

**SCHOOL BOARD MINUTES**  
Monday, September 24, 2012 7:03 PM  
**Delano Public Schools**  
Independent School District #879, Delano Minnesota

**1. Call to order/Pledge of Allegiance**

A. Record of members present or absent

Members Present: A Johnson, P Brasket, C Milano, S Baker, C Black

Members Absent: L Seguin, R Durick

**2. Approval of Meeting Agenda**

**Motion: Baker Second: Brasket Vote: 5-0**

**3. Program Review**

A. Youth Enrichment Activities - Carley Boll, Youth Enrichment Coordinator

Delano High School students Anna Elsen, Katie Emmer and Rachel Stoll presented information on upcoming SHARP events. To commemorate Teen Driver Safety Week, a table will be set up during Homecoming and thumb bands stamped with the words "every time" will be handed out to students to remind them to buckle up whenever they get into a car. The SHARP theme for the Elementary students this year will be "Say Peace Out to Drugs." Students in grades 1 through 3 will participate in a coloring contest, and the 4th Grade students will have an essay contest. SHARP students will hand out bookmarks to all students and prizes to the contest winners. Red Ribbon Week will take place from October 29th through November 2nd; students will make pledges to be drug free. MEADA donated the thumb bands and usually gives a \$500 grant for Red Ribbon Week activities.

B. Chinese Exchange Program - Lanette Faul, Program Coordinator

Lanette Faul introduced the adult Chinese visitors and explained how the original Chinese Exchange Program began during the 1991-1992 school year, along with the changing of sister schools from #1 School to Purple Cloud in 2005. Mr. Wren from China was instrumental in getting the sister school programs with both schools in China established. From 1994 to 2004, 12 teachers had gone to #1 School as part of the teacher exchange program. Since 2005, 29 teachers and administrators and 71 students have gone to Purple Cloud in the exchange program, and 33 teachers and administrators and 71 students from Purple Cloud have come to Delano. In the spring, 3 or 4 teachers/administrators, along with 14 students, will travel to China to visit Purple Cloud. This week, 4 teachers and 14 students are here from Purple Cloud to visit Delano.

**4. Consent Agenda**

**Motion: Brasket Second: Baker Vote: 5-0**

A. School Board Minutes

1. August 27, 2012

September 17, 2012

B. Financial Affairs

1. Current Budget Status with Year to Date Adjustments
2. Investment Transactions, Wire Transfers
3. Minnesota Liquid Asset Fund
4. Cash Report
5. Revenue Report by Fund
6. Expense Report by Fund
7. Expense Report by Program
8. Expense Report by Object
9. List of Bills Presented for Payment
10. Donations: John Sweet - two 6' blue spruce trees, moving and planting \$538.00; Wells Fargo Educational Matching Gift Program - \$442.60; Carolyn Milano - Art Adventure \$500.00  
Carolyn Milano presented information on the Art Adventure program, which is a visual art program that was designed by the Minneapolis Institute of Arts for students in grades K through 6. There are different themes each year; the objective is to first look at the art piece, and then discuss and learn about the art. Carolyn thanked all of the volunteers who have helped in the past with the Art Adventure program, and if anyone is interested in volunteering for the upcoming school year during the months of March and April, please contact the Elementary School Administrative Assistants, Nancy Wetter and Cindy Selchow. Volunteers are trained by the Minneapolis Institute of Arts; this year's theme is American Art Sampler.

**5. 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.**

**6. Personnel Matters:**

**Motion: Milano Second: Black Vote: 5-0**

**A. Retirements/Resignations/Terminations**

1. Jerry Litfin, Head Girls Golf, resignation effective for the 2012-13 school year.

**B. Recommendations for Employment**

1. Lori Bergh, DMS Special Education Long-term Substitute for Natasha Goudy who is on family leave, beginning approximately 08-28-12 through 10-17-12.
2. Rande Peyton, DHS Special Education Long-term Substitute for Laura Holmquist who is on family leave, beginning approximately 08-28-12 through 10-17-12.
3. Tammy Frommelt, Tiger Kids Club Teacher, effective 08-28-12. Replaces Barbara King.
4. Melodee Grant, Tiger Kids Club Teacher, effective 08-28-12. New position due to increased enrollment.
5. Debra McGowan, Tiger Kids Club Teacher, effective 9-10-12. New position.

