

Buffalo-Hanover-Montrose Schools  
School Board Meeting

Monday, March 25, 2024  
Board Room  
214 - 1st Ave NE  
Buffalo, MN 55313  
7:00 PM  
Public Comment  
6:30 PM

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**MINUTES**

1. CALL TO ORDER BY Chair Melissa Brings at 7:00 pm AND ROLL CALL

Present: Matt Hoffman, Amanda Lawrence, Bob Sansevere, Melissa Brings, Adam Bjorklund, Sheila Smude, Sue Lee

Absent: None

2. PRELIMINARY ACTIONS

A. Pledge of Allegiance

B. Approval of Agenda

Sansevere/Lee to approve

Motion carried 7-0

3. COMMUNICATIONS

A. Student Council Report

Cambelle Feldman, Student Council Representative to the BOE

Night out for Music took place this past weekend raising approximately \$16,000.

Spring sports have started

B. Proud Of

1. Boys Swim and Dive members who qualified for the State Tournament - Ryan

Close in the 50 Freestyle and 100 Butterfly, James Lemus in the 100 Freestyle

and 200 Freestyle, Mason Pilcher, Cameron Cich, Ryan Close and James Lemus in the 200 and 400 Medley Relays and Mason Evenson in diving.

2. Gabe Roehl and Ryan Babatz who qualified for the State Wrestling Tournament.

3. Varsity 2 Knowledge Bowl Team who qualified for the State Tournament –

Daniel Jungwirth, Kumail Akram, Eric Bajema, Lucas Lawrence and Dexter Huss.

C. Board Calendar Dates

1. Monday, April 8, 2024 Board Workshop 4:30 pm TESS

2. Saturday, April 20, 2024 ECFE Family Fair 10 am - 12:30 pm DC Gym

3. Monday, April 22, 2024 Public Comment Session 6:30 pm DC Board Room

4. Monday, April 22, 2024 Board Meeting 7:00 pm DC Board Room

4. CONSENT AGENDA

A. Personnel

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

1. Colin Atkins, Special Education ESP at Buffalo Community Middle School, effective March 4, 2024.
2. Oliva Willey, long-term substitute Special Education ESP at Parkside Elementary, effective March 18, 2024 and ending on or about May 6, 2024. This is a replacement for Cheryl Beckers Hurd.
3. Blake Trout, Special Education ESP at Buffalo Community Middle School, effective March 20, 2024. This is a replacement for Rita Bloom.
4. Erin Shusta, Special Education/Transportation ESP at Parkside Elementary, effective April 8, 2024. This is a replacement for Blake Trout.
5. Olivia Green, KidKare Assistant, effective February 26, 2024.
6. Shaylee Hoefling, KidKare Assistant, effective February 26, 2024.
7. Sophia Warolin, KidKare Supervisor, effective March 20, 2024.

RESIGNATION/RETIREMENT/TERMINATION – Approve the following resignation/retirement/termination:

1. Tracy Hulley, Social Studies Teacher at Buffalo High School, retirement effective June 7, 2024.
2. Carla Orson, ESP at PRIDE, retirement effective March 6, 2024.
3. Christopher McCurry, Phy Ed Teacher at Tatanka Elementary STEM School, resignation effective June 7, 2024.
4. Madeline Eicher, Orchestra Teacher at Buffalo Community Middle School, resignation effective June 7, 2024.
5. Judith Coley, Special Education Teacher at Buffalo Community Middle School, resignation effective June 7, 2024.
6. Brad Robinson, Speech Language Pathologist, resignation effective June 7, 2024.
7. Hawah Worlobah, Special Education Teacher at Northwinds Elementary, resignation effective February 23, 2024.
8. Blake Trout, Special Education ESP at Parkside Elementary, resignation effective March 6, 2024.
9. Rita Bloom, Special Education ESP at Buffalo Community Middle School, resignation effective March 5, 2024.
10. Jesse Korbel, Custodian at Buffalo High School, resignation effective March 12, 2024.
11. Kayla Mallatt, Nutrition Services Assistant at Buffalo High School, termination effective March 15, 2024.

