

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
PROBSTFIELD CENTER FOR EDUCATION
DECEMBER 15, 2014
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MEMBERS PRESENT: Lisa Erickson, Cindy Fagerlie, Carol Ladwig, Scott Steffes, Bill Tomhave, Matt Valan, and Dr. Lynne A. Kovash.

MEMBER ABSENT: Laurie Johnson.

CALL TO ORDER: Chair Fagerlie called the meeting to order at 7:00 p.m. and led everyone in attendance with the Pledge of Allegiance.

PREVIEW OF AGENDA: Superintendent Kovash recommended approval of the agenda to proceed with a revised Moorhead High School Registration Guide (pages 1-86).

APPROVAL OF AGENDA: Valan moved, seconded by Steffes, to approve the agenda as revised. Motion carried 6-0.

WE ARE PROUD:

We Are Proud of Mario Valdez, a paraprofessional at Moorhead High School, who received the Enderle Severson Transition Rating (ESTR) Award at the Community Transition Interagency Committee's Transition Expo for students with disabilities in October. This award is given annually to an individual who has been instrumental in ensuring youth with an Individual Education Plan are equipped to successfully transition from high school to adulthood.

We Are Proud of Mary Flesberg, business teacher at Moorhead High School, for receiving the 2014 President's Award from Minnesota Business Educators, Inc. (MBEI) on Nov. 7, 2014. This is an award of merit given annually by the current president of MBEI to a member who has gone beyond the call of duty to assist the organization. Flesberg was selected for her service to MBEI as a long-time board member, past president and awards chair and for her support of all members of MBEI, including mentoring new teachers and assisting with state meetings and conferences.

We Are Proud of Travis Henry, Web and application developer, Pam Gibb, communications coordinator, and Dan Markert, executive director of Information Systems and Instructional Support, whose work on the responsive-designed public website was recognized by the Minnesota School Public Relations Association. The district's public website received a MinnSPRA Star Award for Electronic Media at the MinnSPRA fall conference in November. Judges noted the consistent appearance, ease of navigation, responsive design, and use of bright graphics.

MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS: (Citizens who wish to address a non-agenda item have the opportunity to speak by raising their hand and being recognized by the School Board chair. Speakers must state their name and will be limited to three

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minutes. Speakers must complete the sign-up form, which outlines the public input process, and submit it to the School Board secretary.) None.

APPOINTMENT OF CLERK: Tomhave moved, seconded by Ladwig, to appoint Lisa Erickson to serve as clerk pro tem for the meeting. Motion carried 6-0.

CONSENT AGENDA: Ladwig moved, seconded by Steffes, to approve the following items on the Consent Agenda:

Minutes - Approve the November 24, 2014 Special Meeting Minutes and the November 24, 2014 Regular Meeting Minutes as presented.

Claims - Approve the December Claims, subject to audit, in the amount of \$2,662,893.23.

General Fund:	\$2,413,409.55
Food Service Fund:	\$235,339.26
Community Service Fund:	\$14,144.42
TOTAL	\$2,662,893.23

The November Wire Payments, subject to audit, in the amount of \$1,548,115.23.

General Fund:	\$1,548,115.23
TOTAL	\$1,548,115.23

Donations - Approve donations from an anonymous donor for a variety of new children's clothing ranging from sizes pre-K to primary at a value of \$600 and from the Michael Culloton family for a piano valued at \$500 for the kindergarten music room at Ellen Hopkins Elementary School. Administration will send thank you letters.

Family/Medical Leaves

Sheila Waclawik - Administrative Assistant, Community Education, effective November 11, 2014 for an undetermined amount of time.

Cody Martinson - Teacher, Horizon Middle School, effective November 18, 2014 through November 25, 2014.

Jeanna Krabbenhoft - Paraprofessional, Red River Area Learning Center, effective December 4, 2014 for an undetermined amount of time.

Scott Peterson - Teacher, Horizon Middle School, effective December 9, 2014 through December 24, 2014.

Megan Dahl - Teacher, S.G. Reinertsen Elementary, effective January 9, 2015 for approximately

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8 weeks.

