

John Bergs  
Activities Director  
Margot Hansen  
Director of Teaching & Learning  
Jeff Heine  
Buildings & Grounds Director



Chuck Keller  
Business Director  
Angie Kahle  
Student Support Services Director  
Dorothy Koller  
Community Education Director

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**REGULAR BOARD MEETING**  
District Office, 130 South Willow Street, Belle Plaine, MN 56011  
6:00 PM Monday, March 19, 2018

*Our mission is to pursue excellence in academics, programming, and the social and emotional development of our students. Fostering a culture of kindness, inclusion, and pride in ourselves, our school, and our community.*

1. Call to Order:  
Time: \_\_\_\_\_

Members Absent: \_\_\_\_\_

2. Acknowledgment of Visitors and Special Presentations:

1. One Act Play:

2. Wrestling:

3. Secondary: Dave Kreft

3. Other Items as Brought Before the Board & Consideration of Agenda:

4. Consensus Items: Chair Kahle

1. Previous Board Meeting Minutes: **3**

2. Approve Monthly Expenditures: **7**

3. Personnel:

4. Student Enrollments:

5. Donations: **18**

5. Discussion Items:

<b>1. <u>Superintendent Update:</u></b>	Dr. Laager	
<b>1. <u>Community Center Update:</u></b>		
<b>2. <u>Board Member Reports:</u></b>	Board Members	
<b>3. <u>Budget Update:</u></b>	Dr. Laager/Mr. Keller	
<b>4. <u>Building Administrator Reports:</u></b>		<b><u>19</u></b>
<b>6. <u>Action Items:</u></b>		
<b>1. <u>Reduction of .5 FTE Custodian:</u></b>	Dr. Laager/Mr. Keller	<b><u>24</u></b>
<b>2. <u>New Policy:</u></b>	Dr. Ryan Laager	<b><u>25</u></b>
<b>3. <u>Policy Review:</u></b>	Dr. Laager/Mr. Kreft	<b><u>27</u></b>
<b>7. <u>Upcoming Meetings:</u></b>		
<b>8. <u>Adjourn:</u></b>		

\_\_\_\_\_  
Board Clerk

\_\_\_\_\_  
Date

# Minutes of Regular Board Meeting

**MINUTES WILL NOT BE APPROVED UNTIL THE NEXT BOARD MEETING**

## The Board of Belle Plaine Public Schools

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A Regular Board Meeting of the Board of Belle Plaine Public Schools was held Monday, February 26, 2018, beginning at 6:00 PM in the District Center - Board Room.

1. Call to Order:

Chairperson Kahle will call the meeting to order.

*The regular monthly meeting of the Belle Plaine School Board was called to order by Chairperson Kahle on Monday, February 26, 2018 at 6:00 pm at the District Center Board Room with the following members present: Kahle, O'Brien, Keup, Lenz, Gregory, Gardner and Supt. Laager.*

2. Seating of New Board Member & Oath of Office:

Chair Kahle will preside as interim board member Dan Gardner takes the oath of office and is seated as a member of the Belle Plaine School Board.

Presenter: Chair Kahle

3. Acknowledgment of Visitors and Special Presentations:

Chairperson Kahle will ask if visitors wish to be placed on the Agenda.

3. 1. Elementary:

Review Flex Learning and the Middle School model in the elementary schools.

Presenter: Kim Dewitte and Liann Hanson

3. 2. Secondary:

Review of the High School registration guide and process.

Presenter: Dave Kreft and Mindy Chevalier

3. 3. Special Education:

Review of our Transition program (SOAR).

Presenter: Mary Mesler and Rachel Benson

3. 4. Food Service:

Review of food service: Before and after school service.

Presenter: Julie Ahlbrecht

4. Other Items as Brought Before the Board & Consideration of Agenda:

Chairperson Kahle will ask if there are any items that need to be brought before the board and for consideration of the Agenda.

*Motion by O'Brien and second by Lenz to approve the agenda as presented. Motion carried unanimously.*

5. Consensus Items:

If any board member has concerns about the adoption of the following consensus items, please acknowledge the Chairperson prior to the final vote. If there are no concerns, these items will be voted on as a group.

Presenter: Chair Kahle

*Motion by O'Brien and second by Gregory to approve all of the following consensus items. Motion carried unanimously.*

5. 1. Previous Board Meeting Minutes:

Enclosed are the February 5, 2018 Regular Board Meeting minutes for your

review and adoption.

5. 2. Approve Monthly Expenditures:

At the board finance meeting, expenditures for the month of February were reviewed. Administration recommends approval of the February 2018 disbursements totaling \$2,017,873.31. This includes board payables of \$189,549.80, hand payments of \$433,687.55 electronic payments of \$1,363,310.91 and student activity payments of \$31,325.05.

5. 3. Personnel:

Approve an Employee Leave Request for Chelsea Hutchison beginning approximately March 19, 2018.

Approve an Employee Leave Request for Jarod Werner effective April 2, 2018 through May 18, 2018.

Approve a Lane Change request for Sarah Vycital BA10 to BA20.

Accept the resignation of Elizabeth Stokke, Chatfield Elementary Teacher, effective at the conclusion of the 2017-2018 school year.

Accept the resignation of Marlene Turmes, Chatfield School Nurse, effective at the conclusion of the 2017-2018 school year.

5. 4. Student Enrollments:

Approve two Belle Plaine residents, grades 7 and 4, to attend Minnesota Virtual Academy (Houston Public Schools) effective January 23, 2018.

Approve a Belle Plaine resident, grade 9, to attend Jordan Schools effective September 4, 2018.

Approve a Belle Plaine resident, grade 10, to attend Jordan Schools effective February 1, 2018.

Approve a Belle Plaine resident, grade K, to attend New Prague Area Schools effective Fall 2018.

Approve a Jordan resident, grade 9, to attend Belle Plaine Schools effective February 20, 2018.

5. 5. Donations:

Donations totaling \$2,644.86 were given to the Belle Plaine School District over the month. See the attached resolution for a full listing of the donations.

Thank you to all who made these wonderful donations!

Date	Donor	Donation/Gift	Amount
01.05.2018	Mary Nesgoda	Food Service – Assist Underfunded Students	50.00
01.16.2018	Belle Plaine PAWS Football Association	Community Education – Football Helmets	999.86
01.26.2018	Belle Plaine PTO	Oak Crest – 6th Grade Arn Kind Presentation	500.00
01.26.2018	Mary Nesgoda	Food Service – Assist Underfunded Students	50.00
01.18.2018	Theresa Kuhlmann	General Support	45.00
01.15.2018	James Wire, MD	SH Band -	1,000.00

6. Discussion Items:

6. 1. Superintendent Update:

Superintendent Laager will provide updates on current school activities,

Presenter: Dr. Laager

6. 1. 1. Community Center Community Meetings:

Recap meeting that was held on February 13th at Oak Crest Elementary.

- *Compiling questions and putting them on website.*
- *Community can submit questions.*
- *13 years since last referendum.*
- *Updating community on what is going on in schools.*

6. 1. 2. School Safety:

- *Secure Entrances*
- *Emergency Buttons*
- *Fast response time for BPPD*
- *Lockdown Procedures*
- *Support Students w/mental health issues*

6. 2. Board Member Reports:

Board members will have an opportunity to share information about meetings they have attended over the past month.

- *Community Center Meeting – Good turnout*
- *FFA Breakfast – Good turnout*
- *SW Metro Meeting – What’s cool in our schools discussion (career & technology), video of students, working on transportation issues*

6. 3. Building Administrator Reports:

7. Action Items:

7. 1. 5-Year Projection Assumptions:

Approve the assumptions that are used in building our 5-year projected budget.

