacement for Cheree Johnson.
15. Jenna Kulberg, Special Education Teacher at Tatanka Elementary, increase from .5 to .532 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on student days.
16. Amanda Varner, Social Worker at Hanover, Discovery and Parkside Elementary Schools, increase from .7 to .719 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on student days.
17. Jeff Lindbloom, Physical Education Teacher at Discovery Elementary, increase from .817 to .829 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on student days.

18. Lisa Marty, ECSE Teacher at Hanover Elementary, increase from .7 to .719 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on student days.
19. Darcy Bodger, District-wide Occupational Therapist, increase from .5 to .532 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on student days.
20. Laura Lundquist, Psychologist at Hanover and Discovery Elementary Schools, increase from .5 to .532 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on student days.
21. Sally O'Malley, ECSE Teacher, increase from .8 to .813 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on non-student days.
22. Nancy Halagan, Nurse at Buffalo Community Middle School, increase from .5 to .532 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on non-student days.
23. Deb Bestland, Dance Teacher at Buffalo High School, increase from .333 to .376 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on non-student days.
24. Jennifer Craft, Math Teacher at Buffalo High School, increase from .5 to .844 FTE effective August 27, 2012. This is due to student enrollment and accommodates an increase to 1.0 FTE on non-student days.
25. Heather Tierney, English Teacher at Buffalo High School, increase from .833 to .844 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on non-student days.
26. Kari Stai, Ag Teacher at Buffalo High School, increase from .917 to .922 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on non-student days.
27. Andrea Raser, Physical Education Teacher at Montrose Elementary, increase from .6 to .626 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on non-student days.
28. Erin Walsh, Music Teacher at Montrose Elementary, increase from .687 to .707 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on non-student days.
29. Linda Emmel, Media Teacher at Montrose Elementary, increase from .7 to .719 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on non-student days.
30. Heather Eld, English Teacher at Buffalo High School, increase from .583 to .610 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on non-student days.
31. Bruce Hall, Science Teacher at Buffalo High School, increase from .5 to .532 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on non-student days.
32. Sarah Olsen, Kindergarten Teacher at Discovery Elementary, increase from .5 to .532 FTE effective August 27, 2012. This accommodates an increase to 1.0 FTE on non-student days.
33. Kim Coil, from full-time Title I Teacher to .5 FTE Title I Teacher and .5 Kindergarten Teacher at Parkside Elementary, effective August 27, 2012.
34. Erica Fiske, from Special Education Secretary to Secretary for the Director of Human Resources, effective August 27, 2012. This is a replacement for Denise Grundman.

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

1. Cheree Johnson, Kindergarten Teacher at Tatanka Elementary, leave of absence effective August 27, 2012 and ending June 7, 2013, pending the District's ability to find a suitable replacement.
2. Cindy Kotz, 4th Grade Teacher at Parkside Elementary, full-time leave of absence effective May 9, 2012, to part-time (.5 FTE) leave of absence effective August 27, 2012, ending on or about September 10, 2012.

CONTRACT

1. 2012-14 Master Agreement between Independent School District No. 877 and District 877 Administrators' Association
- B. Check Disbursements

Payroll checks # 195639 through 195845 and 157534 through 158444, amounting to \$1,205,029.98. P-card disbursement checks 29119 to 29404, totaling \$153,559.96 Handwritten checks 151114 through 151122, Bill-pay wires 29116 through 29118. Employee reimbursement checks 90004398 through 90004481, and Accounts Payable checks 155448 through 155969, for the period of July 9 – August 20 as follows:

01	GENERAL FUND	1,673,856.53
02	FOOD SERVICE	50,485.44
04	COMMUNITY SERVICE	96,184.63
05	CAPITAL OUTLAY	242,545.00
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	14,215.05
16	BUILDING CONSTRUCTION	.00
47	DEBT REDEMPTION	<u>1,800.00</u>
	TOTAL	\$2,079,086.65

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
7/2/12	Educators Benefit Consultants – Deferred Annuities	9,586.38
7/2/12	MN Dept. of Revenue – State Taxes	16,439.90
7/2/12	Xcel Energy – Utility	3,618.61
7/2/12	Xcel Energy – Utility	46.09
7/5/12	Delta Dental – Dental Insurance	9,214.33
7/6/12	BMO Corporate MasterCard – P-Card	153,559.96
7/10/12	Xcel Energy – Utility	155.31
7/10/12	Xcel Energy – Utility	2,261.99
7/11/12	Delta Dental – Dental Insurance	5,993.84
7/13/12	Chicago USA Tax Pmt – Federal Taxes	82,847.24
7/16/12	MN Dept. of Revenue – Sales Taxes	205.00
7/16/12	MN Dept. of Revenue – State Taxes	14,226.20
7/16/12	Educators Benefit Consultants – Deferred Annuities	9,973.05
7/18/12	Delta Dental – Dental Insurance	8,039.65
7/25/12	Delta Dental – Dental Insurance	10,149.89
7/27/12	US Bank – \$42,400,000 2003 G.O. Bond	722,888.75
7/27/12	Bond Trust – \$20,340,000 2008 G.O. Bond	350,500.00
7/27/12	Bond Trust – \$9,100,000 2005 G.O. Bond	85,237.50
7/27/12	Bond Trust – \$10,845,000 2005 G.O. Bond	246,993.75
7/30/12	Chicago USA Tax Pmt – Federal Taxes	78,960.33
7/31/12	Educators Benefit Consultants – Deferred Annuities	9,973.05
7/31/12	MN Dept. of Revenue – State Taxes	<u>13,539.49</u>
Total		1,834,410.31

