
MISSION STATEMENT
St. Cloud Area School District 742

Our Mission is to create a safe and caring climate and culture in which we prepare, engage, educate, empower, and inspire all learners in partnership with their surrounding community to be successful in today's and tomorrow's society.

Board of Education
St. Cloud Area School District 742
St. Cloud, Minnesota

September 22, 2016
7:00 PM
City Hall

PLEASE NOTE: Meetings held at the City Hall are broadcast live on Cable Channel 179 and rebroadcast on subsequent Mondays, Wednesdays, and Fridays at 7:00 p.m.

NOTE: If you have a disability, and need an accommodation in order to attend this event, please contact Student Services at v/tty, 202-6800, at least one week in advance of the meeting.

PLEDGE OF ALLEGIANCE
ROLL CALL

BOARD MEETING AGENDA

- I. CONSENT AGENDA (ACTION - Roll Call)** *The consent agenda consists of non-controversial items that the Board adopts routinely without debate. Any single member may remove an item from the consent agenda by requesting removal at the time the consent agenda is moved for adoption. The full text of items approved by consent may be found at the conclusion of the agenda.*
(7:05-7:10)
- A. Approval of Agenda
 - B. Approval of Minutes (Meetings of August 25 and September 14, 2016)
 - C. Monthly Treasurer's Report for August, 2016
 - D. Approval of Payment of Bills and Other Financial Transactions in the grand total amount of \$8,572,676.82.
 - E. Approval of Personnel Staff Changes
 - F. Acceptance of Grant Awards/Donations
 - G. Approval for Submission of Grant Applications
 - H. Call for Bids - ISD 742 Tennis Court Relocation - Discovery Community School

II. INFORMATION ITEMS

A. Summer Programming Update
(7:10-7:30)

Staff who coordinated summer programs will present information on the learning opportunities and partnerships that were provided for our students this past summer. Information is attached.

B. Kennedy Community School Presentation
(7:30-7:50)

Staff from Kennedy Community School will share information that demonstrates how partnerships and access to unique facilities and grounds transform and inspire learning and teaching. Information is attached.

C. Summary of September Work Session and Preview of October Work Session
(7:50-8:00)

The topics of the Board Work Session held on September 14, 2016, included a Transportation Presentation, Westwood Elementary School Presentation, Referendum Update, and Board Policies and Administrative Procedures Review (Section 700). Dr. Marsha Baisch, Assistant Superintendent, will provide a summary.

Dr. Baisch will preview the topics for the October 12, 2016 Work Session, which will be a Career and Tech Ed Presentation, a Talahi Community School Presentation, and a Referendum Update.

D. Referendum Update
(8:00-8:10)

An update will be provided for Board information and discussion.

III. DISCUSSION AND/OR ACTION ITEMS

A. Approval of Preliminary Levy Certification (ACTION)
(8:10-8:20)

Kevin Januszewski, Executive Director of Business Services, will present 2016 payable 2017 Preliminary Levy Certification information at the meeting.

The Administration recommends approval of the maximum levy limitation certified by the Minnesota Department of Education. The estimated amount is \$23,979,011.22 which is a decrease of \$2,015,219.26 from the previous years levy.

B. Board Policies and Administrative Procedures Review (Section 700) (DISCUSSION)
(8:20-8:30)

Kevin Januszewski will present the following proposed updated/revised and new Board Policies for Section 700, *Non-Instructional Operations and Business Services*, for a second reading:

1. Board Policy 701 - Establishment and Adoption of School District Budget

This Board Policy combines current Board Policy 701 and Administrative Procedures 701A, *Establishment and Adoption of School District Budget*, and replaces Board Policy 701.5, *Fiscal Management Goals*. There are no content changes. Board Policy 701.5 will be repealed and archived. A copy of the updated Board Policy is attached.

2. Board Policy 701.1 - Modification of School District Budget

This Board Policy combines current Board Policy 701.1 and Administrative Procedures 701.1A, *Modification of School District Budget*. It includes additional language in accordance with the Minnesota School Boards Association (MSBA) Model Policy. A copy of the updated/revised Board Policy is attached.

3. Board Policy 702 - Accounting

This Board Policy combines current Board Policy 702 and Administrative Procedures 702A, *Accounting*. There are no content changes. A copy of the updated Board Policy is attached.

