

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 27, 2016
PAGE 1**

CALL TO ORDER AND ROLL CALL: Chair Tomhave 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, Scott Steffes, Bill Tomhave, Matt Valan, and Dr. Lynne A. Kovash.

Member Absent: Laurie Johnson.

PREVIEW OF AGENDA: Superintendent Kovash recommended approval of the agenda to proceed with revisions to pages 1-2, 36-39 and 43-44.

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

WE ARE PROUD:

We Are Proud of Angela Doll, assistant principal at Moorhead High School, for being named Western Division Assistant Principal of the Year for 2015-16 by the Minnesota Association of Secondary School Principals. She is one of eight semi-finalists chosen from across Minnesota, one of whom will be named Minnesota Assistant Principal of the Year. Doll was selected for her leadership skills, positive relationships in her school and commitment to innovation. She was recognized at the MASSP conference in June.

We Are Proud of the Moorhead High School speech team for being named the Section 8AA champions for the 22nd consecutive year and advancing 21 speakers to the 2016 state speech tournament April 16. At the state tournament, the Spuds were represented in 10 of the final 13 rounds where they earned 15 medals, including gold in dramatic duo and second-place finishes in great speeches and prose. The team tied with Eagan for the 2016 State AA championship. This is the first year the state tournament awarded a team championship.

The following students were medalists at state: Devon Solwold and Izzy Larson placed first in dramatic duo, Jessica Anderson placed second in prose, Maryn Cella placed second in great speeches, Delana Haglund placed third in prose, McKensie Bedore placed third in storytelling, Levi Seidel placed fourth in drama, Skyler Klostriech placed fourth in humor, Sarah Schulz placed fourth in informative speaking, Mason Pickar placed fifth in poetry, Sean Dahlberg and Abby Dahlberg placed sixth in dramatic duo, Hannah Hendrickson placed sixth in discussion, Camryn Hodny placed sixth in oratory, Alyssa Haagenson placed seventh in storytelling, Jack Mullally placed eighth in oratory, and Alex Church placed eighth in humor. Head coach of the Moorhead Speech team is Rebecca Meyer-Larson.

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 27, 2016
PAGE 2**

We Are Proud of the record 19 Moorhead High School students who qualified for the National Speech and Debate Association tournament in Salt Lake City in June. The following students qualified for the national tournament: Sarah Schulz in informative speaking; Izzy Larson/Devon Solwold, Luke Seidel/Levi Seidel and Sean Dahlberg/Abby Dahlberg in dramatic duo; Delana Haglund and Lexi Francis in drama; Alex Church and Ariana Grollman in humor; Jessica Anderson, McKensie Bedore, Camryn Hodny and Jack Mullally in oratory; Simon Beach, Bridget McManamon and Quinn Kupec in extemporaneous speaking; and Izzy Larson and Annie Nickell in program oral interp. Head coach of the Moorhead Speech team is Rebecca Meyer-Larson.

At the national tournament, Moorhead High School received its eighth consecutive School of Excellence award in speech, given to the top 20 speech schools in the nation, based on the team's performance. Schulz placed second in the nation in informative speaking. Kupec placed 11th in U.S. extemporaneous speaking, and Grollman placed 13th in humor. Anderson and Haglund advanced to the quarterfinals (Top 30), and the duos of Seidel/Seidel and Larson/Solwold advanced to the octafinals (Top 60).

We Are Proud of Moorhead High's fall musical "Tarzan" for being recognized with Hennepin Theatre Trust's highest honors in the 2015-16 SpotLight Musical Theatre Program. The company was awarded outstanding overall production, outstanding overall performance, outstanding ensemble performance, outstanding vocal performance by an ensemble, outstanding acting performance by an ensemble, outstanding technical team, outstanding student orchestra, outstanding movement/dance performance by an ensemble, outstanding A/V board, and outstanding costume crew. This is a record number of awards for the Moorhead High theater program.

