

**SCHOOL BOARD MINUTES**  
Monday, August 26, 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, S Baker, R Durick, C Black and M Larson

Members Absent: Sarah Baker

**2. Approval of Meeting Agenda**

**Motion: Milano Second: Seguin Vote: 6-0**

**3. Program Review - DMS Auditorium Renovation Project Update, DHS Principal Steve Heil and Activities Administrator Mike Lindquist**

S. Heil shared that a group of parents, staff and community members have begun planning fundraisers to renovate the middle school auditorium. Plans are in place to replace seats and carpet, update the sound and light systems and then update the stage. The group has raised \$20,000 to date. Mark Seleski has offered marketing services free of cost to produce a youtube video to help motivate businesses to support this project and educate them on how it will positively affect the educational experience of our students. Street dance has been planned with Butch Automatic, former Delano graduates, as the entertainment. In addition, more fundraisers are being planned in the coming months and individuals can purchase seats to benefit renovation as well.

**4. Consent Agenda**

**Motion: Durick Second: Seguin Vote: 6-0**

A. School Board Minutes

1. July 22, 2013 Minutes

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**

**Motion: Milano Second: Larson Vote: 6-0**

**6. Personnel Matters:**

**Motion: Seguin Second: Durick Vote: 6-0**

**A. Retirements/Resignations/Terminations**

1. Troy Bergmann, DES 1st Grade Teacher, resignation effective 08-08-13.
2. Troy Bergmann, DMS 8th Grade Boys Basketball Coach, resignation effective for the 2013-14 school year.
3. Jamie Harms, DMS Special Education Paraprofessional, resignation effective 07-25-13.
4. Emily Wurm, DHS Special Education Paraprofessional, resignation effective 08-15-13.
5. Danielle Anastasia, TKC Student Aide, resignation effective 08-08-13.

**B. Recommendations for Employment**

1. Margaret Neutzling, DES 1st Grade Teacher, beginning 08-27-13. Replaces Troy Bergmann who resigned.
2. Virginia Diethart, DES Interventionalist, beginning 08-27-13.
3. Joshua Hiltner, DMS 8th Grade Football Coach, beginning 08-28-13. Replaces Matt Nohner who resigned.
4. Kayla Hofstedt, DES Long-term Substitute Teacher beginning 08-27-13 for Tammy Mathiowetz who is on family leave.
5. Kelly Rensink, DHS Junior Varsity Girls Tennis Coach, beginning 08-12-13. Replaces Anna Olson who resigned.
6. Damon Clare, DMS Special Education Paraprofessional, beginning 08-28-13. Replaces Emily Wurm who resigned.
7. Virginia Grefsrud, DMS Special Education Paraprofessional, beginning 08-28-13. Replaces Jamie Harms who resigned.
8. Kerry McIntire, DES Special Education Paraprofessional, beginning 08-28-13. Replaces Gayle Litfin who resigned.
9. Alison Swieton, DHS/DMS Special Education Paraprofessional, beginning 08-28-13. Replaces Kris Zeller who resigned.
10. Suellen Greller, COMM ED Long-term Substitute Pre-School Teacher beginning 08-23-13 for Lindsey Stotts who is on family leave.
11. Keaton Bonine, COMM ED Summer Camp Instructor, beginning 06-11-13.
12. Logan Dahl, COMM ED Summer Camp Instructor, beginning 06-11-13.
13. Cathryn Finn, COMM ED Summer Camp Instructor, beginning 06-11-13.

14. Laura Finn, COMM ED Summer Camp Instructor, beginning 06-11-13.
15. William Gallagher, COMM ED Summer Camp Instructor, beginning 06-11-13.
16. Kelly Rensink, COMM ED Summer Camp Instructor, beginning 06-10-13.
17. Angela Westlund, COMM ED Tiger Kids Club Substitute Teacher, beginning 08-28-13.
18. Emily Anderson, COMM ED Tiger Kids Club Aide, beginning 08-27-13.
19. Mitchell Brinkman, COMM ED Tiger Kids Club Aide, beginning 08-27-13.
20. Abbie Jaunich, COMM ED Tiger Kids Club Aide, beginning 08-29-13.
21. Amy Maki, COMM ED Tiger Kids Club Aide, beginning 08-27-13.
22. Miranda Schwartz, COMM ED Tiger Kids Club Aide, beginning 08-29-13.
23. Haley Seurer, COMM ED Tiger Kids Club Aide, beginning 08-27-13.
24. Ilsa Stone, COMM ED Tiger Kids Club Aide, beginning 08-27-13.
25. Jena VanderBroek, COMM ED Tiger Kids Club Aide, beginning 08-29-13.
26. Matthew Ditty, COMM ED Tiger Activity Center Monitor, beginning 8-12-13.
27. Anna Elsen, COMM ED Tiger Activity Center Monitor, beginning 08-12-13.
28. Hunter Hart, COMM ED Tiger Activity Center Monitor, beginning 08-12-13.
29. Rachel Oeffling, COMM ED Tiger Activity Center Monitor, beginning 08-12-13.
30. Samuel Palmer, COMM ED Tiger Activity Center Monitor, beginning 08-12-13.
31. Samuel Thomas, COMM ED Tiger Activity Center Monitor, beginning 08-12-13.
32. James Tormanen, COMM ED Tiger Activity Center Monitor, beginning 08-12-13.

