

Monday, January 25, 2010
Board Room
7:00 p.m.

MINUTES

1. CALL TO ORDER BY CHAIR Dave Wilson at 7:00 p.m. AND ROLL CALL OF ATTENDANCE

Present: Patti Pokorney, Doug Olson, Sue Lee, Dave Wilson, Melissa Brings, Jeff Mattson, Rolf Mohwinkel, Student Council Representative Ashley Michalko

2. PRELIMINARY ACTIONS

- A. Pledge Of Allegiance
- B. Public Comment

1700 Whitetail Run – supports the G/T Proposal before the Board this evening. Has a daughter who will most likely be served in this program. Feels G/T is actually an extension of Special Education services. These students need to be remembered as part of No Child Left Behind. Feels district will see a financial impact without G/T services as students will enroll elsewhere.

- C. Approval Of Agenda

RMohwinkel/MBrings – to approve amended personnel consent agenda
Motion carried 7-0

3. COMMUNICATIONS

- A. Student Council Report – Ashley Michalko – Hair Dyeing for Haiti. This is taking off nationally. Pennies for Patients will be moved to Snow Days.
- B. Proud of – Board Chair Dave Wilson received the Good Neighbor Award from WCCO
- C. BOARD CALENDAR DATES
 - 1. Friday, January 29, 2010 – Board Retreat, 9:00 a.m. – 2:00 p.m., District Office Conference Room
 - 2. Monday, February 8, 2010 – Board Workshop, 4:30 p.m., Northwinds Elementary
 - 3. Monday, February 22, 2010 – Board Meeting, 7:00 p.m., Board Room

4. CONSENT AGENDA

- A. Personnel

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

- 1. Diana Birch, short-term substitute Special Education Teacher at Buffalo High School effective on or about January 4, 2010 and ending on or about February 4, 2010. This is a replacement for Kristy Klaphake.
- 2. Colleen Habisch, Special Education ESP at Buffalo Community Middle School effective December 14, 2009.
- 3. Betty LaRoque, Food Service Aide at Montrose Elementary effective January 4, 2010. This is a replacement for Patricia Maas.
- 4. Myrna Magandy, short-term substitute Teacher at Discovery Elementary effective on or about February 22, 2010 and ending on or about April 6, 2010. This is a replacement for Stacy Rutten.
- 5. Amy Illies, Extended Day Kindergarten Teacher at Discovery Elementary effective December 21, 2009 and ending June 11, 2010.
- 6. Tom Weineck, 2nd Shift Custodian at Northwinds Elementary effective January 18, 2010.

- This is a replacement for Bill Sorenson.
7. Melanie Lichtenberg, Title I ESP at Tatanka Elementary effective January 4, 2010 and ending June 10, 2010. This is a replacement for Ellie Ortmann.
 8. Ann Hamann, Extended Day ESP at Northwinds Elementary effective January 4, 2010 and ending June 10, 2010.
 9. Aric Bethke, Parking Lot Attendant at Buffalo High School effective January 4, 2010. This is a replacement for Shari Larson.
 10. Jamie Reineccius, Title I ESP at Tatanka Elementary effective January 4, 2010 and ending June 10, 2010.
 11. Bernadette Bruzek, Extended Day Kindergarten Teacher at Northwinds Elementary effective December 21, 2009 and ending June 11, 2010.
 12. Dan Dehmer, short-term substitute Social Studies Teacher at Buffalo High School effective on or about January 19, 2010 and ending on or about April 13, 2010. This is a replacement for Nicole Gmach.
 13. Robin Armstrong, part-time (.4 FTE) long-term substitute Music Teacher at Northwinds Elementary effective December 23, 2009 and ending June 11, 2010. This is a replacement for Marty Bartels.
 14. Linda Robeck, part-time (.667) Kindergarten Extended Day Teacher at Hanover Elementary effective January 22, 2010 and ending June 4, 2010.

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

1. Chuck Klaassen, Director of Finance and Operations, retirement effective June 30, 2010.
2. Tatiana Bluhm, Food Service Aide at Buffalo Community Middle School, resignation effective January 8, 2010.
3. Robin Lepowsky, 2nd Shift Custodian at Discovery Center, resignation effective December 31, 2009.
4. Marty Bartels, Music Teacher at Buffalo Community Middle School and Northwinds Elementary, resignation effective January 25, 2010.