Individual Spotlight acting awards went to Devon Solwold as Tarzan, Jessica Anderson as Kala, and Sarah Schulz as Jane for Outstanding Performance in a Leading Role; Abby Dahlberg as Sabor for Outstanding Performance as a Featured Dancer; and Mason Pickar as Porter and Carter Martinson as Clayton for Honorable Mention for Performance in a Supporting Role. Special adjudicator recognition went to Levi Seidel as Terk, Sean Dahlberg as Kerchak, and Finn Larson as Little Tarzan. Rebecca Meyer-Larson directed "Tarzan." Moorhead High students were honored at the SpotLight Showcase on June 12, 2016, at the historic State Theatre.

We Are Proud of Moorhead High School student Sarah Schulz, who was named a 2016 Minnesota Scholar of Distinction in Theater Arts. The Scholars of Distinction award program, which is sponsored by the Minnesota Department of Education, honors students who demonstrate excellence in theater arts, science, STEM, mathematics, social studies and leadership. The Perpich Center for Arts Education administers the Scholars of Distinction in Theater Arts program, which requires students to submit a portfolio of work and present a culminating artistic project. Fifty-one Minnesota students were honored at a recognition

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 27, 2016
PAGE 3**

ceremony May 14, 2016. Schulz was one of five students who received the designation of Scholar of Distinction in Theater Arts.

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.

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

Minutes - Approve the June 13, 2016 meeting minutes as presented.

2016-17 Revised Calendar - Approve the 2016-17 revised calendar as presented. Revisions to the 2016-17 school year calendar have added an emergency makeup day, switched two back-to-school nights, and adjusted professional development time for staff. The revisions do not change the student calendar.

Truancy Intervention Program Funding - Approve the \$30,000 contribution to the Truancy Intervention Program as presented.

2016-17 Memberships - Approve the following 2016-17 memberships: The Chamber Fargo Moorhead West Fargo, Minnesota Rural Education Association and Minnesota State High School League.

Pat Konewko Special Education Grant - Accept the Pat Konewko Fund grant in the amount of \$1,105.00 as presented and direct administration to send a thank you.

Resolution for ECFE Fund Transfer - Approve the resolution to apply for and request a fund transfer from the ECFE Fund to the School Readiness Fund in the amount of \$75,000.00 appending approval from the Commissioner of Minnesota Department of Education.

Resignations

Diane Sandland - Bus Assistant/Noon Supervisor, Ellen Hopkins, effective June 30, 2016.
LaRae Mikkelson - Elementary Teacher, Ellen Hopkins Elementary, effective at the end of the 2105-2016 school year.

Change in Contracts

Cole Gregurek - Building Computer Tech, Robert Asp Elementary to Certified Mac/PC Tech at Moorhead High School, B31 (0-3) \$21.72 per hour, 40 hours per week, effective July 1, 2016

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 27, 2016
PAGE 4**

(replaces Jon Carlson).

Ashley Nelson - EIS B-2 Teacher to EIS Lead Teacher, Early Intervention Services, MA (6) \$51,519, effective July 1, 2016 (new position per 2016-2017 Staffing Plan).

Nicolle Hillier - Title 1 Reading Teacher, .5 FTE to 1.0 FTE Elementary Teacher, Ellen Hopkins Elementary, BA (1) \$38,770, effective with the 2016-2017 school year (replaces Karen Lind).

New Employees

Elijah Dee - Night Custodian, Globe Building, A12 (4) \$16.47 per hour, 8 hours per day, effective July 1, 2016 (new position per 2016-2017 Staffing Plan).

Jennifer Stiles - Assistant Principal, Horizon Middle School, D72 (0-4) \$79,515.30, effective August 1, 2016 (replaces Jacob Scandrett).

Taylor Budke - Literacy Interventionist, Probstfield Elementary, 1.0 FTE, BA(0) \$37,613, effective with the 2016-2017 school year (replaces Mallorie Leite).

Nicole Pierson - 3rd Grade Teacher, S.G. Reinertsen Elementary, 1.0 FTE, MA(8) \$54,317, effective with the 2016-2017 school year (replaces Shella Schneider).

Diane Rix - Media Center Assistant, PCE and District Elementaries, A12 (8) \$17.10 per hour, 8 hours per day, effective September 2, 2016 (replaces Ginny Rutter).

Julia Sammon - Kindergarten Teacher, Probstfield Elementary, 1.0 FTE, BA(1) \$38,770, effective with the 2016-2017 school year (replaces Colleen Geffe-Dahle).