#### C. Leaves of Absence

1. Virginia Diethart, DES Title I/Basic Skills, requesting a two year leave of absence from her current position beginning 08-27-13 to accept a new position as Interventionist at DES.

#### **7. 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.**

#### **8. Student Representative Reports**

**Alex Grant and Abby Hutchins introduced themselves to the board and public. They are both honored to have been chosen to serve in the capacity of student representative on the Delano Board of Education for a two-year term. M. Schoen publically thanked Delano resident Harlan Lewis for his involvement in adding students representatives to the board. C. Milano also added to thank Sam Nelson for supporting this initiative in the past.**

#### **9. Administrative Reports**

##### A. Superintendent

M. Schoen reported that 14 teachers took part in the New Teacher Workshop that was held on August

21 and 22. These teachers were given an overview of the district, worked with mentors and were sent a survey when the workshop was completed to make sure they feel comfortable when they start the school year. M. Schoen added that several teachers had already come in to get their classrooms ready and work on the start of the new year. He added that Wednesday, August 28, is the all-employee meeting that will kick-off the start of the new school year. In this meeting he will share details of the 5-year Strategic Plan, safety upgrades to the buildings and the new card key access system being implemented, along with additional district initiatives.

B. Principals:

1. Mr. Haas (reported for Ms. Klinkner)

Mr. Haas reported that the current enrollment in the middle school is 720 students, which includes 42 new students this year. He added that there are additional Special Education needs at the middle school, which has increased their special education staffing needs. Due to this increase, the middle school has added additional lockers and replaced lockers that no longer worked. J. Haas also shared that parents must turn in their emergency forms in order to pick up their students schedule to make sure that this vital information on each student is on file. In addition, two parent/student orientations were held during the week of August 21. The middle school teacher workshop was kicked off with a presentation by Bruce Miles. Bruce Miles will assist in laying out the strategic planning process in the middle school. J. Haas continued by explaining the WEB orientation program in the middle school and how 8th grade students are trained to help welcome incoming 5th graders into the school. The WEB program helps to create a collaborative culture so that all students throughout the school learn to interact together, so the incoming 5th graders don't feel left out.

2. Dr. Heil

Dr. Heil reported about the Student Leadership Team that was recently formed at the high school. These students were chosen for their leadership skills that have been viewed by staff members. This team will help strengthen initiatives that are introduced in the school and help make every student feel welcome and accepted. They will also be the voice behind what is going good and bad within the school walls. He shared that enrollment at the high school is 770 students. S. Heil shared that the average student ACT score for this year was 24.2 and that Minnesota has the highest ACT scores nationwide. He also stated that the MSHSL heat guidelines are being followed by all coaches and the football game scheduled for August 27 has been postponed. He invited all parents to attend the August 28 high school open house from 4-6 p.m. and shared that during the last half hour of the open house there will be a presentation for all incoming 9th graders and their parents as well as new student families about transitioning into the high school. S. Heil also spoke about LINK Crew, which is the student transition program which welcomes 9th graders into their new school. Link Crew welcomed 9th grade students into the high school on Monday, August 26.

3. Mr. Schuler

Mr. Schuler reported that the custodial staff did a tremendous job getting the school ready for the start of the year. The gymnasium floor was resurfaced and looks new. Kindergarten orientation was August 20, and students and parents got to experience kindergarten, while grades 1-4 will have open house on August 28. He reported that all his hires were complete and the new teachers were in last week. He shared that Virginia Diehart will move to the position of Reading Interventionalist which is possible because of a grant. August 27 will kick-off this year's professional development, which includes the Student Success Team, which will teach intervention strategies for helping students progress in school. ES enrollment is at 863 students and the building capacity is 750. All-Day Kindergarten will affect all kindergarteners next year and logistics will be a major issue. Two additional classrooms will be needed, along with more gym, music and lunchroom space, which equates to more specialist time needed as well.

**C. Business Manager**

Ms. Reeder reported that they are preparing for the fall audit. Bonnie Inforzato, Human Resources, has been very busy meeting with all the new staff. She also shared that at the September board meeting the preliminary levy will be presented for approval.