Presenter: Dr. Laager/Mr. Keller

*Motion by Keup and second by Gardner to approve the 5-year projected budget. Motion carried unanimously.*

7. 2. Solar Garden Subscription:

Approve the Belle Plaine School's subscription into a solar subscription with New Energy Equity, LLC. The contract is attached.

Presenter: Mr. Keller

*Motion by O'Brien and second by Lenz to approve the Solar Garden Subscription. Motion carried unanimously.*

7. 3. Approve 2017-18 Teacher Seniority List:

Annual approval of the BPEA seniority list.

Presenter: Dr. Laager

*Motion by O'Brien and second by Gregory to approve the 2017-18 BPEA Seniority List. Motion carried unanimously.*

7. 4. Approve Resolution Directing Administration to Review Programs:

This is an annual resolution directing administration to review programs in the event reductions are necessary. This does not mean that reductions will be made but this resolution is necessary in order to review and recommend in case they are needed.

Presenter: Dr. Laager

*Motion by Lenz and second by O'Brien to approve the resolution directing administration to make recommendations for reductions. Motion carried unanimously.*

7. 5. Resolution Establishing Absentee Voting Location and Absentee Ballot Board:  
Because the May 8th Special Election is a stand-alone election, the School District must establish the location for absentee voting and an absentee ballot board.

*Motion by Gardner and second by Lenz to approve the resolution establishing the absentee voting location and the absentee ballot board. Motion carried unanimously.*

7. 6. Approve band and baseball out-of-state trips:

Belle Plaine Band and Baseball both have out of state trips planned for this spring. Attached are both itineraries. Band will be traveling to Eau Claire, WI on March 16-17, 2018. Baseball will be traveling to Sioux Falls, SD from March 25-27, 2018. Both of these trips are funded through fundraising or individual payments. The District will not incur any cost. Approval is recommended.

Presenter: Mr. Keller

*Motion by Keup and second by Lenz to approve the band and baseball out-of-state trips scheduled for March 2018. Motion carried unanimously.*

7. 7. Policy Review:

Attached is our current Policy 606 Textbooks and Instructional Materials for review with the additions that were discussed previously. This is the second reading of this policy and recommendation is to approve.

Presenter: Dr. Laager/Mr. Kreft

*Motion by O'Brien and second by Gregory to approve the second reading of Policy 606 – Textbooks and Instructional Materials. Motion carried unanimously.*

7. 8. New Policy:

With adding a Student Representative to the School Board we need to put a policy in place to clarify duties and expectations for the position. This is the second reading of Policy 299 - Student Representative to the School Board. Recommendation is to approve the second reading.

Presenter: Dr. Ryan Laager

*Motion by Lenz and second by Gardner to approve the second reading of Policy 299 – Student Representative to the School Board. Motion carried unanimously.*

8. Upcoming Meetings:

February 27: 7:30 a.m. Technology Committee

March 14: 3:30 p.m. Insurance Committee

March 19: 5:30 p.m. Finance Committee

6:00 p.m. Regular Board Meeting

March 20: 5:45 p.m. Curriculum Advisory Committee

April 4: 3:30 p.m. Wellness Committee

April 10: 6:00 p.m. Community Center Meeting- Oak Crest

9. Adjourn:

*Motion by O'Brien and second by Lenz to adjourn at 7:27 pm. Motion carried unanimously.*

## Belle Plaine Public Schools Pre Payment Report

GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	6288	N	AMIE HOHENSTEIN	V80901	61918	11162017	19.63	0.00	19.63	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$19.63			
1	5407	N	ANDREA ANDERT	V80901	61968	02282018	33.35	0.00	33.35	03/12/2018	03/12/2018	03/12/2018
							Check Amount:		\$33.35			
1	4589	N	BANC OF AMERICA LEASING	V80901	61946	106	8,256.74	0.00	8,256.74	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$8,256.74			
1	4514	N	BSN Sports	V80901	62086	901783529	538.90	0.00	538.90	03/14/2018	03/14/2018	03/14/2018
1	4514	N	BSN Sports	V80901	61970	901679176	826.13	0.00	826.13	03/12/2018	03/12/2018	03/12/2018
1	4514	N	BSN Sports	V80901	62085	901728656	800.24	0.00	800.24	03/14/2018	03/14/2018	03/14/2018
							Check Amount:		\$2,165.27			
1	7395	N	CARLY GERNBACHER	V80901	61932	02282018	12.26	0.00	12.26	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$12.26			
1	2730	N	DAVE KREFT	V80901	61962	02282018	214.53	0.00	214.53	03/12/2018	03/12/2018	03/12/2018
							Check Amount:		\$214.53			
1	5579	N	EDUCATORS BENEFIT CONSULTAN	V80901	61934	40515	210.99	0.00	210.99	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$210.99			
1	4460	N	HILDI INC	V80901	61921	9139	410.00	0.00	410.00	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$410.00			
1	1566	N	HILLYARD / HUTCHINSON	V80901	61943	602891403	223.80	0.00	223.80	03/07/2018	03/07/2018	03/07/2018
1	1566	N	HILLYARD / HUTCHINSON	V80901	61959	602910095	4,480.30	0.00	4,480.30	03/12/2018	03/12/2018	03/12/2018
							Check Amount:		\$4,704.10			
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80901	62087	IN1968564	27.18	0.00	27.18	03/14/2018	03/14/2018	03/14/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80901	61939	IN1949939	553.51	0.00	553.51	03/07/2018	03/07/2018	03/07/2018
1	1601	1	N INNOVATIVE OFFICE SOLUTION	V80901	61923	IN1958737	77.52	0.00	77.52	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$658.21			
1	1629	N	JEFF HEINE	V80901	62078	03072018	14.99	0.00	14.99	03/14/2018	03/14/2018	03/14/2018
							Check Amount:		\$14.99			
1	7487	N	JEFFREY A PATRY	V80901	61917	02262018	250.00	0.00	250.00	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$250.00			
1	7149	N	LAURSEN PIANO SERVICE	V80901	61916	02232018	98.00	0.00	98.00	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$98.00			

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GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	1715	N	LE SUEUR COUNTY TREASURER	V80901	61924	03052018	100.00	0.00	100.00	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$100.00			
1	7316	N	MARCO TECHNOLOGIES LLC	V80901	61940	INV5009761	455.00	0.00	455.00	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$455.00			
1	7098	N	MARY MESLER	V80901	61967	02282018	53.63	0.00	53.63	03/12/2018	03/12/2018	03/12/2018
							Check Amount:		\$53.63			
1	7259	N	MICHAEL KOPISCHKE	V80901	62088	03022018	65.77	0.00	65.77	03/14/2018	03/14/2018	03/14/2018
							Check Amount:		\$65.77			
1	7486	N	MILLER'S REFRIGERATION	V80901	61929	13159	6,238.44	0.00	6,238.44	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$6,238.44			
1	1841	N	MN HISTORICAL SOCIETY	V80901	61936	15305	240.00	0.00	240.00	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$240.00			
1	4336	N	MOVIE LICENSING USA	V80901	61958	2478562	1,204.00	0.00	1,204.00	03/12/2018	03/12/2018	03/12/2018
							Check Amount:		\$1,204.00			
1	5995	N	MSU - MANKATO	V80901	62090	01039897	3,100.00	0.00	3,100.00	03/14/2018	03/14/2018	03/14/2018
							Check Amount:		\$3,100.00			
1	3866	N	RACHELLE KERKOW	V80901	61927	02232018	41.97	0.00	41.97	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$41.97			
1	6827	N	REINHART FOOD SERVICES, LLC	V80901	62089	830187	355.28	0.00	355.28	03/14/2018	03/14/2018	03/14/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80901	61938	826492	266.36	0.00	266.36	03/07/2018	03/07/2018	03/07/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80901	61966	828300	216.74	0.00	216.74	03/12/2018	03/12/2018	03/12/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80901	61933	822153	355.69	0.00	355.69	03/07/2018	03/07/2018	03/07/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80901	61961	824405	155.70	0.00	155.70	03/12/2018	03/12/2018	03/12/2018
1	6827	N	REINHART FOOD SERVICES, LLC	V80901	61960	826215	266.82	0.00	266.82	03/12/2018	03/12/2018	03/12/2018
							Check Amount:		\$1,616.59			
1	6893	N	RYAN LAAGER	V80901	61964	02212018	167.75	0.00	167.75	03/12/2018	03/12/2018	03/12/2018
1	6893	N	RYAN LAAGER	V80901	61963	01242018	225.74	0.00	225.74	03/12/2018	03/12/2018	03/12/2018
							Check Amount:		\$393.49			
1	5497	N	SARA BUNGARDEN	V80901	61930	02222018	54.50	0.00	54.50	03/07/2018	03/07/2018	03/07/2018
1	5497	N	SARA BUNGARDEN	V80901	61931	02222018	18.00	0.00	18.00	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$72.50			
1	2067	N	SCHMITT MUSIC COMPANY	V80901	61945	1846500	40.02	0.00	40.02	03/07/2018	03/07/2018	03/07/2018