D. Minutes – July 10, 2012 Regular Meeting

E. Donations

1. \$80 from Wells Fargo Community Support Program to NES – Cassie Seestron
2. \$107.90 from Dean Foods Land O’Lakes Milk Tops to NES
3. \$99.74 from Coborns Labels for Learning to NES
4. \$135.92 from Lifetouch Spring Pictures Program to NES
5. \$14 from Box Tops for Education to NES
6. \$2500 from Montrose Lions to MES
7. \$114.35 from Coborns Labels for Learning to PES
8. \$450 from MEADA to BHS for chemical health education
9. \$400 from United Way of Monticello to BHS for SPED Programs
10. \$8000 from United Way of Monticello to BHS Wriarth Choice Backpack Program
11. \$13,050 from United Way of Monticello for AEDs (grant)
12. \$444.18 from Wells Fargo Community Support Campaign to HES
13. \$500 from Montrose Lions Suzuki Kids Program
14. \$1250 from United Way to BCMS for iPods

Committees for contract negotiations with principals were Jeff Olson, John Hayden and Brandong Prell and Board Members Dave Wilson and Melissa Brings and Moreen Martell. Two-year contract equals 3.81%.

Raymond/Brings to approve
Motion carried 6-0

5. ACTION ITEMS

A. Appointment of District Controller, Gary Kawlewski

Received 35 completed applications. Miranda Kramer was selected and is a graduate of St. Cloud State and comes from the Becker School District. Comments about Miranda include – can do attitude, creates a positive atmosphere, perfectionist in a good way, good listener.

Lee/Pokorney to approve
Motion carried 6-0

B. Out-of-State Trip – BHSY Yearbook, Tom Bauman

Three students on the Yearbook Staff will have the opportunity to attend, free of charge, the Intensity Publishing Workshop in Dallas, Texas, September 13-16. The camp, presented by Balfour Publishing, consists of the company’s most advanced and well-respected yearbook programs.

Brings/Raymond to approve
Motion carried 6-0

C. Resolution Accepting Members of the Mississippi 8 Conference beginning with the 2012-13 School Year, Tom Bauman

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

In accordance with Article II, Section 3 of the Mississippi 8 Constitution, we accept the following Independent School Districts as members of the Mississippi 8 Conference beginning with the 2013 – 2014 school year: ISD 2144 – Chisago Lakes, ISD 138 – North Branch, ISD 477 – Princeton, ISD 15 – St. Francis.

Lee/Perry to approve
Motion carried 6-0

- D. Handbooks – BCMS, BHS, PRIDE, Scott Thielman
No revisions or corrections have been suggested since the workshop presentation.

Pokorney/Brings to approve
Motion carried 6-0

- E. Parkside Project Review and Comment, Eric Hamilton
Provided a review of the details of the Parkside Elementary project to begin at the end of the 2012-13 school year. This will bring the building up to construction code and provide better air quality efficiencies. There will be a tight schedule to complete the project during the summer break.

6. REPORTS

- A. Spring Activities Review, Tom Bauman
Participation is up overall. Coaching narratives were provided for each spring activity and included year-long activities such as Students Stepping Up, Business Professionals of America, Tri-M, etc. Lacrosse is still working to self-fund.
- B. Levy Process and Timelines, Gary Kawlewski
Will ask for the maximum approval at the September Board meeting and will hold the Truth in Taxation presentation at the December 10th Board meeting. The refunding of the bonds will reduce the amount of debt service levy that is required. Now qualify to levy for “pay as you go” due to some contracts.

7. COMMITTEE REPORTS

SL – Foundation will host a Harlem Globetrotters game on September 17th
PP – NWSISD

8. SUPERINTENDENT’S REPORT

Teacher Induction programs were held last week along with ESP training. Today was the first day back for all teachers.

9. OTHER

Lee/Brings to adjourn
Motion carried 6-0

Respectfully submitted,

Melissa Brings, Clerk
ISD 877 Board of Education