

# **SCHOOL BOARD MINUTES**

Monday, September 15, 2014 5:45 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, C. Milano, L. Seguin, S. Baker, C. Black and M. Larson

Members Absent: R. Durick

### **2. Approval of Meeting Agenda**

**Before approval of meeting agenda, A. Johnson asked for the removal Approve Proposed Property Tax Levy, under Item A, New Business and replace it with Approve Out-of-State Travel for Delano High School Band and Choir Program.**

**Upon motion by A. Johnson, seconded by M. Larson, the Board of Education approved the meeting agenda. Motion passed.**

### **3. Work Session**

**J. Koets shared information about the upcoming Delano High School band and choir trip to Tennessee. Students will spend time in Memphis and Nashville. They will perform and experience a session in a recording studio, along with other behind-the-scenes music education that cannot be learned in a classroom. This trip gives students the opportunity to see what you can do with an education in music. He shared that two directors, 52 students and chaperones will attend this trip. A. Johnson suggested that consistent fundraising for educational trips such as these should be considered in the future. M. Schoen reviewed Policy 516-Student Medication. He described changes made regarding the availability, storage and use of epipens. M. Schoen also described Policy 419-Tobacco-Free Environment and the addition of electronic cigarettes. The Board discussed the difference between tobacco and illegal drugs and how different policies cover the spectrum of drugs that are banned from school use. M. Schoen updated the Board on principals' negotiations. Contract language has been redrafted and will be submitted to principals for approval. M. Schoen shared his goals for the 2014-15 school year and the Board recommended some changes that were to be reviewed. M. Schoen shared plans for assembling a facilities committee to gather and discuss district facility needs and then recommend a plan for realization of those needs. A. Johnson asked about the school boards involvement in the process. M. Schoen shared that school board members will be involved as a resource for facilities committee members. M. Reeder shared that MDE has until September 30 to supply the district with appropriate levy amounts. A special school board meeting has been called for Monday, September 29 to approve the levy amount for next year. M. Schoen shared that the World's Best Workforce (WBWF) plan will replace the Annual Report this year. This WBWF plan is due October 1, but MN Commissioner of Education granted Delano an extension to mid-December.**

**Upon motion by M. Larson, seconded by C. Black , the Board of Education called the meeting to recess at 6:55 p.m. Motion passed.**

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

#### **4. Pledge of Allegiance**

#### **5. Program Review - SEE Presentation Deb Griffiths**

**D. Griffiths stated that Schools for Equity in Education (SEE) consists of 58 Minnesota school districts who serve 230,000 children, which is one-third of Minnesota's K-12 students. She expressed that SEE fights for equal access to funding for a high quality of education for all MN students. She shared that SEE lobbies for a tax system that is fair, accountable elected officials, and an educated and engaged community. D. Griffiths explained the state constitution for education and shared that the basic funding formula has not kept up with inflation. She shared that special education is another challenge because federal and state governments do not provide enough funding to cover mandated special education services. D. Griffiths explained that funding is generated through local taxes and levy dollars are determined on the property wealth of the district. She added that Delano Schools has seen a slight improvement in funding due to a change in the basic formula approved during the 2014 legislative session.**

#### **6. Consent Agenda**

**Upon motion by L. Seguin, seconded by C. Black, the Board of Education approved the consent agenda. Motion passed.**

##### **A. School Board Minutes**

- 1. August 25, 2014**
- 2. September 3, 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 L. Seguin, the Board of Education approved the Resolution for the Acceptance of Gifts. Motion passed.**

#### **8. Personnel Matters:**

**A. Johnson recognized the years of service of custodian Dennis Hanson, who is retiring and the individuals who have received their master's degrees.**

**Upon motion by M. Larson, seconded by C. Milano, the Board of Education approved the Personnel Matters. Motion passed.**

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

1. LouAnn Eberspacher, DMS Special Education Paraprofessional, resignation effective 09-15-14.
2. Dennis Hanson, DHS/DMS Custodian/Maintenance, retirement effective 10-28-14. In Delano Schools 23 years.
3. Jacob Pederson, DHS Head Girls Track and Field Coach, resignation effective for the 2014-15 school year.
4. Daniel Willette, DHS Head Boys LaCrosse Coach, resignation effective for the 2014-15 school year.

