

**Minutes of Regular  
Buffalo-Hanover-Montrose Schools  
ISD 877 Board of Education**

Monday, March 28, 2016  
Board Room, 214 1st Avenue NE, Buffalo  
7:00 PM

1. CALL TO ORDER by Chair Dave Wilson at 7:00 p.m. AND ROLL CALL

Present: Ken Ogden, Sue Lee, Dave Wilson, Stan Vander Kooi, Melissa Brings

Absent: Laurie Raymond, Jeff Trout

2. PRELIMINARY ACTIONS

A. Pledge of Allegiance

B. Public Comment

Phoenix Learning Center – Chair Wilson commented on the importance of the PLC program to the students, district and community.

Dennis Schaefer – grateful that this program is available for these students.

Would recommend that Mark Mischke use parents and students to learn what is working well and what needs to be improved. Students may use this opportunity to help program move forward. Same for the BOE.

Lex Bixby – student. Mr. Mischke held parent meeting last week to explain changes. What is difference between ALC and PLC?

Kayonna Carlson – student. Let Mona and Gretchen continue till the current students graduate.

Joanne Lorentz – parent. Child started online schooling, then attended Rockford school district, then started at PLC. Improved her grades and wants to finish school now.

Dakota Shade - Licensure issue seems to be unreasonable. ALC and PLC differences are a concern. At PLC are being taught that they should want to learn.

Monica Carlson – parent. Concern about who will be there for the students and concern that PLC will become a mini BHS program. These students need the one-to-one connections. Staff is what makes the students successful.

C. Approval of Agenda

Ogden/Lee to approve

Motion carried 5-0

### 3. COMMUNICATIONS

A. Student Council Update, Allie Swearingen – Student and Staff Appreciation being planned. Officers are being considered for next year. Members will attend State Conference. Evaluations taking place regarding RAVE week.

B. Proud of

1. Lauren Ruth, BCMS 7th Grader, who took 1st place in the District Spelling Bee and Isaiah Kramber, 5th grader at PES who took 2nd place.
2. BHS Boys Basketball Team who won the MN Basketball Coaches Association Team Academic Section Championship.

C. Board Calendar Dates

1. Monday, April 11, 2016 - Board Workshop 4:30 p.m. MES
2. Saturday, April 16, 2016 - ECFE Family Fair 10 a.m. - 1 p.m. Discovery Gym
3. Monday, April 25, 2016 - Board Meeting 7:00 p.m. Board Room

### 4. CONSENT AGENDA

A. Personnel Consent Agenda

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

1. Karen Smith, substitute Media Generalist at Montrose Elementary, effective March 7, 2016 and ending April 29, 2016. This is a replacement for Linda Emmel.
2. Marci Wold, substitute Special Education Teacher at Parkside Elementary, effective March 7, 2016 and ending June 10, 2016. This is a replacement for Jenna Kulberg.
3. Carla Born, Special Education Transportation ESP, effective March 7, 2016.
4. Nicole Ramsden, Special Education ESP, effective March 7, 2016.
5. Gary Lueck II, part-time Custodian at Hanover Elementary, effective March 21, 2016. This is a replacement for Dorothy Valentine.

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

1. Bonnie Skoglund, Kindergarten Teacher at Hanover Elementary, retirement effective June 10, 2016.
2. Doug Lindholm, Science Teacher at Buffalo Community Middle School, retirement effective June 10, 2016.
3. Shauna Pinoniemi, 5<sup>th</sup> Grade Teacher at Northwinds Elementary, resignation effective June 10, 2016.
4. Becky Young, ELL Teacher at Buffalo High School and Hanover Elementary, resignation effective June 10, 2016.
5. Jennifer Greenhagen, ECSE ESP, resignation effective March 10, 2016.
6. Linda Hosey, ESP at Tatanka Elementary, resignation effective March 18,

- 2016.
7. Sarah Braith, KidKare Assistant at Discovery Elementary, resignation effective March 14, 2016.
  8. Benjamin Broderick, 4<sup>th</sup> Grade Teacher at Parkside Elementary, resignation effective June 10, 2016.
  9. Marna McMurry, Quest Teacher at Parkside Elementary, resignation effective June 10, 2016.
  10. Alyssa Danielson, 3<sup>rd</sup> Grade Teacher at Tatanka Elementary, resignation effective June 10, 2016.
  11. Maria Hansen, resignation as Transportation ESP, effective March 22, 2016.
  12. Mona Weisman, Mental Health Practitioner at Phoenix Learning Center, Fixed Term Contract Expiration, effective June 30, 2016.

