

ISD 877 Board of Education Meeting

Monday, December 10, 2012

Board Room

7:00 p.m.

MINUTES

1. CALL TO ORDER by Chair Sue Lee at 7:00 p.m. AND ROLL CALL

Present: Laurie Raymond, Doug Olson, Sue Lee, Melissa Brings, Patti Pokorney,
Dean Perry

Absent: Dave Wilson

2. PRELIMINARY ACTIONS

- A. Pledge of Allegiance
- B. Public Comment - none
- C. Approval of Agenda

Lee/Brings to approve
Motion carried 6-0

3. COMMUNICATIONS

- A. Student Council Report, Michael Swearingen – RAVE Week is the end of January.
Dance is being sponsored by Track and Student Council.

- B. Proud of

- 1. Aaron Hamann, Junior at BHS, who earned a perfect score of 36 on the ACT test.
 - 2. Steve Hermanson (BCMS Math), Jennie Lindstrom (PES 3rd Gr.), Heather Schaaf (HES 4th Gr.) and Jason Karn (BHS Physical Education), who were honored as Leaders in Educational Excellence by Resource Training and Solutions.

- C. Board Calendar Dates

- 1. Monday, January 14 - Organizational Meeting of the Board, 4:30 p.m., TES
 - 2. Monday, January 14 - Board Workshop 4:40 p.m., TES
 - 3. Thursday-Friday, January 17-18 - MSBA Leadership Conference, Mpls. Convention Center
 - 4. Monday, January 28 - 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. Julie Semeizer, Special Education Teacher at Northwinds Elementary and PRIDE, effective December 4, 2012. This is a new position.

2. Elizabeth Muellerleille, AVID Tutor at Buffalo High School, effective December 6, 2012 and ending June 6, 2013.
3. Jesse Swedzinski, full-time Custodian at Buffalo Community Middle School, effective December 11, 2012. This is a replacement for Carole Baldwin.
4. Bryce Rodewald, 2nd Shift Custodian at Buffalo Community Middle School, effective December 10, 2012. This is a replacement for Brad Faue.
5. Kelly Davey, Special Education ESP at Discovery Elementary and ECSE, effective December 10, 2012. This is a replacement for Amy Johnson.
6. Richard Liefert, Community Education Building Supervisor at Buffalo High School effective December 10, 2012. This is a replacement for Marilyn Sotebeer.
7. Veronica Stifter, short-term substitute 2nd Grade Teacher at Northwinds Elementary, effective October 22, 2012 and ending November 20, 2012. This is a replacement for Joelle Orthengren.

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

1. Gerice Olson, additional assignment at Buffalo Community Middle School to 1.1835 FTE, effective November 19, 2012 and ending on or about January 21, 2013. This is a replacement for Julie Andrejewski.
2. Patricia Kollar, Food Service Aide, from Buffalo High School to Tatanka Elementary effective December 10, 2012. This is due to number of meals served.
3. Nancy Allen, Food Service Assistant at Buffalo High School, from 7.0 to 6.75 hours/day effective January 2, 2013. This is due to number of meals served.
4. Sharon Bernick, Food Service Assistant at Buffalo High School, from 7.0 to 6.75 hours/day effective January 2, 2013. This is due to number of meals served.
5. Lisa Dohrmann, Food Service Assistant at Buffalo High School, from 6.5 to 6.25 hours/day effective January 2, 2013. This is due to number of meals served.
6. Patricia Hughes, Food Service Assistant at Buffalo High School, from 7.0 to 6.75 hours/day effective January 2, 2013. This is due to number of meals served.
7. Susan Karels-Brown, Food Service Assistant at Buffalo High School, from 7.0 to 6.75 hours/day effective January 2, 2013. This is due to number of meals served.
8. Kathryn Lohse, Food Service Assistant-Cashier at Buffalo High School, from 7.0 to 6.75 hours/day effective January 2, 2013. This is due to number of meals served.
9. Nicole Miller, Food Service Aide at Buffalo High School, from 3.75 to 3.5 hours/day effective January 2, 2013. This is due to number of meals served.
10. Arlene Nelson, Food Service Assistant at Buffalo High School, from 7.0 to 6.75 hours/day effective January 2, 2013. This is due to number of meals served.
11. Lynnette Neumann, Food Manager at Buffalo High School, from 8.0 to 7.75 hours/day effective January 2, 2013. This is due to number of meals served.
12. Cheryl Philippi, Food Service Assistant at Buffalo High School, from 7.0 to 6.75 hours/day effective January 2, 2013. This is due to number of meals served.

13. Lori Pierce, Food Service Aide at Buffalo High School, from 3.75 to 3.5 hours/day effective July 1, 2013, (upon return to permanent position). This is due to number of meals served.
14. Diane Rethke, long-term substitute Food Service Aide at Buffalo High School, from 3.25 to 3.0 hours/day effective January 2, 2013. This is due to number of meals served.
15. Shannon Sterzinger, Food Service Aide at Buffalo High School, from 3.25 to 3.0 hours/day effective January 2, 2013. This is due to number of meals served.
16. Joanne Thompson, Food Service Aide at Buffalo High School, from 6.5 to 6.25 hours/day effective January 2, 2013. This is due to number of meals served.
17. Cindy Theel, Food Service Aide at Buffalo High School, from 3.75 to 3.5 hours/day effective January 2, 2013. This is due to number of meals served.

