

MINUTES

Presentation from Phoenix staff and students – students shared their stories about what brought them to Phoenix and how they are starting to look at what they will do after high school. The college skills class has been a positive experience and many have made plans to continue their education.

1. CALL TO ORDER BY Chair Dave Wilson at 7:32 p.m. AND ROLL CALL

Present: Dave Wilson, Sue Lee, Melissa Brings, Patti Pokorney, Doug Olson, Laurie Raymond, Dean Perry, Michael Swearingen; Student Representative

Absent: None

2. PRELIMINARY ACTIONS

A. Pledge of Allegiance

B. Public Comment - none

C. Approval of Agenda

Pokorney/Lee to approve

Motion carried 7-0

3. COMMUNICATIONS

A. Student Council Report, Michael Swearingen – prep for EMAS meeting but will have to postpone due to bad weather being predicted

B. Proud of

1. Andrew Scherber, BCMS 7th grader who is the District Spelling Bee Winner. Jacob Nosbush, BCMS 8th grader took second place.

2. BCMS students who competed in the regional MATHCOUNTS competition. The BCMS Team took 1st place overall: Sam Hamann, Jack Larson, Reece Englund and Josh Polzin. Chase Schottler, Meghan Cahill, Elizabeth LaCasse, Tyler Dirks, Ben Nelson and Elijah Locke competed individually.

3. Michael Hank, BHS Junior, who earned a top composite score of 36 on the recent ACT test. In 2011, only 704 of more than 1.6 million students earned a composite score of 36.

4. Boyd Emmel who was named the State Class AA Assistant Track Coach of the Year by the Minnesota Track and Field Coaches Association.

C. Board Calendar Dates

1. Monday, March 12 - Board Workshop 4:30 p.m., TES

2. Monday, March 26 - Board Meeting 7:00 p.m., Board Room

4. CONSENT AGENDA

A. Personnel Consent Agenda

1. 2011-13 Teacher Contract, Moreen Martell

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

1. Heather Meysembourg, ECSE Teacher, effective February 6, 2012. This is a new position.
2. Harold Ostrander II, Head Engineer at Buffalo Community Middle School, effective February 1, 2012. This is a replacement for Curt Johanson.
3. Amanda Baumtrog, short-term substitute Special Education Teacher at Parkside Elementary effective on or about February 3, 2012 and ending June 8, 2012. This is a replacement for Monica Carson.
4. James Schultz, short-term substitute Science Teacher at Buffalo High School, effective February 6, 2012 and ending on or about March 12, 2012. This is a replacement for Greg Hygrell.
5. Dawn Drayna, short-term substitute Math Teacher at Buffalo Community Middle School, effective February 3, 2012 and ending on or about March 15, 2012. This is a replacement for Rita Hample.
6. Peter Hemze, Parking Lot Monitor at Buffalo High School, effective February 13, 2012. This is a replacement for Colleen Habisch.
7. Rick Toso, Discovery Elementary Administrator, effective July 1, 2012 and ending June 30, 2013.

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

1. Carey Thompson, 5th Grade Teacher at Parkside Elementary, retirement effective June 8, 2012.
2. Peter Hemze, Parking Lot Monitor at Buffalo High School, resignation effective February 14, 2012.

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

1. Lacy Schramm, Social Studies Teacher at Buffalo High School, increase from .917 to 1.0 FTE effective January 30, 2012. This is due to student registration.
2. Jennifer Dismang, 3rd Grade/Extended Day Teacher at Hanover Elementary, additional .133 for 36 days effective January 31, 2012 and ending June 7, 2012.
3. Aaron Johnson, Skills Class Teacher at Buffalo High School, increase from .5 to .583 FTE, due to teaching one additional section during 4th quarter.
4. Neil Schlagel, JMNG/Business Education Teacher at Buffalo High School, increase to 1.086 FTE. This is due to student registration.
5. Brenda Diekman, Business Education Teacher at Buffalo High School, increase to 1.086 FTE. This is due to student registration.
6. Gary Cocchiarella, from Night Lead Custodian at Buffalo Community Middle School to Grounds/Maintenance effective on or about April 2, 2012. This is a replacement for Bill Bartlett.
7. Jon Emery, from 2nd Shift Custodian at Parkside Elementary to Night Lead Custodian at Buffalo Community Middle School effective March 19, 2012. This is a replacement for Gary Cocchiarella.
8. Colleen Habisch, from Parking Lot Monitor to Media ESP at Buffalo High School effective February 1, 2012. This is a replacement for Bob Wetterberg.
9. Vicki Davidson, from ESP at Tatanka Elementary to Parking Lot Monitor at Buffalo High School, effective March 5, 2012. This is a replacement for Peter

Hemze.