6. Courtney Durst, Tiger Kids Club Aide, effective 08-28-12. Replaces various student aides.
7. Amanda Keranen, Tiger Kids Club Aide, effective 08-28-12. Replaces various student aides.
8. Stephen Stansberry, Tiger Kids Club Aide, effective 08-28-12. Replaces various student aides.
9. Bailey Studer, Tiger Kids Club Aide, effective 08-28-12. Replaces various student aides.
10. Amelia Sutherland, Tiger Kids Club Aide, effective 08-28-12. Replaces various student aides.
11. Kelly Johnson, Tiger Activity Center Aquatics Substitute, effective 06-18-12.

C. Contract Changes/Approvals

1. Natalie Dinger, DES Early Childhood Special Education Teacher, contract change to .8 FTE for the 2012-13 school year.
2. Amy Underhill, DES Recess Paraprofessional, additional 30 minutes to assignment due to addition of all-day Kindergarten Program, effective for the 2012-13 school year.
3. 2012-13 Lane Changes, effective 09-20-12
  - a. Sharon Alexander, DHS Speech/Language Pathologist, BA+30 to BA+45.
  - b. Claire Austin, DMS Special Education, BA to BA+30
  - c. Jessica Bahe, DHS Science, MA+15 to MA+30
  - d. Katherine Berggren, DES Grade 4, BA to BA+15
  - e. Jacob Dorsey, DHS Special Education, BA+30 to BA+45
  - f. Kiz Gorham, DMS Mathematics, BA to BA+30
  - g. Alyssa Ihli, DES Special Education, BA to BA+15
  - h. Daniel Mathieson, DHS Language Arts, BA+30 to MA
  - i. Sandy Meyerson, DES Music, BA+30 to Masters
  - j. Anna Olson, DHS Mathematics, BA+15 to BA+30
  - k. Melissa Smith, DMS Language Arts, BA+15 to BA+30
  - l. Amanda Weinandt, DHS Mathematics, MA+15 to MA+30
  - m. Jeremy Wenzel, DHS Social Studies, BA+15 to BA+30
  - n. Boak Wiesner, DHS Science, BA+30 to Masters
  - o. Kalsey Zachman, DES Kindergarten, BA to BA+15

D. Leaves of Absence

1. Claire Austin, DMS Special Education requesting family leave of absence beginning approximately 12-19-12 through 02-08-13.

2. Nicole Pfeifer, DMS Grade 6 requesting family leave of absence beginning approximately 01-13-13 through 05-10-13.
3. Annika Tulkki, DES Special Education Paraprofessional requesting family leave of absence beginning 09-11-12 through 12-03-12.

## **7. Administrative Reports**

### **A. Superintendent**

Mr. Schoen reported that last week and in the upcoming weeks he has had and will continue to have wonderful opportunities to speak to civic organizations regarding facts for the upcoming operating referendum levy election. Mr. Schoen thanked Mayor Graunke, Phil Kern and the City Council for allowing the school to present the levy information to the Council. Phil Kern noted that businesses are very particular when looking at locations to grow; Delano businesses are growing because of a solid city government and strong schools. Mr. Schoen reiterated that all government entities need to work together for a strong community and healthy school district; Council members were very receptive. Mr. Schoen and Phil Kern also shared the same information at the Delano Chamber meeting last Thursday; positive feedback was also received from that meeting. Mr. Schoen has had good opportunities to inform residents about the district and asked that the community continue to be involved.

### **B. Principals:**

#### **1. Ms. Klinkner**

Ms. Klinkner reported that the Middle School will be reviewing the school improvement plan next month. Highlights of this month: 29 new students plus three more coming this week - all are students who have moved into the district, not open enrolled; there are 44 teaching staff in the Middle School, and altogether, they have 493 teaching years, 28 have Masters, 13 are at the Masters plus 15 or 30 credits, and many of the staff are licensed in more than one area.

In the first 10 days of school, the Middle School had 8 volunteer opportunities.

Ms. Klinkner asked the students what their perceptions were for the new school year: 5th Grade - like the freedom, get to go swimming for PE, and like the salad bar option for lunch; 6th Grade - no longer the little people; 7th Grade - like the Day 1 and Day 2 schedule; Grade 8 - they are the big dogs on campus.

The PIE cookie dough fundraiser kicked off last week.

