

**SCHOOL BOARD MINUTES**  
Monday, March 17, 2014 5:45 PM  
**Delano Public Schools**  
Independent School District #879, Delano Minnesota

**1. Call to order**

**The meeting was called to order at 5:47 p.m.**

**A. Record of members present or absent**

Members Present: A Johnson, C Milano, L Seguin, S Baker, R Durick, M Larson, C Black arrived late.

Members Absent: None

**2. Approval of Meeting Agenda**

**Upon motion by C. Milano, seconded by R. Durick, the Board of Education approved the meeting agenda. Motion passed.**

**3. Work Session**

**M. Schoen explained why Policy 617 needs to be repealed from Delano Public Schools district policies. He also shared details regarding the Teacher Evaluation Tool that is being developed by district staff. M. Schoen provided a third quarter update on the Strategic Plan, and discussed with the school board the procedure that will be used to replace a student representative that is resigning at the end of the school year. M. Schoen continued by updating the board on the 2014 Legislative Session and topics that will impact schools. M. Reeder shared details of the FY15 preliminary budget.**

**Upon motion by C. Black, seconded by L. Seguin, the Board of Education called the meeting to recess at 6:48 p.m. Motion passed.**

**Board Chair A. Johnson called the meeting out of recess and to order at 7:04 p.m.**

**4. Pledge of Allegiance**

**5. Program Review - Activities Update (Mike Lindquist)**

**M. Lindquist shared that spring sports are starting which includes Boys Tennis, which is beginning its first year as a MSHSL sport in Delano. In addition, Lacrosse is in a newly developed conference which will accommodate many small programs that were not already in a conference. M. Lindquist reviewed the fall and winter sports programs and the team and individual accomplishments. He added that the Wright County Conference (WCC) is changing next school year to include 12 teams, which will be split into east and west divisions. MSHSL is also investigating changing district structure in two years. M. Lindquist shared the the WCC contracted with Top 20 Training to teach student athletes about citizenship and sportsmanship. Student athletes have one more session to attend this spring. M. Lindquist added that he was involved in MSHSL coaching training and plans on exposing this to district coaches to help create continuity in coaching language and purpose state wide. He expressed that Facilities planning is going well. C. Black asked about concussion prevention. M. Lindquist stated that all athletes receive a baseline test for concussions and if a concussion occurs DPS has a protocol to handle those situations. A. Johnson asked about Mike's vision on the future of our activities department. Mike shared that our focus is to grow opportunities in athletics and the arts at Delano Public Schools by developing relationships with associations that are feeder groups for high school**

**athletics In addition, he wants to educate students about balance and the benefits of being a multiple sport athlete.**

**6. Consent Agenda**

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

A. School Board Minutes

1. February 24, 2014
2. March 10, 2014 Special Meeting

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 Acceptance of Gifts. Motion passed.**

**8. Personnel Matters:**

**A. Johnson thanked Jan Boghani for her dedicated years of service as a teacher, and Steve Brown and Dan Paulson for the years they dedicated to coaching hockey at Delano Public Schools.**

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

A. Retirements/Resignations/Terminations

1. Janet Boghani, DES Grade 2 teacher, retirement effective 06-11-14 or at the end of the 2013-14 school year. In Delano Schools for 38 years.
2. Kiz Gorham, DMS Grade 8 Mathematics, resignation effective 06-11-14 or at the end of the school year.
3. Laura MacLean, DMS Physical Education, resignation effective 02-12-14. Previously on family leave of absence.
4. Faith Wiest, DHS/DMS Food Service, resignation effective 03-11-14.

5. Rachel Oeffling, COMM ED Tiger Activity Center Monitor (student), resignation effective 03-19-14.
6. Marcie Heikkila, COMM ED Tiger Activity Center Supervisor (adult), resignation effective 05-14-14.
7. Steve Brown, Head Varsity Hockey Coach, retirement effective the end of the 2013-2014 Hockey season. Coached hockey for 19 years.
8. Dan Paulson, Assistant Hockey Coach, retirement effective the end of the 2013-2014 Hockey season. Coached hockey for 15 years.

#### B. Recommendations for Employment

1. Nora Suttner, DES Long-term Substitute Physical Education, beginning 02-25-14 through 03-14-14 for Paul Stang.
2. Bjorn Bakke, DMS Long-term Substitute Special Education, beginning 03-31-14 through 05-09-14 for Mackenzie Narins who will be on family leave.
3. Melanie Kern, DMS Junior High Track Coach, beginning 03-30-14. Replaces Sean Roff who resigned.
4. Wendy Kramp, DES Special Education Paraprofessional, increase in hours per week effective 02-18-14 due to increase needs of students in the ECSE program.
5. Sophie Luoma, COMM ED Water Aerobics Substitute Instructor, beginning approximately 02-25-14.
6. Jodi Solberg, COMM ED Tiger Activities Center adult supervisor, beginning 02-14-14. New position.

