

**SCHOOL BOARD MINUTES**  
Monday, April 28, 2014 5:45 PM  
**Delano Public Schools**  
Independent School District #879, Delano Minnesota

**1. Call to order at 5:44 p.m.**

A. Record of members present or absent

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

Members Absent: C Black

**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. Work Session**

Teacher Evaluation Committee Chairs, Dr. Heil and Sarah Bersie presented information on the Teacher Evaluation Tool (TET). They explained that all school districts need to have a teacher evaluation plan in place by 2015. Dr. Heil and Sarah Bersie attended a workshop on teacher evaluations, completed a staff survey, and reviewed the Minnesota Teacher Evaluation Plan. The teacher evaluation tool designed for Delano Schools will include a personal development plan, classroom evaluation cycle, peer review and QComp. Dr. Heil and Sarah Bersie explained all the components considered while designing the TET. After completion of the TET, the DTA will vote on whether to use the Delano or State evaluation tool. M. Schoen pointed out that the TET is not an extension of the teachers' master agreement, it is a separate agreement between the district and the teachers. J. Vieau explained the proposed aesthetic and content changes to the HS Student Handbook. M. Schoen explained district policy updates. In addition, M. Schoen shared the details of the MOA which changes the last student day for the 2013-14 school year, how space in the elementary school will be utilized and repurposed next year to accommodate ADK, the process for selecting a new student representative for the school board, and the changes/updates to the wireless system. The Board of Education discussed Dollars for Scholars scholarship ideas.

Upon motion by M. Larson, seconded by C. Milano, the Board of Education called the meeting to recess at 6:54 p.m. Motion passed.

Board Chair A. Johnson called the meeting out of recess and to order at 7:03 p.m.

**4. Pledge of Allegiance**

**5. Program Review - Special Services and the ADSIS Grant**

Special Education Coordinator Keeley Swartzler explained the services that MAWSECO offers to Delano Public Schools. She added information and statistics regarding the percentage of students using special education services across member districts, areas of disability, and the increase in speech and language concerns. C. Lahr presented information on Alternative Delivery of Specialized Instructional Services (ADSI). K. Swartzler and C. Lahr applied for and received a grant for \$90,000 to provide instruction for students that need additional reading help to reduce the amount of students referred to special education. They will re-apply in the spring of 2015 to extend this grant. G. Diehart discussed the program model. Students who achieve 21st percentile or less on their NWEA, new students and the

amount of students who need assistance are considered for intense reading intervention. This year only 19 referrals were made, down from 30 in 2012-13. G. Diehart added that 42 students were served and 9 qualified for SPED. The students receiving services that did not qualify for SPED made significant progress. M. Schoen shared that when we apply for this grant in 2015 we can show great academic achievement with our data and demonstrate that this is helping many struggling learners.

## **6. 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. March 17, 2014

### **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

## **7. Resolution for Acceptance of Gifts**

**Upon motion by C. Milano, seconded by M. Larson, the Board of Education approved the Resolution for the Acceptance of Gifts. Motion passed.**

## **8. Personnel Matters:**

**A. Johnson thanked Sherry Smahel, Howard Biegler and Bonnie Lotzer for their years of service to the district. C. Milano added that Maria Vejdani will be leaving to get her masters and also thanked her for her service.**

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

### **A. Retirements/Resignations/Terminations**

1. Sherry Smahel, DMS Grade 6, retirement effective 06-10-14. In Delano Schools for 31 years.
2. Howard Biegler, COMM ED Custodian, resignation effective 06-12-14. In Delano Schools for 22 years.
3. William Breeden, DHS Mathematics, resignation effective 06-10-14.
4. Maria Vegdani, DHS Vocal Music, resignation effective 06-10-14.

5. McKay Elwood, COMM ED Tiger Kids Club Aide, resignation effective 01-23-14.
6. Marcie Heikkla, COMM ED Tiger Activity Center, resignation date change from 05-15-14 to 04-30-14.
7. Bonnie Lotzer, DHS Paraprofessionals, retirement effective the end of the 2013-2014 school year. In Delano Schools for 37 years.