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GrpCode	Rcd	W9	Vendor	Batch	Voucher	Inv No	Gross Amount	Disc Amt	Net Payment	Inv Date	Due Date	Disc Date
1	2067	N	SCHMITT MUSIC COMPANY	V80901	61944	1909386	94.70	0.00	94.70	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$134.72			
1	3336	1	SCHOOL SPECIALTY	V80901	61969	208120014881	325.63	0.00	325.63	03/12/2018	03/12/2018	03/12/2018
							Check Amount:		\$325.63			
1	7485	N	SLP TOOLKIT, LLC	V80901	61926	1210	180.00	0.00	180.00	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$180.00			
1	6138	N	SOUTHWEST METRO EDUCATION, V80901	61922		14042	900.91	0.00	900.91	03/07/2018	03/07/2018	03/07/2018
1	6138	N	SOUTHWEST METRO EDUCATION, V80901	61919		13990	25,835.44	0.00	25,835.44	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$26,736.35			
1	3287	N	SPARETIME INVESTMENT GROUP	V80901	62082	2497	1,140.00	0.00	1,140.00	03/14/2018	03/14/2018	03/14/2018
1	3287	N	SPARETIME INVESTMENT GROUP	V80901	62081	2496	660.00	0.00	660.00	03/14/2018	03/14/2018	03/14/2018
1	3287	N	SPARETIME INVESTMENT GROUP	V80901	62080	2495	135.00	0.00	135.00	03/14/2018	03/14/2018	03/14/2018
1	3287	N	SPARETIME INVESTMENT GROUP	V80901	62079	2494	525.00	0.00	525.00	03/14/2018	03/14/2018	03/14/2018
							Check Amount:		\$2,460.00			
1	2153	N	STASNEY ELECTRIC LLC	V80901	61928	32802	1,445.01	0.00	1,445.01	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$1,445.01			
1	2188	N	TAHER INC	V80901	61941	0051568-IN	69,967.57	0.00	69,967.57	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$69,967.57			
1	3587	N	THEATRICAL COSTUME CO	V80901	61925	985481	315.00	0.00	315.00	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$315.00			
1	6335	N	TRUSTED EMPLOYEES	V80901	61935	0220189775S	364.00	0.00	364.00	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$364.00			
1	7467	N	UNIQUE SOFTWARE COPORATION V80901	61942		487	990.00	0.00	990.00	03/07/2018	03/07/2018	03/07/2018
1	7467	N	UNIQUE SOFTWARE COPORATION V80901	61937		244156	109.00	0.00	109.00	03/07/2018	03/07/2018	03/07/2018
1	7467	N	UNIQUE SOFTWARE COPORATION V80901	61965		244258-A	450.00	0.00	450.00	03/12/2018	03/12/2018	03/12/2018
							Check Amount:		\$1,549.00			
1	2290	N	WASECA PUBLIC SCHOOLS	V80901	61920	75060	30.00	0.00	30.00	03/07/2018	03/07/2018	03/07/2018
							Check Amount:		\$30.00			
							Report Total:		\$134,136.74			

\*Does not meet minimum amount  
\*\*Exceeds maximum amount

## Electronic

Batch	Co	Pmt No	Bank	ck	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
p809p1	0716	44301	SBC		WX	1	1873	MN.TEACHERS RETIRE.ASSOC	N	N	3/5/2018 00:N		USD	45,856.92
p809p1	0716	44302	SBC		WX	1	1977	PERA	N	N	3/5/2018 00:N		USD	13,247.73
p809p1	0716	44303	SBC		WX	1	2330	FEDERAL	N	N	3/5/2018 00:N		USD	24,905.67
p809p1	0716	44303	SBC		WX	1	2330	FEDERAL	N	N	3/5/2018 00:N		USD	11,092.40
p809p1	0716	44303	SBC		WX	1	2330	FEDERAL	N	N	3/5/2018 00:N		USD	47,429.12
p809p1	0716	44304	SBC		WX	1	2331	STATE OF MINNESOTA	N	N	3/5/2018 00:N		USD	13,388.87
p809p1	0716	44305	SBC		WX	1	2735	MII LIFE - VEBA/HSA	N	N	3/5/2018 00:N		USD	1,707.09
p809p1	0716	44306	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	3/5/2018 00:N		USD	1,878.28
p809p1	0716	44306	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	3/5/2018 00:N		USD	620.38
p809p1	0716	44306	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	3/5/2018 00:N		USD	3,972.48
p809p1	0716	44306	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	3/5/2018 00:N		USD	20.00
p809p1	0716	44306	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	3/5/2018 00:N		USD	108.80
p809p1	0716	44306	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	3/5/2018 00:N		USD	736.78
p809p1	0716	44306	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	3/5/2018 00:N		USD	5,495.56
p809p1	0716	44306	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	3/5/2018 00:N		USD	1,664.12
p809p1	0716	44306	SBC		WX	1	5579	EDUCATORS BENEFIT CONSULTANTS	N	N	3/5/2018 00:N		USD	716.10
P80902	0716	44315	SBC		WX	1	2336	XCEL ENERGY	N	N	2/22/2018 00:N		USD	12.93
P80902	0716	44316	SBC		WX	1	2800	MII LIFE - SELECT ACCOUNT	N	N	2/22/2018 00:N		USD	1,037.10
P80902	0716	44317	SBC		WX	1	1486	FRONTIER	N	N	2/23/2018 00:N		USD	97.54
P80902	0716	44317	SBC		WX	1	1486	FRONTIER	N	N	2/23/2018 00:N		USD	97.54
P80902	0716	44317	SBC		WX	1	1486	FRONTIER	N	N	2/23/2018 00:N		USD	125.71
P80902	0716	44317	SBC		WX	1	1486	FRONTIER	N	N	2/23/2018 00:N		USD	1,339.41
P80902	0716	44318	SBC		WX	1	2336	XCEL ENERGY	N	N	2/23/2018 00:N		USD	984.66
P80902	0716	44397	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	3/6/2018 00:N		USD	2,831.20
P80902	0716	44397	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	3/6/2018 00:N		USD	525.30
P80902	0716	44397	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	3/6/2018 00:N		USD	204.57
P80902	0716	44397	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	3/6/2018 00:N		USD	126.90
P80902	0716	44398	SBC		WX	1	2336	XCEL ENERGY	N	N	3/8/2018 00:N		USD	6,112.28
P80902	0716	44398	SBC		WX	1	2336	XCEL ENERGY	N	N	3/8/2018 00:N		USD	4,639.72
P80902	0716	44398	SBC		WX	1	2336	XCEL ENERGY	N	N	3/8/2018 00:N		USD	3,093.36
P80902	0716	44399	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	3/9/2018 00:N		USD	6,549.21
P80902	0716	44399	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	3/9/2018 00:N		USD	6,099.70
P80902	0716	44399	SBC		WX	1	3414	CENTERPOINT ENERGY	N	N	3/9/2018 00:N		USD	5,903.72