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

1. Greg Hygrell, Science Teacher at Buffalo High School, request for leave of absence effective February 6, 2012 and ending March 12, 2012.
2. Melanie Olson, Gr. 2-3 Quest Teacher at Tatanka Elementary, request for leave of absence effective on or about April 30, 2012 and ending June 8, 2012.
3. Katie Pribula, Title I Teacher at Northwinds Elementary, request for leave of absence effective on or about April 9, 2012 and ending June 8, 2012.
4. Katherine Swendra, 3rd Grade Teacher at Montrose Elementary, request for leave of absence effective on or about May 7, 2012 and ending June 8, 2012.
5. Stacy Rutten, 4th Grade Teacher at Northwinds Elementary, request for leave of absence effective April 24, 2012 and ending June 8, 2012.
6. Michelle Guida, Special Education Teacher at Buffalo Community Middle School, request for leave of absence effective on or about April 16, 2012 and ending May 29, 2012.
7. Alicia Job, 2nd Grade Teacher at Tatanka Elementary, request for leave of absence effective on or about May 21, 2012 and ending June 8, 2012.
8. Judi Oudekerk, KidKare Supervisor at Hanover Elementary, request for leave of absence effective February 7, 2012 and ending March 5, 2012.
9. Jane Gile, Math Teacher at Buffalo High School, request for leave of absence effective on or about May 18, 2012 and ending June 8, 2012.
10. Michelle Aro, Speech Pathologist at Buffalo Community Middle School, request for leave of absence effective January 30, 2012 and ending on or about March 12, 2012.
11. Laura Lindquist, Communications Coordinator, request for leave of absence effective on or about March 28, 2012 and ending on or about May 8, 2012.

CONTRACT – Approve the following contract:

1. Master Agreement between ISD 877 and Education Minnesota – Buffalo, Ed MN, AFAT, NEA, AFL-CIO Local 1908 effective July 1, 2011 through June 30, 2013.

B. Check Disbursements

Payroll checks # 194276 through 194503, and 149304 through 150822, amounting to \$2,707,042.99. P-card disbursement checks 26797 to 27157, totaling \$110,406.26. Handwritten checks 151071 through 151078, Bill-pay wires 26795 through 26796, and 27158 through 27159. Employee reimbursement checks 900033617 through 90003709, and Accounts Payable checks 153444 through 153843, and 1519 through 1558, for the period of January 23 – February 21 as follows:

01	GENERAL FUND	1,468,983.14
02	FOOD SERVICE	136,467.08
04	COMMUNITY SERVICE	45,290.81
05	CAPITAL OUTLAY	152,914.36
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	44,594.16
47	DEBT REDEMPTION	.00
	TOTAL	\$1,848,249.55

C. Electronic Fund Transfers

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

Date	Vendor & Purpose	Amount
1/03/12	BMO Corporate MasterCard – P-Card	110,406.26
1/03/12	MN Dept. of Revenue – State Taxes	51,719.23
1/04/12	Educators Benefit Consultants – Deferred Annuities	29,223.55
1/05/12	Delta Dental – Dental Insurance	10,095.51
1/10/12	Xcel Energy – Utility	36.85
1/10/12	Xcel Energy – Utility	439.96
1/10/12	Xcel Energy – Utility	2,557.68
1/10/12	Xcel Energy – Utility	2,979.55
1/10/12	Delta Dental – Dental Insurance	12,663.94
1/13/12	Chicago USA Tax Pmt – Federal Taxes	262,659.46
1/17/12	MN Dept. of Revenue – Sales Taxes	612.00
1/17/12	MN Dept. of Revenue – State Taxes	46,400.95
1/17/12	Educators Benefit Consultants – Deferred Annuities	29,669.38
1/19/12	Delta Dental – Dental Insurance	5,699.05
1/25/12	Delta Dental – Dental Insurance	10,322.85
1/27/12	Bond Trust – \$9,100,000 2005 G.O. Bond	762,706.25
1/27/12	US Bank – \$42,400,000 2003 G.O. Bond	2,680,976.25
1/27/12	US Bank – \$20,340,000 2008 G.O. Bond	2,018,200.00
1/27/12	US Bank – \$10,845,000 2009 G.O. Bond	246,993.75
1/30/12	Chicago USA Tax Pmt – Federal Taxes	278,175.04
1/31/12	Educators Benefit Consultants – Deferred Annuities	29,669.38
	Total	6,592,206.89

D. Minutes - January 23, 2012 Regular Meeting

E. Donations/Grants

1. \$28 from Wells Fargo Giving Campaign through Cassie Seestrom to NES
2. \$100 from Alerus Bank Refer a Friend to HES
3. \$611.70 from Wells Fargo Support Campaign to HES
4. Violin (\$400 value) from Kate Raatz to the Community Education Montrose Suzuki Program
5. \$10,000 from Cenex - Lake Region Cooperative for ten \$1,000 scholarships for the BHS graduating class of 2012.
6. MN Classroom Improvement Technology Grant of a \$2000 classroom response system from Turning Technologies to Kelli Ouverson, 4th Grade Teacher at Tatanka Elementary
7. \$773.75 through the Winter Slips and falls SFM Safety Grant Program for implementing safety initiatives designed to prevent winter slips and falls.