TRANSFER/CHANGE IN ASSIGNMENT - Approve the following transfers/change of assignments:

1. Jason Swanson, French Teacher at Buffalo High School, teach one additional class during 3<sup>rd</sup> Trimester, effective March 11, 2024 and ending June 7, 2024.
2. Kathryn Hyams, Special Education Teacher at Buffalo High School, teach one additional class for Functional Living Skills for 14 days during the 3<sup>rd</sup>

Trimester, effective March 11, 2024 and ending March 28, 2024. This is a replacement for Diedre Anderson.

3. Trista Johnson, Special Education Teacher at Buffalo High School, teach one additional section for 14 days during the 3<sup>rd</sup> Trimester, effective March 11, 2024 and ending March 28, 2024. This is a replacement for Diedre Anderson.
4. Tracy Johnson, Science Teacher at Phoenix Learning Center, teach one additional section as Learning Recovery Teacher, during 3<sup>rd</sup> Trimester, effective March 11, 2024 and ending June 7, 2024.
5. Christopher Pullar, Math Teacher at Buffalo High School, teach one additional section during 3<sup>rd</sup> Trimester, effective March 12, 2024 and ending June 6, 2024.
6. Jennifer Johnson, Special Education Teacher at Buffalo High School, teach one additional section as Math Support for 28 days during 3<sup>rd</sup> Trimester, effective March 12, 2024 and ending June 6, 2024.
7. Joel Riopelle, Math Teacher at Buffalo High School, teach one additional class for 28 days during 3<sup>rd</sup> Trimester, effective March 12, 2024 and ending June 6, 2024.
8. Reese Wishart, Math Teacher at Buffalo High School, teach one additional class for 28 days during 3<sup>rd</sup> Trimester, effective March 12, 2024 and ending June 6, 2024.
9. Kelsey Leonard, Math Teacher at Buffalo High School, teach one additional class for 28 days during 3<sup>rd</sup> Trimester, effective March 12, 2024 and ending June 6, 2024.
10. Danielle Kelm, English Teacher at Buffalo Community Middle School, teach one additional class during 4<sup>th</sup> Quarter, effective April 8, 2024 and ending June 7, 2024.
11. Patricia Moe, Special Education/Supervisory ESP at Discovery Elementary, increase from 6.25 to 6.5 hours/day, effective February 2, 2024.
12. Kim Laumann, Special Education/Transportation ESP at Tatanka Elementary STEM School, increase from 33.75 to 35 hours/week, effective March 15, 2024.
13. Sara Cich, ECFE Classroom Assistant at Parkside Elementary, decrease from 33.75 to 32.5 hours/week, effective February 1, 2024.
14. Stephanie Anderson, transfer from temporary to permanent Nutrition Services Assistant at Buffalo High School, effective March 7, 2024.
15. Chris Bytnar, transfer to District Grounds Staff, effective March 29, 2024.
16. Marley Stuart, KidKare Assistant, increase from 10 to 25 hours/week, effective March 15, 2024.

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

1. Fay Susa, Nutrition Services Manager at Hanover Elementary, date adjustment to leave of absence to ending June 10, 2024.
2. Carla Orson, Special Education ESP at PRIDE, date adjustment to leave of absence to ending March 5, 2024.

3. Anna Lantz, Kindergarten Teacher at Hanover Elementary, date adjustment to leave of absence, effective February 20, 2024 and ending May 10, 2024.
4. Andréé Iden, Principal at Tatanka Elementary STEM School, date adjustment to leave of absence to ending January 4, 2024.
5. Megan Losey, TOSA at Buffalo Community Middle School, date adjustment to leave of absence to effective March 7, 2024.
6. Stacy Rutten, TOSA, Elementary PPD Coach, request for a leave of absence effective August 26, 2024 and ending June 6, 2025.

CONTRACTS – Approve the 2023-25 Labor Agreement between Independent School District No. 877 and School Services Employees Local 284, AFL-CIO (Custodian, Maintenance, Grounds, Laundry and Warehouse).