4. Board Policy 703 - Annual Audit

This Board Policy combines current Board Policy 703 and Administrative Procedures 703A, *Annual Audit*. It includes additional language in accordance with the MSBA Model Policy. A copy of the updated/revised Board Policy is attached.

5. Board Policy 704 - Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System

This Board Policy combines current Board Policy 704 and Administrative Procedures 704A, *Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System*. There are no content changes. A copy of the updated Board Policy is attached.

6. Board Policy 705 - Investments

This Board Policy combines Board Policy 705 and Administrative Procedures 705A, *Investments*, and replaces Board Policy 702.1 and Administrative Procedures 702.1A, *Electronic Funds Transfer*. It includes additional language in accordance with the MSBA Model Policy. A copy of the updated Board Policy is attached.

7. Board Policy 706 - Acceptance of Gifts

This Board Policy replaces current Board Policy 706, *Acceptance of Gifts*. There are no content changes. A copy of the updated/revised Board Policy is attached.

8. Board Policy 707 - Transportation of Public School Students (New Policy)

This is a proposed new Board Policy in accordance with the MSBA Model Policy. Under Section IV. B., a second paragraph was added. A copy is attached.

9. Board Policy 708 - Transportation of Nonpublic School Students (New Policy)

This is a proposed new Board Policy in accordance with the MSBA Model Policy. A copy is attached.

10. Board Policy 710 - Extracurricular Transportation

This Board Policy combines current Board Policy 710 and Administrative Procedures 710A, *Extracurricular Transportation*. It includes additional language in accordance with the MSBA Model Policy. Under Section V. a second paragraph was added. A copy of the updated/revised Board Policy is attached.

11. Board Policy 711 - Video Recording on School Buses

This Board Policy combines current Board Policy 711 and Administrative Procedures 711A, *Video Recording on School Buses*. Minor revisions have been made in accordance with the MSBA Model Policy. A copy of the updated/revised Board Policy is attached. A copy of the current Administrative Procedures 711A is also attached.

12. Board Policy 712 - Video Surveillance Other than on Buses (New Policy)

This is a proposed new Board Policy in accordance with the MSBA Model Policy. A copy is attached.

13. Board Policy 713 - Student Activity Accounting (New Policy)

This is a proposed new Board Policy in accordance with the MSBA Model Policy which has been modified to apply to our current procedures. A copy is attached.

14. Board Policy 714 - Fund Balances

This Board Policy replaces current Board Policy 714, *Finance - Fund Balance Policy*. Some minor format revisions have been made in accordance with the MSBA Model Policy. A copy of the updated/revised Board Policy is attached.

15. Board Policy 720 - Vending Machines (New Policy)

This Board Policy replaces current Administrative Procedures 720A, *Vending Machine Operation on School Premises*. It includes additional language in accordance with the MSBA Model Policy, which has been modified to apply to our current procedures. A copy of the proposed/revised Board Policy is attached.

16. Board Policy 721 - Uniform Grant Guidance Policy Regarding Federal Revenue Sources (New Policy)

This is a proposed new Board Policy in accordance with the MSBA Model Policy. It also replaces current Board Policy 555, *Special Needs - Low Income*. A copy is attached.

C. Resolution Relating to a Lease Purchase Financing and Providing for Sale of Certificates of Participation, Series 2017A (ACTION)

Kevin Januszewski, Executive Director of Business Services, will present information about Certificates of Participation 2017A which will be used to fund the new Early Childhood/Community Education Center on the Discovery Community School site. A copy of the resolution and the details for the Certificates of Participation are attached.

The Administration and the School Board Finance and Audit Committee recommend approval of this resolution.

IV. **REPORTS**

A. Superintendent's Report
(8:30-8:35)

Superintendent Willie Jett may present information on current activities in District 742.