# Electronic

Batch	Co	Pmt No	Bank	ck	Pay Type	Grp	Code	Vendor	Print	Recon	Pay Date	Void	Curr	Amount
P80902	0716	44400	SBC		WX	1	2336	XCEL ENERGY	N	N	3/12/2018 0	N	USD	233.51
														27,462.78
														269,748.50
														<b>Total</b>
														<b>\$ 510,065.94</b>



Feb 2018 Student Activities

Co	Pmt No	Bank	Check No	Pay Type	Grp	Code	Vendor	Payment Description	Pay Date	Void	Curr	Amount
0716	44193	HSAC	8126	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	Chaperone Snowfest Reimburse	2/9/2018 00	N	USD	40.00
0716	44193	HSAC	8126	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	Snowfest Chaperone	2/9/2018 00	N	USD	40.00
0716	44193	HSAC	8126	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	SNOWFEST CROWNS - D SKELLEY	2/9/2018 00	N	USD	49.95
0716	44193	HSAC	8126	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	SNOWFEST CROWNS - C NGUYEN	2/9/2018 00	N	USD	40.04
0716	44193	HSAC	8126	CH	3	4721	BELLE PLAINE SCHOOL DISTRICT	CONCESSIONS - JANUARY ACTIVITIES	2/9/2018 00	N	USD	3,055.28
0716	44192	HSAC	8127	CH	1	4514	BSN Sports	Southwest Christian MRC Banner	2/9/2018 00	N	USD	228.35
0716	44194	HSAC	8128	CH	3	5494	MSU DEPT OF MUSIC	Honor Band 2018	2/9/2018 00	N	USD	100.00
0716	44200	HSAC	8129	CH	3	4848	PEPSI-COLA	CONCESSIONS - POP ORDER	2/16/2018 0	N	USD	482.55
0716	44200	HSAC	8129	CH	3	4848	PEPSI-COLA	CONCESSIONS - POP ORDER	2/16/2018 0	N	USD	643.40
<b>Total</b>											<b>4,679.57</b>	

February 2018 Pcard

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Belle P Activities	Purchase	2/27/2018	Kwik Trip 33000003301	9.95	
Belle P Activities	Purchase	2/27/2018	Coborn S Superstore	9.16	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	125.00	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	69.00	
Belle P Activities	Purchase	2/27/2018	Matheson - C16	621.52	
Belle P Activities	Purchase	2/27/2018	Kwik Trip 33000003301	65.74	
Belle P Activities	Purchase	2/27/2018	Usps Po 2607300172	250.00	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	45.00	
Belle P Activities	Purchase	2/27/2018	Laus Bohemian Bakery	45.85	
Belle P Activities	Purchase	2/27/2018	A. H. Hermel Company	224.43	
Belle P Activities	Purchase	2/27/2018	Kwik Trip 33000003301	27.08	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	45.00	
Belle P Activities	Purchase	2/27/2018	Borough Bowl	165.39	
Belle P Activities	Purchase	2/27/2018	Coborn S Superstore	32.50	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	53.00	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	53.00	
Belle P Activities	Credit Voucher	2/27/2018	Goldmedal Minneapolis	(26.90)	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	69.00	
Belle P Activities	Purchase	2/27/2018	A. H. Hermel Company	305.29	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	53.00	
Belle P Activities	Purchase	2/27/2018	A. H. Hermel Company	443.17	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	69.00	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	53.00	
Belle P Activities	Purchase	2/27/2018	Goldmedal Minneapolis	53.80	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	53.00	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	53.00	
Belle P Activities	Purchase	2/27/2018	Pizza Plus	69.00	
Belle P Activities	Purchase	2/27/2018	Goldmedal Minneapolis	465.25	
Belle Plaine Act	Purchase	2/27/2018	Coborn S Superstore	34.99	
Belle Plaine Act	Purchase	2/27/2018	Coborn S Superstore	35.49	
Belle Plaine Act	Purchase	2/27/2018	7300 Dominos Pizza	176.62	
Belle Plaine Act	Purchase	2/27/2018	Coborn S Superstore	31.96	
Belle Plaine Act	Purchase	2/27/2018	Berry Blendz.	819.00	
Belle Plaine Act	Purchase	2/27/2018	The Lincoln Electric C	329.06	

## February 2018 Pcard

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Belle Plaine Act	Purchase	2/27/2018	One Less Thing	620.00	
Belle Plaine Act	Purchase	2/27/2018	Tractor-Supply-Co #012	79.99	
Belle Plaine Act	Purchase	2/27/2018	Wm Supercenter #1473	183.78	
Belle Plaine Act	Purchase	2/27/2018	Sams Club #6510	209.53	
Belle Plaine Act	Purchase	2/27/2018	Tractor Supply #1156	104.93	
Belle Plaine Act	Purchase	2/27/2018	Harbor Freight Tools 7	44.85	
Belle Plaine Act	Purchase	2/27/2018	Coborn S #2038	35.37	
Belle Plaine Act	Purchase	2/27/2018	Sams Club #6510	149.04	
Belle Plaine Act	Purchase	2/27/2018	Kum & Go #201	66.03	
Belle Plaine Act	Purchase	2/27/2018	Kum & Go #201	37.44	
Belle Plaine Act	Purchase	2/27/2018	Kum & Go #201	43.91	
Belle Plaine Act	Purchase	2/27/2018	Coborn S Superstore	26.96	
Belle Plaine Comm Ed	Purchase	2/27/2018	Coborn S Superstore	19.85	
Belle Plaine Comm Ed	Purchase	2/27/2018	Target Center Arena	567.00	
Belle Plaine High School	Purchase	2/27/2018	Menards Burnsville Mn	100.67	
Belle Plaine High School	Purchase	2/27/2018	Country Inn&suites Man	799.47	
Belle Plaine High School	Credit Voucher	2/27/2018	Ruck S Meat Processing	(92.98)	
Belle Plaine High School	Purchase	2/27/2018	Coborn S Superstore	41.86	
Belle Plaine High School	Purchase	2/27/2018	Aed Superstore	929.00	
Belle Plaine High School	Purchase	2/27/2018	Ruck S Meat Processing	108.02	
Belle Plaine High School	Purchase	2/27/2018	Manufacturers Edge	115.60	
Belle Plaine High School	Purchase	2/27/2018	Subway 03164670	179.55	
Belle Plaine High School	Purchase	2/27/2018	Apple Store #r054	189.00	
Belle Plaine High School	Purchase	2/27/2018	Menards Mankato Mn	95.71	
Belle Plaine High School	Purchase	2/27/2018	Clay-King.Com	534.52	
Belle Plaine High School	Purchase	2/27/2018	Amazon Mktplace Pmts	190.33	
Belle Plaine High School	Purchase	2/27/2018	Amazon Mktplace Pmts	49.99	
Belle Plaine High School	Purchase	2/27/2018	Ruck S Meat Processing	92.98	
Belle Plaine High School	Purchase	2/27/2018	Ruck S Meat Processing	92.98	
Belle Plaine High School	Purchase	2/27/2018	Coborn S Superstore	34.91	
Belle Plaine High School	Purchase	2/27/2018	Coborn S Superstore	34.99	
Belle Plaine High School	Purchase	2/27/2018	Andy Mark Inc	480.72	
Belle Plaine High School	Purchase	2/27/2018	Pri*klockit/Genevastyl	347.40	
Belle Plaine High School	Purchase	2/27/2018	Music Theatre Intl	1,168.50	

