

ISD 877
BOARD OF EDUCATION MEETING

Tuesday, May 26, 2009
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, Keenen Stangl; Student Representative

2. PRELIMINARY ACTIONS

- a. Pledge of Allegiance
- b. Public Comment
 - i. Jill Hanson, Nordic Ski Coach and Beth Solberg, parent, presented a check for \$10,000 for self-funding the Nordic Ski program for next year.
- c. Approval of Agenda

Mohwinkel/Brings to approve
Motion carried 7-0

3. COMMUNICATIONS

- a. Student Council – Keenen Stangl, Elections have been held. Some positions still open and students can sign up throughout the summer. Student Appreciation Day is this Friday with lunch periods combined and yearbooks are handed out.
- b. Proud of
 - i. Montrose Elementary Students who raised \$4385.89 through Jump Rope for Heart Program for the American Cancer Society
 - ii. Kelsea Kohler, Kristina Borgstrom, Mysee Chang, Ryan Haasken who received Students of Excellence Awards through Resource Training and Solutions
 - iii. Andrew Scherber, 4th grader at Northwinds Elementary who was recognized by the Minnesota Council for Gifted and Talented for his achievement on the Explore Test through the Northwestern University Midwest Academic Talent Search. Andrew placed 1st at the fourth grade level and in the top 2% nationally.
- c. Board Calendar Dates
 - i. Wednesday, May 27, 2009 – Superintendent Evaluation, 4:30 p.m., Board Room
 - ii. Wednesday, June 3, 2009 – Commencement, 6:30 p.m., Phoenix
 - iii. Friday, June 5, 2009 – Commencement, 7:00 p.m., BHS
 - iv. Tuesday, June 9, 2009 – Board Workshop, 4:30 p.m., Board Room
 - v. Monday, June 22, 2009 – 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. Barbara Moll, Special Education Teacher at Buffalo High School, effective August 31, 2009. This is a position approved in the 2009-10 budget.
2. Heather Kwoka, School Psychologist at Buffalo High School, effective August 31, 2009. This is to fill a vacant position and placement is due to restructuring.
3. Michelle Norman, Special Education Teacher at Buffalo High School, effective August 31, 2009. This is due to staff restructuring.

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

1. Hanna Coleman, Science Teacher at Buffalo High School, resignation effective June 5, 2009.
2. Trisha Beacom, Special Education Paraprofessional at Northwinds Elementary, resignation effective May 5, 2009.
3. Sherri Ingvarsson, Health Paraprofessional at Discovery Elementary, resignation effective May 15, 2009.
4. Heidi Kath, Food Service Aide at Tatanka Elementary, resignation effective May 1, 2009.
5. Tamera Kempel, Food Service Aide at Buffalo High School, termination effective May 13, 2009.
6. Shelley Bergman, Special Education Paraprofessional at Tatanka Elementary, resignation effective May 14, 2009.
7. Lori Ballejo, Special Education Paraprofessional at Parkside Elementary, resignation effective June 4, 2009.
8. Dianne O'Brien, Technology Paraprofessional at Parkside Elementary, retirement effective June 4, 2009.

LEAVE OF ABSENCE - Approve the following regarding leave of absence:

1. Tara Hammerstad, Special Education Paraprofessional at Buffalo Community Middle School, extension of leave of absence to end June 4, 2009.
2. Cynthia Tagg, Elementary Teacher at Parkside and Tatanka Elementary, request for leave of absence effective on or about September 10, 2009 and ending on or about December 3, 2009.

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

1. Faye Susa, from Food Service Aide at 3.25 hours/day to Food Service Assistant at 6.5 hours/day at Buffalo Community Middle School effective August 31, 2009. This is a replacement for Cathy Christian.
2. William Floorsheim, from .333 FTE Social Studies Teacher to 1.0 FTE Special Education Teacher at Buffalo High School effective August 31, 2009. This is due to restructuring of Special Education positions.
3. Sandy Nybakken, Community Education Opening Doors Coordinator, from .625 FTE to .5 FTE effective July 1, 2009. This is due to a reduction in the consortium funding.
4. Laura Halldin, from Secondary to K-12 Gifted Education Coordinator effective August 31, 2009. This is a budget reduction reinstatement for two years.
5. Rollie Dehmer, from 3rd Shift to 2nd Shift Custodian at Buffalo High School effective July 1, 2009. This is a replacement for Curt Johanson.
6. Gary Cocchiarella from 2nd Shift to 3rd Shift Custodian at Buffalo High

- School effective July 1, 2009. This is a replacement for Rollie Dehmer.
7. Bruce Yeager, 2nd Shift Custodian, to Tuesday through Saturday or Wednesday through Sunday, as schedule determines, effective July 1, 2009.