#### B. Recommendations for Employment

1. Sammie Nelson, DMS Long-term Special Education Teacher .5 FTE, effective 09-10-14.
2. Tammy Wermager, DMS/DHS Special Education Teacher, effective 08-25-14.
3. Jennifer Tonsberg, DES Special Education Paraprofessional, effective 08-28-14. Replaces Amy Gafkjen who resigned.
4. Meghan Halbleib, DHS C-Team Volleyball Coach, effective 08-25-14. New position.
5. Tim Lyngen, DMS Boys Soccer Coach, beginning 09-02-14. Replaces Eric Bergh who resigned.
6. Jennifer Alvarado, Part-time ECFE Teacher, effective 08-25-14. Staff reducing hours.
7. June Heather Carver, COMM ED Tiger Kids Club Program Lead, effective 09-02/14. Enrollment growth.
8. Mary Lee, COMM ED Wee Tiger Preschool Classroom Assistant, beginning 08-25-14. Replaces Holly Schrupp who resigned.
9. Sherri Leyda, COMM ED Tiger Kids Club Program Lead, effective 09-02-14. Enrollment growth.
10. Rheyannon Miller, COMM ED Tiger Kids Club Program Lead, effective 09-26-2014. Replaces Sue Glover who resigned.
11. Allison Goldbeck, COMM ED Tiger Kids Club Student Aide, effective 08-25-14.
12. Megan Griep, COMM ED Tiger Kids Club Student Aide, effective 08-25-14.
13. Fiona Ludwig, COMM ED Tiger Kids Club Student Aide, effective 08-25-14.
14. Sophie Wamre, COMM ED Tiger Kids Club Student Aide, effective 08-25-14.
15. Liana Haataja, COMM ED Summer Volleyball Official, effective 07-15-14.
16. Bridget Pinoniemi, COMM ED Summer Volleyball Official, effective 06-24-14.
17. Isaak Erickson, COMM ED Tennis Student Aide, effective 06-24-14.
18. Ben Domjahn, COMM ED Tiger Activity Center Supervisor, effective 08-20-14.
19. Joseph Braiedy, COMM ED TAC Student Monitor, effective 08-20-14.
20. Samuel Oeffling, COMM ED TAC Student Monitor, effective 08-20-14.
21. Jordan Peterson, COMM ED TAC Student Monitor, effective 08-20-14.

22. Anna Schleper, COMM ED TAC Student Monitor, effective 08-20-14.
23. Will Udstrand, COMM ED TAC Student Monitor, effective 08-20-14.
24. Samantha VanCura, COMM ED TAC Student Monitor, effective 08-20-14.

C. Contract Changes/Approvals

1. Natalie Dinger, DES Early Childhood Special Education, change FTE from .8 to 1.0 effective for the 2014-15 school year.
2. Amy Buth, DHS Special Education Teacher, requesting lane change from BA to BA+30.
3. Natalie Dinger, DES Early Childhood Special Education Teacher, requesting lane change from BA+15 to BA+30.
4. Nicole Jensen, DES Grade 1 Teacher, requesting lane change from BA+30 to MA.
5. Rachel Kunde, DMS Language Arts Teacher, requesting lane change from BA+30 to MA.
6. Amanda Roff, DMS Grade 8 Mathematics Teacher, requesting lane change from BA+30 to MA.
7. Sean Roff, DMS Phy Ed/Health/DAPE Teacher, requesting lane change from BA+30 to MA.
8. Logan Schultz, DMS Grade 5 Teacher, requesting lane change from BA+30 to MA.
9. Jeremy Wenzel, DHS Social Studies, requesting lane change from MA to MA+15.
10. Jake Pederson, DES Grade 2 Teacher, requesting lane change from MA to MA+15.