B. Board of Education Standing Committee Reports
(8:35-8:50)

Standing Committee Reports will be presented as follows:

Board Development, Policy and Governance Committee (Al Dahlgren, Chair)
Community Linkages Committee (Bruce Mohs, Chair)
Finance and Audit Committee (Jerry Von Korff, Chair)
Legislative Committee (Bruce Hentges, Chair)
Personnel & Negotiations Committee (Debbie Erickson, Chair)
Integration & Equity Committee (Les Green, Chair)

V. **FUTURE AGENDA ITEMS**

(8:50-8:55)

Board of Education members may suggest items/topics for future Board Meeting agendas. Items brought forth should have been previously discussed with the Board Chair or Vice Chair, Board Standing Committee, or at a prior Board Work Session/Meeting.

October Work Session Topics:

Career and Tech Ed Presentation
Talahi Community School Presentation
Referendum Update

VI. **CONSENT AGENDA ITEMS (Detail Information)**

A. Approval of Agenda.

B. Approval of Minutes of the Board of Education Meetings of August 25 and September 14, 2016.

C. Monthly Treasurer's Report - August, 2016

The Administration recommends approval of the Monthly Treasurer's Report for August, 2016.

D. Approval of Payment of Bills

The Administration recommends approval of the payment of bills and other financial transactions in the amount of \$7,656,098.49 (Check Numbers 255739-256054, ACH Numbers 161700255-161700342, and Manual Checks and Wires) and Credit Card in the amount of \$916,578.33 for a grand total of \$8,572,676.82.

E. Personnel Staff Changes

The Administration recommends approval of the following personnel changes pursuant to relevant laws and appropriate provisions of negotiated agreements between the Board of Education and exclusive representatives. For new hires, the indicated rates are consistent with current negotiated agreements and Board approved rates of pay. All rates/salaries listed do not include fringe benefits.

1. Licensed Staff

New Hire

Patrick Ross, Science Teacher, Kennedy Community School, effective for the 2016-2017 school year, Lane BA+30, Pay Level 3 (full time contract for 188 days). Mr. Ross' salary for this assignment will be \$46,909.00.

Renae Czczok, C4 Teacher, North Junior High School, effective for the 2016-2017 school year, Lane BA+15, Pay Level 8 (full time contract for 188 days). Ms. Czczok's salary for this assignment will be \$47,571.00.

Linda McGowan, Special Education Teacher, North Junior High School, effective for the 2016-2017 school year, Lane BA, Pay Level 1 (full time contract for 188 days). Ms. McGowan's salary for this assignment will be \$39,631.00. Ms. McGowan was previously a Behavior Interventionist.

Julia Fajardo, Adult Basic Education Teacher, Discovery, effective for the 2016-2017 school year, Lane MA+60, Pay Level 8 (65% of a full time contract for 188 days). Ms. Fajardo's salary for this assignment will be \$45,210.10.

Laura Dickhaus, 2nd/3rd Grade Teacher, Westwood Elementary School, effective for the 2016-2017 school year, Lane BA, Pay Level 1 (full time contract for 188 days). Ms. Dickhaus' salary for this assignment will be \$39,631.00.

David Ruhlman, Advanced Language Arts Teacher, Kennedy Community School and North Junior High School, effective for the 2016-2017 school year, Lane BA, Pay Level 1 (50% of a full time contract for 188 days). Mr. Ruhlman's salary for this assignment will be \$19,815.50.

Richard Adams, Science Teacher, McKinley Area Learning Center, effective for the 2016-2017 school year, Lane MA+15, Pay Level 11 (full time contract for 188 days). Mr. Adams' salary for this assignment will be \$64,773.00.

Patricia Lowery, Special Education Teacher, City Life 742, effective for the 2016-2017 school year, Lane MA+30, Pay Level 11 (full time contract for 188 days). Ms. Lowery's salary for this assignment will be \$67,805.00.

Susan Neumann, Special Education Teacher, Talahi Community School, effective for the 2016-2017 school year, Lane BA, Pay Level 1 (full time contract for 188 days). Ms. Neumann's salary for this assignment will be \$39,631.00.

Janel Eiyneck, Early Childhood Teacher, Colts/Oak Hill, effective for the 2016-2017 school year, Lane BA, Pay Level 2 (full time contract for 188 days). Ms. Eiyneck's salary for this assignment will be \$40,962.00.

Nora Aune, Early Childhood Teacher, Colts/Lincoln, effective for the 2016-2017

school year, Lane BA, Pay Level 2 (full time contract for 188 days). Ms. Aune's salary for this assignment will be \$40,962.00.

