

ISD 877 BOARD OF EDUCATION MEETING
Monday, July 8, 2013
Discovery Center Board Room
4:30 p.m.

1. CALL TO ORDER by Chair Susan Lee at 4:30 p.m. AND ROLL CALL
Present: Susan Lee, Doug Olson, Melissa Brings, Laurie Raymond, Patti Pokorney,
Dean Perry, Ken Ogden
Absent: None

2. PRELIMINARY ACTIONS

- A. Pledge of Allegiance
- B. Public Comment - none
- C. Approval of Agenda with addendum

Brings/Raymond to approve
Motion carried – 7-0

3. COMMUNICATIONS

- A. Proud of
- B. Board Calendar Dates
 1. Monday, August 12, 2013 - Board Workshop 4:30 p.m. Board Room
 2. Monday, August 26, 2013 - 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. Kari Lenzmeier, Media Specialist, .75 FTE at Hanover Elementary and .25 at Northwinds Elementary, effective August 26, 2013. This is a replacement for Karen Smith.
2. Michael Hernandez, Special Education Teacher at Northwinds Elementary, effective August 26, 2013. This is a replacement for Stephanie Mock/Shylla Webb.
3. Andrea Wiegert, Head Building Secretary at Tatank Elementary, effective July 22, 2013. This is a replacement for Mary Voerding.
4. Chad Anderson, .74 FTE Physical Education Teacher at Montrose Elementary, effective August 26, 2013.

RESIGNATION/RETIREMENT – Approve the following

resignations/retirements:

1. Eric Hamilton, Director of Buildings and Grounds, resignation effective July 26, 2013.

TRANSFER/CHANGE IN ASSIGNMENT - Approve the following transfers/changes in assignment:

1. Heather Tierney, English Teacher at Buffalo High School, from .844 to .922 FTE effective August 26, 2013.
2. Nancy Dehmer, ECFE Lead Teacher/Assistant Coordinator, decrease to 450 hours/year, effective July 1, 2013.

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

1. Amy Krueger, Psychologist at Northwinds and Tatanka Elementary Schools, request for leave of absence effective on or about October 18, 2013 and ending on or about December 16, 2013.

CONTRACTS

1. Community Education Recreation Program Supervisor, effective July 1, 2013 through June 30, 2014.

B. Check Disbursements

Payroll checks # 197807 through 197894 and 173769 through 174261, amounting to \$479,675.38. P-card disbursement checks 33085 to 33440, totaling \$110,144.69. Handwritten checks 155519 through 155521, Bill-pay wires 33441. Employee reimbursement checks 90005667 through 90005713, and Accounts Payable checks 159553 through 159744, for the period of June 24 – July 3 as follows:

01	GENERAL FUND	1,100,042.20
02	FOOD SERVICE	6,274.77
04	COMMUNITY SERVICE	11,079.23
05	CAPITAL OUTLAY	38,067.85
06	NEW BUILDING	.00
07	DEBT SERVICE	.00
09	ACTIVITY FUND	11,010.88
16	BUILDING CONSTRUCTION	81,520.00
45	POST EMP BENEFITS IRREV TRUST	.00
47	DEBT REDEMPTION	.00
	TOTAL	\$1,247,994.93

C. Electronic Fund Transfers

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

Date	Vendor & Purpose	Amount
6/03/13	BMO Corporate MasterCard – P-Card	110,144.69
6/05/13	Delta Dental – Dental Insurance	6,563.35
6/10/13	Xcel Energy – Utility	3,134.44
6/12/13	Delta Dental – Dental Insurance	6,833.32

6/14/13	Chicago USA Tax Pmt – Federal Taxes	1,137,625.62
6/14/13	District #877 Employees – Employee Payroll	3,129,970.61
6/17/13	MN Dept. of Revenue – Sales Taxes	1,217.00
6/17/13	MN Dept. of Revenue – State Taxes	189,704.60
6/17/13	Educators Benefit Consultants – Deferred Annuities	132,936.43
6/17/13	Xcel Energy – Utility	53.09
6/19/13	Delta Dental – Dental Insurance	8,203.91
6/19/13	District #877 Employees – Employee Reimbursement	9,206.48
6/24/13	Xcel Energy – Utility	636.51
6/26/13	Delta Dental – Dental Insurance	7,950.93
6/27/13	Xcel Energy – Utility	4,040.58
6/28/13	District #877 Employees – Employee Payroll	315,752.77
6/28/13	Chicago USA Tax Pmt – Federal Taxes	<u>107,272.49</u>
	Total	5,171,246.82