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

1. Laura Hauer, from English Teacher and CIP English Lead to full-time English Teacher at Buffalo High School, effective August 29, 2016.
2. Stacy Eggers, from Math Teacher and CIP Math Lead to full-time Math Teacher at Buffalo High School, effective August 29, 2016.
3. Micah Morris, from Science Teacher and CIP Math Lead to full-time Science Teacher at Buffalo High School, effective August 29, 2016.
4. Scott Palmer, from Social Studies Teacher and CIP Social Studies Lead to full-time Social Studies Teacher at Buffalo High School, effective August 29, 2016.
5. Stefani Brott, ESP at Buffalo Community Middle School, addition of .5 hours/day as Special Education Transportation ESP, effective February 23, 2016.
6. Amy Maatz, ESP at Buffalo Community Middle School, addition of .25 hours/day as Special Education Transportation ESP effective February 23, 2016.
7. Ann Hamann, ESP at Buffalo Community Middle School, addition of .5 hours/day as Special Education Transportation ESP, effective February 23, 2016.
8. Dawn Przekurat, ESP at Buffalo Community Middle School, addition of .5 hours/day as Special Education Transportation ESP, effective February 23, 2016.
9. Linda Kennedy, Special Education Transportation ESP, decrease from 7.5 to 6.25 hours/day, effective February 8, 2016.
10. Amy Krueger, School Psychologist, from .5 FTE at Tatanka Elementary and .5 FTE at Northwinds Elementary to 1.0 FTE at Buffalo Community Middle School, effective August 29, 2016. This is a replacement for Heidi Tabako.
11. Tracy Johnson, Science Teacher, from .2 FTE at Buffalo Community Middle School and .8 FTE at Buffalo High School to 1.0 FTE at Buffalo

- High School, effective August 29, 2016.
12. Steve Carlson, School Psychologist, from .6 FTE at Parkside Elementary, .4 FTE at Montrose Elementary and .1 FTE at ECSE to .5 FTE at Parkside Elementary and .5 FTE at Hanover Elementary, effective August 29, 2016.
  13. Laura Lundquist, School Psychologist, from .3 FTE at Hanover Elementary and .25 FTE at Discovery Elementary to .5 FTE at Montrose Elementary, .2 FTE at Discovery Elementary and .1 FTE at ECSE, effective August 29, 2016.
  14. Diana Brecht, Food Service Aide at Buffalo Community Middle School, from 3.75 to 4.0 hours/day effective April 4, 2016.
  15. Sue Kohnen, from Special Education ESP at Tatanka Elementary for 6 hours/day to ESP at Tatanka Elementary for 5 hours/day, effective March 21, 2016. This is a replacement for Linda Hosey.
  16. Maria Hansen, additional assignment as Special Education ESP at Buffalo High School for 2 hours/day, effective February 29, 2016.
  17. Kristina Jeske, KidKare Supervisor, addition of 3 hours/week, effective March 21, 2016.
  18. Gretchen Lieb, from Phoenix Learning Center Coordinator to Special Education Teacher at Buffalo Community Middle School, effective August 29, 2016. This is a replacement for Ian Chalmers.
  19. Vicki Cary, English Teacher at Buffalo High School, teaching one additional section during 4th term, effective April 4, 2016 and ending June 10, 2016.
  20. Kristin Vogeler, ECSE Teacher, additional .1 FTE effective March 21, 2016 and ending June 9, 2016.
  21. Abigail Bohler, Math Teacher at Buffalo High School, from 1.0 FTE to .5 FTE, effective August 29, 2016.