Rehire

Travis Colgrove, Grade 4 Teacher, Lincoln Elementary School, effective for the 2016-2017 school year, Lane BA, Pay Level 2 (full time contract for 188 days). Mr. Colgrove's salary for this assignment will be \$40,962.00.

Louise Clinton, General Music Teacher (Long-Call Substitute), North Junior High School, effective September 2, 2016, Lane MA+60, Pay Level 1 (70% contract for 15 days). Ms. Clinton's salary for this assignment will be \$3,111.35. Ms. Clinton is returning to work after retirement.

2. Licensed Staff (Continued)

Extended Contract

Richard Larson, Counselor, Apollo High School, effective for the 2016-2017 school year, Lane MA+30, Pay Level 12 (14 additional days to a full time contract). Mr. Larson's salary for this assignment will be \$5,049.31.

Gretchen VanHauen, Counselor, Apollo High School, effective for the 2016-2017 school year, Lane MA+60, Pay Level 15 (14 additional days to a full time contract). Ms. VanHauen's salary for this assignment will be \$5,609.01.

Toni MacLeod, Counselor, Apollo High School, effective for the 2016-2017 school year, Lane MA+60, Pay Level 15 (14 additional days to a full time contract). Ms. MacLeod's salary for this assignment will be \$5,609.01.

Brenda Sprenger, Counselor, Apollo High School, effective for the 2016-2017 school year, Lane MA+60, Pay Level 15 (8 additional days to a full time contract). Ms. Sprenger's salary for this assignment will be \$3,205.15.

Increase in Contract

Amy Laumeyer, Language Arts Teacher, North Junior High School, effective for the 2016-2017 school year, Lane MA+60, Pay Level 14 (additional 10% of a full time contract). Ms. Laumeyer's salary for this assignment will be \$7,532.10. Ms. Laumeyer is currently 50% of a full time contract teacher.

Additional Assignment

Kimberly Bednarek, Psychologist, Apollo High School, effective for the 2016-2017 school year, Lane MA+60, Pay Level 15 (20% of a full time contract for 188 days). Ms. Bednarek's salary for this assignment will be \$15,064.20.

Tyson Zitzow, Psychologist, South Junior High School, effective for the 2016-

2017 school year, Lane MA+60, Pay Level 7 (20% of a full time contract for 188 days). Mr. Zitzow's salary for this assignment will be \$13,659.00.

Victoria Cowles, Psychologist, South Junior High School, effective for the 2016-2017 school year, Lane MA+60, Pay Level 1 (20% of a full time contract for 188 days). Ms. Cowles' salary for this assignment will be \$11,141.60.

Scott Clark, Social Studies Teacher, South Junior High School, effective September 7, 2016, through December 2, 2016, Lane MA, Pay Level 5 (10% of a full time contract for 61 days). Mr. Clark's salary for this assignment will be \$2,002.81.

Susan Chwalek, Psychologist, South Junior High School, effective for the 2016-2017 school year, Lane MA+60, Pay Level 15 (20% of a full time contract for 188 days). Ms. Chwalek's salary for this assignment will be \$15,064.20.

Nicholle Breikjern, Psychologist, South Junior High School, effective for the 2016-2017 school year, Lane MA+60, Pay Level 5 (10% of a full time contract for 188 days). Ms. Breikjern's salary for this assignment will be \$6,557.10.

Trista Wochnick, Psychologist, Technical High School, effective for the 2016-2017 school year, Lane MA+60, Pay Level 12 (10% of a full time contract for 188 days). Ms. Wochnick's salary for this assignment will be \$7,532.10.

Karen Ramseth, Science Teacher, Apollo High School, effective for the 2016-2017 school year, Lane MA+60, Pay Level 15 (20% of a full time contract for 188 days). Ms. Ramseth's salary for this assignment will be \$15,064.20.

Trevor Marohl, Physical Education Teacher, Westwood Elementary School, effective for the 2016-2017 school year, Lane MA+30, Pay Level 11 (13% of a full time contract for 188 days). Mr. Marohl's salary for this assignment will be \$8,814.65.

