

**MINUTES OF THE REGULAR SCHOOL BOARD MEETING
BEMIDJI AREA SCHOOLS
JANUARY 26, 2015**

The regular meeting of the Board of Education, Bemidji Area Schools, Bemidji, Beltrami/Hubbard Counties, Minnesota, was held on Monday, January 26, 2015, at 6:30 p.m., in the District Office Board Room.

MEMBERS PRESENT: Melissa Bahr, Richard (Bill) Faver, Jeff Haack,
Carol L. Johnson, John Puleasa, Ann Long Voelkner,
and Superintendent James Hess

MEMBERS ABSENT: Cassidy Stokes, Student Representative

CALL TO ORDER: (Time: 6:30 p.m.)

ADMINISTER OATH OF OFFICE TO NEW SCHOOL BOARD MEMBERS

Judge Paul Benshoof administered the Oath of Office to newly elected School Board Members Melissa Bahr, Richard (Bill) Faver, and Carol L. Johnson

PREVIEW OF AGENDA – SUPERINTENDENT JAMES HESS

APPROVAL OF AGENDA

The motion was offered by John Puleasa, seconded by Carol L. Johnson, and carried by all in attendance to approve the agenda.

ORGANIZATION OF THE BOARD

A. ELECTIONS

1. Ann Long Voelkner Presiding

Melissa Bahr was nominated by Carol L. Johnson, seconded by Richard (Bill) Faver, and upon vote being taken, Melissa Bahr was duly elected to that office.

2. Vice Chairperson – Chairperson Melissa Bahr Presiding

Richard (Bill) Faver was nominated by Ann Long Voelkner, seconded by Carol L. Johnson, and upon vote being taken, Richard (Bill) Faver was duly elected to that office.

3. Clerk

Jeff Haack was nominated by Carol L. Johnson, seconded by John Puleasa, and upon vote being taken, Jeff Haack was duly elected to that office.

4. Treasurer

Ann Long Voelkner was nominated by Richard (Bill) Faver, seconded by John Puleasa, and upon vote being taken, Ann Long Voelkner was duly elected to that office.

The motion was offered by Carol L. Johnson, seconded by Ann Long Voelkner, and carried by all in attendance to authorize Chris Leinen, Director of Business Services, to perform the duties of Treasurer of the School Board.

B. OTHER ORGANIZATIONAL CONSIDERATIONS

1. School Board Member Compensation

The motion was offered by Jeff Haack, seconded by Carol L. Johnson, and carried by all in attendance to set the compensation received by School Board Members for the 2015 calendar year at \$475.00 per month.

2. School Board Chairperson Compensation

The motion was offered by Ann Long Voelkner, seconded by Jeff Haack, and carried by all in attendance to set the compensation received by the School Board Chairperson for the 2015 calendar year at \$625.00 per year.

3. Table Negotiator Compensation

The motion was offered by John Pogleasa, seconded by Ann Long Voelkner, and carried by all in attendance to set the compensation received by the School Board Table Negotiators for the 2015 calendar year at \$500.00 per year.

4. Regular Monthly Meetings – Date and Time

The motion was offered by Ann Long Voelkner, seconded by Carol L. Johnson, and duly carried by all in attendance that the regular meeting of the Board of Education be held on the third Monday of the month at 6:30 p.m., in the Downtown Education Center Board Room. Special meetings shall be held as needed.

5. Enabling Act

The motion was offered by John Pogleasa, seconded by Ann Long Voelkner, and duly carried by all in attendance establishing the Enabling Act for the guidance of the Superintendent as follows:

- a. to maintain a Petty Cash fund of \$100 for various small expenditures, which are required from time-to-time and which by the nature, would make it inconvenient to go through regular channels of the Board. The Director of Business Services is appointed as custodian of this fund;
- b. to certify payment of membership in state and national organizations whose functions support the educational program;
- c. to certify reimbursement for expenses of School Board members, the Superintendent, and other school personnel to such state and national meetings as it may seem advisable to attend;
- d. call the officers of the Board as a special committee on ways and means between regular Board meetings on the Superintendent's own initiative or at the request of a member of the Board;
- e. to employ/discharge nonlicensed personnel, to certify wages and salaries for payment in accordance with schedules adopted by the Board, and to administer the provisions of the negotiated agreements;
- f. to accept employee resignations when deemed to be in the best interest of District No. 31;
- g. to certify to the officers for their facsimile signatures such items as:
 - (1) payment of items covered by contract with the Board of Education,