D. Leaves of Absence

1. Jinger Meyer, DHS/DMS Food Service, requesting leave of absence beginning 09-02-14 through 10-01-14.

**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 the process of forming a district facilities committee. He explained that the purpose of this committee will be to determine the facility needs of the district, prioritize the needs and develop solutions to meet those needs for the next 10 years. M. Schoen stated that recommendations will be brought to the Board in December or January.

B. Principals:

1. Ms. Klinkner

Ms. Klinkner reported that DMS PIE provided chrome books for the middle school and thanked them for their donation. She stated that 6th grade curriculum includes bullying topics to help students be better friends, instead of being told what not to do. She stated that there are 48 new students this year, a correction from the 50 students she shared in August's meeting. R. Klinkner shared that DMS staff is embracing Google while continuing to learn. She also stated that invite-only MS conferences will take place on October 6 and future conference dates were shared as well.

2. Dr. Heil

Dr. Heil reported that TV screens with scrolling schedules will be added at school entrances to assist visitors and help with traffic flow. He added that senior Tayler Hedtke is a National Merit Semifinalist. Dr. Heil also stated the Delano High School was recently ranked 402 on The Daily Beast website, which is a subsidiary of Newsweek. He stated that he is working with the English department in developing tools to help students with reading skills. Dr. Heil shared that all juniors will take the ACT exam in April 2015, and the state will pay for the tests. A. Johnson asked the reasoning behind giving the ACT to all juniors in high school. Dr. Heil stated that the World's Best Workforce is behind this change and high schools chose the ACT because it is widely accepted at colleges across the country. He added that the ACT does not take the place of MCA testing, but students must take the ACT in high school to graduate and it must be the one the state pays for. C. Milano asked if the school given test can be used for college entrance. Dr. Heil replied yes, as long as the school follows all the ACT requirements for testing. A. Johnson asked what students should expect next year. Dr. Heil expressed that this is a mandated test and will continue next year and beyond. Dr. Heil added that providing the ACT to all juniors could help students who may not believe they can attend college, realize they have the tools to achieve a post secondary education. C. Milano asked how a high school qualifies for a spot on the list of top high schools. Dr. Heil responded that several factors are considered, and he is looking at ways the high school could achieve a higher standing. He added that currently 76% of DHS graduates go on to achieve a post secondary education, 1% go into the military and 23% enter the workforce. Dr. Heil shared that Homecoming is next week and the Chinese students and staff arrive on Thursday, September 25.

3. Mr. Schuler

Mr. Schuler reported that All Day Kindergarten is going well and students are adjusting to the schedule. He added that staff have adjusted the curriculum to accommodate students needs. Mr. Schuler shared that 25-30 parents are using the new drop-off/pick-up area and they are adjusting to the new procedures. He added that teacher, Jake Pederson is the lead for the new procedures which is part of his administration education. Mr. Schuler shared that playground bullying is being addressed. This is a year-long goal to create a better playground experience for all students. In addition, the mileage club has started during recess as well. D. Schuler shared that New Parent Night was attended by approximately 50 parents, and Superintendent Schoen shared information about the Strategic Plan. In addition, Tiger Kids Club and policies and procedures were addressed, and the social worker explained her role at the school. Mr. Schuler added that conferences are at the end of September to help connect with parents earlier in the year. C. Milano asked about helping kindergarteners transition from parents to classroom. Mr. Schuler explained that they allow students and parents to come to the kindergarten hallway together, but then encourage separation as the child walks to the classroom as this helps with the transition for the student from home to school. C. Milano also asked how parents are transitioning to the new drop-off procedures. Mr. Schuler shared that some have complained but are adjusting, the traffic flow is much better, parents are more efficient with pick-up times and it is a safer option for the students. A. Johnson asked if any parents had requested half-day kindergarten this year. D. Schuler shared that all chose full day, but it is good that there is a built-in rest time for students due to the longer day.

C. Business Manager

Ms. Reeder reported that the proposed property tax levy was taken off the agenda because MDE has not determined the proper levy amounts. Delano Schools are waiting to approve the actual levy amount to avoid levying the max amount allowed. She added that the Truth in Taxation meeting will be held in the high school media center on December 15, 2014.

