

**SCHOOL BOARD MINUTES**  
Monday, November 28, 2016 5:47 PM  
**Delano Public Schools**  
Independent School District #879, Delano Minnesota

**1. Call to order**

A. Record of members present or absent

Members Present: A. Johnson, L. Seguin, S. Baker, R. Durick, C. Black and M. Larson

Members Absent: C. Milano absent from Work Session, present for meeting beginning at 7 p.m.

**2. Approval of Meeting Agenda**

**Before approval of meeting agenda, A. Johnson asked for the removal of four board reports: Schools for Equity in Education (SEE), Delano Area Sports Arena (DASA), Safe Schools and City/School.**

**Upon motion by L. Seguin, seconded by C. Black, the Board of Education approved the meeting agenda. Motion passed 6-0, C. Milano absent.**

**3. Work Session**

**M. Reeder reported the FY16 actual revenues/expenditures/ending fund balances and current FY17 budget status. M. Schoen shared update from the Project Oversight Committee policy update and information about the components of the Year 4 Technology Workplan.**

**Upon motion by R. Durick, seconded by C. Black, the Board of Education called the meeting to recess at 6:42 p.m. Motion passed 6-0, C. Milano absent.**

**A. Johnson called the meeting out of recess and to order at 7:02 p.m.**

**4. Pledge of Allegiance**

**5. Program Review - Audit Presentation (Bergan KDV)**

**6. Consent Agenda**

**Upon motion by M. Larson, seconded by L. Seguin, the Board of Education approved the consent agenda. Motion passed 7-0.**

A. School Board Minutes

1. October 24, 2016
2. November 14, 2016

B. Financial Affairs

1. Current Budget Status with Year-to-Date Adjustments
2. Investment Transactions
3. Construction Bond Investment Transactions

4. Wire Transfers
5. Minnesota Liquid Asset Fund
6. Cash Report
7. Revenue Report by Fund
8. Expense Report by Fund
9. Expense Report by Program
10. Expense Report by Object
11. List of Bills Presented for Payment

**7. Resolution for Acceptance of Gifts**

**Upon motion by C. Milano, seconded by R. Durick, the Board of Education approved the Resolution for Acceptance of Gifts. Motion passed 7-0.**

**8. Personnel Matters:**

**Upon motion by L. Seguin, seconded by C. Milano, the Board of Education approved the personnel matters. Motion passed 7-0.**

**9. Public Comment: School patrons are given the opportunity to address the school board regarding items that are not on the agenda. All patrons will be asked to state their name and address for the record.**

**10. Administrative Reports**

**A. Superintendent**

M. Schoen shared two goals of the the Year 4 Technology Workplan. First, to utilize the district TIES membership to help grow staff through professional development opportunities. He stated that the digital age has increased the needs of the teachers and TIES provides a variety of opportunities. M. Schoen added that the district will assess the TIES membership and workshop attendance in August 2017. Secondly, M. Schoen expressed that the district would like to offer the opportunity for staff to utilize a Learning Management System. He added that district groups will define criteria, evaluate different systems, look at pros/cons and develop a proposal for a districtwide Learning Management System. M. Schoen stated it would be optimal to have one that collaborates with a Google platform. M. Schoen expressed that the campus is beginning to look different in the northwest corner as trees have been removed and the land is being prepared for the water main to be moved. He added that the elementary expansion should be complete by end of December and community education projects are delayed due to logistical issues with the elevator pit. M. Schoen stated that the soccer field and stadium field are almost prepared for installation of turf in the spring. M. Schoen said the bid for the secondary building redesign will be approved tonight.

**B. Principals:**

1. Mr. Voight

B. Voight shared an update on the middle school site improvement plan. He stated that many efforts revolve around student interventions. In 5th grade, teachers are conducting reading interventions during Tiger Time, in 6th grade there are two reading and two math intervention groups and the reading interventionist is working with 7th and 8th graders. He added that 23 students have received reading services to address needs now instead of waiting for high school. B. Voight reported that T. Spanier oversees an extended math support class. T. Spanier worked with 29 students, used FAST test to assess students and 19 students improved, 12 students showed significant growth and 7 students achieved their benchmarks to graduate from this class. B. Voight stated that these students/parents have chosen to stay through second trimester and new students were added to the extended math class as well. B. Voight stated that they are working on school climate which includes study assessment tools. He added that two specific measurement tools are being analyzed and one will be chosen for this year. A. Johnson asked about sustaining math support class. B. Voight stated that it is subject to available staff.

2. Dr. Heil

S. Heil reported that 98 students took the PSAT test which is the prequalifying test for National Merit Scholarships. He added that planning for 2017-2018 Registration has begun and parent/student meetings regarding earning college credit in high school will be held on January 9 and 12. S. Heil stated that all winter sports are underway and each team has a state ranking. He added that the robotics team has grown from last year. S. Heil shared that parent/student communication regarding building projects will be forthcoming as projects progress.