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

1. Bev Logas, Multi-age Teacher at Discovery Elementary, request for leave of absence effective February 24, 2016 and ending March 25, 2016, then to part-time leave of absence effective April 4, 2016 and ending on or about May 2, 2016.
2. Jill Mills, 2<sup>nd</sup> Grade Teacher at Northwinds Elementary, request for leave of absence effective March 17, 2016 and ending on or about April 17, 2016.
3. Pam Ramsey, 3<sup>rd</sup> Grade Teacher at Tatanka Elementary, request for leave of absence effective February 22, 2016 and ending on or about March 18, 2016.
4. Brigitta Bergquist, extension of request for leave of absence to being on or about April 4, 2016.

B. Check Disbursements

Payroll checks # 203101 through 203174 and 223401 through 225228 amounting to \$2,067,905.53. P-card disbursement checks 47185 to 48127, totaling \$210,483.83. Bill-pay wires 47171 through 47184, and 47650 through 47666. Employee reimbursement checks 90008761 through 90008837, and Accounts

Payable checks 170375 through 170737, for the period of February 22 – March 21 as follows:

01	GENERAL FUND	2,942,915.13
02	FOOD SERVICE	110,174.93
04	COMMUNITY SERVICE	66,547.08
05	CAPITAL OUTLAY	56,578.83
06	NEW BUILDING	120,844.78
07	DEBT SERVICE	3,725.00
09	ACTIVITY FUND	35,403.06
16	BUILDING CONSTRUCTION	.00
45	POST EMP BENEFITS IRREV TRU	2,921.25
47	DEBT REDEMPTION	<u>.00</u>
	TOTAL	\$3,360,609.65

### C. Electronic Fund Transfers

A list of the electronic fund transfers occurring in the official depositories (for the period of Feb.11 - Mar. 14) is as follows:

Date	Vendor & Purpose	Amount
02/11/16	Xcel Energy – Utility	\$ 2,782.70
02/12/16	District #877 Employees – Employee	977,801.82
02/16/16	Chicago USA Tax Pmt – Federal Taxes	352,255.86
02/16/16	MN Public Employees Retirement	53,336.12
02/16/16	MN Teachers Retirement Association	166,808.64
02/17/16	MN Dept. of Revenue – Sales Tax	313.00
02/17/16	District #877 Employees – Employee	3,915.44
02/17/16	MN Public Employees Retirement	127.96
02/17/16	Chicago USA Tax Pmt – Federal Taxes	189.69
02/17/16	Educators Benefit Consultants – Deferred	40,670.78
02/17/16	MN Dept. of Revenue – State Taxes	54,456.01
02/17/16	MN Dept. of Revenue – State Taxes	26.66
02/17/16	State of MN - Garnishment	75.78
02/17/16	State of MN - Garnishment	78.87
02/17/16	State of MN - Child Support	182.00
02/18/16	Delta Dental – Dental Insurance	10,175.81
02/22/16	Select Account – Health Insurance	800.00
02/22/16	Xcel Energy – Utility	561.72
02/24/16	Delta Dental – Dental Insurance	12,247.60
02/26/16	Select Account – Health Insurance	800.00
02/29/16	District #877 Employees – Employee	1,012,042.75
03/01/16	MN Dept. of Revenue – State Taxes	57,407.35
03/01/16	Educators Benefit Consultants – Deferred	40,670.78
03/01/16	MN Public Employees Retirement	61,912.38
03/01/16	MN Teachers Retirement Association	166,713.12

03/01/16	Chicago USA Tax Pmt – Federal Taxes	368,958.59
03/01/16	State of MN - Garnishment	238.73
03/01/16	State of MN - Garnishment	242.66
03/02/16	District #877 Employees – Employee	1,701.77
03/02/16	Xcel Energy – Utility	44.72
03/03/16	Xcel Energy – Utility	4,078.06
03/03/16	Delta Dental – Dental Insurance	13,935.02
03/08/16	BMO Corporate MasterCard – P-Card	114,666.25
03/08/16	Select Account – Health Insurance	800.00
03/09/16	Delta Dental – Dental Insurance	8,500.11
03/10/16	Xcel Energy – Utility	3,497.00
	Total	<u>\$ 3,533,015.75</u>