CONTRACT

1. Acknowledgement of expiration of fixed term contract for Buffalo High School Technology Support Technician.
- b. Check Disbursements - Payroll checks # 185087 through 185428, and 106530 through 107974, amounting to \$2,763,606.55. P-card disbursement checks 11745 to 12099, totaling \$149,145.93. Handwritten checks 134327 through 134335, Bill-pay wires 11742 through 11744, Employee reimbursement checks 9001057 through 9001132, and Accounts Payable checks 137849 through 138376, for the period of April 27 – May 18 as follows:

01	GENERAL FUND	1,591,193.05
02	FOOD SERVICE	101,804.93
04	COMMUNITY SERVICE	25,541.45
05	CAPITAL OUTLAY	85,887.97
06	NEW BUILDING	.00
07	DEBT SERVICE	32,451.90
09	ACTIVITY FUND	180,390.00
16	ALTERNATIVE FACILITIE	.00
	TOTAL	\$2,017,269.30

- c. Electronic Fund Transfers - A list of the electronic fund transfers occurring in the official depositories (for the period of Apr. 1 – Apr. 30) is as follows:

Date	Vendor & Purpose	Amount
4/03/09	BMO Corporate MasterCard – P-Card	149,125.93
4/08/09	Xcel Energy – Utility BHS	199.49
4/08/09	Xcel Energy – Utility MES	2,423.71
4/08/09	Xcel Energy – Utility HES	2,947.24
4/13/09	Delta Dental – Dental Insurance	31,873.38
4/15/09	MN Dept. of Revenue – State Taxes	45,961.51
4/15/09	Chicago USA Tax Pmt – Federal Taxes	272,420.07
4/30/09	MN Dept. of Revenue – State Taxes	51,704.23
4/30/09	Chicago USA Tax Pmt – Federal Taxes	<u>303,177.32</u>
	Total	859,832.88

- d. Minutes

- e. Donations

- i. \$200 Anonymous Donation to HES for music and theater arts programs
- ii. \$439.10 from Box Tops for Education to PES
- iii. \$460 from Box Tops for Education to BCMS
- iv. \$3777.56 from Box Tops for Education for HES
- v. \$2567.10 from Box Tops for Education for NES
- vi. \$125 from Dean Foods for NES
- vii. \$1000 from the Buffalo Lions for the All Night Graduation Party
- viii. \$800 from Nelson Lodge 135 for Archery Program at PES
- ix. \$200 from Buffalo Lions for Parkside School Patrol Outing

- f. Grant

- i. \$4750 from Wright County Area United Way for Summer 2009 SPARK Program
- ii. \$3000 from Wright County Area United Way to TES for Building Literacy Skills within Families Program

Mattson/Pokorney to approve
Motion carried 7-0

5. ACTION ITEMS

- a. Open Enrollment Resolution – Closing for ECSE, Judy Coley

For the past 3 years have closed ECSE open enrollment. Currently serving 143 students ages 0-6.

RESOLUTION CLOSING OPEN ENROLLMENT IN CERTAIN GRADES IN CERTAIN BUILDINGS

The School Board of ISD 877 is closing open enrollment, non-resident agreements and intra-district transfers in the Early Childhood Special Education Department for the 2009-10 school year, or until a future action of this Board rescinds this resolution during the 2009-10 school year.

Pokorney/Lee to approve

Discussion: Will continue to service our students and anyone who moves into our district.
Motion carried 7-0

- b. Buffalo High School Student Handbook Revisions, Mark Mischke

Changes include:

- Movement of SSR to the end of the day on Tuesdays and Thursdays to align with AAA schedule
- Eliminate Activity Bus Departure information due to the elimination of the Activity Bus as part of the 09-10 budget reductions
- Senior Privileges will begin at the start of fourth term and will be every day through the end of the school year
- Electronic Devices, i.e. cell phones, ipods, etc., that cause disruption are not allowed to be visible in classrooms, locker rooms, or lavatories unless preapproved by the instructor. Consequences are included.
- New Activity fee schedule

Pokorney/Olson to approve
Motion carried 7-0

- c. 2008-09 Budget Adjustments, Chuck Klaassen, Tina Burkholder

A detailed look at the budget takes place in the winter and spring and various projections are reviewed. Enrollment calculation was adjusted due to drop in enrollment throughout the year. Adjustments were made to various funds: \$210,000 revenue adjustment in E-rate and Microsoft funds due to a Microsoft settlement, insurance proceeds due to hail damage at the high school, expenditure adjustments due to contract negotiations, severance payments and unemployment costs.

Mattson/Mohwinkel to approve

Discussion: Parking revenue – only \$54,000 was received compared to the projected \$60,000.

Motion carried 7-0

d. Seasonal Layoffs, Chuck Klaassen

This prevents unemployment benefits.

RESOLUTION – SEASONAL LAYOFF

Be it resolved, the Board of Education of ISD 877 Buffalo-Hanover-Montrose Schools approves seasonal leaves of absence to district employees who work in school-year positions less than twelve months a year, such leave being from the time they complete their 2008-09 duties until the scheduled return to work for the 2009-10 school year. Positions include food service personnel, paraprofessionals, clerical staff and other non-affiliated school-year employees.