Claire Warner - Early Childhood Special Education Teacher, Probstfield Elementary, 1.0 FTE, BA(0) \$37,613, effective with the 2016-2017 school year (replaces Danielle Lundberg).

Stacy Warzecha - EL Teacher, Horizon Middle School, 1.0 FTE, MA+30(11) \$66,768, effective with the 2016-2017 school year (replaces Stacy Warzecha).

Tiffaney Wiedeman - Physical Education, Probstfield Elementary, .3 FTE, BA(1) \$11,631, effective with the 2016-2017 school year (replaces Tiffaney Wiedeman).

Part-time and Substitute Pay Schedule - Move to approve the Part-time and Substitute Pay Schedule as presented.

Continuing Contracts/Tenures - Approve the Continuing Contract/Tenure of Abby Klang, Alexis Lundberg, Alicia Ryland, Alison Reinke, Amanda Craig, Amy Pederson, Anna Olson, Anthony Eddleston, Becky Sipe, Ben Taylor, Brooke Krause, Carrie Arness, Codi Fortin, Cody Martinson, Davina Pederson, Duane Arnold, Erin Gaffaney, Ethan Schnabel, Garrett Gransee, Hannah Reisdorf, Isaac Lundberg, Jessica Anderson, Jessica Molstre, Joanna Struck, Jon Ammerman, Joseph Wateland, Julie Rosenfeldt, Kara Tidd, Kasey Schutz, Kathleen Sayler, Kelly Zimmerman, Kendra Routh, Kenora Kallstrom, Laura Eberhardt, Lea Gonzalez, Lisa Hasbargen, Lyndsay Coulombe, Matt Beiswenger, Megan Kreps, Megan Wheeler, Michelle Hanson, Nicole Kahler, Ondrea Cook, Ryan LaDage, Sarah Anderson, Stacy Holm, Tara Lindberg, and Tony Huseby as presented.

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 27, 2016
PAGE 5**

Interagency Purchase of Services Agreement/Lakeland - Approve the July 1, 2015, to June 30, 2016, agreement with Lakeland Mental Health Center to provide mental health services as determined through the IEP process to students needing mental health services as part of their special education program, not to exceed \$325,000.

Interagency Purchase of Services Agreement/Solutions - Approve the July 1, 2015, to June 30, 2016, agreement with Solutions Behavioral Healthcare Professionals (Solutions) to provide mental health services as determined through the IEP process to students needing mental health services as part of their special education program, not to exceed \$175,000.

Motion carried 6-0.

K-4 ELEMENTARY SCHOOL BUILDING BOND BIDS, GROUP II: Steve Gehrtz, Gehrtz Construction Services, and Brian Berg, Zerr-Berg Architects, Inc., provided information related to the bid group two tabulation sheet received for the K-4 Elementary School building bond construction project. The recommendation is to accept the base bid of \$10,485,918.12 and alternate bid five (upgraded laminate for Bid Package 6B) for \$10,842.24, and alternate bid six (vapor barrier for gym floor) for \$3,830.79. This brings the total to \$10,500,591.15 which is \$792,814.73 or 7.02% less than the estimated base bid for bid group two.

They also provided an update on the permit-approval process and construction projects.

Fagerlie moved, seconded by Steffes, to approve the total bid of \$10,500,591.15 for bid group two of the K-4 Elementary School building bond construction project. Motion carried 6-0.

ANNUAL OPERATING PLAN 2016-2017: Brandon Lunak, assistant superintendent of finance and operations, reported on the summary of preliminary expenditures and revenue budgets, by fund, for the fiscal year 2017 and the draft 2016-2017 Annual Operating Plan. The plan included scenarios regarding revenue assumptions.

The district is anticipating 2016-17 General Fund revenues of \$73.4 million, which reflects an increase of approximately \$4.5 million compared to 2015-16. This increase is due primarily to a 2 percent increase on the basic formula allowance and an estimated increase in enrollment of approximately 236 students. Expenses for the General Fund are anticipated to be \$73.9 million. This reflects an increase of approximately \$3 million compared to projected expenditures from 2015-16. The primary reasons for this increase include continued addressing of the priorities established during the 2010 referendum campaign and the addition of approximately 12.96 full-time equivalent teaching and support staff positions. Additionally, one school bus will be purchased in 2016-17, representing a continuation of the upgrading of the district's bus fleet.