3. Mr. Schuler

D. Schuler reported that the November Professional Development Day brought kindergarten and preschool staff together to converse about pre-K transition and kindergarten readiness. He added that along with readiness, curriculum and the orientation process were discussed. D. Schuler shared information about classroom community service projects. These included a clothing drive for veterans that brought in 780 pieces of clothing and the 2nd grade food shelf drive which donated 800 lbs. of food to the Delano Food Shelf. D. Schuler added that the Tiger Snack Pack Program, which is in its 6th year, serves about 30 students. This program is funded by Crow River Church, they prepare the packs and deliver them to student backpacks on Fridays. He shared that this program has expanded to include students that need snacks at school. They can come to the cafeteria and receive a healthy snack as well. D. Schuler reported that the elementary expansion project is close to completion and they are looking forward to the end of December.

C. Business Manager

M. Reeder reported that the 2016-17 budget has been updated and it will be uploaded to the 5 year projection model to help prepare for the next school year.

D. Community Education Director

D. Johnson reported that Saturday, December 3 is Old Fashioned Christmas in downtown Delano. She explained all the activities that will take place at this event including a new costume contest, parade and a Christmas feast at Bonde Bistro. D. Johnson reported that Wee Tiger Preschool Conferences are this week, ECFE program fundraisers raised \$950, CE has a third Reading Corps member and Tiger Kids Club moved family fun night to Friday, December 2 from 5-8 p.m. She shared that gymnastics has 95 students registered, open soccer at The Edge has begun with over 100 participants and an additional group offering has been added to the schedule. D. Johnson stated that Special Olympics basketball and swimming will begin in January, Adults with Disabilities held a turkey dinner/bingo night. In addition, Destination Imagination has 11 teams this year.

## 11. Student Board Representatives Report

- A. Dani Stevens and Alex Moe reported
  - D. Stevens reported that DES had their Tiger Way celebration, KooKoo Kangaroo visited, students are learning to use heart rate wrist bands in physical education, and November is math fact month. She added that the question of the month is, "What are your family traditions during the holidays?" Elementary students stated baking cookies, decorating the tree and making gingerbread houses. D. Stevens shared the high school held a food drive, winter sports have begun, four students signed letters of intent and the Veteran's Day program was memorable. She added that high school student family traditions include eating turkey dinner, family gatherings, playing games and making cookies.
  - A. Moe shared that middle school 5th graders went to the MN History Center, #WeCare Day is December 2, students liked the Veteran's Day program, and author Peter Fane provided free copies of his book to students. He added that middle school student family traditions include football games, family Christmas, cookies and turkey.

## 12. Board Reports

- A. MAWSECO Board Minutes 10.25.16  
Special Meeting Board Minutes 10.31.16
  - A. Johnson reported that the special board meeting on October 31 was called to accept the hiring of Business Manager Mary Plant. She will begin work on December 1.
- B. Wright Technical Center
  - R. Durick reported they met on November 1, audit presentation was shared and an article is being written about the youth apprenticeship program to help promote it. R. Durick added that the house built by students has not been sold this year and WTC is considering moving it off school property to sell.
- C. District Advisory Council
  - L. Seguin reported advisory council met on November 10, Cay Griep provided a curriculum review and minutes will be provided at a future meeting.
- D. Professional Development
  - A. Johnson shared positive group effort displayed with kindergarten/pre-K staff at recent professional development day. She expressed that each building has their own focus on PD days. A. Johnson added that they discussed TIES conference attendance and the schedule for the upcoming professional development day on January 16, 2017.

## 13. Old Business

- A. **Second read of policies due to substantive and/or legal reference changes:** Policy 102-Equal Educational Opportunity, Policy 206-Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations, Policy 401-Equal Employment Opportunity, Policy 413-Harassment and Violence, Policy 616-School District System Accountability.  
**Upon motion by R. Durick, seconded by C. Milano, the Board of Education approved second read of policies due to substantive and/or legal reference changes. Motion passed 7-0.**

## 14. New Business

- A. Acceptance of Bid for Secondary Building Redesign

**Upon motion by L. Seguin, seconded by C. Black, the Board of Education accepted and awarded the bid for the Secondary Building Redesign and alternates to Breitbach Construction Company. Motion passed 7-0.**

- B. First and only read of policy due to non-substantive and/or legal reference changes: Policy 514-Bullying Prohibition Policy.**

**Upon motion by R. Durick, seconded by L. Seguin, the Board of Education approved the first read of Policy 514 due to non-substantive and/or legal reference changes. Motion passed 7-0.**

- C. First read of policy due to substantive and/or legal reference changes: Policy 720-Vending Machines.**

**Upon motion by C. Milano, seconded by R. Durick, the Board of Education approved the first read of Policy 720 due to substantive and/or legal reference changes. Motion passed 7-0.**

- D. Vending Machine Agreement**

**Upon motion by C. Black, seconded by M. Larson, the Board of Education approved the Vending Machine Agreement. Motion passed 7-0.**

- E. Surplus Property - Everett Piano and Bench**

**Upon motion by R. Durick, seconded by L. Seguin, the Board of Education approved the Everett Piano and Bench as surplus property. Motion passed 7-0.**

- F. Set Date for January Organizational Meeting**

**Upon motion by C. Milano, seconded by L. Seguin, the Board of Education set the date of the January Organizational Meeting for Monday, January 9, 2017, in the Delano High School Media Center. Motion passed 6-0, R. Durick abstained.**

## **15. Adjournment**

**Upon motion by L. Seguin, seconded by R. Durick, the meeting was adjourned at 8:01 p.m. Motion passed 7-0.**