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

1. Julie Andrejewski, Health/Physical Education Teacher at Buffalo Community Middle School, request for leave of absence effective November 8, 2012 and ending on or about January 21, 2013.

B. Check Disbursements

Payroll checks # 196343 through 196448 and 162758 through 163540, amounting to \$1,454,280.24. P-card disbursement checks 30517 to 30915, totaling \$112,986.44.

Handwritten checks 155468 through 155472, Bill-pay wires 30516, and 30916 through 30917. Employee reimbursement checks 90004815 through 90004868, and Accounts Payable checks 157032 through 157164, for the period of November 26 – December 5 as follows:

01	GENERAL FUND	946,107.27
02	FOOD SERVICE	50,835.23
04	COMMUNITY SERVICE	9,707.45
05	CAPITAL OUTLAY	20,073.29
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	22,104.00
16	BUILDING CONSTRUCTION	2,735.00
47	DEBT REDEMPTION	.00
	TOTAL	\$1,052,562.24

C. Electronic Fund Transfers

A list of the electronic fund transfers occurring in the official depositories (for the period of Nov. 1 – Nov. 30) is as follows:

Date	Vendor & Purpose	Amount
11/2/12	Xcel Energy – Utility	2,456.06
11/2/12	Xcel Energy – Utility	460.18
11/5/12	Delta Dental – Dental Insurance	7,891.76
11/6/12	BMO Corporate MasterCard – P-Card	111,500.63
11/7/12	Delta Dental – Dental Insurance	2,730.72
11/14/12	MN Dept. of Revenue – Sales Tax	695.00
11/15/12	Chicago USA Tax Pmt – Federal Taxes	319,673.46

11/15/12	Delta Dental – Dental Insurance	7,095.71
11/15/12	Select Account – Health Insurance	2,300.00
11/16/12	MN Dept. of Revenue – State Taxes	58,736.38
11/16/12	Educators Benefit Consultants – Deferred Annuities	34,783.48
11/21/12	Delta Dental – Dental Insurance	6,118.96
11/23/12	Xcel Energy – Utility	2,858.65
11/28/12	Delta Dental – Dental Insurance	4,067.05
11/30/12	Chicago USA Tax Pmt – Federal Taxes	307,549.98
11/30/12	Xcel Energy – Utility	36.97
11/30/12	Xcel Energy – Utility	<u>516.74</u>
Total		869,471.73

D. Minutes - November 26, 2012, Regular Meeting

E. Donations/Grants

1. \$25 from Coborn's Labels for Learning to PES
2. \$225 from Domino's Dough Raising to DES
3. \$2,230 through giveMN.org on "Give to the Max" day

Pokorney/Raymond to approve
Motion carried 6-0

5. TRUTH IN TAXATION PRESENTATION, Gary Kawlewski

Information to be presented is the current year budget and actual revenue and expenses for the prior year. Tax levy is set in December for the calendar year. School budget is approved in June. Total revenue for 2012-13 budget is \$7.2 million compared to \$6.8 million in 2011-12. Expenditures for 2012-13 budget is \$6.9 million compared to \$6.6 million for 2011-12. Community Service fund includes opening of Little KidKare Center. Total staff FTE has remained around 600 for the last four years. School district levy has decreased by \$351,280 or 2.67%. Referendum revenue is decreasing due to decreasing property values and therefore, a greater portion being paid by state aid. Voter approved debt service which includes the refunding of the high school bonds will provide a savings of \$450,000 annually. Property taxes are decreasing due to decrease of Estimated Market Value and Taxable Market Value.

Public comment:

Allan Malerich – The state owes the districts money. Would receipt of this money affect the district levy? This would not affect the amount of the levy but would save the district money they pay out for short-term borrowing.

6. ACTION ITEMS

A. Certify the 2012 Pay 2013 Levy, Gary Kawlewski

To approve the 2012 Payable 2013 tax levy of \$12, 786,289.66.

Perry/Olson to approve
Motion carried 6-0

B. District Annual Report, Pam Miller

Annual Report was presented at the November board meeting. This is a mandated report including GRAD Results, MCA-II results, MAP results, Grade 10 PLAN Results and Grad 11-12 ACT Results. Report will be posted to the district website.

Brings/Raymond to approve

Do we ever get questions from the public regarding this report - No

Motion carried 6-0

7. REPORTS

A. Policy Review

1. First Reading - #701 Establishment and Adoption of School District Budget, Gary Kawlewski

Clarification of “designee” as Director of Finance and Operations and District Controller

8. COMMITTEE REPORTS

LR – SSR program changes at BHS

SL – WTC budget is in good shape, working on search for a new director, DTLC looking at secondary course proposals

PP – SPED committee (similar to DTLC)

9. SUPERINTENDENT'S REPORT - none

10. OTHER

Olson/Pokorney to adjourn at 7:45 p.m.

Respectfully submitted,

Melissa Brings, Clerk

Buffalo-Hanover-Montrose #877 Board of Education