Elizabeth Schumacher - Teacher, Robert Asp Elementary, effective March 24, 2015 through June 2, 2015.

Melissa Hagen - Teacher, Robert Asp Elementary, effective April 6, 2015 through June 2, 2015.

Change in Contract

Ken Manzella - Bus Driver, Transportation, to Night Custodian, 1.0 FTE A12(4), \$16.87 per hour, 8 hours per day, effective December 4, 2014 (replaces Jacob Mueller).

Resignations

Princess Diagor - Food and Nutrition Server, Probstfield Elementary, effective October 31, 2014.

Sean Herrmann - Bus Driver, Transportation, effective November 10, 2014.

Rebecca Flores - Food and Nutrition Server, Probstfield Elementary, effective November 17, 2014.

Tamara Rasheed - Crossing Guard/Lunchroom Supervisor, S.G. Reinertsen Elementary, effective December 2, 2014.

Vicky Schempp - Food and Nutrition Server, Horizon Middle School, effective December 23, 2014.

Aesha Lietaert - Teacher, S.G. Reinertsen Elementary, effective December 23, 2014.

Retirement

Jackie Migler - Program Manager, Learner Support Services, effective December 1, 2014.

New Employees

Ricky Balboa - Paraprofessional, Horizon Middle School, B21 (0-2) \$15.37 per hour, 6.75 hours per day, effective December 1, 2014 (replaces Joanne Lien).

Ben Fraase - Paraprofessional, Ellen Hopkins Elementary, .5 FTE, B21 (3) \$15.93 per hour, 3.38 hours per day, effective December 12, 2014 (tuition).

Katie Carlson - Teacher, S.G. Reinertsen Elementary, 1.0 FTE, BA (0) \$34,763.00, effective January 5, 2015 (replaces Aesha Lietaert).

Heather Reilly - Food and Nutrition Server, Ellen Hopkins Elementary, 2.75 hours per day, \$10.00 per hour, effective January 5, 2015 (replaces Molly Andrews).

Carla Bakken - Bus Driver, Transportation, 4 hours per day, \$14.26 per hour, effective December 15, 2014 (replaces Sean Herrmann).

American Indian Education Transmittal of Resolution Renewal - Approve the American Indian Education Transmittal of Resolution for submission to the Minnesota Department of Education by December 15, 2014.

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Solutions Behavioral Healthcare Professionals Agreement - Approve the agreement with Solutions Behavioral Healthcare Professionals (Solutions) to provide mental health services as described in the agreement through the state-funded School Linked Mental Health grant.

Motion carried 6-0.

FISCAL YEAR 2014 AUDIT REPORT: Jaime Fay, Eide Bailly LLP, presented the executive summary of the district's 2013-14 annual audit report. The report provides an overview of the district's finances and demonstrates the district's accountability for the money it receives and spends.

Kovash left the meeting at 7:07 p.m. and returned at 7:21 p.m.

Total revenues budgeted were \$60.8 million and actual revenue was \$62.8 million with a difference of 3.4 percent or just over \$2 million. The positive variance was due in part to special education aid, which is usually budgeted conservatively, and to increased student enrollment.

For expenditures the district had budgeted \$61.8 million. Actual expenditures were lower at \$60 million for a difference of \$1.8 million or 2.8 percent. This variance was due to some construction expenses originally budgeted for 2013-14 being moved to the current year's budget. The district, on a cost-per-student basis, continues to spend just below the state average in the areas of administration and regular instruction.

By spending less than budgeted, the district added \$2.8 million to the fund balance. This puts the district at 18.5 percent for its unassigned general fund balance for the first time in the last five years.

The complete audit and the executive summary are available on the district's website.

Steffes moved, seconded by Tomhave, to accept the fiscal year 2014 school district audit report as presented by Jaime Fay, Eide Bailly LLP. Motion carried 6-0.

WEST CENTRAL REGIONAL JUVENILE CENTER EDUCATION PROGRAM PROPOSAL: Deb Pender-Tilleraas, director of alternative programs, and Jill Skarvold, executive director of learner support services, presented information related to the proposal requesting additional staff, technology and supplies and materials.