**D. Community Education Director**

Ms. Johnson reported that the fall community education brochure went out Friday, August 23. She shared that the middle school fall play, The Little Mermaid, will be presented September 5-7. The Wright County Extension 4H Clubs are partnering with CE to offer classes for elementary age students. Early Childhood/Preschool enrollment is down. Delano Community Education will be the beta site for the Minnesota Reading Corps Pre-K program to test effective Pre-K reading strategies. A. Johnson asked how this program will benefit Community Education. D. Johnson responded that it will be taught to entire classrooms, not just individual students. Tiger Kids Club has 198 kids in the program this fall. She also reminded staff and community members that the Vision Quest Triathlon for young students will be taking place this fall and help is needed around the school campus for this event.

## **10. Board Reports**

**A. MAWSECO**

A Johnson reported that the board finished up the Program Coordinator contract, made changes to summer personnel, received intent to negotiate with teachers that are members of MAWSECO.

**B. Wright Technical Center**

R Durick reported that the board met on August 6 and Ray Przekurat is the new director. The center is ready for the upcoming year and the staff is ready for school to start. Wright Technical Center have set benchmarks to move the school forward and they include; Image and Marketing Programming, Curriculum, Facility Upgrades and Technology.

**C. Delano Area Sports Arena (DASA)**

M Larson reported that the board adopted the 2013-14 budget. They are continuing maintenance and waiting for cold weather to put the ice in.

**D. Staff Development**

C Milano reported that they met two weeks ago. The highlight of the meeting was discussing the 5-Year Strategic Plan and how this plan will impact professional development. She added that they also discussed the new vision statement and mission of the strategic plan.

## **11. Old Business**

**A. Second Reading of Policy 902 Use of School Facilities and Equipment**

Motion: Durick Second: Milano Vote: 6-0

- B. Second reading of Policy 527 Student use and Parking of Motor Vehicles; Patrols, Inspections and Searches

Motion: Larson Second: Durick Vote: 6-0

- C. 2013-2014 District Calendar

M. Schoen reviewed the additional staff development day.

Motion: Larson Second: Milano Vote: 6-0

## 12. New Business

- A. Boys Tennis Agreement

M. Lindquist addressed the board regarding the 4-5 years that have led up to the proposed contract. He shared that they are following the Title 9 guidelines and will be in compliance if this contract passes. In addition, MSHSL considers how many other tennis teams are in the WCC for acceptance. He added that facility space and qualified coaches are available. There is a large interest in Boys Tennis in Delano and all the CE programs are full. It will take \$9000 to run the program. Most of the equipment athletes purchase on their own and for the next four years the boys tennis association will run the program. In the 5th year, the association asks that it will be revisited by the district to become a school sponsored sport. M. Schoen mentioned that Lacrosse has a similar agreement. A. Johnson asked if there was ever a possibility that boys and girls tennis would be in the same season. M. Lindquist responded no.

Motion: Larson Second: Durick Vote: 6-0

- B.

Memorandum of Agreement

Additional Duty Day for Staff Development

M. Schoen shared that there will be 182 days for teachers instead of 181 days. Board action will take place at August meeting.

Motion: Milano Second: Seguin Vote: 6-0

- C. Delano Facility Use Procedures Manual

D. Johnson explained that the procedures manual will guide how community education runs. She added that the new scheduling software was needed to streamline scheduling processes now that CE will be booking all city and district spaces. This manual will be a working document and will be updated as necessary. D. Johnson shared that she is looking forward to the implementation of these changes to CE.

Motion: Durick Second: Black Vote: 6-0

- D.

Facility Maintenance and Scheduling Agreement - City of Delano and Independent School District #879

School Board will act on this at August meeting and the city will act on this the week of September 2.

Motion: Seguin Second: Black Vote: 6-0

- E. Tiger Activity Center Fees

D. Johnson explained the changes in the Tiger Activity fees and added that these fees are competitive in comparison with surrounding communities.

Motion: Seguin Second: Milano Vote: 6-0

- F. First and only reading of policies due to non-substantive and/or legal reference changes. Policy-203.5 School Board Meeting Agenda, Policy 205-Open Meetings and Closed Meetings, Policy 405-Veteran's Preference; Hiring, Policy 414-Mandated Reporting of Child Neglect or Physical or Sexual

Abuse, Policy 418-Drug-Free Workplace/Drug-Free School, Policy 419-Tobacco-Free Environment, Policy 422-Policies Incorporated by Reference, Policy 523-Policies Incorporated by Reference, Policy 524-Internet Acceptable Use and Safety Policy, Policy 602-Organization of School Calendar and School Day, Policy 603-Curriculum Development, Policy 707-Transportation of Public School Students, Policy 709-Student Transportation Safety Policy, Policy 802-Disposition of Obsolete Equipment and Material.

Motion: Seguin Second: Milano Vote: 6-0

### **13. Adjournment**

**Motion: Durick Second: Seguin Vote: 6-0**