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

1. Lee Kjesbo, from short-term substitute to long-term substitute Music Teacher effective November 12, 2009 and from 1.0 FTE to .6 FTE effective December 24, 2009 and ending June 11, 2010. This is a replacement for Marty Bartels.
2. Kelly Perlich, additional appointment as .5 FTE Extended Day Kindergarten Teacher at Northwinds Elementary effective December 21, 2009.
3. Anne Pentz, Instructional Supervisory ESP at Northwinds Elementary effective January 4, 2010 and ending June 10, 2010.
4. Diana Brecht, from 3.25 to 4.0 hours/day as Food Service Aide at Buffalo Community Middle School effective January 11, 2010. This is a replacement for Tatiana Bluhm.
5. Bill Sorensen, 2nd Shift Custodian, from Northwinds Elementary to Discovery Elementary effective January 19, 2010. This is a replacement for Robin Lepowsky.
6. Wynette Rodriquez, Special Education ESP at Tatanka Elementary, from 3.5 to 6.5 hours/day effective January 4, 2010 and ending January 29, 2010.
7. Becky Watermiller, additional appointment as Instructional Supervisory ESP at Discovery Elementary effective January 4, 2010 and ending June 10, 2010.
8. Linda Kennedy, Transportation ESP, from 2.75 to 4.0 hours/day effective December 16, 2009. This is due to student needs.

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

1. Scott Larsen, change in effective date of leave of absence from on or about February 1, 2010 to on or about February 16, 2010.
2. Char Brady, ESP at Montrose Elementary, leave of absence effective January 8, 2010 and

- ending February 26, 2010.
3. Marilyn Sotebeer, Building Supervisor at Buffalo High School, leave of absence effective January 25, 2010 and ending February 8, 2010.
 4. Char Brady, ESP at Montrose Elementary, leave of absence effective January 8, 2010 and ending March 1, 2010.

B. Check Disbursements - Payroll checks # 187410 through 187915, and 115908 through 118012, amounting to \$3,950,070.26. P-card disbursement checks 15310 to 15774, totaling \$102,478.87. Handwritten checks 137990 through 137998, Bill-pay wires 15308 through 15309, 15775. Employee reimbursement checks 9001586 through 9001665, and Accounts Payable checks 140859 through 141401, for the period of December 14 – January 18 as follows:

01	GENERAL FUND	2,341,727.76
02	FOOD SERVICE	135,918.64
04	COMMUNITY SERVICE	34,128.18
05	CAPITAL OUTLAY	103,649.35
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	48,331.36
16	ALTERNATIVE FACILITIE	<u>.00</u>
	TOTAL	\$2,663,755.29

C. Electronic Fund Transfers

A list of the electronic fund transfers occurring in the official depositories (for the period of Dec. 1 – Dec. 31) is as follows:

Date	Vendor & Purpose	Amount
12/2/09	Xcel Energy – Utility HES	2,759.97
12/4/09	Delta Dental – Dental Insurance	6,510.72
12/7/09	BMO Corporate MasterCard – P-Card	102,478.87
12/8/09	Xcel Energy – Utility BHS	177.50
12/8/09	Xcel Energy – Utility MES	2,376.30
12/9/09	Delta Dental – Dental Insurance	6,275.69
12/15/09	Educators Benefit Consultants – Deferred Annuities	30,356.25
12/15/09	MN Dept. of Revenue – State Taxes	47,446.38
12/15/09	Chicago USA Tax Pmt – Federal Taxes	276,855.94
12/16/09	Delta Dental – Dental Insurance	6,357.22
12/23/09	Delta Dental – Dental Insurance	8,974.15
12/30/09	Delta Dental – Dental Insurance	4,602.22
12/30/09	Educators Benefit Consultants – Deferred Annuities	30,431.25
12/30/09	MN Dept. of Revenue – State Taxes	50,022.04
12/30/09	Chicago USA Tax Pmt – Federal Taxes	<u>289,203.66</u>
	Total	864,528.16

D. Minutes – December 14, 2009 Regular Meeting and January 11, 2010 Special Meeting

E. Donations/Grants

1. \$138.58 from Wells Fargo Giving Campaign to HES
2. \$500 from Pearson Bros. of Hanover to HES
3. \$410.10 from Boxtops for Education to PES
4. \$100 from RMG Refer a Friend Program to DES
5. \$100 from Zach Nelson family to ECSE program
6. \$3400 from Lowes for parking lot light and to develop a sensory garden for students with autism at TES

7. \$150 anonymous donation to TES for families for the holidays
8. \$1292.10 from General Mills to MES

PPokorney/SLee to approve
Motion carried 7-0

5. ACTION ITEMS

A. New Course Approval, Pam Miller, Mark Mischke

Reading Enhancement
Algebra 1.5
Marketing
Computer Graphics II

The proposed courses have met the criteria of the course proposal process. Once approved, these courses will be indicated in the BHS registration book as appropriate. After BHS students register for their 2010-2011 course requests, Mark Mischke and his staff will determine if the new courses have sufficient student registration and adequate resources to offer the courses for next year within the building budget. Each course approved for implementation in 2010-2011 will be allotted up to twenty hours of further curriculum writing development if needed.