#### **2. Mr. Heil**

Mr. Heil reported that September has been a fun kick off for the start of the new school year. The school improvement plan meeting is scheduled for next week. The visiting Chinese students were in class today, and a talent/pep fest is scheduled later this week. Mr. Heil thanked Lanette Faul for the careful planning needed for the visit from our Chinese sister school staff and students. Mr. Heil thanked Mandy Weinandt for preparing everything for Homecoming next week. Mr. Heil also thanked Susan Farbo because the Prom committee will be hosting a Homecoming mixer dance this year. Joe Haas, Mike Lindquist, Joe Vieau and Mr. Heilmet with Bob Van Lith from the Delano Fire Department to address fire lane issues; Mr. Heil will have more information next month.

Mr. Heil also reported that the High School has gone viral - each school has their own Facebook page (look for the orange Delano High School banner); the Delano High School Twitter account is dhs\_tigers, and there is a Facebook widget on the High School blog. Anything that is posted will go to all three media outlets.

On October 2nd, Maple Plain is hosting Rachel's Challenge Night; Mr. Heil said that attending would be a great experience for anyone interested.

3. Mr. Schuler

Mr. Schuler reported that the Elementary also has their own Facebook page and is linked into the Twitter account. Mr. Schuler said that the Elementary is continuing to roll out the Healthy Delano Initiative information. The Play Book will be handed out to the Elementary School families during Unplugged Week (October 8 - October 12); it is a year-long journal to help families track their healthy eating, exercise and living well activities. The Elementary students enjoying having the Chinese visitors in their building this morning.

C. Business Manager

Ms. Reeder reported that the audit will be taking place next week, and the District Office staff are finalizing all of the prep work needed for the audit.

D. Community Education Director

Ms. Johnson reported that the hot lunch program at the Community Ed Center is up and running; took six weeks to get the program fully implemented. Bethany Backer, the cook, also prepares breakfast for the Tiger Kids Club, as well as prepares healthy snacks for the students. Diane gave a tremendous thank you to Kris Larson, Food Service Director, for all of her hard work and expertise, without which the implementation of the program would not have gone so well.

Medtronic donated fabric panels, which have been hung in the hallways to function as bulletin boards. Diane thanked the volunteers - Judy and Kenny Theis, Gary Zitzloff, Holly, Tim and Cody Shrapp and Arny Hausladen, for their work putting up the panels.

Tiger Kids Club has 192 students registered; this is a very high number this early in the year. There are still openings for Pre-K students. The new after-school schedule has started.

The TKC Preschool and Wee Tiger Preschool have purchased new Houghton-Mifflin curriculum. Wee Tiger Preschool is beginning to implement the Creative Curriculum Model to help gear up for the Race to the Top Pre-K grant monies that will be available in 2014 for Wright County.

The ECFE/School Readiness Open House & Vehicle Fair was held tonight between 6 and 7:30 PM.

## 8. Board Reports

A. MAWSECO

A Johnson reported that there was a meeting on August 28th, and there is another meeting tomorrow. The federal special education budgets have been approved by the state and all schools in the coop met MOE (maintenance of effort); all programs are full, and some are wait listed - additional paras have had to be hired; Allyson thanked all of her staff for mentoring the new staff that were hired; and tuition for 2010-2011 has not yet been finalized, so the final rates for billing will not be known until sometime in October, which could mean that districts owe more or less for the students attending programs at MAWSECO.

B. Wright Technical Center

A Johnson read from a report prepared by R Durick. The Board met on September 4, 2012; the financial condition is stable with a positive balance in the General Fund. The Director and Administrator negotiations are progressing and should be finalized by the October meeting. There are 635 students enrolled at Wright Tech Center, which has a capacity of 670 students; this is the highest enrollment in recent history. Delano has 49 students (8%) attending classes at WTC. The ALC has 123 students enrolled; capacity of 130. Many of the ALC students will also take classes at the Technical Center, as well. The 2011-2012 construction home was sold under sealed bid and has been moved to its new location on a lake near Annandale. The Director search committee has been finalized. Dr. John Sweet has agreed to act as the facilitator of the search committee. The building Wi-Fi project is complete; all rooms have Wi-Fi access, including a guest network. The audit was completed on 8/21/12; there was one minor finding that was quickly corrected.

C. Community Education Advisory Council

A Johnson read from a report prepared by L Seguin that the committee met. Harlan Lewis replaced Gail Sinkel as chair of the committee. Diane demonstrated the new website. Lisa gave kudos to Becca Seiberlich for suggesting the hot lunch program. Lisa also reported that the new Houghton-Mifflin curriculum that was purchased dovetails with the Elementary School curriculum.