D. Minutes - February 22, 2016 Regular Meeting

E. Donations/Grants totaling \$17,551.53

Ogden/Brings to approve  
Motion carried 5-0

## 5. ACTION ITEMS

A. Bid Awards, John Heltenun

### 1. BHS Roof Phase 2 and HES Roof

Hanover Elementary – Five bids received and opened on March 15<sup>th</sup>.

Lee/Vander Kooi to award bid to B&B Sheet Metal and Roofing Inc. for \$152,965 to complete the re-roofing project at Hanover Elementary School including the Unit Prices 1 and 2 from the bid tabulation sheet.

Motion carried 5-0

Buffalo High School – Four bids were received and opened on March 15<sup>th</sup>.

Ogden/Brings to award bid to Palmer West Construction for \$839,300 to complete the re-roofing and masonry restoration at BHS along with Add Alternate Door/Landing for \$6250 and Unit Prices 3-9 from the bid tabulation sheet and to reject Add Alternate 2.

Discussion - Why reject the ladder? Adequate access is on this site. Alternate bid was not acceptable. Will complete the ladder project at a later time.

2. BCMS Pool Area Improvements

Opened bids last Thursday, March 24. Three were submitted but only one was complete. Recommend award of bid to Breitbach Construction.

Vander Kooi/Lee to award bid to Breitbach Construction for \$2,346,000 to complete the addition and alterations project at Buffalo Community Middle School, including Alternate 1 for liquidated damages and all unit prices 1-3 from the bid tabulation sheet and to reject Alternates 2-6.

Discussion - Time frame is for a start date of April 1<sup>st</sup> which is very optimistic. Completion dates are August 15 for swimmers to be in the pool and October 1<sup>st</sup> for remaining project additions.

Motion carried 5-0

B. Licensed Faculty Resolutions, Moreen Orr

1. Termination and Nonrenewal of the Teaching Contracts of Probationary Teacher(s)

Resolution 5B.1A – Becca Mathies

Brings/Lee to approve

Motion carried 5-0

Resolution 5B.1B – Amanda Wolff

Lee/Ogden to approve

Motion carried 5-0

Resolution 5B.1C – Judy Coley

Vander Kooi/Ogden

Motion carried 5-0

Resolution 5B.1D – Amanda Rodgers

Brings/Lee to approve

Motion carried 5-0

Resolution 5B.1E – Shana Bregenzer-Brenny

Vander Kooi/Ogden

Motion carried 5-0

Resolution 5B.1F – Caleb Brown

Ogden/Brings to approve

Motion carried 5-0

Resolution 5B.1G – Ben Harvey  
Ogden/Brings to approve  
Motion carried 5-0

2. Discontinuance of Contract  
RESOLUTION - that the following teachers, substitute teachers and out-of-licensure contracts be discontinued pursuant to the provisions of their individual contracts. The Superintendent is directed to inform these staff members of their discontinuation and to express the District's thanks for their services: Arliss Wallenta – Title I, Becca Mathies – Title I .41 FTE, Ashley Johnson – licensure, April Larsen – licensure, Gordon Ian Chalmers – licensure, Denise Wahlin-Fiskum – licensure, Danielle Iverson – licensure.

Brings/Vander Kooi to approve  
Motion carried 5-0

6. REPORTS - none

7. COMMITTEE REPORTS

KO – BCMS History Day, NWSISD  
SL – Special Education Advisory Council  
SV – Construction Committee

8. SUPERINTENDENT'S REPORT - none

9. OTHER

Ogden/Brings to adjourn at 7:52 p.m.  
Motion carried 5-0

Respectfully submitted,

Laurie Raymond, Clerk  
ISD 877 Board of Education