

ISD 877  
BOARD OF EDUCATION MEETING

Monday, December 13, 2010  
Board Room  
7:00 p.m.

---

**MINUTES**

1. CALL TO ORDER by chair Dave Wilson at 7:00 p.m. AND ROLL CALL  
Present: Patti Pokorney, Doug Olson, Sue Lee, Dave Wilson, Melissa Brings, Jeff Mattson, Rolf Mohwinkel

2. PRELIMINARY ACTIONS
  - A. Pledge of Allegiance
  - B. Public Comment - None
  - C. Approval of Agenda

Pokorney/Brings to approve  
Motion carried 7-0

3. COMMUNICATIONS
  - A. Student Council Report, Carmen Huhn – purchased hand sanitizer stations for the cafeteria, discussing food choices, selling candy canes for a fund raiser, updated constitution decreasing the number of student representatives.
  - B. Proud of
    1. Mrs. Skoglund's Hanover Kindergarten class who collected \$110.33 while "trick or treating" for UNICEF. Mrs. Skoglund's classes have been collecting for UNICEF for 15 years.
    2. Northwinds Elementary Students who collected 978 books for the Read to Feed Program
    3. Mrs. Johnson's 5th grade class at Northwinds Elementary who collected 791 food items and \$75 cash for the Buffalo Food Shelf.
    4. Tim Murray, 5th Grade Teacher at Parkside Elementary and Paul Anderson, Science Teacher at Buffalo High School who were named TIES Exceptional Teachers for modeling best practices using technology in their classrooms and engaging students in learning. TIES is an education technology consortium of 41 Minnesota school districts.
    5. Bev Koopman, 3-5 Multi-age Teacher at Discovery Elementary, who was published in the Dec/Jan edition of Phi Delta Kappan - *From Socrates to Wikis: Using Online Forums to Deepen Discussions*
  - C. Board Calendar Dates
    1. Monday, January 10 - Special Meeting - Board Organization, 4:30 p.m., Buffalo Community Middle School
    2. Monday, January 10 - Board Workshop, 4:40 p.m., Buffalo Community Middle School
    3. January 13-14 - MSBA Leadership Conference, Minneapolis Convention Center

4. Monday, January 24 - 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. Ashley Cook, Special Education ESP at Parkside Elementary effective December 9, 2010. This is a replacement for Sheila Armstrong.
2. Kathryn Nevala, Title I/Extended Day Kindergarten ESP at Montrose Elementary effective January 3, 2011 and ending June 9, 2011. This is a replacement for Anne Taylor.
3. Ruth Delacey, Extended Day Kindergarten ESP at Parkside Elementary effective January 3, 2011 and ending June 9, 2011.
4. Lora Thomas, short-term substitute Business Education Teacher at Buffalo High School effective January 31, 2011 and ending April 1, 2011. This is a replacement for Rebecca Karna.

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

1. Julie Swaggert, Principal at Buffalo Community Middle School, retirement effective June 30, 2011.
2. Lori Ballejo, ECSE ESP, termination effective December 10, 2010.
3. Justin Hommerding, part-time Custodian at Tatanka Elementary, resignation effective December 22, 2010.

TRANSFER/CHANGE IN ASSIGNMENT - Approve the following transfer/change in assignment:

1. Patricia Armstrong, ESP at Parkside Elementary, increase from 6.0 to 6.5 hours/day effective September 27, 2010 and ending June 9, 2010. This is for student safety.
2. Linda Carlson, ECSE Teacher, increase from .8 FTE to .9 FTE effective January 31, 2011. This is due to student needs.
3. Carol Ingersoll, ESP at Buffalo Community Middle School, from 7 to 7.25 hours/day effective November 29, 2010 and ending June 9, 2011. This is for student safety.
4. Michael Bogges, Math Teacher at Buffalo High School, one additional section during third quarter.
5. Joel Peterson, Math Teacher at Buffalo High School, one additional section during third quarter.
6. Kim Sonju- Zrust, Writing Teacher at Buffalo Community Middle School, additional ½ section for 2<sup>nd</sup> quarter.
7. Jenny Wykle, Technology Teacher at Buffalo Community Middle School, additional ½ section for 2<sup>nd</sup> quarter.