- (2) payment of emergency bills in which it appears that financial loss or hardship will follow if there is a delay in payment,
 - (3) payment of bills carrying penalties or discount,
 - (4) payment of regular or reoccurring bills;
- h. to lease, purchase and contract for goods and services within the budget as approved by the Board, provided that any transaction in an amount of which bids are required must first be specifically authorized by the Board and fulfill all other applicable requirements of Minnesota Statute. Under the provisions of M.S. 123B.52, Subd. 1, the Director of Business Services is also authorized to perform these actions;
 - i. to make short-term investments of surplus current funds in legally approved securities. The Director of Business Services is also authorized to perform these actions;
 - j. to transfer monies on a continuing basis from a fund receiving a service or supply to another fund granting the services or supply. This authorization shall include only those transfers that are for supplies or services;
 - k. to conduct the day-to-day operations of the district, not specifically covered above, in accordance with the terms of the Superintendent's contract, Board Policy, and appropriate state and federal status;
 - l. pursuant to M.S. 123B.02, Subd. 18, the School Board authorizes the Director of Business Services to make payment of claims prior to Board approval and requires that payments made prior to Board approval be acted upon at the next Board meeting;
 - m. delegate the Director of Business Services the authority to make electronic transfers and approve electronic transfers made by other initiators;
 - n. to sign grants on behalf of the school district when deemed to be in the best interest of District No. 31;
 - o. to delegate the Director of Business Services the authority to refinance existing bonds when deemed to be in the best interest of District No. 31;
 - p. to authorize the Director of Business Services to enter into emergency management agreements with organizations in the county, including the American Red Cross, in emergency situations;
 - q. to authorize the Superintendent to accept donations with a value of up to \$500 on behalf of the Board.

6. Depository Resolution

Carol L. Johnson offered the following resolution and moved its adoption:

DEPOSITORY RESOLUTION

BE IT RESOLVED, that we, the Board of Directors of Independent School District No. 31, Bemidji, Beltrami and Hubbard Counties, Minnesota, at a meeting held on January 26, 2015, do hereby designate as depositories of district funds those national, insured state banks or thrift institutions as defined in 51A.54, Subdivision 23, and the MSDLAF family of accounts for a period beginning on the 31st of January 2015, and ending on the 30th of January 2016.

BE IT FURTHER RESOLVED, that in accordance with M.S. 123B.14,

Subdivision 3, the Treasurer is authorized to exercise the powers of this governing body in designating the depositories of such funds. This authorization is subject to the right to said Board of Directors to modify, vacate or revoke at any time.

The motion for the adoption of the foregoing resolution was duly seconded by John Pugleasa, and upon vote thereon a tabulation of votes is as follows:

AYES: Richard (Bill) Faver, Jeff Haack, Carol L. Johnson,
John Pugleasa, Ann Long Voelkner, and Melissa Bahr
NOES: None
ABSENT: None

WHEREUPON, said resolution was declared passed and adopted.

REQUEST TO REMOVE TOPIC(S) FROM THE CONSENT ITEMS

CONSENT AGENDA

The motion was offered by Ann Long Voelkner, seconded by Carol L. Johnson, and carried by consent to approve the following items:

- A. Minutes from the December 15, 2014 School Board Meeting
- B. Current Bills and Special Checks Totaling: \$3,412,615.47
- C. Certified Staff Appointment: Brian Murphy
- D. Release from Contract Requests: Terry Hildreth, Ryan Sedler
- E. Confirmation of Resignation: Vicki A. Wangberg, Jody Grefsrud-Benshoof
- F. Noncertified Staff Resignations: Roland Ball, Diane Berger, Nancy Fleo, Angela Kapella, Gregory Mayer, Carol St. John
- G. Request to Submit Grant Application – Target Field Trip Grant
- H. Request to Submit Grant Application – JROTC Equipment Upgrade
- I. Request to Submit Grant Application – Enbridge Community Investments
- J. Request to Accept Grant – JROTC Equipment Upgrade
- K. Request to Accept Grant – Solway Library Grant
- L. Request to Submit Grant Application – Arts & Cultural Heritage Grant Program
- M. Request to Accept Grant – Farm to School Grant

SPECIAL TOPICS

Jim Aylesworth, from Miller McDonald, Inc., presented the 2013-2014 District Audit Reports.

Annual Audit FY 2013-2014

The motion was offered by John Pugleasa, seconded by Ann Long Voelkner and the vote was 6-0 to approve the FY 2013-2014 Annual Audits as presented.

