ORGANIZATIONAL MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT #152
PROBSTFIELD CENTER FOR EDUCATION
JANUARY 11, 2016
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MEMBERS PRESENT: Mark Altenburg, Lisa Erickson, Cindy Fagerlie, Laurie Johnson, Scott Steffes, Bill Tomhave, Matt Valan and Dr. Lynne A. Kovash.

MEMBER ABSENT: None.

CALL TO ORDER AND ROLL CALL: Chair Fagerlie called the meeting to order at 7:00 p.m., requested board member roll call, and led everyone in attendance with the Pledge of Allegiance.

Members Present: Mark Altenburg, Lisa Erickson, Cindy Fagerlie, Laurie Johnson, Scott Steffes, Bill Tomhave, Matt Valan, and Dr. Lynne A. Kovash.

Members Absent: None.

PREVIEW OF AGENDA: Superintendent Kovash recommended approval of the agenda as presented.

APPROVAL OF AGENDA: Steffes moved, seconded by Johnson, to approve the agenda as presented. Motion carried 7-0.

WE ARE PROUD:

We Are Proud of Moorhead High School students Brian Craig, Stefan Duginski and Alexander Volk for being named semifinalists in the National Scholarship Program. Approximately 16,000 semifinalists were recognized this year. The nationwide pool of semifinalists represents less than one percent of U.S. high school seniors. About 1.5 million juniors entered the 2016 National Merit Program by taking the 2014 Preliminary SAT/National Merit Scholarship Qualifying Test.

Semifinalists have an opportunity to continue in the competition for more than 7,400 National Merit Scholarships that will be offered next spring. To continue, semifinalists must fulfill several requirements and advance to finalist standing.

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

ORGANIZATION OF THE SCHOOL BOARD:

Election of Officers: Fagerlie moved, seconded by Steffes, to nominate the following slate of
officers for the one-year term (2016) on the Moorhead School Board, and cast a unanimous ballot by acclamation:
    Chairperson: Bill Tomhave
    Vice-Chair: Scott Steffes
    Clerk: Matt Valan
    Treasurer: Laurie Johnson

Motion carried 7-0.

Committee Appointments: Erickson moved, seconded by Fagerlie, to approve the committee appointments as discussed:

DISTRICT-WIDE STANDING COMMITTEES:
Erickson and Valan - Activities Advisory Council
Erickson and Altenburg - Community Education Advisory Council
Tomhave and Johnson - Citizen Finance Advisory Committee
Tomhave and Johnson - Executive Finance Committee
Fagerlie and Johnson - Health Insurance Committee
Valan and Altenburg - Instruction and Curriculum Advisory Committee (ICAC)
Valan and Altenburg - Safe and Healthy Learners Committee
Tomhave and Johnson - Policy Review Committee

ADMINISTRATIVE COMMITTEES:
Not Required - Calendar Committee
Fagerlie and Erickson - Continuing Education Committee
Johnson - Early Childhood Family Education Advisory Committee
Erickson and Steffes - Health/Safety/Wellness Committee
Fagerlie - Indian Education Parent Committee
Valan and Tomhave - Legislative Committee
Valan - Minnesota State High School League
Fagerlie and Johnson (Steffes Alternate) - Negotiations Committee
Erickson - Sabbatical Leave Committee
Erickson and Valan - Staff Development Committee
Valan - Special Education Parent Advisory Committee
Members Rotate - Superintendent’s Advisory Council (SAC)
Fagerlie (Tomhave Alternate) - District Technology Committee
Steffes (Valan Alternate) - Title I District Parent Advisory Committee

COMMUNITY COMMITTEES:
Tomhave (Steffes Alternate) - Clay County Joint Powers Collaborative Governance Board and Executive Committee (Board of Directors)
Tomhave and Steffes - Joint Powers Committee

ADOPT-A-SCHOOL:
Altenburg - Ellen Hopkins Elementary
Steffes - Robert Asp Elementary
Erickson - S.G. Reinertsen Elementary
Fagerlie - Horizon Middle
Tomhave - Moorhead High  
Valan and Johnson - Red River Area Learning Center  

Motion carried 7-0.  

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

Minutes - Approve the December 14, 2015 meeting minutes as presented.  

Education Moorhead Grievance 1050 - The Moorhead School Board denies Education Moorhead Grievance 1050.  