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

1. Kristi Fobbe, Teacher at Tatanka Elementary, request for leave of absence effective on or about January 14, 2011 and ending on or about February 28, 2011.
2. Roberta McMurry, ESP at Tatanka Elementary, request for leave of absence effective December 1, 2010 and ending on or about December 23, 2010.
3. Kim Colebank, ESP at Hanover Elementary, request for leave of absence effective January 21, 2011 and ending March 7, 2011.
4. Lori Ballejo, ECSE ESP, request for leave of absence effective September 29, 2010 and ending December 7, 2010.
5. Bill Sorensen, Custodian at Discovery Center, request for part-time leave of absence effective November 17, 2010 and ending December 3, 2010 and request for full-time leave of absence effective December 6, 2010 and ending on or about January 6, 2011.

CONTRACT – Approve the 2010-12 Labor Agreements:

1. District 877 Administrators' Association (Master Agreement – Principals)

B. Check Disbursements - Payroll checks # 190722 through 190868, and 130452 through 131169, amounting to \$1,365,169.45. P-card disbursement checks 21294 to 21724, totaling \$157,510.02. Handwritten checks 146396 through 146400, Bill-pay wires 21290 through 21293. Employee reimbursement checks 90002327 through 90002393, and Accounts Payable checks 148780 through 148987, for the period of November 22 – December 6 as follows:

01	GENERAL FUND	964,788.03
02	FOOD SERVICE	59,932.85
04	COMMUNITY SERVICE	15,240.68
05	CAPITAL OUTLAY	32,333.12
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	23,279.72
16	ALTERNATIVE FACILITIE	.00
	TOTAL	\$1,095,574.40

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
11/2/10	Xcel Energy – Utility	209.94
11/2/10	Xcel Energy – Utility	3,137.11
11/4/10	Delta Dental – Dental Insurance	12,395.71
11/4/10	BMO Corporate MasterCard – P-Card	157,510.02
11/5/10	Educators Benefit Consultants – Deferred Annuities	29,556.00
11/8/10	Xcel Energy – Utility	343.80
11/8/10	Xcel Energy – Utility	2,225.09

11/10/10 Delta Dental – Dental Insurance	3,817.81
11/15/10 MN Dept. of Revenue – State Taxes	52,834.07
11/15/10 Chicago USA Tax Pmt – Federal Taxes	310,806.34
11/16/10 Educators Benefit Consultants – Deferred Annuities	29,722.67
11/17/10 Delta Dental – Dental Insurance	9,078.06
11/24/10 Delta Dental – Dental Insurance	6,075.19
11/30/10 Xcel Energy – Utility	2,561.48
11/30/10 MN Dept. of Revenue – State Taxes	49,273.05
11/30/10 Chicago USA Tax Pmt – Federal Taxes	<u>293,901.08</u>
Total	963,447.42

D. Minutes - November 22, 2010 Regular Meeting

E. Donations/Grants

1. \$1000.00 Grant from MSHSL Foundation for the High School Speech Program
2. \$405.95 from Kemps to MES

Pokorney/Mattson to approve

Discussion: Moreen Martell presented regarding the contract settlement with the Principals' Association. The two-year contract settled at 5.55% including benefits.

Board thanked Moreen for her work negotiating of this contract. Also acknowledged the retirement announcement of Julie Swaggert, Middle School Principal.

Motion carried 6-0

Doug Olson abstained

5. TRUTH IN TAXATION PRESENTATION, Gary Kawlewski

Mandated to present information on the current year budget and actual revenue and expenses for the prior year and the proposed property tax levy as part of a board meeting. Levy is based on state-determined formulas. 2010-11 budget is very close to 2009-10 budget. Revenue budget is at \$52.3 million for 2010-11 with expenditures at \$52.7 million. Local property taxes contribute 11% of the General Fund budget. Salaries make up 56% of the expenditure budget. Each taxing jurisdiction sets its own tax levy, often based on limits in state law. Total levy increased by 1.85% from 2010 to 2011. Total market value of the district has decreased by 200 million.