D. Minutes - June 24, 2013 Regular Meeting – with corrections

E. MEMBERSHIPS

1. MSHSL - Minnesota State High School League
2. SEE - Schools for Equity in Education
3. MSBA - Minnesota School Boards Association

Brings/Pokorney to approve
Motion carried – 7-0

5. ACTION ITEMS

A. Appointment of Northwinds Elementary Principal - Shawn Gombos, Moreen Martell

Shawn Gombos was the elementary principal at Discovery Community School in St. Cloud where she started as a teacher and also served as the assistant director of professional development. Her passion, leadership skills, focus on students and commitment to education were noted. Ms. Gombos will start on July 11, 2013.

Perry/Pokorney to approve
Motion carried – 7-0

B. Handbook Approval, Mark Mischke

1. Secondary Handbook

Revisions include language regarding locker searches, advanced make-ups, student code of responsibility, and changes in prices for meals, transcripts and activity fees.

Pokorney/Perry to approve
Motion carried – 7-0

2. Elementary Handbook, Scott Thielman
Revisions include language regarding preapproval of vacation days, increase in meal ticket prices and decrease of background check fee

Brings/Raymond to approve
Motion carried – 7-0

- C. Agreement to Extend Probationary Period - Michael Hernandez, Moreen Martell
Legislature has provided an additional year to achieve passing scores on all portions of the Minnesota Teacher License Examinations (MTLE) Basic Skills tests during the 2013-14 school year.

Brings/Ogden to approve
Motion carried – 7-0

- D. Resolution Establishing Dates for Filing Affidavits of Candidacy, Scott Thielman
There are three seats up for election – Dean Perry, Doug Olson, Ken Ogden.

BE IT RESOLVED, by the School Board of Independent School District No. 877 as follows:

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 877 shall begin on July 30, 2013 at 8:00 a.m.; and shall close on August 13, 2013 at 5:00 p.m. An affidavit of candidacy must be filed in the office of the school district and the \$2 filing fee paid prior to 5:00 p.m. on August 13, 2013.
2. The clerk shall delegate the administrative duties of the regular election to be held on November 5, 2013, to the Board of Education Administrative Assistant, Anita Underberg.
3. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the Wright County Journal Press, the official newspaper of the district, at least two weeks prior to the first day to file affidavits of candidacy.
4. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative office of the school district at least ten days prior to the first day to file affidavits of candidacy.

Pokorney/Ogden to approve
Motion carried – 7-0

6. REPORTS

A. Handbook Review

1. Middle School, Matt Lubben, Jeff Erickson
Revisions include changes in meal prices and locker costs and addition of

information regarding the “Students of Distinction” program.

2. ECSE, Joy Kieffer

A handbook has been developed describing the various programs provided along with information regarding school day procedures.

3. Parent Volunteer, Kim Carlson

Revised to reflect removal of the Parent Volunteer Coordinator position, name and information and the addition of a contact number for people to call who are interested in volunteering at the schools. Secretaries will give handbook to volunteers.

7. COMMITTEE REPORTS

MB – Strategic Plan Steering Committee

LR - SEE

PP and SL – Elementary Principal Committee

8. SUPERINTENDENT'S REPORT

9. CLOSED SESSION

Raymond/Pokorney moved to go into closed session at 5:00 p.m.

Motion carried – 7-0

A. Non-renewal of Head Coach contract

Presenter: Mark Mischke

B. Grievance

Presenter: Moreen Martell

Brings/Olson moved to come out of closed at 5:28 p.m.

Motion carried – 7-0

10. ACTION ITEMS

A. Non-renewal of Head Coach Contract

Pokorney/Ogden to approve

Motion carried – 7-0

B. Grievance

Brings/Olson to approve

Motion carried – 7-0

11. OTHER

Olson/Pokorney to adjourn at 5:40 p.m.
Motion carried –7-0

Respectfully submitted,

Douglas H. Olson, Clerk
ISD 877 Board of Education