#### C. Contract Changes/Approvals

1. Linda Schmidt, DES Grade 1, requesting lane change from BA+30 to BA+45, effective 03-20-14.

#### D. Leaves of Absence

1. Marjorie Miller, DMS Grade 7/8 Social Studies teacher, requesting family leave beginning approximately 05-02-14 through the remainder of the 2013-14 school year.
2. Paul Stang, DES Physical Education teacher, requesting medical leave of absence beginning 02-25-14 through approximately 03-14-14.

**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 presented a third quarter Strategic Plan update on the four major aims. He shared that staff are continuing their work on Curriculum Mapping for the district and Professional Development planning is taking place for next year. In addition, the enhanced wireless solution for the district will be up and running by April which completes Technology's quarter goal, and for Facilities, the district is entering into a relationship with WOLD Architects to do a comprehensive

analysis of our facilities that will bring recommendations to the district. Superintendent Schoen added that this is due to increased needs and enrollment. Superintendent Schoen shared that the 2014 Legislative Session is underway and items being discussed are a Bullying Bill and Free and Reduced Lunch Guidelines. Superintendent Schoen expressed appreciation for the 2nd Act Middle School Auditorium Project and all the funds donated and work completed to complete Phase I of the auditorium transformation. He added that over \$100,000 has been raised through fundraising and private donations. These funds helped update the sound system, lighting, provided new carpet and replaced seats.

B. Principals:

1. Ms. Klinkner

Ms. Klinkner reported that Delano Middle School will implement a trimester schedule in the 2014-15 school year, which will impact 7th and 8th graders. Students' will experience a 6 period day, replacing a Day 1, Day 2 schedule. This schedule change will increase instructional minutes in core subject areas. Ms. Klinkner stressed that continuity and consistency in classes will help build stronger relationships with teachers. She added that music and physical education will be reduced to every other day and there will be no Encore class. Ms. Klinkner stated that she is a member of the Minnesota Middle School Principals Alliance. This is a group recently formed to discuss issues facing middle schools today to help improve teaching practices and school climate.

2. Dr. Heil

Dr. Heil thanked hockey coaches Steve Brown and Dan Paulson for their commitment to the program over the past several years. He reported that the entire high school and middle school administrative staff went to Skyward training to be cross trained on scheduling procedures. Dr. Heil shared that the SciTech Festival will be held on Thursday, April 10, in the Tiger Activity Center and will include 12 colleges and many local businesses. He added that state testing is four weeks away and is all computerized this year. Dr. Heil stated that DHS students will be participating in a healthy living survey this month, Prom tickets are on sale and many DHS students are travelling to China and Spain over spring break. Dr. Heil shared that Phase I of the MS Auditorium Restoration Project is completely funded. He added that Phase II will begin soon which includes lighting enhancements, stage improvements and multimedia updates. Dr. Heil voiced his concerns about social media and the increase of inappropriate use by students. He asked parents to continue to educate their students on the appropriate use of social media.

3. Mr. Schuler

Mr. Schuler reported that Delano Elementary was asked by the University of Minnesota to participate in a K-4 formative assessment for teachers. He added that this was a 15-20 minute student reading test that is part of a research project at the U of M, will reduce a student's test time in front of a computer by 50-60%, was free of charge and DES received a stipend for participating in this project. Mr. Schuler extended his thanks to the many teacher-led committees and volunteers who helped with the activities assembled at the elementary over the past months. Mr. Schuler sited that the 2014-15 hiring process is beginning and they are in the process of welcoming the students and parents of the class of 2027 at Kindergarten Roundup nights. He added that the Tiger Fun Fair will be held on Saturday, April 5, and they are looking for volunteers for this event.

C. Business Manager

Ms. Reeder reported that there will be four, four-year school board positions on the ballot in November 2014. She added that school board candidate packets will be prepared soon.

D. Community Education Director

Ms. Johnson thanked the Delano-Loretto United Way for their donations to Community Education. She added that the Community Education building will have some maintenance completed over spring break. Ms. Johnson shared that Tiger Kids Club fall registration and Wee Tiger Preschool fall registration has begun. She added that the last days for Early Childhood Health & Development Screening will be April 24 and 25. Ms. Johnson stated that Community Education will be recruiting for two part-time Minnesota Reading Corps volunteers for the 2014-15 school year. She also shared that Destination ImagiNation regional competition has started, four teams have qualified for state competition and seven additional teams will compete Saturday, March 22. Ms. Johnson added that SHARP members will be involved in tobacco training and will be volunteering at the Tiger Fun Fair. Ms. Johnson said that staff training for the newly installed facilities and member management software took place this week, and fixes to the software are in process. A. Johnson and L. Seguin asked about the time it has taken to implement the new software.

