

MINUTES

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

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

2. PRELIMINARY ACTIONS

- A. Pledge of Allegiance
- B. Public Comment – Boys Swim and Dive thanked the Board for their support of the program.
- C. Approval of Agenda

Pokorney/Brings to approve
Motion carried 6-0

3. COMMUNICATIONS

- A. Student Council Report, Michael Swearingen - absent
- B. Proud of

- 1. BHS Students who scored in the top 20% in the National Financial Capability Challenge - Chris Polzine, Katilin Duske, Elizabeth Smith, Beth Weeks, Travis Johnson, Angelica Kruck, Zach Leinonen, Heidi Johnson, Jonah Menough, Tyler Hietanen, Adam Burggraff, Alex Bersie, Jonathon Bondhus, Nick Davis, Luke Gmach, Ashley Jerde, Jon Jurmu, Sydney Martichuski, Sam Odegard, Josh Petit, Colin Remillard, John Walker, Conrad Weinzetl.
- 2. Andrew Scherber who scored in the top 1.5% of 7th grade students who participated in the ACT and/or SAT above-grade-level talent search.
- 3. Parkside Elementary who raised \$1154.18 for the American Red Cross through their Arts Benefit

C. Board Calendar Dates

- 1. Tuesday, July 10 - Board Meeting 4:30 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. Amanda Psyk, part-time Custodian at Buffalo Community Middle School, effective July 10, 2012. This is a replacement for Ethel Wolff.
- 2. Burgandy Mallinger, part-time Custodian at Northwinds Elementary, effective July 9,

2012. This is a replacement for Greg Bloom.
3. Sarah Olsen, part-time (.5 FTE) Kindergarten Teacher at Discovery Elementary, effective August 20, 2012. This is a replacement for Deb Scherber.
 4. Heather Meysembourg, ECSE Teacher, effective August 27, 2012. This is a new position.
 5. Shannon Steffens, Special Education Technology Technician, effective July 1, 2012.
 6. Michelle Erickson, ESP at Tatanka Elementary, effective September 4, 2012. This is a new position.
 7. Lori Tomczak, Special Education Teacher at Buffalo High School, effective August 20, 2012 and ending January 21, 2013. This is a replacement for Michael Hernandez.
 8. Jessica Lutz, Speech/Language Pathologist at Northwinds Elementary, effective August 20, 2012. This is a replacement for Erin Ellis.
 9. Laura Sundell, KidKare Lead Supervisor at Hanover Elementary, effective July 9, 2012. This is a replacement for Judi Oudekerk.

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

1. Kristen Balvin, Principal's Secretary at Parkside Elementary, resignation effective June 29, 2012.
2. Judith Coolen, Food Service Aide at Parkside Elementary, resignation effective June 8, 2012.
3. Greg Bloom, part-time Custodian at Parkside Elementary, change of resignation date from June 6, 2012 to May 31, 2012.
4. Ratification of discharge of a probationary employee effective June 15, 2012.
5. Jamie Kendall, Science Teacher at Buffalo High School, resignation effective June 8, 2012, pending the district's ability to find a suitable replacement.
6. Katie Pribula, Title I Teacher at Tatanka Elementary, resignation effective June 8, 2012, pending the District's ability to find a suitable replacement.

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

1. Jason Swanson, French Teacher at Buffalo High School, one additional section during first and second quarters of the 2012-13 school year.
2. Patty Gillispie, ELD Teacher, from .5 FTE at Montrose Elementary, .25 FTE at Tatanka Elementary and .25 FTE at Northwinds Elementary to 1.0 FTE at Montrose Elementary effective August 27, 2012.
3. Becca Young, ELL Teacher, from .6 FTE at Hanover Elementary, .3 FTE at Parkside Elementary and .1 FTE at Discovery Elementary to .333 at Buffalo High School and .667 at Tatanka Elementary effective August 27, 2012. This is a replacement for Shana Bregenzer.
4. Jenny Wykle, from .5 FTE Teacher at Buffalo Community Middle School and .5 FTE Technology Teacher on Special Assignment to .4 FTE Teacher at Buffalo Community Middle School and .6 Technology Teacher on Special Assignment effective August 27, 2012.
5. Katherine Gohl, from 1.0 FTE Reading Teacher at Buffalo Community Middle School to .6 FTE Teacher at Buffalo Community Middle School and .4 FTE Technology Teacher on Special Assignment, effective August 27, 2012. This is a replacement for Ryan McCallum.
6. Jack Brady, District Assessment Coordinator, from 594 to 694 hours effective July 1, 2011 and ongoing.
7. Cynthia Mueller, Curriculum Support Specialist at Tatanka Elementary, additional 10

days for 2011-12 and ongoing.