February 2018 Pcard

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Belle Plaine High School	Purchase	2/27/2018	Coborn S Superstore	34.99	
Belle Plaine Sd	Purchase	2/27/2018	Coborn S Superstore	4.67	
Belle Plaine Sd	Purchase	2/27/2018	Pfi*lakes Country Serv	115.00	
Belle Plaine Sd	Purchase	2/27/2018	Hmco *books	289.07	
Belle Plaine Sd	Purchase	2/27/2018	Everydayspeechsocialsk	49.99	
Belle Plaine Sd	Purchase	2/27/2018	Ncs Pearson	562.49	
Belle Plaine Sd	Purchase	2/27/2018	Hmco *books	381.68	
Belle Plaine Sd	Purchase	2/27/2018	Sealife Minnesota	57.00	
Belle Plaine Sd	Purchase	2/27/2018	Amazon.Com	52.31	
Belle Plaine Sd	Purchase	2/27/2018	Coborn S Superstore	117.58	
Belle Plaine Sd	Purchase	2/27/2018	Elgin Division	87.19	
Belle Plaine Sd	Purchase	2/27/2018	Amazon Mktplace Pmts	17.00	
Belle Plaine Sd	Purchase	2/27/2018	Hmco *books	214.65	
Belle Plaine Sd	Purchase	2/27/2018	Amazon Mktplace Pmts	50.32	
Belle Plaine Sd	Purchase	2/27/2018	Usps Po 2607300172	100.00	
Belle Plaine Sd	Purchase	2/27/2018	Fandango.Com	27.00	
Belle Plaine Sd	Purchase	2/27/2018	Coborn S Superstore	13.05	
Chatfield Elementary	Purchase	2/27/2018	Teacherspayteachers.Co	160.00	
Chatfield Elementary	Purchase	2/27/2018	Subway 03164670	153.90	
Chatfield Elementary	Credit Voucher	2/27/2018	Coborn S Superstore	(39.92)	
Chatfield Elementary	Purchase	2/27/2018	Coborn S Superstore	184.77	
Chatfield Elementary	Debit Adjustment	2/27/2018	Bestbuycom805527336916 888-Bc	1,283.99	
Chatfield Elementary	Credit Voucher	2/27/2018	Best Buy Co 00024646	(1,283.99)	
Chatfield Elementary	Dispute Credit Adju	2/27/2018	Dispute: Bestbuycom805527346	(32.20)	
Chatfield Elementary	Dispute Credit Adju	2/27/2018	Dispute: Bestbuycom805527346	(962.99)	
Chatfield Elementary	Debit Adjustment	2/27/2018	Bestbuycom805527346915 888-Bc	962.99	
Chatfield Elementary	Dispute Credit Adju	2/27/2018	Dispute: Bestbuycom805527336	(32.20)	
Chatfield Elementary	Dispute Credit Adju	2/27/2018	Dispute: Bestbuycom805527336	(1,283.99)	
Chuck Keller	Purchase	2/27/2018	Coborn S Superstore	15.21	
Chuck Keller	Purchase	2/27/2018	Courtyard Roseville	2,132.46	
Chuck Keller	Purchase	2/27/2018	Ncs Pearson	92.20	
Kris Davis	Purchase	2/27/2018	Amazon Mktplace Pmts	187.99	
Kris Davis	Purchase	2/27/2018	Amazon.Com Amzn.Com/bi	38.35	
Kris Davis	Purchase	2/27/2018	Vzwrlls*apocc Visb	598.55	

February 2018 Pcard

Card Holder	Transaction Date	Statement Date	Merchant Name	Transaction Amount	Notes
Kris Davis	Purchase	2/27/2018	Amazon Mktplace Pmts	46.53	
Kris Davis	Purchase	2/27/2018	Amazon.Com Amzn.Com/bi	139.11	
Kris Davis	Purchase	2/27/2018	Genesis - Belle Plaine	12.11	
Kris Davis	Purchase	2/27/2018	Amazon.Com	49.99	
Kris Davis	Purchase	2/27/2018	Metro Sales Inc.	4,134.19	
Kris Davis	Purchase	2/27/2018	Tri County Water Condi	67.00	
Kris Davis	Purchase	2/27/2018	Tri County Water Condi	67.00	
Kris Davis	Purchase	2/27/2018	Tri County Water Condi	67.00	
Kris Davis	Purchase	2/27/2018	Tri County Water Condi	67.00	
Kris Davis	Purchase	2/27/2018	Waste Mgmt Wm Ezpay	244.94	
Kris Davis	Purchase	2/27/2018	Waste Mgmt Wm Ezpay	1,081.01	
Kris Davis	Purchase	2/27/2018	Waste Mgmt Wm Ezpay	682.66	
Kris Davis	Purchase	2/27/2018	Waste Mgmt Wm Ezpay	495.54	
Kris Davis	Purchase	2/27/2018	Metro Sales Inc.	710.18	
Kris Davis	Purchase	2/27/2018	Usps Po 2607300172	232.25	
Kris Davis	Purchase	2/27/2018	Amazon.Com	69.86	
Kris Davis	Purchase	2/27/2018	Amazon.Com Amzn.Com/bi	157.21	
Laurie Fogarty	Purchase	2/27/2018	Old Spaghetti Fctry 26	501.75	
Laurie Fogarty	Purchase	2/27/2018	Saint Catherin20234019	137.26	
Laurie Fogarty	Purchase	2/27/2018	Saint Catherin20234019	50.88	
Laurie Fogarty	Purchase	2/27/2018	Culver S Of Shakop	233.52	
Laurie Fogarty	Purchase	2/27/2018	Saint Catherin20234019	19.42	
Laurie Fogarty	Purchase	2/27/2018	Cossetta S	390.17	
Laurie Fogarty	Purchase	2/27/2018	Vp Belle Plaine Public	1.00	
Oak Crest Elementary	Purchase	2/27/2018	Coborn S Superstore	176.90	
Oak Crest Elementary	Purchase	2/27/2018	Domino S 7300	165.71	
Oak Crest Elementary	Purchase	2/27/2018	Doubletree Bloomington	159.19	
Oak Crest Elementary	Purchase	2/27/2018	Amazon.Com	54.06	
Oak Crest Elementary	Purchase	2/27/2018	Samsclub #6311	100.34	
Oak Crest Elementary	Purchase	2/27/2018	Triarco Art, Gta, Bent	64.31	
Oak Crest Elementary	Purchase	2/27/2018	Fun Express	125.33	
<b>Total</b>				<b>27,462.78</b>	

**John Bergs**  
*Activities Director*  
**Margot Hansen**  
*Curriculum & Assessment Director*  
**Jeff Heine**  
*Buildings & Grounds Director*



**Chuck Keller**  
*Business Manager*  
**Mary Mesler**  
*Student Support Services Director*  
**Mindy Chevalier**  
*Community Ed Director*

DATE OF BOARD MEETING: March 19, 2018  
 SUBJECT: Gifts and Donations  
 RECOMMENDATION: Approve

Therefore, the Director of Finance and Operations recommends the following resolution:

WHEREAS, School Board Policy #706 establishes guidelines for the acceptance of gifts/donations to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members; and

BE IT RESOLVED that the School Board of Independent School District No. 716 accept with appreciation the following gifts/donation and permit their use as designated by the donor(s).

