

**SCHOOL BOARD MINUTES**  
Monday, September 23, 2013 7:00 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, C Milano, L Seguin, R Durick, C Black and M Larson

Members Absent: Sarah Baker

**2. Approval of Meeting Agenda**

Upon motion by C. Milano, seconded by L. Seguin, the Board of Education approved the meeting agenda. Motion passed.

**3. Program Review - DPIE Greg Williams**

President of DPIE, Greg Williams, gave a presentation about the restructuring of Delano Partners in Education and how they have put together a funding strategy to grow the existing endowment fund held by DPIE. Each strategy is focused on raising \$250,000 per year, in turn raising 10 million in 10 years. DPIE is partnered with MN Philanthropy Partners and Kaspick & Company to manage the funds. The four strategies are Grant Writing, Personal Contributions, Corporate Contributions and eCommerce. Mr. Williams explained the DPIE organizational chart and how the organization works. Superintendent Schoen expressed that DPIE is not competing with the school level PIE organizations. DPIE's focus is on technology and it has a district-wide focus. He extended thanks to Harlan Lewis and Greg Williams for their efforts. A. Johnson extended her thanks as well.

**4. Consent Agenda**

Upon motion by L. Seguin, seconded by R. Durick, the Board of Education approved the Consent Agenda. Motion passed.

A. School Board Minutes

1. August 26, 2013

B. Financial Affairs

1. Current Budget Status with Year-to-Date Adjustments
2. Investment Transactions
3. Wire Transfers
4. Minnesota Liquid Asset Fund
5. Cash Report
6. Revenue Report by Fund
7. Expense Report by Fund

8. Expense Report by Program
9. Expense Report by Object
10. List of Bills Presented for Payment

**5. Resolution for Acceptance of Gifts**

**The motion for the adoption of the foregoing resolution was by C. Milano and seconded by L. Seguin and upon vote being taken thereon, the following voted in favor thereof: R. Durick, M. Larson, C. Black, C. Milano, A. Johnson, L. Seguin. S. Baker was absent. This resolution was duly passed and adopted.**

**6. Personnel Matters:**

**Upon motion by R. Durick, seconded by L. Seguin, the Board of Education approved the Personnel Matters. Motion passed.**

**A. Johnson acknowledged all those educators that have and are furthering their education and extended congratulations to custodian Donald Jerde, retiree after 18 years of service to Delano Schools.**

**A. Retirements/Resignations/Terminations**

1. Debra McGowan, COMM ED Tiger Kids Club Teacher, resignation effective 09-09-13.
2. Donald Jerde, DHS Custodian, retirement effective 09-30-13. Employed with Delano Schools for 18 years.

**B. Recommendations for Employment**

1. Amanda Lefevre, DES Basic Skills Teacher. Replaces Virginia Diethart who transferred to the Reading Interventionist position.
2. Stephanie Crofoot, DES/COMM ED Long-term substitute teacher beginning 09-03-13 through 09-30-13 for Kristi Nyquist who is on family leave.
3. Diana Johnson DMS Language Arts Long-term substitute teacher beginning 09-03-2013 through 10-16-13 for Heidi O'Donnell who is on family leave.
4. Tammy Rouland DHS Special Education Paraprofessional, effective 09-03-13. Replaces Tammy Wermager.
5. Courtney Sisk, DES/COMM ED temporary paraprofessional for ECSE beginning 09-20-13 through 10-04-13. New position.
6. Steven Taylor, DES Part-time Custodian, effective 09-03-13. Replaces Paul Gabrelcik who resigned.
7. Ben Domjahn, COMM ED Tiger Activity Center Adult Monitor, effective 08-22-13. Replaces Ryan Hayes.
8. Alex Mankowski, COMM ED Tiger Activity Center Adult Monitor, effective 08-22-13. Replaces Jessica Nelson who resigned.
9. Mitchell Brinkman, COMM ED Tiger Kids Club Aide beginning 08-27-13.
10. Emily Anderson, COMM ED Tiger Kids Club Aide beginning 08-27-13.
11. Amy Maki, COMM ED Tiger Kids Club Aide beginning 08-27-13.

12. Miranda Schwartz, COMM ED Tiger Kids Club Aide beginning 08-27-13.
13. Ilsa Stone, COMM ED Tiger Kids Club Aide beginning 08-27-13.
14. Jena VanderBroek, COMM ED Tiger Kids Club Aide beginning 08-27-13.