Pender-Tilleraas thanked Carol Ladwig for her friendship with at-risk students and for the many years working together.

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The proposal was a request for consideration of the reinstatement of a second classroom in the secure detention facility at the West Central Regional Juvenile Center – Secure Detention Program. The Clay County Board of Commissioners have entered into a collaborative agreement with the Cass County Board of Commissioners (North Dakota) to provide secure detention services for law enforcement holds and/or Cass County court service placement beginning January 1, 2015. This arrangement necessitates an expanded student capacity for educational services provided by Moorhead Area Public Schools in the detention program.

Fifty percent (equivalent to 8 students) of the costs will be paid by North Dakota schools through a per diem rate in order to reflect no cost to Moorhead Area Public Schools. The remaining 50 percent reflects the costs Moorhead Area Public Schools is already paying in order to educate the increased number of students at the West Central Regional Juvenile Center. All costs for nonresident students are billed to the students' resident district.

Valan moved, seconded by Ladwig, to approve the proposal for the West Central Regional Juvenile Center Education Program effective January 1, 2015. Motion carried 6-0.

CERTIFICATION OF FINAL 2014 PAYABLE 2015 PROPERTY TAX LEVY: Lunak presented information related to certifying the 2015 property tax levy. The total levy amount is \$13,265,092.72 million. Lunak reported on the list of 98 properties that qualify for the two-year economic development property tax abatement that was approved by the School Board on September 10, 2012. Of the 98 properties listed, 88 are newly constructed residential structures and 10 are remodeled existing homes and apartments. Pursuant to Minn. Stat. 469.1813, Subd. 5a, a governing body of the political subdivision may approve an abatement only after holding a public hearing on the abatement. Annually for the three-year period of the abatement, the abated amount will be included in the approved final levy figures as presented for final certification. The total estimated abatement for the 2014 assessment is \$45,414.14.

Valan left the meeting at 7:48 p.m. and returned at 7:52 p.m.

Over the last three years, Moorhead Area Public Schools has decreased its levy by more than \$1 million. The district's property tax levy decreased by 2.5 percent (\$350,493) for 2013. For 2014, the district's property tax levy decreased by 3.1 percent (\$435,536). Moorhead Area Public Schools' property tax levy will decrease by 1.78 percent for 2015. Most of the decrease is because the district refinanced a portion of its long-term debt in January to save approximately \$3.8 million in interest payments over seven years.

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Lunak noted that the district has reduced the levy while adhering to the five priority areas outlined for the 2010 operating levy referendum. The operating levy has allowed the district to meet the first priority area of providing a source of stable revenue and avoiding further reductions. Additionally, the district continues to address the other four operating levy priority areas: funding classroom teachers and world language teachers, implementing all-day kindergarten and updating technology.

Most of the change in the levy amount is because of the refunding of the district's debt, which decreased the debt service levy. Other reductions were from decreases related to adjustments for the prior year, community service, and the operating referendum levy, which was offset by an increase in state aid. Increases were seen in other local levies such as the health and safety levy to cover qualifying capital projects, and the lease levy, which is being used to fund part of the classroom additions at Robert Asp Elementary and Probstfield Center for Education.

Factors that affect whether a tax bill for an individual property increases or decreases include changes to a property's value, changes to the total value of all property in the district, and increases or decreases in levy amounts caused by changes in state funding formulas, local needs and costs, voter-approved referendums and other factors. Lunak noted that the district does not have any control over individual property and district property values being adjusted.

Included in this year's hearing was information about the economic development property tax abatement that the City of Moorhead, Clay County and Moorhead Area Public Schools approved in September 2012. The district's estimated abatement for the 2014 assessment is \$45,414.14 for the 98 properties (88 new and 10 remodeled) that qualified for the abatement. The actual amount will be included in next year's levy.

A revised budget for fiscal year 2015 will be brought to the board in January. Next year's budget will be adopted in June 2015.

Chair Fagerlie requested comments and questions from the public. None were received.

Tomhave moved, seconded by Valan, to approve the certification of the final 2014 Payable 2015 Property Tax Levy in the amount of \$13,265,092.72. Motion carried 6-0.

