

ISD 877 BOARD OF EDUCATION MEETING  
Monday, October 24, 2011  
Board Room  
7:00 p.m.

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  
Absent: None

2. PRELIMINARY ACTIONS

- A. Pledge of Allegiance
- B. Public Comment – None
- C. Approval of Agenda

Mohwinkel/Lee to approve  
Motion carried 7-0

3. COMMUNICATIONS

- A. Student Council Report, Michael Swearingen – Reviewing whether to continue Feature Teacher and Feature Student recognition. Working on region conference for next spring.
- B. Proud of
  - 1. Mark Preissing, Community Education Opening Doors Program Coordinator and the Opening Doors Garden Club Education Committee of Mary Markve-Patch, Lisa Harms-Parteh, Andrea Hoker and Thea Adams, who received an Outstanding Project Award for the Opening Doors Garden Club from the Minnesota Community Education Association
  - 2. Ryan McCallum, who was named a Nationally Recognized Advisor by the Dow Jones Fund for promoting careers in print and online journalism. Ryan was also named the recipient of the Lars Steltzler Intellectual Freedom Award by the MN Coalition for Intellectual Freedom.
  - 3. Karen Swart, Tatanka Elementary; Tina Stoldt, Montrose Elementary; Julie Brooks, Buffalo Community Middle School and Tracy Hulley, Buffalo High School, who were named Leadership in Educational Excellence Award recipients by Resource Training and Solutions
- C. Board Calendar Dates
  - 1. Tuesday, November 8, - School Board/Special Election

2. Monday, November 14 - Board Workshop, 4:30 p.m. HES
3. Monday, November 28 - Board Meeting, 7:00 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. Tim Schneeweis, short-term substitute elementary School Psychologist for 26 days, effective October 1, 2011 and ending January 4, 2012. This is a partial replacement for Amy Krueger and Laura Lundquist.

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

1. Vincent Brown, Art Teacher at Buffalo Community Middle School, retirement effective March 30, 2012.
2. Jacob Lunemann, Community Education Recreation Program Supervisor, resignation effective October 15, 2011.
3. Sheila Armstrong, Special Education ESP at Parkside Elementary, resignation effective October 9, 2011.
4. Bob Wetterberg, ESP at Buffalo High School, resignation effective January 31, 2012.

TRANSFER/CHANGE IN ASSIGNMENT – Many of the following staffing changes are due to the re-allocation of staff due to student/building needs for 2011-12. Approve the following transfers/changes in assignment:

1. Madeline Eicher, Middle School Orchestra Teacher, from .7 to .8 FTE effective October 3, 2011.
2. Leanne Miller, Special Education ESP at Buffalo High School, from 2.25 to 3.75 hours per day effective September 28, 2011.
3. Tamara Hendrickson, from short-term to long-term substitute teacher at Northwinds Elementary effective September 15, 2011 and ending June 8, 2012. This is a replacement for Erin Gutwasser.
4. Kailee Trogstad, to KidKare Supervisor effective October 28, 2011. This is a replacement for Kayla Olson.
5. Linda Carlson, ECSE Teacher, from .8 to 1.0 FTE effective August 29, 2011. This is to meet ECSE caseload requirements.
6. Kayla Hendrickson, short-term substitute teacher at Tatanka Elementary, change end date from October 14, 2011 to October 31, 2011.
7. Darcy Bodger, District Occupational Therapist, from .5 to .7 FTE effective September 28, 2011 and ending December 22, 2011. This is a partial replacement for physical therapy services.

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

1. Jean Pohlmann, Print Shop Operator, leave of absence effective September 21, 2011 and ending October 20, 2011.
2. Pam Markeson, Special Education ESP at Discovery Elementary, leave of absence effective October 24, 2011 and ending October 23, 2012.

3. Erin Gutwasser, 4<sup>th</sup> Grade Teacher at Northwinds Elementary, extension of leave of absence to end June 8, 2012.
4. Jennifer Mueller, 5<sup>th</sup> Grade Teacher at Hanover Elementary, leave of absence effective on or about January 5, 2012 and ending on or about March 30, 2012.
5. Mary Schneider, Food Service Assistant at Buffalo Community Middle School, extension of leave of absence to end October 17, 2011.
6. Diana Brecht, Food Service Aide at Buffalo Community Middle School, leave of absence effective October 1, 2011 and ending on or about November 2, 2011.
7. Michelle Clark, Special Education ESP at Northwinds Elementary, leave of absence effective December 1, 2011 and ending on or about January 12, 2012.