Rescind Additional Assignment

Matthew Stockinger, Business and Science Teacher, Apollo High School, rescind Board action of July 28, 2016, additional assignment of 13% of a full time contract for the 2016-2017 school year.

Reassignment

Rebecca Groenewold, K-8 Summer School and Extended Day Coordinator, District Administration Office, effective for the 2016-2017 school year, at an annual salary of \$75,000.00. Ms. Groenewold was previously a Grade 4 Teacher at Westwood Elementary School.

Tamara McClintock, Hourly Teacher, Adult Basic Education, Discovery, effective for the 2016-2017 school year, at an hourly rate of \$32.00. Ms.

McClintock was previously an Accountability Assistant, Adult Basic Education.

Jennifer Lecy, Physical/Health Disabilities Teacher, effective for the 2016-2017 school year, Lane MA+60, Pay Level 12 (full time contract for 188 days). Ms. Lecy's salary for this assignment will be \$75,321.00. Ms. Lecy was previously a Licensed Special Education Coordinator.

Child Care Leave

Lisa Forner, Special Education Teacher, Apollo High School, effective October 26, 2016, through February 3, 2017.

Tristen Anderson, Special Education Teacher, McKinley Area Learning Center, effective December 6, 2016, through March 10, 2017.

Medical Leave

Barton Gray, Special Education Teacher, Apollo High School, effective for the 2016-2017 school year. This is an extension of a current medical leave.

Joanne Cymbaluk, Licensed School Nurse, South Junior High School, effective October 5, 2016, through November 4, 2016.

3. **Non-Licensed Staff**

New Hire

Heather Linn, Kitchen Helper, Roosevelt Education Center, effective September 2, 2016, at an hourly rate of \$12.31.

Curtis Washington, Behavior Resource Specialist, North Junior High School, effective June 27, 2016, at an hourly rate of \$26.22. This is a new position.

Jesus "Jesse" Ruiz, Student Support Paraprofessional, Lincoln Elementary School, effective September 6, 2016, at an hourly rate of \$11.86.

Dale Teachman, Student Support Paraprofessional, Lincoln Elementary School, effective September 6, 2016, at an hourly rate of \$11.86.

James Kinzer, Special Education Behavior Support Specialist, Technical High School, effective September 6, 2016, at an hourly rate of \$16.93.

Muna Yusuf, Student Support Paraprofessional, Talahi Community School, effective September 6, 2016, at an hourly rate of \$11.85.

Michael Smith, Student Support Paraprofessional, Talahi Community School, effective September 6, 2016, at an hourly rate of \$11.85.

Mohamed Omar, Student Support Paraprofessional, Apollo High School/District Administration Office, effective September 8, 2016, at an hourly rate of \$11.85. This is a new position.

Krista Halvorson, Special Education Paraprofessional, Technical High School, effective September 13, 2016, at an hourly rate of \$14.25.

Magdalen Bemboom, Classroom Paraprofessional, Colts/Oak Hill Community School, effective September 8, 2016, at an hourly rate of \$14.25.

Kimberly Tran, Bully Prevention Specialist, North Junior High School, effective September 6, 2016, at an hourly rate of \$16.35.

Kenneth Grinsell, Special Education Behavior Support Specialist, City Life 742, effective September 14, 2016, at an hourly rate of \$15.18.

Christine Hoye, Student Support Paraprofessional, Clearview Elementary School, effective September 8, 2016, at an hourly rate of \$11.85.

Leah Stadther, Educational Paraprofessional, Technical High School, effective September 12, 2016, at an hourly rate of \$14.25.

Megan Biggar, Clerical Classification II, Career and Tech Ed Program, Apollo High School, effective September 9, 2016, at an hourly rate of \$14.41.

Brenda Libbesmeier, Student Support Paraprofessional, Oak Hill Community School, effective September 6, 2016, at an hourly rate of \$11.85.

Rehire

Christopher Chomilo, Classroom Paraprofessional, South Junior High School, effective September 12, 2016, at an hourly rate of \$14.25.

Reassignment

Kay Kowalke, Intervener, Technical High School, effective September 13, 2016, at an hourly rate of \$19.32. Ms. Kowalke was previously a Special Education Paraprofessional at Technical High School.

Medical Leave

Cynthia Hanson, Special Education Paraprofessional, Talahi Community School, effective September 6, 2016, through December 22, 2016.