MOORHEAD HIGH SCHOOL REGISTRATION BOOK: Josh Haag, Moorhead High School assistant principal, reviewed the revised registration and planning guide, which had been updated and aligned to World's Best Workforce and student transitional planning requirements.

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Included in the registration and planning guide were the graduation requirements, early college credit options, entrance criteria for local colleges and universities, career and life options, and a comprehensive outline of all courses offered at Moorhead High School.

Steffes moved, seconded by Ladwig, to approve the Moorhead High School Registration and Planning Guide as presented. Motion carried 6-0.

APPROVAL OF POLICY: Tomhave moved, seconded by Ladwig, to approve the policy, School Board Public Hearings 212, as presented. Motion carried 6-0.

APPROVAL OF POLICY: Steffes moved, seconded by Ladwig, to approve the policy, Gifts to Employees 449, as presented. Motion carried 6-0.

APPROVAL OF POLICY: Tomhave moved, seconded by Erickson, to approve the policy, Protection and Privacy of Student Records 504, as presented. Motion carried 6-0.

APPROVAL OF POLICY: Valan moved, seconded by Steffes, to approve the policy, Hazing Prohibition 571, as presented. Motion carried 6-0.

APPROVAL OF POLICY: Tomhave moved, seconded by Erickson, to approve the policy, Drug-Free Workplace/Drug-Free School 572, as presented. Motion carried 6-0.

APPROVAL OF POLICY: Ladwig moved, seconded by Steffes, to approve the policy, Student Dress and Appearance 577, as presented. Motion carried 6-0.

APPROVAL OF POLICY: Steffes moved, seconded by Tomhave, to approve the policy, Facility and Site Improvement and/or Development 701, as presented. Motion carried 6-0.

APPROVAL OF POLICY: Ladwig moved, seconded by Tomhave, to approve the policy, Student Transportation Eligibility Guidelines 720, as presented. Motion carried 6-0.

APPROVAL OF POLICY: Steffes moved, seconded by Tomhave, to approve the policy, School District Owned Vehicle Reservation 722, as presented. Motion carried 6-0.

APPROVAL OF POLICY: Ladwig moved, seconded by Valan, to approve the policy, Fund Balance 802, as presented. Motion carried 6-0.

APPROVAL TO SCHEDULE SPECIAL SCHOOL BOARD MEETING: Valan moved, seconded by Steffes, to approve scheduling Monday, January 5, 2015 from 6:00 - 8:00 p.m. to

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conduct a special School Board meeting for the purpose of administering the Oath of Office for new board members and a Facilities Master Plan work session. Motion carried 6-0.

SCHOOL DISTRICT FACILITIES UPDATE: Lunak provided a brief construction update for Probstfield Elementary School and reported all kindergarten classes for next year will be located at Probstfield Elementary including Spanish immersion classrooms.

SUPERINTENDENT REPORT: Dr. Kovash briefly reviewed a draft organizational chart. Board members were asked to contact her if they had ideas and/or concerns related to the organizational chart.

COMMITTEE REPORTS: Brief reports were heard regarding the S.G. Reinertsen Learning Walks, RRALC Family Night, Instruction and Curriculum Advisory Committee, Special Education Parent Advisory Council, Facilities Master Plan Task Force and Steering Committee, MSBA Delegate Assembly, MHS PTAC, Joint Powers Committee, Executive Finance Committee, Robert Asp PTAC, Continuing Education Committee, Health/Safety/Wellness Committee, and Activities Advisory Council meetings.

Board members thanked Carol Ladwig for answering the call when a vacancy occurred within the board. Ladwig thanked the administration and fellow board members for the opportunity to serve.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Kovash reminded board member to return the MREA Board of Directors and Region 1 Joint Powers Board ballots to Michelle. Kovash also requested board members to contact Michelle if planning to attend the demonstration of the electronic board agenda software scheduled for December 16, 17 and 18.

ADJOURNMENT: Hearing no objections, the Chair adjourned the meeting at 8:55 p.m.

Lisa Erickson, Clerk Pro Tem