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 27, 2016
PAGE 6**

Projected changes to revenues and expenditures are made, when known, as close to actual amounts as possible; an increase in state or federal revenue is generally not assumed. For example, per pupil allowance will increase from \$5,948 for 2015-2016 and \$6,067 for 2016-2017 due to the 2 percent increase on the basic formula. Beyond that, no increase in revenue is assumed from the state. Assumed increases to expenditures range from approximately 3 percent for salaries to typically 8-10 percent for health insurance premiums. Energy costs are generally assumed to increase at a 5 percent annual rate. Other expenses are assumed to increase using the Consumer Price Index (CPI), which is typically in the range of 2-3 percent annually.

The net result of the recommended General Fund budget is a combined restricted and unassigned fund balance decrease of \$489,970 for 2016-17. The June 30, 2016 restricted and unassigned General Fund balance is projected to be \$11.7 million, or 15.9 percent of total expenditures. Budget assumptions will be monitored to verify accuracy as new information becomes available. A revised budget will be presented to the board in January 2017.

On November 2, 2010 school district residents approved an operating levy request in the amount of \$850 per student, which was expected to generate approximately \$5.2 million in revenue for seven years; 2016-17 is the sixth of seven years in which the revenue will be received. The last year the district will receive this revenue is the 2017-18 school year. Starting in the 2014-15 school year, the Minnesota legislature changed per pupil counting for the state funding formula. This adjusted the district's referendum amount from \$850 per student to \$947.66 per student. This increase was due to legislative changes in how students are counted and weighted. It did not result in an increase in taxes, but rather ensured the same funding amount for school districts. After the Local Optional Revenue subtraction of \$424, the district has \$523.66 that needs to be renewed to maintain current revenue.

Lunak also reviewed the preliminary staffing plan and enrollment projections and food service, community service, debt service, and building construction funds.

Fagerlie moved, seconded by Steffes, to approve the 2016-2017 Annual Operating Plan, which includes the preliminary budget and Long-Term Facility Maintenance Plan for fiscal year 2017. Motion carried 6-0.

**RESOLUTION RESCINDING PRIOR RESOLUTION OF VOTER APPROVED
REFERENDUM AUTHORITY TO A BOARD APPROVED REFERENDUM**

AUTHORITY: Lunak reported the school district's operating referendum authority expires at the end of FY 2018. In order to renew the existing referendum authority, a special election would need to be held by 2017 at the latest, but could be held on the general election day in 2016.

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 27, 2016
PAGE 7**

Due to changes in the state formula regarding student counts, the voter approved amount of the levy referendum has converted from the original amount of \$850 to \$947.66. The legislature simplified pupil weightings, but required referendum revenue to remain equal. This is the primary reason for the increase in operating referendum authority from the \$850 approved by voters. After the Local Optional Revenue (LOR) subtraction of \$424, the district has \$523.66 to renew to maintain the current operating revenue. The district extended that authority with a \$300 conversion to board approved, leaving \$223.66 as voter approved.

However, due to complications with the board-approved levy conversion statutes, the board conversion of the \$300 completed in June 2014 must be addressed. The only remaining authority subject to the LOR subtraction after the district renews the operating referendum will be the board-converted authority. The action to convert authority has the unintended consequence of reducing the district's post-renewal authority by \$300 if left in place. The district will need to rescind the \$300 board conversion.

Because the board-converted authority is subject to the \$424 subtraction, once the underlying voter-approved authority has expired at the end of FY 2018, the \$300 will be eliminated by LOR. A renewal amount of \$223.66 will leave the district at \$647.66 (\$424 + \$223.66) of revenue, or \$300 less than the district currently has.

Steffes moved, seconded by Valan, to accept the resolution to rescind the prior resolution that converted voter-approved referendum authority to a board-approved referendum authority. Motion carried 6-0.