C. Contract Changes/Approvals

1. 2013 - 2015 Master Agreement between ISD 879 and the Delano Teachers Association.
2. Christy Branes, District ELL Teacher, FTE increased to .60 based on the needs of the students.
3. Claire Austin, DMS Special Education, lane change BA+45 to MA.
4. Katherine Berggren, DES Grade 4, lane change BA+15 to MA.
5. Kiz Gorham, DMS Mathematics, lane change BA+45 to MA.
6. Nicole Jensen, DES Grade 1, lane change BA+15 to BA+30.
7. Mark Lawrence, DHS Language Arts, lane change BA+45 to MA.
8. Leah Petersen, DES Grade 3, lane change MA to MA+15.
9. Amanda Roff, DMS Mathematics, BA to BA+30.
10. Sean Roff, DMS PhyEd/DAPE/Health, lane change, BA to BA+30.
11. Linda Schmidt, DES Grade 1, lane change BA to BA+30.
12. Tory Spanier, DMS Math/Technology Education, lane change BA+45 to MA.
13. Charlene Warne, DES Grade 3, lane change BA to BA+15.
14. Melissa Smith, DMS Language Arts, BA+30 to MA.
15. Kalsey Zachman, DES Kindergarten, BA+15 to MA.

D. Leaves of Absence

1. Lindsey Stotts, COMM ED teacher, requesting a two week extension of family leave. Return date 10-29-13.

**7. Public Comment:**

**Tory Spanier shared with the Board of Education how well his daughter is adjusting to Delano Elementary School. He stated that the Delano Elementary organization is wonderful and communication that comes from DES is recognized and appreciated.**

**8. Administrative Reports**

A. Superintendent

Superintendent Schoen recognized Randy Durick for completing Phase I, II, and III of Minnesota State School Board training.

B. Principals:

1. Ms. Klinkner (Assistant Principal Joe Haas reported)

Assistant Principal Joe Haas reported that Delano Middle School is creating their own vision in line with the Strategic Plan that is in place district wide. This is a tool that will help them update their school improvement plan. He also shared that MAP testing began on 9/23/13 and that MAP and MCA testing data is used to identify student educational needs. In addition, the staff is beginning work on the Curricula Mapping for grades 5-8. The Professional Development committee will be aligned with the needs of the building. Joe shared that Facilities are on their radar as the middle school is over capacity. The staff continues to do what they can to create an efficient use of space. The DMS Cookie Dough fundraiser is underway and the deadline for orders is September 30. Monies raised through this fundraiser will be used towards technology needs at DMS.

2. Dr. Heil

Dr. Heil reported that Homecoming Week was a success. He also shared that the MS Auditorium fundraising concert, Butch Automatic, was very successful. 1800 people attended and \$20,000 was raised, and auditorium seat sales are on the horizon. Dr. Heil added that Chinese visitors are arriving Wednesday, September 25 and they will be visiting Minnesota landmarks. In addition, DHS is hosting a Chinese assembly in the Tiger Activity Center on Monday, September 30. Conferences and Honor Roll recognition will also be held on 9/30. He shared that students will be taking the PSAT and PLAN tests in the beginning of October. In addition, seniors Maureen Lax and Ann Janas were recently chosen National Merit Semifinalists and are working on their applications for Finalist selections.

3. Mr. Schuler

Mr. Schuler reported that the ES Site Base Team are beginning the process of a site Strategic Plan. In addition, Green Apple Day of Service will be held at the elementary on Friday, September 27, with assistance from Landscape Structures and Target Corporation. Students will learn about the importance of composting. Mr. Schuler shared information about the amount of waste that is being recycled at the elementary school, as the amount continues to grow. In addition, the Chinese will be visiting the elementary and the agenda for that visit was shared. In addition, on Monday, September 30, the elementary school will be hosting their annual Walk, Roll and Stroll event as part of the Healthy Delano Initiative started two years ago.

C. Business Manager

Ms. Reeder reported that this past week the district office worked on reorganizing duties between staff members. She shared that Bonnie Inforzato will be focusing on Human Resources and Oda Sturey will be handling Payroll. The shift of duties will help level out workload and no adjustments in pay or benefits were made.

D. Community Education Director

Ms. Johnson reported that she is in the process of recruiting new members for the Advisory Council. In addition, registration for fall classes is strong and she notices that individuals are registering for a series of classes at one time instead of individually. Ms. Johnson shared that the Fall Heritage Festival will be held on Saturday, September 28 from 10 a.m. to 2 p.m. in downtown Delano. She added that Wee Tiger Preschool is currently at 86 students and Tiger Kids Club is at 208 students. The MN Reading Corps study has began and Delano is a control group for the study. In addition, because we are participating in the study, we will have priority status to participate in MN Reading Corps during the 2014-15 school year. Community Education has begun Curriculum Mapping at the Pre-K level. Ms. Johnson shared that fall ECFE classes began on September 23, the ECFE Open House and Vehicle Fair was held on September 19 and upcoming Early Childhood Screening dates are October 3 & 4 and November 14 & 15. Destination ImagiNation teams are also forming. She mentioned that the YAR Board will be attending WE DAY on Tuesday, October 8 at the Excel

Energy Center. This is an educational event that focuses on the youth movement of our time. Ms. Johnson added that the 3rd Annual Youth Triathlon had 67 participants, an adult yoga class was added and staff members have completed training on the facility use software and she anticipates an October launch for the new software.