#### B. Recommendations for Employment

1. Stephanie Cappelleri, COMM ED Gymnastics Coach, beginning 04-03-14.
2. Charlotte Glaeser, COMM ED Tiger Kids Club Teacher/Substitute, beginning 04-01-14.
3. Heath Nelson, COMM ED Tiger Kids Club Teacher/Substitute, beginning 04-01-14.
4. Hallie Osmon, COMM ED Tiger Activity Center Aquatics Lifeguard, beginning 04-02-14.
5. Kim Finn, DHS Jr. Var. Boys Tennis, beginning 03-24-14. New program (booster paid).
6. Mike Shoultz, DMS Grade 7 Softball, beginning 03-31-14. Replaces Todd York who resigned.
7. Kelly Laven, Extended Year - ECSE Paraprofessional, beginning 07-07-14.

#### C. Contract Changes/Approvals

1. Kayla Hofstedt, DES Special Education Teacher changing from .75 fte to 1.0 fte, effective 03-17-14 through the remainder of the current school year.
2. Ryan Hayes, COMM ED Tiger Activity Center, position change from TAC Supervisor to TAC Program Supervisor, effective 04-06-14.
3. Janet Berzins, DMS/DHS Food Service Worker, hours change from 3.0 per day to 3.5 per day to accommodate the resignation of Faith Weist.

#### D. Leaves of Absence

1. Claire Austin, DMS Special Education Teacher requests a 12 week family leave beginning 09-08-14 through 11-28-14.
2. Sondra Hinnenkamp, DES 2nd Grade Teacher, requests a one-year, unpaid family leave for the 2014-2015 school year.
3. Rebecca Olmscheid, DES 2nd Grade Teacher, requests a one-year, unpaid family leave for the 2014-2015 school year.

**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

Superintendent Schoen reported on the 2014 Legislative Session and the education policy, Safe and Supportive School Act (Bullying Bill) that was passed. He shared that DPS will update the current Bullying Policy after changes from the state have been released. M. Schoen added that there is a supplemental bill in the House and Senate regarding additional funding for schools which is being discussed due to the state's projected surplus. The House version of this bill would benefit schools

equally, the Senate version would benefit the metro schools more. Superintendent Schoen reported that Tiger Drive will be fixed by the city once school is out. This road work will be completed in conjunction with the trail construction. A. Johnson asked about access to school venues during the work. M. Schoen shared that the city will work around school summer schedules and programs.

## B. Principals:

### 1. Ms. Klinkner

Ms. Klinkner reported that the middle school students are currently taking MCA tests and 5th grade is preparing for their LLCC trip. She added that they have begun the hiring process for the 2014-15 school year. Ms. Klinkner shared that DES 4th graders will visit the middle school in May and 4th grade parents will be invited to attend a meeting/visit to DMS in the near future. She added that facility use is being discussed and repurposing rooms at DMS is being explored. Also, there are roof leaks that are being addressed.

### 2. Dr. Heil

Dr. Heil reported that 2nd Act Restoration Project Phase I has been completed and Phase II is underway. He encouraged the public to purchase a STAR in the amount of \$100, \$500 or \$1000 to contribute to Phase II. Dr. Heil added that the NHS Induction Ceremony was the first program held in the new venue. He added that SciTech was a success and those involved will go over reviews to make improvements for next year. Dr. Heil stated that the Mock Car Crash will take place on Thursday, May 1, weather permitting, and "RenaSpeaks" will also present her life story. He added that Prom is Saturday, May 3, with the Grand March beginning at 5 p.m. and the Senior Awards Night is on Wednesday, May 7, in the Performing Arts Center. Dr. Heil shared that HS registration and scheduling is on track and should be complete by mid-May. In addition, interviews and hiring for the 2014-15 school year have begun and are going well.

### 3. Mr. Schuler

Mr. Schuler reported that the DES Science Fair held on Thursday, April 24, had 170 registrations and high attendance by students and parents. He added that the MCA Reading tests are complete and Math testing will take place during the week of April 28. Mr. Schuler shared that the interviewing and hiring process for the 2014-15 school year is underway and going well. He added that DES revisited the best practices for placement of students during severe weather and revised the plan of action to better protect all students. Mr. Schuler expressed that kindergarten teacher Meredith Huikko was honored with a state WEM award, one of only two awarded in the state of Minnesota.

## C. Business Manager

Ms. Reeder reported that Delano Public Schools received a 2014 Finance Award. She added that each school building is completing classroom purchasing for this year and then will begin to look at the 2104-15 budget.