**B. Check Disbursements**

Payroll checks # 9000148758 through 9000150631, and 206585 through 206598 amounting to \$2,670,543.80. P-card disbursement checks 8000002726 to 8000002759, totaling \$176,425.51. Bill-pay wires 810001844 through 8100001859. Employee reimbursement checks 9100005118 through 9100005179 and Accounts Payable checks 404713 through 404935 for the period of February 5, 2024 – March 20, 2024 as follows:

01	GENERAL FUND	3,271,333.91
02	FOOD SERVICE	203,737.92
04	COMMUNITY SERVICE	131,807.95
05	CAPITAL OUTLAY	62,646.39
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	14,634.95
16	ALTERNATIVE FACILITIE	.00
45	POST EMP BENEFITS IRREV TRU	38,623.26
47	DEBT REDEMPTION	.00
51	<u>ACTIVITIES</u>	<u>.00</u>
	TOTAL	\$3,722,784.38

**C. Electronic Fund Transfers**

A list of the electronic fund transfers occurring in the official depositories (for the period of Feb. 20 - Mar. 17) is as follows:

Date	Vendor & Purpose	Amount
02/20/24	Alerus	\$ 540.00
02/20/24	Delta Dental – Dental Insurance	11,895.61
02/20/24	WEX – Flex/Health Insurance	9,631.27
02/21/24	MN Dept. of Revenue – Sales Tax	1,255.00
02/21/24	BCBS - Health Insurance	825,263.49
02/21/24	District #877 Employees – Employee Reimbursement	5,462.93
02/21/24	Delta Dental – Dental Insurance	2,723.67
02/21/24	WEX – Flex/Health Insurance	1,277.78

02/22/24	WEX – Flex/Health Insurance	1,674.47
02/23/24	Xcel Energy – Utility	671.45
02/23/24	WEX – Flex/Health Insurance	1,862.78
02/26/24	WEX – Flex/Health Insurance Admin Fee	2,255.75
02/26/24	Delta Dental – Dental Insurance	5,231.24
02/26/24	WEX – Flex/Health Insurance	1,105.73
02/27/24	WEX – Flex/Health Insurance	777.76
02/28/24	WEX – Flex/Health Insurance	536.80
02/29/24	WEX – Flex/Health Insurance	265.00
02/29/24	District #877 Employees – Employee Payroll	1,370,653.92
02/29/24	MN Teachers Retirement Association	230,569.52
02/29/24	MN Public Employees Retirement Association	83,742.30
02/29/24	IRS USA Tax Pmt – Federal Taxes	429,961.78
03/01/24	MN Dept. of Revenue – State Taxes	68,165.61
03/01/24	WEX – Flex/Health Insurance	5,021.24
03/01/24	MN Dept. of Revenue – State Taxes	529.65
03/04/24	Delta Dental – Dental Insurance	9,281.15
03/04/24	Educators Benefit Consultants – Deferred Annuities	61,204.26
03/04/24	WEX – Flex/Health Insurance	1,588.54
03/05/24	WEX – Flex/Health Insurance	12,023.09
03/05/24	BMO Corporate MasterCard – P-Card	176,425.51
03/06/24	eBay	(1,468.99)
03/06/24	District #877 Employees – Employee Reimbursement	1,545.26
03/06/24	WEX – Flex/Health Insurance	913.86
03/07/24	WEX – Flex/Health Insurance	2,481.71
03/08/24	WEX – Flex/Health Insurance	468.03
03/08/24	FeePay - Community Ed Fee	5,991.55
03/11/24	Delta Dental – Dental Insurance	6,621.46
03/11/24	Delta Dental – Dental Insurance	1,929.44
03/11/24	WEX – Flex/Health Insurance	1,265.46
03/11/24	FeePay - Community Ed Fee	1,450.00
03/12/24	WEX – Flex/Health Insurance	3,688.36
03/13/24	WEX – Flex/Health Insurance	3.85
03/14/24	WEX – Flex/Health Insurance	173.62
03/14/24	Cash Management Service Fee - MSDLAF	36.66
03/15/24	WEX – Flex/Health Insurance	64.29
03/15/24	MN Teachers Retirement Association	226,350.03
03/15/24	MN Public Employees Retirement Association	72,523.89
03/15/24	District #877 Employees – Employee Payroll	1,291,402.32
03/15/24	IRS USA Tax Pmt – Federal Taxes	400,124.77
	Total	<u>\$ 5,337,162.87</u>

#### D. Minutes - February 26, 2024 Regular Meeting

Lawrence/Bjorklund to approve

Motion carried 7-0

#### 5. ACTION ITEMS

##### A. Resolution Accepting Donations/Grants

Melissa Brings, Chair

Be it resolved that the School Board of Buffalo-Hanover-Montrose Schools, ISD #877, accepts with appreciation, contributions in the amount of \$3219.00.