**DILWORTH-GLYNDON-FELTON PUBLIC SCHOOLS AND MOORHEAD AREA
PUBLIC SCHOOLS BOUNDARY ADJUSTMENT:**

Dr. Kovash reported in the 2016 legislative session, the voluntary boundary realignment bill was proposed, adopted and signed by the governor. The bill proposes that the school boards of Independent School Districts Nos. 152, Moorhead, and 2164, Dilworth-Glyndon-Felton, may jointly develop a plan to realign their shared school district boundaries over a period of years. Updated materials related to new school district boundaries as proposed by the joint task force in February 2016 were discussed.

She noted the major points of the plan, parcel lists, financial information and maps of the proposed plan. The plan specifies each group of parcels that will be transferred and the method used to determine the year during which each set of parcels is transferred. The plan will not sunset and will be completed when all the parcels are transferred.

As a provision of the bill, the written plan will be adopted after the board has allowed public testimony on the plan. Additional public testimony was taken at the June 27 board meeting. Public testimony was heard at the June 13 meeting. Concerns were brought forward regarding

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 27, 2016
PAGE 8**

student transportation.

If the plan is adopted by both school boards, then the plan will be filed with both the county auditor and the commissioner of education. Each school board must also publish notice of the plan realigning district boundaries. The notice must include a general description of the area that will be affected by the proposed boundary alignment and the method by which the boundaries will be realigned. The notice will be available on each school district website, and a notice will be mailed to each property owner of record in the area proposed for realignment.

As of the effective date of each exchange of parcels between the two school districts, for the next and subsequent tax years, the taxable property in the newly aligned parcel is taxable for a portion of the bonded debt of the school district to which the property is attached and is not taxable for the bonded debt from the school district from which the property is detached.

After adoption of the plan, each school board must provide a copy of the plan to the county auditor. The county auditor may request any other necessary information from the school districts to effect the transfer of parcels between the school districts. Each year, the school districts must notify the county auditor of what block of parcels, if any, will be transferred between the two school districts. The county auditor must notify each affected property owner of the boundary change.

Upon adoption of the plan, the school boards must submit a copy of the plan to the commissioner of education. The districts also must provide any additional information necessary for computing school aids and levies to the commissioner of education in the form and manner requested by the department.

Steffes moved, seconded by Erickson, to approve the Dilworth-Glyndon-Felton Public Schools and Moorhead Area Public Schools Boundary Adjustment as presented. Motion carried 6-0.

2016-17 MOORHEAD HIGH SCHOOL STUDENT HANDBOOK: Assistant principal Josh Haag reviewed the revised handbook and accompanying registration and planning guide.

Fagerlie moved, seconded by Altenburg, to approve the 2016-17 Moorhead High School Student Handbook as presented. Motion carried 6-0.

Altenburg left the meeting at 9:04 p.m. and returned at 9:06 p.m.

2016-17 HORIZON MIDDLE SCHOOL STUDENT HANDBOOK: Principal Jeremy Larson reviewed the revised handbook and accompanying course description and planning guide.

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 27, 2016
PAGE 9**

Steffes moved, seconded by Erickson, to approve the 2016-17 Horizon Middle School Student Handbook as presented. Motion carried 6-0.

RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY:

Dr. Kovash stated the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 152 begins on Tuesday, August 2, 2016 and closes on Tuesday, August 16, 2016.

Erickson moved, seconded by Steffes, to approve the Resolution Establishing Dates for Filing Affidavits of Candidacy as presented. Motion carried 6-0.

SCHEDULE SCHOOL BOARD WORK SESSION: Altenburg moved, seconded by Fagerlie, to approve Monday, July 18, 2016 from noon to 5 p.m. to conduct a School Board work session to discuss school district and board priorities, district projects, continuous improvement, and board training. Motion carried 6-0.

SUPERINTENDENT REPORT: Dr. Kovash showed time-lapse photos of the Horizon grades 5-6 campus construction and a web cam video of the new K-4 elementary school site. She also noted she would send information to board members related to her evaluation. The evaluation will be conducted at the July 18 board meeting.

COMMITTEE REPORTS: A brief report was heard related to the Community Education Advisory Council meeting.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Valan requested information related to the employee handbook and dress code standards.

ADJOURNMENT: Hearing no objections, the Chair adjourned the meeting at 9:20 p.m.

Matt Valan, Clerk