**DETAIL OF GIFTS/DONATIONS:**

Date	Donor	Item and Nature of Donation/Gift	Amount
02.09.18	Belle Plaine PTO	Chatfield – Conference Meals	150.00
02.22.18	Theresa Kuhlmann	General Support	45.00
01.26.18	One Act Play – Free Will Offering at Public Performance	One Act Play Activity Account	365.00
01.10.18	Thomas Connor	SH Band Activity Account	50.00
02.28.18	Yelpers	Trap Team Activity Account	250.00

Board Report  
March 2018  
Chatfield Elementary  
Kimberly DeWitte

**Appreciation:**

- Thank you to the Kindergarten Team, Patti, Ann, Special Education Teachers, PTO, TAHER, Reading Corp., and Don for helping with Beginning Kindergarten and Kindergarten Information Nights. With rescheduling Kindergarten Info nights due to snow, I was impressed with the turn out!
- Thank you to the preschool team, wrap around, and ECFE for being in attendance during Preschool open house.
- Thank you to the PTO for providing a bag of books for every child that came to Kindergarten Information Night.
- The Kindergarten Students went on their field trip to the Mankato Children's Museum. Thank you to PTO for sponsoring this function.
- Thank you to the PTO, Title Program, and all volunteers who helped with Math Night. 122 people were in attendance. Awesome night for kids and families!
- Thank you to Maggie Priola (Mrs. Jungwirth's long term sub), the teachers, and students for a fantastic second grade program.

**Acceleration:**

- Administrative members attended an equity conference. It is our hope to continue to have these conversations throughout the next few months and then incorporate equity professional development for our staff at back to school workshops in the fall.
- We have experienced Crisis go at Chatfield for a fire drill and a lock down drill. We are accepting feedback from staff so that can continue to improve communication throughout the building and district.

**Anticipation:**

- We will be planning our Bring Someone Special to Breakfast during the months of April and May so be sure to look for that information to be shared very soon.
- All School Morning Meeting on April 6th.
- Jump Rope for Heart is on March 21nd at Oak Crest. Thank you to Katie and Chelsey for creating such a successful program. The second grade students will have a tour of Oak Crest after the event.
- SPRING BREAK!
- Preschool registration is open to all families starting on May 22nd at 6:00. Check out the Belle Plaine website to register your child for the 18-19 school year.
- Kindergarten Music program is April 20th at 2:15.

**Dave Kreft**  
*Jr/Sr High Principal*  
**Mindy Chevalier**  
*Asst. Jr/Sr High Principal*  
*Community Ed Director*  
**Liann Hanson, Ph.D.**  
*Oak Crest Elementary Principal*  
**Kim DeWitte**  
*Chatfield Elementary Principal*



**Ryan Laager, Ed.D., Superintendent**

**Mary Mesler**  
*Student Support Services Director*  
**John Bergs**  
*Activities Director*  
**Margot Hansen**  
*Curriculum & Assessment Director*  
**Jeff Heine**  
*Buildings & Grounds Director*  
**Chuck Keller**  
*Business Manager*

## **March 2018 Board Report**

### **Belle Plaine School District #0716 Student Support Services Update**

- Early planning for Extended School Year (ESY) and staffing for the 2018-19 school year
- Several meetings have occurred and will continue to possibly expand our SOAR partnership to include TCU by 2019-20
- On March 15th, I will be attending a meeting with other directors in the area to compare and discuss secondary special education programming. Afterwards, I will be attending the Regional Director meeting, as well as the SouthWest Metro Director meeting.
- On March 21 and 22, I will be attending a conference regarding special education law sponsored by the Booth Law Group.
- On April 11th, I will be attending a training regarding updates to Title I and II.

**Community Education/Community Services Report**  
**Mindy Chevalier**  
**March, 2018**

**Youth Rec/Youth Enrichment/Drivers Training**

- We are now taking registrations for summer softball and summer baseball!
- The opportunity for Cricket and LaCrosse Camps coming in the Spring/Summer Brochure!
- Craft Masters, Prairie Fire Theatre and Make a Play, just a few of our fun fine arts offerings!
- We have a full page of Family Enrichment offerings this summer!
- There are options for everyone to keep kids of all ages active this summer in the upcoming brochure!

**Preschool/Kids Co/Wraparound**

- Preschool registration/information night and Kindergarten Orientation on March 6th was a success! Kids Co and Wraparound programs answered questions and we are very happy with our registration numbers.
- Dramatic Play: Dramatic Play is important in social development. It can be defined as a type of PLAY where children accept and assign roles, and then act them out. It is a time when they can pretend to be someone or something they are not, and dramatize actions and situations to go along with those roles they have chosen to play. This process of pretending builds skills in many essential developmental areas. When a child engages in pretend play, he/she is actively experimenting with the social and emotional roles of life. It also helps to build self-esteem when they discover they can be anything by just pretending!!
- Ms Tracy's room had a CONSTRUCTION ZONE in dramatic play this month. The kids built with blocks, wore hard hats, safety glasses and yellow vests. They had tools to use to help build whatever they designed, as well as had blue prints to follow, carpenter pencils, and forms to follow.
- Ms Becky's room had an ICE CREAM SHOP in dramatic play this month. The kids took turns taking orders and being customers. They created ice cream sundaes, cones, and added whatever crazy toppings they could think of! They had to keep their area clean and pretend to do dishes after someone was served. Customers got to pay with "cash". Sundaes cost anywhere from \$.14 to \$100 in Ms Becky's room!!
- Ms Julie's room has the VET CLINIC set up in dramatic play. The students are pretending to take care of all kinds of animals. They are looking at x-rays and trying to figure out what is wrong with their pets. It is fun to be the vet as well as a pet owner!
- Ms Kristy's room is playing with the kitchen, food and babies! It is fun to play with babies and pretend to be mommy or daddy. It is fun to make a meal serve it to friends and teachers. It's fun to watch them recreate what happens at home as they play!
- All classrooms have spent more time lately on "being kind" and what that looks like. It is embedded in our every day routine, and it is great to watch the kids doing acts of kindness for each other and hearing them say kind things to one another. It is important to build a strong and safe school environment, and it starts with preschool!

**ECFE**

- Grandma, Grandpa and Me: Bringing Generations together!
- Terrific Two's is a separating class offered by ECFE!
- Peek Into Preschool Class is new! Friday's in April and May!

### **Adult Rec/Enrichment**

- May 6th will be the 1st Annual Pickleball Tournament at the Belle Plaine Athletic Complex Tennis Courts!
- Yoga, Pilates and strength training are all offerings coming up this spring and summer!

### **Outreach & City Programs & Communication**

- Special Thanks to Board Chair Terry Kahle, Mayor Meyer, Chief Stolee, Officer Vycital, Brian Siekmann BPF and Jeff Heine EMT, for being a part of our March 14th “Coming Together” Ceremony at the High School. Our Theme was, “See Something Say Something” and we honored those who lost their lives in the February 14th school shooting in Florida as well as how we continue to work to keep our schools safe and the impact your community can make when we all “come together”.
- March 14th I had the opportunity to speak at Rotary to give the Community Center update.
- March 19th is the next City Council meeting where the city will vote on the contract around the City’s Contribution to the Community Center project.
- April 10th at 6:00pm at Oak Crest Elementary is the next Community Meeting for the Community Center Project.