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

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

Alex Grant extended his congratulations to teacher Jan Boghani on her retirement. He stated that Prom season has begun and there are new and creative ways that students are asking their dates to this event. Alex added that he was part of the DES National Blue Ribbon ceremony with the Tiger Mascot and he thanked the community for their support in raising funds for the new Tiger suit. Abbey Hutchins shared that 5th graders are selling chocolate bars to help fund their trip to LLCC in May, 5th and 6th graders are involved in reading activities for I Love to Read month, HS musicians are practicing for the upcoming Solo and Ensemble contests, and athletes are heading into the spring sport season. A. Johnson asked the student representatives their perspective on social media use. Alex stated that both parents and students need to understand how to use social media responsibly. Abbey added that many students use social media apps improperly because of lack of knowledge and she suggested school wide education to explain use and punishments of misuse. M. Schoen stated that Delano Public Schools are examining other schools social media policies to determine how to address this issue in our school district.

## **12. Board Reports**

### **A. MAWSECO**

A. Johnson attended the last meeting on February 25. She added that the Board took a tour of "Wings," a chemical dependency program for males and females that have patients from many different states with an average inpatient treatment of 90 days. A. Johnson expressed that financial and state aid was discussed, as MAWSECO cannot levy or borrow and rely on member districts for funding. She added that classified employee negotiations are beginning. In addition, conversations about where to house MAWSECO's office and programs are beginning due to the demolition of HLWW middle school.

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

R. Durick attended the last meeting on March 4. He expressed that WTC's financials are strong and on track and negotiations for WTC employees have started. R. Durick reported that the Board discussed their Strategic Plan goals. He added that students have begun helping market WTC by writing articles about the school, and the Director is presenting to member School Boards to share WTC's vision. In addition, the Youth Apprenticeship Coordinator has been hired and is beginning to set up this program and technology upgrades at the center have been completed. R. Durick stated that this year the students house-build is sold through sealed bids, but next year Habitat for Humanity will supply the materials and the house will be donated to them. He added that they are beginning the Curriculum Mapping process and beginning to build Professional Learning Communities at WTC. R. Durick stated that WTC's calendar is complete and was modeled after Buffalo's school

calendar.

C. Curriculum Advisory Council

L. Seguin reported that this committee did not meet.

D. Schools for Equity in Education (SEE)

C. Milano reported that four Bills have been presented at the 2104 Legislative Session which will affect 30% of SEE districts. She added that a Bullying Bill is being considered to improve school climate. C. Milano invited individuals to attend SEE Day at the Capitol on Tuesday, April 8, to speak to legislators about equality in school funding. She added that state school spending targets were released from February forecasts and teacher evaluations were also discussed. C. Milano expressed that SEE discussed possible tax increases and the hardship schools face in maintaining buildings and facilities.

E. Delano Area Sports Arena (DASA)

M. Larson reported that this committee did not meet.

### 13. Old Business

A. **Second read of policies due to substantive and/or legal reference changes:** Policy 410-Family and Medical Leave Policy and Policy 413-Harassment and Violence.

**Upon motion by L. Seguin, seconded by R. Durick, the Board of Education approved the second read of policies 410 and 413 due to substantive and/or legal reference changes. Motion passed.**

### 14. New Business

A. Dissolution of Girls Swimming Cooperative Sponsorship

**Upon motion by C. Milano, seconded by C. Black, the Board of Education approved the Dissolution of Girls Swimming Cooperative Sponsorship. Motion passed.**

B. 2014-2015 School Calendar

**Upon motion by R. Durick, seconded by L. Seguin, the Board of Education approved the 2014-2015 School Calendar. Motion passed.**

C. Repeal of Policy 617-School District Ensurance of Preparatory and High School Standards due to change in Minnesota Statute, Profile of Learning.

**Upon motion by M. Larson, seconded by C. Milano, the Board of Education repealed Policy 617. Motion passed.**

D. Middle School Surplus Equipment

**Upon motion by L. Seguin, seconded by M. Larson, the Board of Education approved the Middle School Surplus Equipment. Motion passed.**

### 15. Adjournment

**Upon motion by R. Durick, seconded by L. Seguin, the meeting was adjourned at 8:42 p.m.**