**B. Check Disbursements**

Payroll checks # 193260 through 193458, and 143379 through 144820, amounting to \$2,683,519.75. P-card disbursement checks 24991 to 25440, totaling \$134,407.50. Handwritten checks 151041 through 151047, Bill-pay wires 24989 through 24990, and 25441 through 25442. Employee reimbursement checks 90003141 through 90003276, and Accounts Payable checks 152162 through 152479, and 1319 through 1388, for the period of September 26 – October 19 as follows:

01	GENERAL FUND	1,628,562.39
02	FOOD SERVICE	114,942.04
04	COMMUNITY SERVICE	24,311.18
05	CAPITAL OUTLAY	281,753.32
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	11,675.87
47	DEBT REDEMPTION	.00
	TOTAL	\$2,061,244.80

**C. Electronic Fund Transfers**

A list of the electronic fund transfers occurring in the official depositories (for the period of Sept. 1 – Sept. 30) is as follows:

Date	Vendor & Purpose	Amount
9/1/11	Educators Benefit Consultants – Deferred Annuities	28,463.55
9/2/11	Xcel Energy – Utility	2,762.75
9/7/11	BMO Corporate MasterCard – P-Card	134,434.49
9/7/11	Delta Dental – Dental Insurance	11,081.10
9/9/11	Xcel Energy – Utility	61.37
9/9/11	Xcel Energy – Utility	239.38
9/9/11	Xcel Energy – Utility	1,890.07

9/14/11	MN Dept. of Revenue – State Taxes	7.00
9/14/11	Delta Dental – Dental Insurance	9,316.36
9/15/11	MN Dept. of Revenue – State Taxes	47,367.71
9/15/11	Chicago USA Tax Pmt – Federal Taxes	259,324.07
9/16/11	Educators Benefit Consultants – Deferred Annuities	28,423.55
9/21/11	Delta Dental – Dental Insurance	3,510.11
9/28/11	Delta Dental – Dental Insurance	7,330.97
9/30/11	MN Dept. of Revenue – State Taxes	49,220.57
9/30/11	Chicago USA Tax Pmt – Federal Taxes	<u>273,159.60</u>
Total		920,582.78

D. Minutes - September 26, 2011, Regular Meeting

E. Donations/Grants

1. A 1/2 size violin (\$200 value) from Heidi Culshaw-Floer to MES
2. \$95.10 from Coborn's Food Club Labels to TES
3. \$799.79 from Hanover Athletic Association to BHS for new mascot costume
4. \$611.70 from Wells Fargo Matching Gift Program to HES
5. \$5482.08 from Target Take Charge of Education to HES
6. \$245.80 from Kemps Nickels for Schools to DES
7. \$500 (anonymous) to BHS Speech Team
8. \$253.35 from Kemps Nickels for Schools to NES
9. \$500 from Target and First Book to TES for books

Brings/Mattson to approve

Motion carried 7-0

5. ACTION ITEMS

A. Audit Approval, Gary Kawlewski

Matt Mayer from Kern, DeWenter, Viere presented to the Board. District was offered an unqualified, clean audit with no findings noted. All programs were under budget in expenditures which increased the fund balance. One concern noted with administration/bookkeeping of student activity funds.

Pokorney/Lee to approve

Motion carried 7-0

B. District Academic Goals Target Revision, Pam Miller

Two academic goals each year, one working towards 100% proficiency in NCLB and one towards 90<sup>th</sup> percentile in academic growth.

Lee/Brings to approve

Motion carried 7-0

C. LEA Representative for AYP, Pam Miller

Authorize Pam Miller to act as the Local Education Agency representative in reviewing and filing the district's AYP improvement plan for 2011-12.

Pokorney/Brings to approve

Motion carried 7-0

D. Policy Review - Final Reading, Moreen Martell

1. 400 Series - Employee/Personnel

a. #401 Equal Employment Opportunity

b. #406 Public and Private Personnel Data

c. #413 Harassment and Violence

d. #414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse

e. #419 Tobacco-Free Environment

2. 500 Series - Students

a. #526 Hazing Prohibition

No additional revisions.

Pokorney/Lee to approve

Motion carried 7-0

E. PRIDE Handbook, Joy Kieffer

First handbook for this program.

Brings/Mattson to approve.

This is helpful with student direction.

Motion carried 7-0.

6. REPORTS

A. Out-of-State Trip - BHS Music Department, Scott Rabehl, Mike Walsh, Mike Knutsen

15<sup>th</sup> biennial trip for this group. Dates are chosen to have least impact on school days and activities. Possibly 135 to 170 students will participate at a cost of about \$600.

B. MCA II/III Results and AYP Status, Pam Miller

Proficiency decreased slightly in reading, but continue to be above the state average. More rigorous math assessment with MCA IIIs so saw a decrease in state and local scores. We are only listed as needs improvement in math for AYP at Tatanka Elementary and the middle school.

C. Enrollment/Class Size Reports, Anita Underberg

October 1 enrollment is set at 5734.08 compared to 5760.44 last year.

Class sizes have stayed relatively the same over the last three years.

Elementary – 24.87, middle school – 29.42, high school – 30.61.

7. COMMITTEE REPORTS

PP – NWSISD

MB – second session of custodial negotiations

8. SUPERINTENDENT'S REPORT

Serving on the MDE NCLB waiver workgroup.

Complimented this year's Teach 2.0 staff development day.

9. OTHER

Olson/Mattson to adjourn at 8:15 p.m.

Respectfully submitted,

Melissa Brings, Clerk  
ISD 877 Board of Education