

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

Monday, May 8, 2017  
Hanover Elementary  
4:30 PM

1. CALL TO ORDER by Chair Dave Wilson at 4:30 p.m. AND ROLL CALL  
Present: Dave Wilson, Sue Lee, Laurie Raymond, Bob Sansevere, Stan Vander Kooi, Ken Ogden  
Absent: Melissa Brings
2. PLEDGE OF ALLEGIANCE
3. BID AWARD - DES-PES-TES Renovation and Remodeling, John Heltunen,  
Director of Buildings and Grounds

Bids were opened on Thursday, May 4<sup>th</sup>. DES is remodel of existing entrance to be more secure and directing visitors through the building along with expansion of parking lot. TES remodel of old gym into a STEM lab and old office area. PES is remodel of health office. Contractors were able to bid on projects individually or as a total. Six bids were submitted.

Lee/Raymond to accept Base Bid A at Discovery Elementary from Ebert Construction for \$993,000 and Base Bid B at Tatanka Elementary for \$335,770 and Base Bid C at Parkside Elementary for \$118,100 as submitted by Grindstone Construction Services. Also, to reject Alternates #1 and #2 for area remodeling at Discovery Elementary.

Discussion: Knew numbers were going to come in slightly higher than original budget since costs have risen from last year. Hoped separating the projects would allow small companies to be involved in bidding. PES completion by start of school. TES 95% complete by school start and October 1st for STEM lab. DES has an October completion schedule.

Motion carried 6-0.

4. MDE Student Accounting Audit, Gary Kawlewski, Director of Finance and Operations

In 2014-15, we were audited by MDE for student counting procedures. Discrepancies in calculations for part-time students were sited. Also missing some supporting documentation for homebound and work experience based students. Four options available – dispute, provide documentation to mitigate the errors, agree with the findings, or request an extension. Have determined that we would like an extension to provide documentation supporting our procedures which were based on direction from MDE.

Sansevere/Lee to direct the administration to file an extension with the MN Department of Education until June 30, 2017 in response to the student accounting audit letter dated April 13, 2017.

Motion carried 6-0

## 5. OTHER

Ogden/Lee to adjourn at 4:45 p.m.