## D. Community Education Director

Ms. Johnson reported that the CE Summer Brochure was mailed to district residents. She added that CE did not receive funding for Concerts in the Park, but this program will still be offered. Additional fundraising will support the lost funding for this program. Ms. Johnson added that district parents have created an organization to offer opportunities for youth and adults with disabilities called Recreation Inspiring Self Empowerment (RISE), ECFE is sponsoring a fundraiser called the Twinkle, Twinkle Dance, preschool registration has afternoon sessions open and TKC summer and fall registration is still available. D. Johnson reported that the City of Delano is taking over the current CE programs, *Fun in the Sun* and *Summertime in the Park*. She added that Destination ImagiNation sent 9 teams to the state tournament and 5 teams qualified for Global Finals in Knoxville, TN, at the end of May. YAR will be participating in highway cleanup in May and

SHARP is participating in the Mock Car Crash. D. Johnson shared that the new facilities software is fully implemented and pictures of members are now part of the database.

## 11. Student Board Representatatives Report

### A. Alex Grant and Abbey Hutchins(absent)

Alex Grant thanked the Board of Education for the school board experience. He shared that the high school choirs performed at the Basilica of Saint Mary on April 26, and the NHS Induction of new members also took place that day. In addition, Prom is in the final planning stages and students are anticipating this big event.

## 12. Board Reports

### A. MAWSECO

A. Johnson reported that their last meeting was Tuesday, March 18, and they discussed facilities and where MAWSECO will be housed in the future. She explained that HLWW is building a new school, so MAWSECO will be partially displaced. A. Johnson stated that they are reviewing options and member districts will provide feedback as they fund the decision.

### B. Wright Technical Center

R. Durick reported that he did not attend the meeting, but items discussed included selling the student constructed house. He added that the principal and administrative assistant are leaving and the 2014-15 budgets were given to member superintendents and there has been no action on the budget.

### C. Curriculum Advisory Council

L. Seguin reported that the CAC met on Tuesday, April 8. They discussed having Ridgeview Clinic doctors take part in teaching Health and Development curriculum at Delano Schools. She added that the group discussed district wide Curriculum Mapping, World's Best Workforce, the need for additional textbooks in the middle school and purchasing an additional COW for the high school. L. Seguin shared that group requests for materials for the 2014-15 school year are in review and recruitment of new CAC members was discussed.

### D. Schools for Equity in Education (SEE)

C. Milano reported that during the SEE Day at the Capitol they visited with senators to help encourage an increase in the general education fund in the future and reduce the disparity in funding between school districts statewide. She added that the general membership meeting met last week and leading analyst Bill Morris, was the keynote speaker. He shared data regarding Minnesota and education. The data found that 59% of residents surveyed are pleased with the direction of Minnesota, and 66% approved of the state's education system. M. Schoen reported that the legislative session should end on time. He added that 69% of legislators want to halt unfunded school mandates and many want the government's unfunded mandates eliminated completely. Legislators are also discussing a shortened summer vacation for schools, legalized marijuana and Corcordia students introduced a bill to make legislators accountable for DUI's - which would change a bill that has been in effect for several years.

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

M. Larson reported that they met on Wednesday, April 9. They discussed cooling tower bids that were submitted and making improvements in conjunction with DAYHA to improve the facility for all users. A. Johnson asked about the proposed outdoor rink and M. Schoen said that there is no movement at this time. A. Johnson also asked about the parking lot in front of DASA and who is responsible to fix it. M. Schoen said DASA is responsible for the repairs.

### F. Professional Development

C. Milano reported that they met and discussed Professional Development days and budgets for the 2014-15 school year.

**13. Old Business**

**14. New Business**

A. Trail Construction and Maintenance Agreement

Upon motion by R. Durick, seconded by M. Larson, the Board of Education approved the Trail Construction and Maintenance Agreement. Motion passed.

B. First and only read of policies due to non-substantive and/or legal reference changes: Policy 208-Development, Adoption, and Implementation of Policies and Policy 522-Student Sex Nondiscrimination

Upon motion by M. Larson, seconded by C. Milano, the Board of Education approved the first and only read of policies 208 and 522 due to non-substantive and/or legal reference changes. Motion passed.

C. MOA Regarding last day of school

Upon motion by L. Seguin, seconded by M. Larson, the Board of Education approved the MOA regarding the last day of school. Motion passed.

**15. Adjournment**

**Upon motion by C. Milano, seconded by L. Seguin, the meeting was adjourned at 8:19 p.m. Motion passed.**