D. Curriculum Advisory Council

A Johnson reported that the committee had its first meeting last Thursday. This is year 1 - research - for Science; the group will write curriculum next year. This is year 2 for Math; some staff attended a workshop on the Flipped Classroom, which will be implemented in the High School. Joe Vieau is looking for some people to volunteer to be on the committee.

E. Schools for Equity in Education (SEE)

C Milano reported that Matt Schoen, Sarah Baker and she attended a meeting on September 21. SEE is an association of 60 MN districts, which educate roughly 250,000 students - 1/3 of all of the students educated in Minnesota. Carolyn shared SEE's mission, vision, goals and the draft of the legislative platform. At the SEE meeting, Myron Franz presented Governor Dayton's plan on Tax Reform for a Better Minnesota, which is to create jobs, improve how state government works, and make the tax system more fair. Governor Dayton is asking for feedback on the presentation. The presentation and other information can be found on SEE's website: [www.schoolsforequity.org](http://www.schoolsforequity.org) Deb Griffith from SEE will be presenting at the October 22, 2012, Board meeting to educate community members on school funding issues. The video Deb will be using in her presentation can also be found on SEE's website, which is noted above.

F. Delano Area Sports Arena (DASA)

P Brasket reported that the committee met. Peter wanted to give a shout out to Kevin Voss, President of DASA, who invests alot of his personal time into the organization. A new humidification system was installed in the arena. Peter wanted to point out that of the \$235,000 revenue budget for DASA, only 15% of that is financed by the school; most of the revenue raised is funded by other organizations. Peter stated that DASA is very well managed.

G. Staff Development

C Milano reported that the committee met on September 17, 2012. The membership was reviewed, and positive feedback was received on Dr. Peterson's presentation. The Elementary School is receiving training on the Reading program. Shannon Durick shared some online staff development opportunities. The next meeting will be held in October.

## **9. Old Business**

### **A. Final Reading of Policy 707**

On September 17, 2012, the School Board held a special meeting to discuss the first reading of Policy 707 regarding the Transportation of Public School Students. Mr. Schoen stated that he realized after the routes were changed that there were no safe alternatives for students walking to Elementary School when coming from the east and south along Elm Avenue. Mr. Schoen and Stahlke Bus worked together to come up with the option of adding a partial route; a bus already in use will be used to pick up and drop off Elementary students. Today was the first day of implementation, and Mr. Schoen has received positive feedback. The policy gives Mr. Schoen authority to make decisions regarding student transportation. The partial bus route will be funded by sources that were not previously budgeted for - there will be no additional deficit spending. Article 4, sub sections B and C revised the walking area language. Bus passes have not been reinstated and walking distances for bus stops have not changed. Stahlke Bus commented that the new routes have made them more efficient. Mr. Schoen thanked Stahlke Bus for their flexibility. Amy Johnson also thanked Stahlke Bus and reiterated that this change in policy is 100% related to student safety and not about the operating levy; the Board is making the right decision for kids.

Motion: Baker Second: Brasket Vote: 5-0

## **10. New Business**

### **A. Southwest Minnesota State University Student Teacher Agreement**

Southwest Minnesota State University requires that the School Board pass a resolution accepting the agreement between the university and the district for the purpose of providing student teaching experiences for students from the University.

Motion: Johnson Second: Black Vote: 5-0

- B. Approve Proposed Property Tax Levy Certification and set date when Budget will be discussed**  
The proposed 2012 Payable 2013 levy certification is 12.84%, or \$593,666.82, less than the final 2011 Payable 2012 levy that was certified last year. The two largest components that contribute to the decrease are as follows: 1) Debt Service - the dollars that were moved from the Construction Fund to the Debt Service at the end of the 2010-2011 school year, and which the district had requested from the legislature that a one-time transfer of those dollars be allowed to help cover the cost of the Community Ed building boiler replacement - which was not approved - will decrease our excess debt service levy by \$245,000; and 2) the \$426.86 operating levy has expired, and the current operating levy of \$311.15 that is authorized, but which has never been levied, would generate about \$300,000 less in levy revenue.

The Truth in Taxation hearing will be held on December 17, 2012, at 7:00 PM in the High School Media Center.

Motion: Brasket Second: Milano Vote: 5-0

## **11. Adjournment**

**Meeting was adjourned at 8:40 PM.**

**Motion: Milano Second: Baker Vote: 5-0**