Claims - Approve the January Claims, subject to audit, in the amount of 2,047,212.87.  
  General Fund: $1,649,516.81  
  Food Service Fund: $168,098.34  
  Community Service Fund: $10,076.92  
  Building Construction Fund: $219,520.80  
  TOTAL: $2,047,212.87  

The December Wire Payments, subject to audit, in the amount of $2,401,957.70.  
  General Fund: $1,958,696.30  
  Building Construction Fund: $439,625.40  
  Post Employment Irrevocable Trust Fund: $3,636.00  
  TOTAL: $2,401,957.70  

Food Literacy Donation - Approve and accept the grant of $7,500.00 and direct administration to send a thank you. An anonymous donation from a private foundation rewarded the Moorhead Area Public Schools. The private foundation developed a food literacy program for preprimary and kindergarten classrooms which was piloted in 60+ classrooms last year. In early 2016 the foundation is giving the program, with all materials, supplies, resources and seed funding, to partner schools. The proposed grant will cover 24 kindergarten and 6 Jump Start classrooms at $250/classroom, for a total grant of $7500.00 for Probstfield Kindergarten Center. In-kind donation of curriculum materials, supplies and resource guides is $100/classroom, or an additional $3,000.00.  

Memorial Donation - Approve the donation of $300.00 for Moorhead Area Public Schools and direct administration to send a thank you. The family of Frances Flaig made the memorial donation of $300.00 in Frances honor to be used for the elementary program at Moorhead Area Public Schools.  

Lunch Program Donation - Approve and accept the donation from FM Builders Exchange in the amount of $1000.00 for the lunch program and direct administration to send a thank you. The donation will be used to provide students who otherwise could not afford a hot lunch.  

Lease Agreement with Lakes Country Service Cooperative - Approve a six-month commercial lease agreement with Lakes Country Service Cooperative at the initial annual cost of $22,250.00.
Authorization of LEA Representative for Title III AMAO Improvement Planning - Approve Melissa Eidsness as the Title III AMAO LEA Representative for the 2015-16 school year.

Field Experience Agreement - Approve the agreement with Luther College Field Experience as presented.

Change in Contracts
Jarrod Pahl - Paraprofessional, Horizon Middle School to Hall Monitor, Moorhead High School, 8 hours per day, effective January 4, 2016. (Replaces Zikri Ahmed)
Khalisa Yasin - Lunchroom Supervisor, S.G. Reinertsen Elementary to Paraprofessional, Probstfield Elementary, B21 (0-2) $15.74 per hour, 6.75 hours per day, 4 days per week, effective January 4, 2016.

Family/Medical Leaves
Toni Bach - Counselor, Moorhead High School, Family Medical Leave (FMLA), effective December 8, 2015 through January 2, 2016.
Gena Whiteford - Paraprofessional, Horizon Middle School, Family Medical Leave (non-FMLA), effective December 8, 2015 for an undetermined amount of time.
Kim Melander - Teacher, Ellen Hopkins Elementary, Family Medical Leave (FMLA), effective December 18, 2015 through December 22, 2015.
Karen Krebsbach - Teacher, Moorhead High School, Family Medical Leave (FMLA), effective January 11, 2016 through approximately January 22, 2016.
Lance Kelly - Teacher, Moorhead High School, Family Medical Leave (FMLA), effective in February 11, 2016 through approximately March 11, 2016.
Jennifer Hammer - Teacher, Probstfield Elementary, Family Medical Leave (FMLA), effective May 7, 2016 for the remainder of the school year.

Other Leave
Nicole Giffey - Paraprofessional, Probstfield Elementary, effective approximately February 14, 2016 for the remainder of the year.

Resignations
Victoria Wiger - Paraprofessional, Probstfield Elementary, effective January 8, 2016.

New Employees
Melissa Pickar - Paraprofessional, Moorhead High School, B21 (0-2) $15.74 per hour, 6.75 hours per day, effective December 7, 2015 (replaces Tonya Lancon).
Sabine Lapjani - Lunchroom Supervisor/Crossing Guard, S.G. Reinertsen Elementary, $10.25 per hour, 5 hours per day, effective December 8, 2015 (replaces Heather Schuetz).
Sara Bucher - Math Teacher, Horizon Middle School, BA(1) $ 21,771.53, effective January 4, 2016 (replaces Sharon Nelson).
Julia Sammon - Kindergarten Teacher, Probstfield Elementary, BA (0), $21,106.62, effective January 4, 2016 (replaces Lyndsey Heilman Lindsey).
Marcy Harsch - Paraprofessional, Horizon Middle School, B21 (0-2) $15.74 per hour, 6.75 hours
Jane Jensen - Paraprofessional, Probstfield Elementary, B21 (5) $16.75 per hour, 6.75 hours per day, effective January 4, 2016 (replaces Victoria Wiger).
Katie Hanson - Paraprofessional, Probstfield Elementary, B21(0-2) $15.74 per hour, 6.75 hours per day, effective January 5, 2016 (replaces Janice Melland).
Sunaj Beljulji - Lunchroom Supervisor/Crossing Guard, S.G. Reinertsen Elementary, $10.25 per hour, 5 hours per day, effective January 5, 2016 (replaces Jerilyn Neameyer).
Danielle Miller - Night Custodian, Robert Asp Elementary, A12 (0-2) $15.55 per hour, 8 hours per day, effective January 18, 2016 (replaces Richard Kraft).
Amelia Bixby - AVID Tutor, Moorhead High School, $12.00 per hour, 2.5 hours 2 days per week effective January 5, 2016. (New position)

Motion carried 7-0.