Pokorney/Lee to approve

Discussion: 2011-13 Teacher contract is on the Consent Agenda. Denise Casey is new Union President. Year 1 is a 1.5% salary schedule improvement and year two is 1.0%. Total package for the 2-year contract is 6.39%. Employees hired on or after July 1, 2012 will receive a defined contribution to a 403(b)/457 instead of a severance benefit. Positive experience working through contract negotiations with the teacher unit.

Motion carried 7-0

5. ACTION ITEMS

A. Refunding Bond Sale Resolution, Gary Kawlewski

Gary Olson from Ehlers presented to the Board regarding the Bond Sale. Bids were taken last Thursday. Received nine bids with the lowest from Mesirow Financial of New York. Low interest rates will save the district over five million dollars over eleven years.

Detailed resolution is on file in the district office.

Perry/Lee to approve

Discussion – is our rating affected by state's – ours is based more on local climate

Roll call vote – Dean Perry – aye, Sue Lee – aye, Dave Wilson – aye, Melissa Brings – aye, Doug Olson – aye, Patti Pokorney – aye, Laurie Ramond – aye.

Motion carried 7-0

B. Montrose Education Center Childcare Program, Kim Carlson

Have met with Eric to determine how rooms will be arranged. Will get bids. Have a draft budget prepared. Application packet will be submitted to the Department of Human Services upon approval from the Board. Hoping for an August open house and September start. Will hold 42 children (8-14-20)

Discussion: - entry area/process needs to be configured. Have already had some calls of interest from parents. Hours would be 6-6. Cost analysis shows a profit at capacity.

Previously had interviewed 4-5 people/businesses who were interested in opening a childcare program at the site but for one reason or another were not able to.

Pokorney/Olson to approve

Motion carried 7-0

C. 2013-15 Technology Plan, Josh Swanson

Plan includes current priorities, the continuous improvement process framework, a professional development summary, the annual evaluation process and an assurance of compliance with CIPA. Plan will be submitted to MDE and if approved will remain in effect through June 30, 2015.

Lee/Brings to approve

Motion carried 7-0

D. Policy - Final Reading of New Policy #452 - Wellness Pilot Program, Gary Kawlewski, Moreen Martell

This program involves completion of an online-health assessment in year 1 and another in year 2 along with a biometric screening to assess potential health risks that employees may encounter. Employees may elect to participate and then receive a pay incentive. One revision has been made to include eligibility of a spouse who is employed in the district. Retirees and Cobra participants may participate if the unit they were employed in agrees to participate.

Raymond/Lee to approve

Motion carried 7-0

1. Letter of Agreement for Wellness Alliance Services

Brings/Perry to approve
Motion carried 7-0

2. Memorandum of Understanding

- a. District 877 Administrators' Association
- b. Office Personnel Employees SEIU Local 284
- c. School Service Employees, Local 284
- d. School Food Service Personnel

Brings/Pokorney to approve
Motion carried 7-0

E. Call for Milk and Bread Bids, Gary Kawlewski

Current contracts end June 30, 2012. Law requires us to go out for bids using a sealed bid process. Bid process will ask for a bid for 2 years + option of 2 additional years.

Pokorney/Lee to approve
Discussion – Bids will be due April 16, 2012 by 2:00 p.m.
Motion carried 7-0

6. REPORTS

A. NWSISD Budget, Pam Miller

District must submit an annual Integration Revenue Budget to MDE for approval of the proposed expenditures related to the plan's goals. District goals must relate to the Integration District goals. Major changes are: decrease of 1.0 FTE at BHS, addition of STEM coordinator at TES for one year, JAG programming eliminated and AVID added, Homework Help eliminated from the budget and STEM professional development added. Plan will be presented for Board approval at a special meeting before the March 12 Board Workshop and is due to MDE by March 15.

B. 2nd Semester Class Size Report, Anita Underberg

Class sizes have remained stable since the October 2011 report: Elementary – 24.62, Middle School – 29.15, High School – 29.22.

C. Policy - First Reading of Policy #705.2 Post-Issuance Debt Compliance, Gary Kawlewski

Ensures that the district is in compliance with IRS rules and regulations that limit the amount of money that a public debt issuer can make on a debt issuance. If the earnings exceed the threshold, the district pays a tax (penalty) back to the IRS.

7. COMMITTEE REPORTS

DP – transportation, visited BHS
SL – Parkside ipad pilot program, Tech Advisory meeting
PP – transportation
LR – District Spelling Bee

8. SUPERINTENDENT'S REPORT

Reviewing 153 applications for 2 elementary principal positions. Screening taking place.

9. OTHER

Olson/Raymond to adjourn at 8:50 p.m.

Motion carried 7-0

Respectfully submitted,

Melissa Brings, Clerk

ISD 877 Board of Education