PPokorney/JMattson to approve
Motion carried 7-0

B. Gifted/Talented Program Approval, Pam Miller

The Board reviewed a proposal at the January Workshop to implement an alternative gifted ed program beginning with the 2010-2011 school year. This includes the establishment of one multi-age elementary classroom for grade 4-5 students, and a 6th grade middle school program covering the core areas of English, mathematics, science and social studies. The placement of the elementary program will be determined by the elementary staffing team. In the 2011-2012 school year, the program would expand to include 7th grade. We would consider offering a multiage grades 2-3 classroom as well. Students applying for entrance into the program will be considered through a variety of qualifying criteria. Final decisions of qualifying students will be made by a committee of BHM staff, including teachers and administrators. This program would be open to students from other districts through non-resident agreement options. However, the district resident students would be placed in the program as a first priority. The financial commitment from the district includes a 1.0 FTE to staff the elementary classroom, and a budget of \$4,000 for start-up curriculum materials.

The program will be considered a pilot program for two years during the 2010-11 and the 2011-12 school years, after which the program will be evaluated. For the program to continue after the pilot period, it must become self-sustaining within the allotted staffing FTEs for the elementary and middle school sites.

SLee/DOlson to approve

Discussion – Is there staff support? How will this be rolled out? So far staff who worked on the proposal are supportive and some buildings have had discussions regarding the proposal. Will meet with Laura Halldin and discuss communication and marketing. Application process will be discussed. Will Laura be doing all the upfront work? Laura will work with the staff members who are chosen for this new program. Will apply for an exemplary grant for extra funding for staff development, etc.

Motion carried 7-0

C. Budget Assumptions, Chuck Klaassen, Tina Burkholder

Budget assumptions include the November enrollment projections report, the successful renewal of the \$379 referendum in 2011, no new levy monies, maintained staffing ratios, 2 FTE special

education staffing contingency covered by third party billing revenue, 2.3 FTE superintendent contingency for staffing issues, non-salary, non-benefit costs increase of 0-5%, integration program and budget revenue as stipulated and continued cost containment initiatives such as joint purchasing agreements, energy use reduction, paper reduction, insurance contracts and other efficiencies. Also assumes 0% increase in general education aid for the next two years.

MBrings/RMohwinkel to approve

Discussion – Clarification regarding ECFE – these are preK students.

Motion carried 7-0

D. Designation of Authorized Signers for Electronic Fund Transfers, Tina Burkholder

School districts need to annually designate the authority to make electronic fund transfers to designated employees according to State Statute 471.38, Subdivision 3a.

Be it resolved the following persons are authorized to make electronic fund transfers: James Bauck, Chuck Klaassen, Tina Burkholder, Diane Cassellius, and Virginia Magee.

PPokorney/JMattson to approve

Motion carried 7-0

6. REPORTS

A. Extended Day Title I Kindergarten, Pam Miller Jenina Rothstein, Gary Theis

Six staff positions at 5 elementary schools. This program provides an early intervention for students struggling in reading, math, and/or social maturity. Number of students served is 10-12 at each site. Some years we could see more. Students attend a morning kindergarten class, then stay for lunch and recess and then attend the Extended Day Program in the afternoon. Teachers look at the overall math and reading skills of the children. Behavior and social concerns are also taken into consideration for recommendation to the Extended Day Program. Seeing success in decline of number of students referred for Special Education services.

Discussion – Appreciate positive comments from parents.

B. Preliminary Capital Outlay, Eric Hamilton

This is part of the 2010-11 budget process. Health and Safety Budget items are already approved. Large item at BHS is the repair/replacement of the LED messaging sign. Sign is approximately 12 years old. Would like to add a sign at BCMS. Replacement of cafeteria tables at HES. Of priority is a Demand Flashing Light at Northwinds Elementary to cross County Road 12. Pedestrians can push the button and the light begins flashing to alert vehicle traffic. The crossing guards would be maintained. County is not looking at any change in the speed limit in the area or the placement of a stop light. Will check on options regarding keys, programming, etc. Final list will separate out those items not recommended.

Discussion – Football sign at stadium – has quotes but is not included. Possible booster club project. Amount in Health and Safety for Fire alarm inspections, sprinkler inspections, monitoring, etc.

C. First Reading of Revised Policy #706 Investments and Cash Management, Chuck Klaassen, Tina Burkholder

Adds Bremer Bank as official depository of the school district. Final reading will be at February meeting.

7. COMMITTEE REPORTS

PP – Transportation Committee met, NWSISD – integration rule is being reviewed. Magnet schools are seeing success in integration and closing achievement gap. Community Read book is very good.

SL – Foundation meeting

MB – Teaching and Learning Council, SEE

RM – Safe Communities – bids have been let for intersection stoplights at Functional Industries, providing more training for bar owners and employees.

DW – United for Youth – funding is still positive and are accepting grant requests, Safe Schools – Starting a Sober Cab in the area. Received notification of a Third degree sex offender living in the area.

8. SUPERINTENDENT’S REPORT

Thanked Gary Theis and Jenina Rothstein and also Eric Hamilton for agreeing to move their presentations to this meeting.

9. OTHER

DO/JM to adjourn at 8:03 p.m.

Respectfully submitted,

Melissa Brings, Clerk
ISD 877 Board of Education