**Belle Plaine High School  
School Board Report  
Submitted by Dave Kreft and Mindy Chevalier  
March, 2018**

**Appreciation:**

- We just completed our “See Something Say Something” activity for our student body. This activity, on March 14th, was a coming together with a focus on the unity of our Belle Plaine community. The event started with honoring the 17 victims from Florida and transitioned into 17 different groups/people sharing what “See Something Say Something” means to them. Representatives included: the police, the fire department, the mayor, the school board person, a parent, students from each grade, teachers, and counselors. The activity ended with a coming together, with music playing, for all people in attendance on the gym floor with arms linked together. This activity required outstanding collaboration from our school and community personnel. Some of the messages shared, included:
  - “We as the student body are the eyes and ears of our school. It is our responsibility to report suspicious activity to an authority who can control the situation. You might ask yourself “what is suspicious activity?” We may all have become oblivious to these situations, so some examples include: constant violent drawings, alarming social media posts, and having awareness that someone is causing self harm. Don’t just unfollow or ignore, do something!”
  - “As counselors we see everyday, friends helping friends with their day-to-day emotional situations, this is a wonderful thing. Everyone needs someone to lean on. Understand that mental health is a complex condition and might require more professional support, by skilled individuals. If you are feeling like you should say something and are worried about your friend getting upset or mad at you, please know that the best decision would be to seek out additional help. Asking for help shows strength, and is the first step in the right direction to address the very manageable and tough situation.”
  - “Always be aware of your surroundings. Take action in every case, call out, questions actions, help others. Tell people, ask for help, demand action and answers!”

**Acceleration:**

- We are in the midst of our peer visits. During the peer visits, the departments go in teaching pairs with administrators to a colleagues classroom, along with administration. We stay in each classroom for about 20 minutes and then transition to another room. During the visits, observation notes are recorded and then discussed in a 10 minute debriefing session. The elective teams are beginning their visits later this week. The science and math teams opted to see each other in action and noticed strategies for student engagement and the utilization of technology. The English department saw people from within their department and outside their department and observed classroom management techniques, organizational methods, and reading strategies. When each department is complete, we process all of the information during PLCs.

**Anticipation:**

- Testing season is right on the horizon! The juniors will be taking the college entrance exam they selected right after spring break - April 3rd. About 90% of the juniors opted for the ACT, with about a dozen taking the Accuplacer, and a handful the ASVAB. We will once again provide a quiet testing environment for the students by closing off our southeast corridor of the school. Students have resources that they may use to prepare accessible on the Minnesota Career Information System (MCIS).

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

RESOLUTION DISCONTINUING AND REDUCING  
EDUCATIONAL PROGRAMS AND POSITIONS

WHEREAS, the School Board of Independent School District No. 716 adopted a resolution on Monday, February 26, 2018, directing the administration to make recommendations for reductions in programs and positions, and

WHEREAS, said recommendations have been received and considered by the school board,

BE IT RESOLVED, by the School Board of Independent School District No. 716, as follows:

That the following positions be discontinued:

1. .5 FTE Custodial Position effective April 1<sup>st</sup>, 2018.

The motion for the adoption of the foregoing resolution was duly seconded by Member

\_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against:

whereupon said resolution was declared duly passed and adopted.

1<sup>st</sup> Reading:  
2<sup>nd</sup> Reading:  
Approved:

## **299 STUDENT REPRESENTATIVE TO THE SCHOOL BOARD**

### **I. PURPOSE**

The school board recognizes its responsibility to develop educational policies that reflect the concerns of its constituency and the interests of students. A student representative on the school board provides a mechanism whereby the views, needs, and recommendations of students can be carefully considered in the development of policies and programs. Student representation on the school board is authorized in accordance with this policy.

### **II. GENERAL STATEMENT OF POLICY**

#### **A. Selection**

A student representative shall be selected from the student body of the Belle Plaine High School to serve on the school board. This student representative will provide student views and suggestions in regard to the development of educational policies and programs and will serve as an advisor to the school board.

#### **B. Eligibility**

The person selected from the student body shall be a member of the 10<sup>th</sup>, 11<sup>th</sup>, or 12<sup>th</sup> grade classes during the selection period.

#### **C. Term**

The student representative shall serve for one calendar year beginning in January with the Organizational Meeting and ending on December 31<sup>st</sup> of the same year.

#### **D. Election**

The superintendent and high school principal shall establish the date and method for selection within the guidelines of this regulation and submit the name of the appointee to the school board.

**E. Duties**

1. The student representative shall attend all school board meetings and provide perspective, from the student point of view, to school board deliberations.
2. If the selected student representative is unable to attend a meeting, the High School Student Council President shall serve as a temporary substitute if requested.
3. The student representative will prepare for school board meetings by becoming familiar with agenda items and attached materials received prior to each school board meeting.
4. The student representative shall participate in the regular school board orientation and any other in-servicing activities deemed appropriate by the Superintendent and/or Board Chair.
5. The student representative shall attend applicable trainings and workshops as determined and recommended by the Superintendent and/or Board Chair. Transportation and applicable expenses will be paid for by the district.
6. The student representative shall abide by the school board's policies, rules of parliamentary procedure, and processes.

**F. Limitations**

1. The student representative shall not vote on issues before the school board.
2. The student representative shall not receive compensation for serving on the school board.
3. The student representative shall not be furnished or exposed to material and will not participate in discussions pertaining to the following:
  - a. personnel matters or private personnel data;
  - b. negotiation materials;
  - c. land acquisition or sale information;
  - d. items covered by the attorney-client privilege;
  - e. private student data, including student discipline information.

*Legal References:*

*Cross References:*

*1<sup>st</sup> Reading: 05/29/2007*

*2<sup>nd</sup> Reading: 9/24/2007*

*Approved: 12/17/2007*

*Reviewed: 12/23/2013*

## **606 TEXTBOOKS AND INSTRUCTIONAL MATERIALS**

### **I. PURPOSE**

The purpose of this policy is to provide direction for selection of textbooks and instructional materials.

### **II. GENERAL STATEMENT OF POLICY**

The school board recognizes that selection of textbooks and instructional materials is a vital component of the school district's curriculum. The school board also recognizes that it has the authority to make final decisions on selection of all textbooks and instructional materials.

### **III. RESPONSIBILITY OF SELECTION**

- A. While the school board retains its authority to make final decisions on the selection of textbooks and instructional materials, the school board recognizes the expertise of the professional staff and the vital need of such staff to be primarily involved in the recommendation of textbooks and instructional materials. Accordingly, the school board delegates to the superintendent the responsibility to direct the professional staff in formulating recommendations to the school board on textbooks and other instructional materials.
- B. In reviewing textbooks and instructional materials during the selection process, the professional staff shall select materials which:
1. support the goals and objectives of the education programs;
  2. consider the needs, age, and maturity of students;
  3. foster respect and appreciation for cultural diversity and varied opinion;
  4. fit within the constraints of the school district budget;
  5. are in the English language. Another language may be used, pursuant to Minn. Stat. § 124D.61;
  6. permit grade-level instruction for students to read and study America's founding documents, including documents that contributed to the foundation or maintenance of America's representative form of limited government, the Bill of Rights, our free-market economic system, and patriotism; and

7. do not censor or restrain instruction in American or Minnesota state history or heritage based on religious references in original source documents, writings, speeches, proclamations, or records.
- C. The superintendent shall be responsible for developing procedures and guidelines to establish an orderly process for the review and recommendation of textbooks and other instructional materials by the professional staff. Such procedures and guidelines shall provide opportunity for input and consideration of the views of students, parents, and other interested members of the school district community. This procedure shall be coordinated with the school district's curriculum development effort and may utilize advisory committees.

#### **IV. SELECTION OF TEXTBOOKS AND OTHER INSTRUCTIONAL MATERIALS**

- A. The superintendent shall be responsible for keeping the school board informed of progress on the part of staff and others involved in the textbook and other instructional materials review and selection process.
- B. The superintendent shall present a recommendation to the school board on the selection of textbooks and other instructional materials after completion of the review process as outlined in this policy.