Comments:

Peter March, 807 Myrtle Street, Buffalo – valuation went down but taxes have gone up. Equation doesn't seem to add up. District has a budget surplus. Personal property and school district taxes went up 5% on his statement. Response – main factor is decrease of market value.

Allan Malerich, Lake Pulaski, Buffalo – commended district for its fiscal restraint during difficult economic times. Asks district to refrain from approving any excess levy amounts. Also commends employees for agreeing to a wage freeze.

6. ACTION ITEMS

A. Certify the 2010 Pay 2011 Levy, Gary Kawlewski

Approve 2010 Payable 2011 tax levy of \$13,354,076.98.

Mohwinkel, Lee to approve

Discussion: Pokorney – phenomenal return on this investment.

Motion carried 7-0

B. Commerce Bank Program Administrator Delegation, Gary Kawlewski

Addition of Cathy Rose to program administrator delegation.

Lee/Mattson to approve

Motion carried – 7-0

C. Policy Final Reading

1. 400 Series – Personnel, Moreen Martell

a. #410 - Family and Medical Leave

2. 500 Series – Students, Moreen Martell

a. #514 - Bullying Prohibition

b. #526 - Hazing Prohibition

No changes from the first reading

Pokorney/Brings to approve

Motion carried 7-0

D. 2010 Faculty Seniority List, Anita Underberg

Faculty list has been posted for 20 days for comment according to the contract requirements.

Brings/Olson to approve

Motion carried 7-0

7. REPORTS

A. All Day Every Day Kindergarten Proposal, Pam Miller, Kim Carlson

Recommend offering a fee-based program (\$2,487/year with a \$100 nonrefundable registration fee) This will be a cost neutral program. Asking for one-time startup costs (approximately \$30,000). Elementary principals have been involved. Program will run through Community Education with registration and payment options. All districts who border us currently offer an all day program. We lose students to other all day programs.

Discussion – communication with parents is important. Information will be mailed to parents the end of January and presentations will be made in the buildings. Parents will have until March 15<sup>th</sup> to decide if they wish to enroll their child in an all day program.

B. QUEST Gifted and Talented Program, Pam Miller, Laura Halldin

95 applicants were considered for the first year of the program. Currently there are 22 students in the 6<sup>th</sup> grade class and 26 students in the 4<sup>th</sup> and 5<sup>th</sup> grade class in the Quest Program. Have surveyed the parents and received a very positive response. Jillianne Hovland (6<sup>th</sup> grader) – if you're looking for a challenge, this is the program for you. There are very high expectations. Carson Reichardt (6<sup>th</sup> grader) – great teachers help the students. There are more responsibilities along with the expectations. Teresa Corfman – 6<sup>th</sup> grade English teacher for the program, students are building this new community together. Enjoying the challenges. Clarise Reichardt – parent, and taxpayer, very fortunate to have this program in our district. Works in Wayzata area and hears from other parents that we are fortunate.

Recommendations: program expansion to grade 7 in 2011-12 and will look for additional students. Looking to explore the option of adding a grades 2-3 component. Ask board to make a third year commitment to offer stability to the program. Currently marketing the program outside of the district. Need to review position of Quest coordinator.

Discussion - Thanked students, parents and teacher for their comments. RM – happy to see programs such as this come to fruition.

8. COMMITTEE REPORTS

- PP – Multi-cultural community dinner was very well attended. N. Hennepin Community College – reaching out to the communities.
- SL – Teaching and Learning Council – work on the ADEDK proposal, high school course proposal, GT Quest meeting, SHIPP meeting and park and trail proposals and promotion of health and movement in the schools.
- MB – Teaching and Learning Council, Technology service level group
- RM – WTC is going well
- DW – Safe Schools – met new sheriff and new mayor, mental health issues showing up at earlier ages

9. SUPERINTENDENT'S REPORT

- Attended the TIES Conference, hear report as to how technology will affect education in the next five, ten and fifteen years.
- Thanked Pam Miller for grade level curriculum meetings – rave reviews and feedback.
- Acknowledged Gary Kawlewski's Truth in Taxation presentation.
- Resource Training and Solutions Ballot for Director position

10. OTHER

Olson/Mattson to adjourn at 8:53 p.m.

Respectfully submitted,

Melissa Brings, Clerk  
ISD 877 Board of Education