Sansevere/Lee to approve

Motion carried 7-0

B. K-5 Math Curriculum Adoption Proposal

Scott Thielman, Superintendent

Recommend approval of Math Learning Center's Bridges program for implementation in 2024-25. Total cost is \$579,188 over the adoption cycle of approximately nine years.

Smude/Hoffman to approve

Motion carried 7-0

C. 2019 Operating Referendum Renewal

Ryan Tangen, Director of Finance and Operations

2023 legislative action allows districts a one-time opportunity to approve existing levys without going out for a vote. The renewal is for the existing 2019 operating referendum generating \$750 per pupil which will raise \$4,193,850. Special education is still underfunded and takes money from the general fund.

Provided time for public testimony or comments - No one provided comment to the school board.

Sansevere/Lee to approve

Motion carried 7-0

D. Out-of-State Trip - HERD to Boston, MA

Scott Thielman, Superintendent

BHS Band Teacher Scott Rabehl presented at the January school board meeting for a trip for the marching band the summer of 2024. There are currently 74 students signed up.

Lawrence/Smude to approve

Motion carried 7-0

E. Resolution - Discontinuance of Contract

Evan Ronken, Director of Human Resources

Resolved that the following substitute teachers and out-of-licensure contracts be discontinued pursuant to the provisions of their individual contracts: Elizabeth Alviana – substitute ; Tamarah Baardson – license ; Catherine Frisbie – license ; Anita Gruenhagen – license ; Julie Kirkpatrick - license

Smude/Bjorklund to approve

Motion carried 7-0

F. Resolution - Termination and Nonrenewal of Teaching Contract

Evan Ronken, Director of Human Resources

The following motions were made relating to the termination and nonrenewal of the teaching contracts of probationary teachers:

Sansevere/Lee Moved Krystle Anderson

Motion carried 7-0

Sansevere/Lawrence Moved Catherine Funk

Motion carried 7-0

Sanservere/Bjorklund Moved Gary Gohmann

Motion carried 7-0  
Sansevere/Hoffman Moved Noelle Kittel  
Motion carried 7-0  
Sansevere/Lawrence Moved Sadie Snodgrass  
Motion carried 7-0  
Sansevere/Lawrence Moved Kevin Scott  
Motion carried 7-0  
Sansevere/Lee Moved Erica Kindt  
Motion carried 7-0  
Sansevere/Hoffman Moved Grace Shefland  
Motion carried 7-0  
Sansevere/Bjorklund Moved Jacob Westrum  
Motion carried 7-0  
Sansevere/Lee Moved Isaac Frauendienst  
Motion carried 7-0  
Sansevere/Lawrence Moved Amanda Bicknell  
Motion carried 7-0  
Sansevere/Bjorklund Moved Joshua Woodley  
Motion carried 7-0  
Sansevere/Smude Moved Haley Chace  
Motion carried 7-0  
Sansevere/Hoffman Moved Laura Boillat  
Motion carried  
Sansevere/Lawrence Moved Rachel Johnson  
Motion carried 7-0  
Sansevere/Bjorklund Moved Paul Nord  
Motion carried 7-0  
Sansevere/Smude Moved Amy Ringquist  
Motion carried 7-0  
Sansevere/Hoffman Moved Nadine Broeffle Two-Rivers  
Motion carried 7-0  
Sansevere/Hoffman Moved Stephanie Schwartz  
Motion carried 7-0

Sansevere/Lawrence Moved Emma Lindenfelser

Motion carried 7-0

Sansevere/Lee Moved Courtney Hinz

Motion carried 7-0

6. REPORTS

7. COMMITTEE REPORTS

SL – MSBA day at the capitol

SS – CEAC, MSBA day at the capitol

AL – MSBA day at the capitol

MB/BS – teacher negotiations. Asked Evan Ronken, Director of Human resources to provide a current update.

8. SUPERINTENDENT'S REPORT

Attended Day at the Capitol sponsored by MSBA and MASA. Visited with representatives Anderson, Robbins, Nadeau and Hudson. Asked them to consider a 2% increase for each of the next two years in the budget process.

9. CLOSED SESSION

A. Negotiations

Sansevere/Lee Moved to go into closed session at 7:41 pm

Sansevere/Hoffman Moved to come out of closed session at 8:49 pm

10. ADJOURN

Sansevere/Lee Moved to adjourn at 8:50 pm

Respectfully submitted,

Adam Bjorklund, Clerk  
ISD 877 Board of Education