#### **V. RECONSIDERATION OF TEXTBOOKS OR OTHER INSTRUCTIONAL MATERIALS**

- A. The school board recognizes differences of opinion on the part of some members of the school district community relating to certain areas of the instruction program. Interested persons may request an opportunity to review materials and submit a request for reconsideration of the use of certain textbooks or instructional materials.
- B. The superintendent shall be responsible for the development of guidelines and procedures to identify the steps to be followed to seek reconsideration of textbooks or other instructional materials.
- C. The superintendent shall present a procedure to the school board for review and approval regarding reconsideration of textbooks or other instructional materials. When approved by the school board, such procedure shall be an addendum to this policy.

**Legal References:** Minn. Stat. § 120A.22, Subd. 9 (Compulsory Instruction – Curriculum)  
Minn. Stat. § 120B.235 (American Heritage Education)  
Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)  
Minn. Stat. § 123B.09, Subd. 8 (School Board Responsibilities)  
Minn. Stat. § 124D.59-124D.61 (Limited English Proficiency)  
Minn. Stat. § 127A.10 (State Officials and School Board Members to be Disinterested; Penalty)  
*Hazelwood Sch. Dist. v. Kuhlmeier*, 484 U.S. 260, 108 S.Ct. 562, 98

L.Ed.2d 592 (1988)

*Pratt v. Independent Sch. Dist. No. 831*, 670 F.2d 771 (8<sup>th</sup> Cir. 1982)

***Cross References:*** MSBA/MASA Model Policy 603 (Curriculum Development)  
MSBA/MASA Model Policy 604 (Instructional Curriculum)

*Jst Reading: 05292007, 1/22/2018*

*J1st Reading: 9242007*

*Approved: 121172007*

*Reviewed: 12232013*

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~~C. The superintendent shall present a procedure to the school board for review and approval regarding reconsideration of textbooks or other instructional materials. When approved by the school board, such procedure shall be an addendum to this policy.~~

#### V. RECONSIDERATION OF TEXTBOOKS OR OTHER INSTRUCTIONAL MATERIALS

Parents, guardians or adult students, 18 years of age or older, can review the content of Instructional resources used in the classroom. Arrangements to review resources can be made with school personnel at any time. School personnel will notify parents regarding the use of instructional resources known to be controversial. This notification will be sent in a timely manner, so that parents have the opportunity to review the resource and/or select alternative instruction prior to its use in the classroom.

1. If the parent, guardian or adult student objects to the content of the instructional materials, alternative instruction may be requested.

2. Alternative instruction may be provided by the parent, guardian, or adult student if the alternative instruction that is offered by the school board, does not meet the concerns of the parent, guardian, or adult student. In consultation with the instructor, the alternative instruction must meet the unit learning objectives.
3. The school board is not required to pay for the costs of alternative instruction provided by a parent, guardian or adult student.
4. School personnel may not impose an academic or other penalty upon a student merely for arranging alternative instruction. School personnel may evaluate and assess the quality of the student's work.

## VI. CHALLENGE PROCEDURE:

### A. Statement of Procedure and To Whom It Applies

Administrative rules and regulations attendant to this policy provide procedures by which students, parents, guardians or employees may request reconsideration of instructional resources. In the event that resources are challenged on these grounds, the First Amendment Rights of the Constitution of the United States of America are of primary importance. These rights are further delineated in the Library Bill of Rights of the American Library Association and in the Minnesota Board of Education's Policy on the Freedom to Teach, to Learn, and to Express Ideas in the Public Schools.

### B. Origin of Challenge

A challenge is defined as a written statement of opposition to a resource requesting that it be excluded, included, or restricted. A challenger must be a parent, guardian, adult student or employee of the school district who objects to the inclusion or exclusion of instructional resource(s) in the district's educational program. Only a challenger may issue a challenge.

### C. Step by Step Procedure When a Challenge Occurs

*Step 1:* The challenger will be directed and assisted in a meeting with the appropriate teacher(s), library media specialist(s), curriculum director, or instructor(s) for an informational meeting regarding the use of the resource in question.

The staff member will immediately advise the school principal or designee of the challenge and then attempt to resolve the issue informally in a respectful manner.

*Step 2:* After reading or viewing the challenged material in its entirety, the challenger will be given a copy of this policy and may submit a "Statement of Concern About Instructional Resources" form to the principal of the school involved. The certified personnel involved will submit to the principal a "Staff Response to Challenged Resources" form within five (5) working days of receipt of the "Statement of Concern About Instructional Resources." The principal will inform the superintendent and other

appropriate personnel of the challenge. A complete copy of the “Staff Response to Challenged Resources” will be provided to challenger.

*Step 3:* Upon receipt of the completed forms, the principal will request review of the challenged material by a Resource Review Committee within fifteen (15) working days. It will be up to the discretion of the involved principal whether or not the challenged resource be used during the reconsideration process. The membership of the committee will be composed of the principal, the Director of Curriculum and Assessment, 2 parent members of the Curriculum Advisory Committee, students (where appropriate), and three teachers appointed by the principal. No committee member will be a party to the challenged resource’s request for reconsideration.

*Step 4:* Upon receipt of the completed forms, the Resource Review Committee will take the following steps:

- a) Read, view or listen to the resource in its entirety.
- b) Invite the challenger and certified staff to the meetings of the committee as observers if they wish to be present for purposes of clarification.
- c) Check general acceptance of the resource by reading reviews and consulting recommended lists.
- d) Determine the extent to which the resource supports the curriculum and the curriculum selection process.
- e) Review the “Statement of Concern” and “Staff Response to Challenged Resources” in the presence of the certified staff and challenger if they wish to be present to observe the proceedings.
- f) Complete the “Resource Review Committee Response” form, judging the material for its strength and value as a whole and not in part.
- g) Present a written decision to the challenger within twenty (20) working days of the principal’s receipt of the “Statement of Concern About Instructional Resources” form following the initial resources review committee meeting.

*Step 5:* If either party is not satisfied with the decision of the Resource Review Committee, the decision may be appealed to the school board through the superintendent. The school board shall notify the challenger when the challenge will be considered by the board. Any decision made by the school board will be final.

***Legal References:*** Minn. Stat. § 120A.22, Subd. 9 (Compulsory Instruction Curriculum) Minn. Stat. § 120B.235 (American Heritage Education)  
Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)  
Minn. Stat. § 123B.09, Subd. 8 (School Board Responsibilities) Minn. Stat. § 124D.59-124D.61 (Limited English Proficiency)  
Minn. Stat. § 127A.10 (State Officials and School Board Members to be Disinterested; Penalty)

*Hazelwood Sch. Dist. v. Kuhlmeier*, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)  
*Pratt v. Independent Sch. Dist. No. 831*, 670 F.2d 771 (8th Cir. 1982)

**Cross References:** MSBAIMASA Model Policy 603 (Curriculum Development) MSBA/MASA Model Policy 604 (Instructional Curriculum)



**INDEPENDENT SCHOOL DISTRICT 716**

**STAFF RESPONSE TO CHALLENGED RESOURCES**

Name:

School:

Position/Title:

Description of Challenged Resource:

Title

Author/Creator:

Source:

Type of Resource (book, film/video, etc.):

1) What was your purpose in choosing this resource?

2) Describe the method(s) used to select the resource. Include district personnel consulted and outside resources consulted.

3) For what age group was this resource used, and how was it made available to students?

4) Describe the instructional methods used in presenting this resource.

5) What do you recommend the school do about this resource?

- Continue to use "as is"
- Use it with another age group
- Withdraw from student usage
- Other, explained:

Signature of Teacher: \_\_\_\_\_ Date: \_\_\_\_\_