8. Ryan Rutten, Tech Ed Teacher, .7813 FTE at Buffalo Community Middle School and .333 FTE at WTC for the 2012-13 school year.
9. Jon Emery, from Night Lead to Head Engineer at Buffalo Community Middle School, effective June 26, 2012. This is a replacement for Harold Ostrander.

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

1. Glen Krause, District Grounds/Maintenance, request for leave of absence effective May 3, 2012 and ending May 29, 2012.
2. Angela Weber, Math Teacher at Buffalo Community Middle School, request for leave of absence effective August 27, 2012 and ending on or about September 20, 2012.

B. Check Disbursements - Payroll checks # 195199 through 195538 and 155450 through 157007, amounting to \$6,158,593.13. P-card disbursement checks 28267 to 28702, totaling \$136,499.92. Handwritten checks 151102 through 151108, Bill-pay wires 28265 through 28266. Employee reimbursement checks 90004157 through 90004311, and Accounts Payable checks 154865 through 155210, for the period of May 29 – June 20 as follows:

01	GENERAL FUND	1,940,789.67
02	FOOD SERVICE	52,820.94
04	COMMUNITY SERVICE	29,940.65
05	CAPITAL OUTLAY	117,433.01
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	83,373.55
16	BUIDLING CONSTRUCTION	3,982.50
47	DEBT REDEMPTION	.00
	TOTAL	\$2,228,340.32

C. Electronic Fund Transfers

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

Date	Vendor & Purpose	Amount
5/01/12	Educators Benefit Consultants – Deferred Annuities	30,952.38
5/01/12	MN Dept. of Revenue – State Taxes	47,826.59
5/01/12	Xcel Energy – Utility	2,691.66
5/04/12	Delta Dental – Dental Insurance	6,659.61
5/07/12	BMO Corporate MasterCard – P-Card	136,499.92
5/08/12	Xcel Energy – Utility	37.91
5/08/12	Xcel Energy – Utility	286.15
5/08/12	Xcel Energy – Utility	2,256.23
5/09/12	Delta Dental – Dental Insurance	8,299.55
5/15/12	Chicago USA Tax Pmt – Federal Taxes	302,653.59
5/16/12	MN Dept. of Revenue – Sales Tax	612.00
5/16/12	MN Dept. of Revenue – State Taxes	54,340.03
5/16/12	Educators Benefit Consultants – Deferred Annuities	30,522.38
5/16/12	Delta Dental – Dental Insurance	5,777.83
5/23/12	Delta Dental – Dental Insurance	6,902.44
5/30/12	Chicago USA Tax Pmt – Federal Taxes	298,194.70
5/31/12	MN Dept. of Revenue – State Taxes	53,383.53

5/31/12	Educators Benefit Consultants – Deferred Annuities	30,462.38
5/31/12	Delta Dental – Dental Insurance	<u>8,484.46</u>
	Total	1,026,843.34

D. Minutes - May 29, 2012 Regular Meeting and the June 11, 2012 Special Meeting

E. Donations/Grants

1. \$100 from Buffalo Kiwanas for Little KidKare Program
2. \$100 from RMG Refer a Friend Program to HES
3. Ice from Hanover Tom Thumb for the HES School Picnic valued at \$60.
4. \$600 grant from Wright County Area United Way for the District Wide Healthy Eating Initiative (PACK Week). Grant was written by Sue Thomson, District Nurse

Raymond/Perry to approve
Motion carried 6-0

5. ACTION ITEMS

A. 2012-13 General Budget, Gary Kawlewski, Tina Burkholder

The 2012-13 budget was reviewed. The budget is people and programs. Revenue assumptions include \$50 increase to the General Education Aid formula, Literacy Aid revenue, ECSE-12 enrollment projection of 5,738 and \$110 and \$379 operating levy referendums. Expenditure assumptions include staffing contingencies, contract and benefit costs, cost containment initiatives, Integration Program, expiration of STEM grant and Federal Jobs Bill. Estimated fund balance for June 30, 2013, is projected at just over \$13M, which is a 16% fund balance. This will help us in the coming years when a deficit in the fund balance is projected. A 5 cent meal price increase is included in the budget. Also included is Little KidKare at Montrose and nine sections of ADEDK. Alt Facilities project is planned for Parkside Elementary in 2013-14 but some expenses will be incurred this year.