D. Community Education Director

Ms. Johnson reported that the Heritage Fest will be held on Saturday, September 20 from 9 a.m.-3 p.m. She added that CLIMB Theatre students will perform during the Heritage Fest. Ms. Johnson shared that TKC is full for grades K-4, but there is space in pre-k and grades 5-6. Youth As Resources (YAR) members will be determined soon, and the Destination ImagiNation Open House will be held Tuesday, September 16. Ms. Johnson added that CE's recreation programs are underway for fall and the Vision Quest Triathlon will be Saturday, September 20. She shared that the middle school play Peter Pan was a success, the 4H Hi Five Science Club is beginning, but space is limited due to space limitations at the elementary school.

## **11. Student Board Representatives Report**

A. Abbey Hutchins and Thomas Grover (absent)

Abbey Hutchins reported that the first two weeks for students went well. She added that elementary students are very excited about their new teachers, 8th graders are adjusting to choir and gym every other day instead of every day, and all high school activities have begun. Abbey added that the first season of the girls' swim team is going well, Homecoming is next week and the candidates were surprised at home by classmates at 5 a.m. in the morning. Abbey stated that many high school students are trying to determine how to balance their studies and activities, as too many commitments can be stressful on a student. She added that the school board representatives will be formulating questions to ask students throughout the year and the answers will be shared at each board meeting. This will keep the Board informed about what is happening throughout the student population.

## **12. Board Reports**

A. MAWSECO

A. Johnson attended the August meeting and the board discussed on SPED Forms, cost formula shares and the building project. She shared that the HLWW Board accepted ownership of the building and use of the building will be handled through a lease agreement.

B. Wright Technical Center

S. Baker reported that WTC has had a great start to the school year and are at capacity. She added that they are preparing for their audit. S. Baker stated that the mechanics program usually receives five donated cars per year, but did not receive any this year. She added that there are 20 students on the waiting list for the Alternative Learning Center and there are a few personnel issues which is affecting the running of the center.

C. Delano Area Sports Arena (DASA)

M. Larson reported that the cooling tower is up and running and the ice is in. He added that the Board reviewed the 2014-2015 budget and will look to approve the budget at the Monday, September 29 meeting.

D. City/School

L. Seguin reported that the Board met the week of September 8. She added that they discussed the demographic study done by Hazel Reinhardt to obtain the city's opinion on future growth. L. Seguin added that the city issues 30-35 building permits per year and this number should stay steady. She shared that manageable growth will continue in Delano and the city will continue to grow at a steady pace. L. Seguin added that the city has no plans to annex any land and they will be adding turning lanes off of Highway 30 to help with congestion at Tiger Drive. A Request for Action has been submitted and once approved the project will proceed.

**13. Old Business**

- A. Second read of Policy 516-Student Medication due to substantive and/or legal reference changes.  
**Upon motion by C. Milano, seconded by C. Black, the second read of Policy 516-Student Medication due to substantive and/or legal reference changes was approved. Motion passed.**

**14. New Business**

- A. Out-of-State Travel Request for Delano High School Band/Choir Trip  
**Upon motion by M. Larson, seconded by C. Milano, the request for out-of-state travel for the Delano High School band and choir trip was approved. Motion passed.**
- B. Approve Quote for Snowplowing for 2014-2015 and 2015-2016  
**Upon motion by L. Seguin, seconded by M. Larson, the Board of Education approved a quote from 4.0 Services for snowplowing for 2014-2015 and 2015-2016. Motion passed.**
- C. First read of policy due to substantive and/or legal reference changes: Policy 419-Tobacco-Free Environment.  
**Upon motion by C. Black, seconded by C. Milano, the Board of Education approved the first read of Policy 419-Tobacco-Free Environment due to substantive and/or legal reference changes. Motion passed.**

**15. Adjournment**

**Upon motion by C. Milano, seconded by L. Seguin, the meeting was adjourned at 8:33 p.m.**