## **9. Student Board Representatives Report**

### **A. Alex Grant and Abbey Hutchins**

Alex Grant and Abbey Hutchins thanked the Board of Education for the honor of representing the students in the district. Alex shared information about Homecoming Week, the excitement at the pepfest and the abundant school spirit this year. He added information about how they woke up the Homecoming candidates and that Ellie Schmidt and Landon Hayes were chosen Queen and King. Abbey thanked Student Council for all their effort in putting together Homecoming events and the Saturday dance. She shared that the Link Crew orientation for 9th grade students was well received and these students seem to be settling in to their new school well. In addition, the MS WEB program also went very well and it has helped the 5th graders transition into the middle school. Abbey added that the 7th graders are also settling in to their new schedule of experiencing different teachers and classes throughout the school day. A. Johnson asked about the Homecoming Dance because the number of attendees was down. Abbey and Alex shared that although the numbers were down, those that were there had a great time.

## **10. Board Reports**

### **A. MAWSECO**

A Johnson reported that they discussed the current website and a complete website overhaul was approved by the Board. She added that they will be touring Village Ranch Child and Family Services at the next meeting.

### **B. Wright Technical Center**

R Durick reported that the Board met on September 3 and they are implementing a Strategic Plan. They have developed a vision and five benchmarks. He added that their budget is on track and there is a stable fund balance. The WTC Director reported that the facilities computer operating system licenses need to be updated. He added that there was 85-90 attendees at their open house. In addition, WTC will be automating some of the office processes and they are looking forward to being part of SciTech at Delano High School spring of 2014.

### **C. Curriculum Advisory Council**

L Seguin reported that the CAC met on September 19 and the purpose for the meeting was to recommend Board approval for the annual report. Mr. Vieau reviewed the Strategic Plan with the committee and spoke about the Curriculum mapping that is taking place around the district this year. Parents on the committee asked about how they can participate in this process. J. Vieau shared that Google Docs will be utilized to share ideas and input across the committee.

### **D. Schools for Equity in Education (SEE) Legislative Platform Local Taxpayer Erosion of Equalization Location**

C. Milano reported that the general membership meeting was held Thursday, September 19. She shared information about the book "Minnesota Miracle" and how publically funded schools came to be. C. Milano explained how the 2103 Legislative Session brought some improvement to the equality of funding across districts which help pay for the unfunded mandates required of school districts. She added that equalization was addressed, but SEE still has a long way to go to achieve equal funding across districts.

### **E. Delano Area Sports Arena (DASA)**

M. Larson reported that the ice went in and looks great. He added that hockey players are assisting

with getting the rink up and running and maintenance issues.

**F. Staff Development**

C. Milano reported that each school site is working on budgets for the following year. She added that workshops and workshop agendas are in the planning stages as well.

**11. Old Business**

**12. New Business**

**A. Approve Proposed Property Tax Levy Certification and set date when Budget will be discussed.**

M. Reeder shared that some of the information that is needed to finalize the proposed tax levy certification is not available, so at this time we need to levy the maximum amount and approve a number smaller than the maximum once all the information is available to our district. She added that these amounts will be approved at the October school board meeting. M. Reeder also shared that the Truth in Taxation meeting will be December 16, 2013.

Upon motion by C. Milano, seconded by M. Larson, the Board of Education approved the proposed tax levy certification and set the date when the budget will be discussed. Motion passed.

**B. First reading of policies due to substantive and/or legal reference changes. Policy 406-Public and Private Personnel Data, Policy 417-Chemical Use and Abuse, Policy 509-Enrollment of Nonresident Students, Policy 515-Pupil Records, Policy 528-Student Parental, Family and Marital Status Nondiscrimination, Policy 610-Field Trips, Policy 711-Video Recording on School Buses, Policy 712-Video Surveillance Other Than on Buses.**

Upon motion by R. Durick, seconded by C. Black, the first reading of the policies stated above were approved. Motion passed.

**13. Closed Session pursuant Minn. Stat. 13D.05, Open Meeting Law, Subd. 2B, personnel matter, regarding preliminary consideration of allegations or charges against a school district employee.**

Upon motion by A. Johnson, seconded by L. Seguin, the meeting was adjourned to Closed Session. Motion passed.

**14. Action on Resolution (per Board action this item was removed)**

Upon motion by R. Durick, seconded by M. Larson to remove item 14, Action on Resolution, from this agenda. Motion passed.

**15. Adjournment**

Upon motion by C. Milano, seconded by L. Seguin the meeting was adjourned at 9:05 p.m. Motion passed.