LISTENING SESSION REVIEW

Richard (Bill Faver) and John Pugleasa reported on the following Listening Session topic:

Consideration of Bus Route Changes

EFFECTIVE AND EFFICIENT OPERATIONS

Award Legal Advertising Quotation

The motion was offered by Carol L. Johnson, seconded by Jeff Haack, and carried by all in attendance awarding the quotation for legal advertising for 2015 to The Pioneer in the amount of \$5.75 S.A.U. for the first insertion and \$5.18 S.A.U. for subsequent insertions.

Bids for School Buses

The motion was offered by Ann Long Voelkner, seconded by John Pogleasa, and carried by all in attendance to approve the purchase of three Transit style 83 passenger buses from North Central Bus Co. for a net after trade-in allowance of \$313,760.

Resolution for Bond Reimbursement

Member Jeff Haack introduced the following resolution and moved its adoption, which motion was seconded by Member Carol L. Johnson:

RESOLUTION RELATING TO THE FINANCING OF A PROPOSED PROJECT
TO BE UNDERTAKEN BY THE SCHOOL DISTRICT; ESTABLISHING
COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE
INTERNAL REVENUE CODE

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 31 (Bemidji), Minnesota (the School District) as follows:

1. Recitals.

(a) The Internal Revenue Service has issued Section 1.150-2 of the Income Tax Regulations (the Regulations) dealing with the issuance of tax-exempt obligations all or a portion of the proceeds of which are to be used to reimburse the School District for project expenditures made by the School District prior to the date of issuance (the Reimbursement Obligations).

(b) The Regulations generally require that the School District make a declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently issued series of tax-exempt obligations within 60 days after payment of the expenditures, that such obligations be issued and the reimbursement allocation be made from the proceeds of such obligations within the reimbursement period (as defined in the Regulations), and that the expenditures reimbursed be capital expenditures or costs of issuance of the obligations.

(c) The School District desires to comply with requirements of the Regulations with respect to the project hereinafter identified.

2. Official Intent Declaration.

(a) The School District proposes to undertake the following project and to make original expenditures with respect thereto prior to the issuance of Reimbursement Obligations, and reasonably expects to issue Reimbursement Obligations for such project in the maximum principal amounts shown below:

Maximum Amount of Obligations Expected to be Issued for Project: \$39,815,000

Project: Construction of a new fourth and fifth grade elementary school and renovation of the middle school's heating, ventilation and air conditioning systems

(b) Other than (i) de minimis amounts permitted to be reimbursed pursuant to Section 1.150-2(f)(1) of the Regulations or (ii) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, the School District will not seek

reimbursement for any original expenditures with respect to the foregoing Project paid more than 60 days prior to the date of adoption of this resolution. All original expenditures for which reimbursement is sought will be capital expenditures or costs of issuance of the Reimbursement Obligations.

3. Budgetary Matters. As of the date hereof, there are no School District funds reserved, pledged, allocated on a long term basis or otherwise set aside (or reasonably expected to be reserved, pledged, allocated on a long term basis or otherwise set aside) to provide permanent financing for the original expenditures related to the Project other than pursuant to the issuance of the Reimbursement Obligations. Consequently, it is not expected that the issuance of the Reimbursement Obligations will result in the creation of any replacement proceeds.

4. Reimbursement Allocations. The School District's financial officer shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the Reimbursement Obligations to reimburse the source of temporary financing used by the School District to make payment of the original expenditures relating to the Project. Each reimbursement allocation shall be made not later than (i) eighteen (18) months after the date of the original expenditure or (ii) eighteen (18) months after the date the Project are placed in service or abandoned (but in no event later than three (3) years after the original expenditure is paid) and shall be evidenced by an entry on the official books and records of the School District maintained for the Reimbursement Obligations and shall specifically identify the original expenditures being reimbursed.

Upon vote being taken thereon, the following voted in favor thereof: Carol L. Johnson, Ann Long Voelkner, John Pugleasa, Richard (Bill) Faver, Jeff Haack, and Melissa Bahr;

and the following voted against the same: None

WHEREUPON, the resolution was declared duly passed and adopted.

Pay Equity Implementation Report

The motion was offered by Ann Long Voelkner, seconded by Jeff Haack, and carried by all in attendance to approve the pay equity report.

Designating a Local Education Agency Representative for Various Federal Programs

Carol L. Johnson introduced the following resolution and moved its adoption:

RESOLUTION REGARDING VARIOUS FEDERAL PROGRAMS AND DESIGNATING AN AUTHORIZED LOCAL EDUCATION AGENCY REPRESENTATIVE AS RELATED HERETO

WHEREAS, it is the desire of the School Board of Bemidji Area Schools, Independent School District No. 31, Bemidji, Minnesota, to participate in various programs available through the federal government; and

WHEREAS, each of these programs require the designation of an authorized Local Education Agency Representative;

NOW, THEREFORE, BE IT RESOLVED that Stephanie Hubbard, Director of Special Education, be designated as the authorized Local Education Agency Representative relating to the following federal programs; and that she is hereby authorized to prepare and submit applications for funding relating hereto.