MAJOR MAGNITUDE FIELD TRIP REQUEST - MOORHEAD HIGH SCHOOL ORCHESTRA STUDENTS TO HAWAII: Jon Larson, Moorhead High School orchestra teacher, provided information related to a proposed major magnitude field trip for Moorhead High School symphony and chamber orchestra students to travel to Hawaii for seven days during the 2017 spring break in March/April.

The purpose of this trip is to provide orchestra students a variety of performing situations, including the 75th anniversary observance of the Pearl Harbor attack, a year-long event at the USS Missouri in Pearl Harbor. They will observe and learn performing techniques from other music ensembles in an orchestra exchange concert. The orchestra will also participate in a clinic session at the University of Hawaii. During this trip the students will have the opportunity to tour cultural sites. The anticipated cost per person is $2,650.

Fagerlie moved, seconded by Valan, to approve the major magnitude field trip to Hawaii for Moorhead High School orchestra students in March/April of 2017. Motion carried 7-0.

UPDATE ON BOND REFERENDUM PROJECTS: Representatives from Zerr-Berg Architects, Inc. Brian Berg and Tim Zerr and Gerhitz Construction Services, Steve Gerhitz, provide updated information regarding the bond building projects. As a part of the design process, feedback was taken from staff groups and modifications were made to the 5/6 building and the K-4 elementary building designs.

The modified designs of the buildings, the construction timeline and a preliminary construction estimate for the 5/6 building will be discussed.

DECISION MAKING AND COMMUNITY TASK FORCES: Superintendent Lynne Kovash explained as a part of the referendum and building process, community involvement is important in developing plans and decision making. Attached are the conceptual designs for the decision making and community task force processes. The attached conceptual diagrams outline the different aspects of programming implementation and design. The description of the task forces and specific responsibilities are outlined in the documents.

Valan left the meeting at 8:14 p.m. and returned to the meeting at 8:17 p.m. ??
APPROVAL OF LEASE AGREEMENT WITH GLOBE BUILDING: Brandon Lunak, assistant superintendent of finance and operations, said starting in the fall of 2016, Adult Basic Education, the Alternative Learning Center and Outreach programs, will be relocated to the second floor of the Globe Building located at 3777 34th Street South, Moorhead.

The lease agreement is for classroom and office space at the Globe Building and will provide needed space to continue the educational mission of each program.

Michael Hennessey - 2702 4th Avenue North, Apt. 208, paraprofessional at Clay County Outreach Center, expressed his concern related to the program moving to the Globe Building stating the importance of the current location connecting to Moorhead High School.

Discussion was held and Superintendent Kovash said meetings would be scheduled with staff to discuss program changes and ideas.

Fagerlie moved, seconded by Erickson, to approve the lease agreement with MSB Holdings for classroom space at the Globe Building commencing on or before July 1, 2016 for a term of one (1) year at the cost of $15,405.00 per month as presented. Motion carried 7-0.

SCHOOL DISTRICT FACILITIES UPDATE: Lunak reported on city of mood group, finalizing the 20-acre land purchase, a grant to held offset costs of the tennis courts at Horizon Middle School and weekly meeting with the architects and construction manager.

SUPERINTENDENT REPORT:

COMMITTEE REPORTS: Brief reports were heard related to the Indian Education Parent Committee, Probstfield PTAC, Ellen Hopkins PTAC, and Joint Powers Committee meetings.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Dr. Kovash requested board members to contact Michelle if they were planning to attend the January 22 Intergovernmental Retreat. Board members attending MSBA Annual Leadership Conference were asked to stay after to determine travel plans.

Altenburg noted the Mayor’s article in The Extra regarding 550 building permits in Moorhead this year and more were expected next year. ????

CLOSE PUBLIC MEETING: Erickson moved, seconded by Johnson, to close the public meeting at 9:14 p.m., pursuant to Minn. Stat. 13D.03, for the purpose of discussing negotiation strategies. Motion carried 7-0.

OPEN PUBLIC MEETING: Steffes moved, seconded by Fagerlie, to open the public meeting at 9:19 p.m. Motion carried 7-0.

APPROVAL OF FOOD SERVICE MASTER AGREEMENT: Steffes moved, seconded by Johnson, to approve the Food Service Master Agreement for the 2015-2017 as presented with the
cost as follows:

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<th>Year</th>
<th>Cost</th>
<th>Percentage Increase</th>
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Motion carried 7-0.

**ADJOURNMENT**: Hearing no objections, the Chair adjourned the meeting at 9:22 p.m.

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Matt Valan, Clerk