Brings/Lee to approve

Motion carried 7-0

e. Easement Agreement with Xcel Energy, Chuck Klaassen

Meetings have been taking place for a couple years. Xcel will run a new line that will cross the south side of the high school property and along the southern edge of the Tatanka property. Have been assured this will not interrupt access to these properties. We will receive approximately \$9200 from Excel for the easements on these two properties.

Asking for authorization for Director to enter into this agreement.

Lee/Mattson to approve

Discussion: When - Would take place this fall.

Motion carried 7-0

f. Montrose Early Childhood Center Levy Resolution, Chuck Klaassen

Building and property are next to the Montrose Elementary site. A developer, Bauer Design/Build, wishes to purchase the property. We can enter into a lease agreement with them to house Early Childhood Family and Special Education programs.

Brings/Lee to approve

Discussion: Programming could take place at the site as early as this fall. Head Start will not be able to move into the building until one year later.

Motion carried 7-0

g. Resolution – Contract Discontinuance, Moreen Martell

Probationary staff member and is due to the uncertainty of Title I funding.

RESOLUTION – DISCONTINUANCE OF CONTRACT

The following teachers, substitute teachers, acting incumbents, yearly, and out-of-licensure contracts be discontinued pursuant to the provisions of their individual contracts. The Superintendent is directed to inform these staff members of their discontinuation and to express the District's thanks for their services: Kelli Ritter – Title I

Pokorney/Olson to approve

Discussion: Is this any different from the past.

Motion carried 7-0

6. REPORTS

a. Parent Involvement, Kim Carlson

Mini Grants have been awarded. Very interesting and worthwhile programs. Northwinds is looking at a volunteer program where parents sign up to help out with 3 events throughout the year. "3 for Me". Working on way to log number of volunteer hours that take place throughout the district during the year. National Volunteer Recognition Week in April – volunteers received notes with Hershey's kisses and coordinators were treated to a gathering at BJ's deli. Donations were also received for these recognitions. Were able to give \$100 to each building to use as they need. Next year would like to hold a recognition for all the volunteers.

Discussion: Have heard that volunteer numbers have been declining – yes, this always happens at this time of the year.

b. BHS Activities Reductions, Tom Bauman, Mark Mischke

Have been discussing six activities these past months. Drumline and Dance Team will continue as Club activities next year. Alpine Ski and Speech will exist as co-op opportunities with St. Cloud and St. Michael-Albertville respectively. With the donation made this evening by the Nordic Ski Team, Boys Swimming and Diving and Nordic Ski will be able to self-fund their activities and continue as MSHSL activities at Buffalo High School.

Discussion: Money has been received from Swimming and Nordic Ski. This is a one-year agreement and would like to hear back how the self-funding is working with these two activities. Report pre-season and post-season next year.

c. Preliminary General Budget, Chuck Klaassen, Tina Burkholder

Used a 0% increase in state funding formula. 8% fund balance provides just under three weeks of funds necessary to run the district. Budget assumptions include a revision in projected enrollment, salary adjustments were revised to 0% - 2% from 2%-4%. Projecting \$49,365,657 in revenue and \$49,101,343 in expenditures for 2009-10. This budget would provide only a 6.3% fund balance in 2010-11 which goes against current district policy.

Discussion: We have to pay interest if we need to borrow money during the year – yes. With this budget, the district would be in SOD in 2011-12 – yes and this assumes the renewal of the current operating levies. Has reason for drop in enrollment been determined, such as foreclosures, etc. – no.

d. Policy Revisions, Anita Underberg

i. #205 Open and Closed Meetings

ii. #206 Public Participation in School Board Meetings/Complaints about
Persons at School Board Meetings and Data Privacy Considerations

These are recommended language revisions from MSBA dealing with electronic recording of closed meetings and data on applicants for election or appointment to a public body.

7. DISTRICT COMMITTEE REPORTS

Olson – Community Ed Advisory – will need to draw \$11,000 from fund balance. Numbers are down for summer programming but will probably pick up.

Brings – Teaching and Learning Council and SEE

Mohwinkel – Safe Communities – working on stop lights at County Road 12 and Highway 55, also Advertising Committee is discussing possibility of signage at the football stadium as a two-year pilot. Our portion of the proceeds will be used for stadium improvements.

8. SUPERINTENDENT'S REPORT

None

9. OTHER

Patti Pokorney will hand out diplomas at the ABE graduation ceremony – June 9th at 7:00 p.m. Melissa will attend the PRIDE graduation.

Move to closed session at 8:21 p.m.

Pokorney/Lee to approve

Motion carried 7-0

10. CLOSED SESSION

a. Paraprofessional Negotiations

Pokorney/Brings to come out of closed session.

Motion carried 7-0

Brings/Olson to adjourn at 8:46 p.m.

Respectfully submitted,

Melissa Brings, Clerk
ISD 877 Board of Education