Federal Funds for Special Education, IDEIA 2004, Public Law 105-17

Federal Flow-Through Funds
Federal Preschool Initiative Funds
Flow-Through Personnel Development 3-21
Preschool Incentive Personnel Development 3-5
Federal Low Incidence Discretionary
Federal Part C Infants and Toddlers
Federal IEIC Committees
Federal Early Intervention Family Services
Development of Coordinated Services
Federal Splinter Funds
Federal Discretionary CSPD Regional
Section 504 of the Rehabilitation Act
P.L. 81-874 Impact Aid
Limited English Proficient
Early Intervening Funds

The motion for the adoption of the foregoing resolution was duly seconded by Ann Long Voelkner, and a tabulation of votes is as follows:

AYES: John Pugleasa, Carol L. Johnson, Richard (Bill) Faver,
Ann Long Voelkner, Jeff Haack, and Melissa Bahr
NOES: None
ABSENT: None

WHEREUPON, said resolution was declared passed and adopted.

Designating a Local Education Agency Representative for Title I

Ann Long Voelkner introduced the following resolution and moved its adoption:

RESOLUTION REGARDING THE TITLE I PROGRAM AND DESIGNATING AN AUTHORIZED LOCAL EDUCATION AGENCY REPRESENTATIVE AS RELATED HERETO

WHEREAS, it is the desire of the School Board of Bemidji Area Schools, Independent School District No. 31, Bemidji, Minnesota, to participate in the Title I program;

WHEREAS, this program requires the designation of an authorized Local Education Agency Representative;

NOW, THEREFORE, BE IT RESOLVED that Kathy Palm, Director of Curriculum and Administrative Services, be designated as the authorized Local Education Agency Representative relating to Title I; and that she is hereby authorized to prepare and submit applications for funding relating hereto.

The motion for the adoption of the foregoing resolution was duly seconded by Jeff Haack, and a tabulation of votes is as follows:

AYES: Jeff Haack, John Pugleasa, Richard (Bill) Faver,
Ann Long Voelkner, Carol L. Johnson, and Melissa Bahr
NOES: None
ABSENT: None

WHEREUPON, said resolution was declared passed and adopted.

HIGHEST LEVEL OF STUDENT SUCCESS

2014-2015 Free and Reduced Lunch Percentages

Kathy Palm, Director of Curriculum and Administrative Services, reported on student eligibility for free and reduced lunches. Her report compared the 2013-2014 free and reduced lunch percentages and enrollment for each school and the district to 2014-2015. The district's free and reduced lunch percentage decreased slightly from last year's 51.6% to 50.4%. The four schoolwide Title I schools are above the district's overall free and reduced lunch percentage: Central (76.7%), J. W. Smith (80.1%), Lincoln (53.9%), and Solway (52.0%). Because Horace May (42.7%), Northern (42.3%), and Paul Bunyan Center (43.8%) have lower free and reduced lunch rates than the district, they do not qualify for Title I services. No action was taken.

Bemidji Lumberjack Academy Post-Secondary Pathways

Dr. Jim Hess, Dave Hengel, Brian Stefanich, Brent Colligan, and Ranae Seykora introduced the Bemidji Lumberjack Academy Post-Secondary Pathways initiative. The Lumberjack Academy will provide career and college pathways for students from Bemidji High School including post-secondary coursework and connections to local businesses and industry. No action was taken.

UPCOMING EVENTS

February 11, 2015 – Bemidji Day at the Capitol
February School Board Meeting – Monday, February 23, 2015, 6:30 p.m. (*Date change due to Presidents' Day holiday observance.*)

OTHER

2015 Bemidji Area Schools Legislative Handbooks

Superintendent Hess shared the 2015 Bemidji Area Schools Legislative Handbook which describes the district's recommended State and Federal Action Agendas in addition to important information describing Bemidji Area Schools for legislators and policymakers.

Once Around the Table

School Board Members shared their experiences while attending the Minnesota School Boards Association Leadership Conference.

ADJOURNMENT

The motion was offered by Jeff Haack, seconded by John Pugleasa, and carried by all in attendance to adjourn. Time: 8:40 p.m.

Jeff Haack, Clerk

Melissa Bahr, Chair