Cindy Christen, Special Education Paraprofessional, North Junior High School, effective September 1, 2016, through March 10, 2017.

Laurie Rowley, Special Education Paraprofessional, Madison Elementary School,

effective September 12, 2016, through October 7, 2016.

Resignation

Peter Blattner, Behavior Support Specialist, Kennedy Community School, last day of service June 2, 2016.

Linda Dropps, Custodian, Apollo High School, last day of service August 26, 2016.

Abdirahman Hussein, Classroom Paraprofessional, Discovery Community School, last day of service June 2, 2016.

Beverly Stoppelman, Special Education Paraprofessional, Talahi Community School, last day of service June 2, 2016.

William Morgan, Security Officer, McKinley Area Learning Center, last day of service June 2, 2016.

Natalie Mejia, Computer Specialist, Adult Basic Education, effective August 9, 2016.

Termination

John Santos, Custodian, South Junior High School, last day of service September 6, 2016.

F. Acceptance of Grant Awards/Donations (Requires 2/3 Majority of Governing Board, Minnesota Statute §465.03)

The Administration recommends acceptance of the following grant awards/donations:

1. Donations totaling \$3,825.00 from various individuals and organizations to St. Cloud Area School District 742 for the District Welcome Back Kick-Off.
2. Donation of a SPOT Vision Screener w/carrying case and a wireless printer to District 742 Nursing Services from John Anderson, Proviant Group, and Jim Feeny, St. Cloud Metro Lions Club.
3. Donation in the amount of \$500.00 to South Junior High School from Bruce Klemz for classroom - art.
4. Donation in the amount of \$25.00 (giftcard) to North Junior High School from Mike Paulsrud for the Back-to-School Staff Breakfast.
5. Donation of school supplies to North Junior High School from the Knights of Columbus Auxiliary 5548.

6. Donation of yogurt to North Junior High School from Sysco for the Back-to-School Staff Breakfast.
7. Donations to the District 742 Administration Office for the New Teacher Orientation Lunch as follows:
 - Water, pop, chips, cookies - Adam Tate, AXA Equitable
 - Caribou Gift Cards - Ron Bauer, Horace Mann
 - \$356.75 - Ron Bauer, Horace Mann
 - \$356.50 - Mike Leach, ESI
8. Donation in the amount of \$2,000.00 to the Apollo High School Scholarship Program from Kathleen Parsons for two Emmet and Agnes Thomas Memorial Scholarships.
9. Donation in the amount of \$100.00 to Talahi Community School for the accessible playground.
10. Donations to the Tech High School Cross Country Program for the 5K sponsorship, as follows:
 - \$50.00 - VFW Post 428
 - \$100.00 - SNAP Fitness
11. Donation of a clarinet to the Tech High School Band Program from Sheila Lelwica-Lungstrom.
12. Donation in the amount of \$1,000.00 to the Apollo High School Football Team from the National Multiple Sclerosis Society.
13. Donation of school supplies to District 742 Nursing/Health Services from the Minnesota Department of Health.
14. Donation of school supplies to the District 742 Homeless Program from the Beaver Island Brewing Company.

G. Approval for Submission of Grant Applications

The Administration recommends approval for submission of the following grant applications:

1. Internet Broadband Expansion grant application by St. Cloud Area School District 742 and the District 742 Local Education and Activities Foundation in the amount of \$45,300.00 to the Minnesota Department of Education. The purpose of the grant will be to provide mobile hotspots for check-out by students without home internet access.
2. Grant application by Talahi Community School to the Kids in Need Foundation in the amount of \$475.00. The purpose of the grant will be to obtain a special

collection of 31 books dealing with dogs that will be used to help in reading development when children read to Brutus-a special dog.

H. Call for Bids - ISD 742 Tennis Court Relocation - Discovery Community School

The Administration recommends that the Board of Education authorize a Call for Bids for ISD 742 Tennis Court Relocation - Discovery Community School to be opened on Monday, October 10, 2017, at 2:00 p.m. Central Time.

The Call for Bids page will be available at www.isd742.org, Departments, Business Services.

This project will be funded with capital outlay funds.

Willie Jett
Superintendent