Discussion – 5 cent meal increase is a Federal mandate to keep meal pricing in line. A formula is used and we must be within a range of the average.

Pokorney/Olson to approve
Motion carried 6-0

B. Activities Programming/Fees, Tom Bauman

Boys swim and dive is an active program. Nordic ski is no longer a viable program in the district. Surveyed students regarding interest in Dance Team which would be a Title IX partner for Boys Swim and Dive. Realize this is an addition to the budget. Looked at ways to increase revenue. Boys Swim and Dive has offered a \$10,000 donation for this year. Family pass price was also reviewed and surveyed locally and we are low. Activity fees also reviewed.

Recommend – Increase Family Pass from \$125 to \$150, reinstate boys swim and dive as a district activity along with adding Dance Team, eliminate Nordic Ski, increase activity fees by \$10.

Pokorney/Olson to approve
Motion carried 5-0
Brings abstained

Comments – understand increases are difficult for some families and happy to mention that over \$5000 was raised at the Bison Open. Will be back with recommendations for boys and girls lacrosse.

C. Certify 2012 School District Census, Kim Carlson

Have not reported an increase for the last few years. Certifying an increase of 101 to 31,857.

Perry/Brings to approve
Motion carried 6-0

D. Policies - Final Reading

1. 800 Series Buildings and Sites, Moreen Martell, Eric Hamilton
 - a. Policy #807 Health and Safety
 - b. Policy #850 Vandalism

No additional revisions suggested.

Raymond/Pokorney to approve
Motion carried 6-0

2. 700 Series Noninstructional Operations & Business Services, Gary Kawlewski
 - a. Policy #702.1 Expenditures

No additional revisions suggested.

Pokorney/Olson to approve
Motion carried 6-0

E. 2012-13 Board Calendar, Scott Thielman

No revisions – workshops are held the second Monday of the month and meetings are held the fourth Monday of the month except in July, May and June when they are held on Tuesdays.

Brings/Perry to approve
Motion carried 6-0

F. Elementary Student Handbooks, Pam Miller

No further revisions.

Pokorney/Brings to approve
Motion carried 6-0

6. REPORTS

A. Wellness Pilot Update, Moreen Martell, Gary Kawlewski

In February the board adopted Policy 452 which allowed district employees to participate in a two-year Wellness Pilot Program through Resource Training and Solutions with a \$200 incentive for the first year and \$240 incentive for the second year for completing an online health screening. Participation was lower than expected at 51 employees. Since that time, Allina Hospital has approached us to participate in a very similar program due to a 3-year grant they received through the Penny George Institute for a community wellness study. City of Buffalo and Wright Hennepin Electric have agreed to participate. Staff and family members who are 18 years of age or older are eligible to participate.

Recommend to discontinue with the Resource Wellness Pilot Program and partner with the Buffalo Allina Hospital. An opt out provision was included in the policy. Will recommend to rescind Policy 452 after payouts for the year 1 participants have been completed. Considered running both programs but felt it would be confusing for staff and cumbersome for administration of program. Feel participation will increase since there is no tie to an insurance carrier and many have a current relationship with Allina Hospital. Allina program would provide an onsite wellness “coach” along with an online version.

7. COMMITTEE REPORTS

PP – NHCC, NWSISD

DW – Superintendent Evaluation report took place on June 11th. Comments – Superintendent Thielman is accessible, knowledgeable and open to discussions, responsive, comfortable in the district, patient, visible to the public, approachable and welcoming. Community relations – seen as valuing a community connection, appreciate work to establish better relationships with the cities of Buffalo, Hanover and Montrose. Planning – looking forward to seeing Scott’s vision for the future. Appreciates how the Board is kept informed. Directors are valued by the Board and by the superintendent. Likes that the superintendent also values technology, has an interest in learning the hiring system, has a great understanding of school finance, a good relationship with the director of finance and operations, is dedicated, a stable influence, and acknowledges that the superintendent is well respected by his peers throughout the state.

8. SUPERINTENDENT'S REPORT - none

9. OTHER

Olson/Raymond to adjourn at 8:10 p.m.

Respectfully submitted,

Melissa Brings, Clerk
ISD 877 Board of Education

