

**ORGANIZATIONAL MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT 152  
PROBSTFIELD CENTER FOR EDUCATION  
JULY 18, 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, Laurie Johnson, Scott Steffes, Bill Tomhave, Matt Valan, and Dr. Lynne A. Kovash.

Member Absent: None.

**PREVIEW OF AGENDA:** Superintendent Kovash recommended approval of the agenda to proceed with revisions to pages 4 and 37 and the addition of page 40.

**APPROVAL OF AGENDA:** Fagerlie, seconded by Johnson, to approve the agenda as revised. Motion carried 7-0.

**WE ARE PROUD:**

**We Are Proud** of the Moorhead High School boys and girls track team members who qualified for the 2016 Class AA state track tournament. They are Matt Bye, Connor Salisbury, Kyle Johnson, Nicole Kurtti and Jada Schwindt. Kyle Johnson placed second in pole vault, and Connor Salisbury placed third in pole vault. The boys and girls track coaches are Tom Dooher, Rachael Lexen, Justin Gall, Adam Stein and Julie Rosenfeldt.

**We Are Proud** of the Moorhead High School boys golf team for tying for sixth place in the Minnesota Class 3A state golf meet. Team members are Easton Masseth, Parker Dronen, Alex Schwab, Regan Steen, Carter Czichotzki and Jake Beedy. Coaches for boys golf are Eric Tollefson and Jon Ammerman.

**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:**

**Meeting Date, Time and Location** - Erickson moved, seconded by Steffes, to set the regular meetings of the School Board for 7:00 p.m. in the Probstfield Center for Education Board Room 224 on the second and fourth Monday of each month with the following exceptions: Monday, August 22, 2016 (one meeting in August), Monday, December 12, 2016 (one meeting in December) and the annual organizational meeting Monday, July 17, 2017 (one meeting in July).

**ORGANIZATIONAL MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT 152  
PROBSTFIELD CENTER FOR EDUCATION  
JULY 18, 2016  
PAGE 2**

Motion carried 7-0.

School Board Compensation - Fagerlie moved, seconded by Steffes, to set the School Board member compensation rate at \$800 per month. Motion carried 7-0.

Committee Appointments - Steffes moved, seconded by Erickson, to approve the committee assignments for the 2016-17 school year as determined:

DISTRICT-WIDE STANDING COMMITTEES:

Erickson and Valan - Activities Advisory Council

Erickson and Altenburg - Community Education Advisory Council

Tomhave and Johnson - Executive Finance Committee

Fagerlie and Steffes - District Health Insurance Committee

Altenburg and Fagerlie - Instruction and Curriculum Advisory Committee

Tomhave and Johnson - Policy Review Committee

Erickson and Valan - Staff Development Committee

ADMINISTRATIVE COMMITTEES:

Not Required - Calendar Committee

Tomhave and Johnson - Citizen Finance Advisory Committee

Fagerlie and Erickson (Steffes Alternate) - Continuing Education Committee

Fagerlie and Steffes - District Technology 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 and Grievance Committee

Steffes - Sabbatical Leave Committee

Valan and Altenburg - Safe and Healthy Learners Committee

Valan - Special Education Parent Advisory Committee

Members Rotate - Superintendent's Advisory Council

Johnson - Teacher Evaluation Committee

Altenburg - Title I District Parent Advisory Committee

COMMUNITY COMMITTEES:

Tomhave (Steffes Alternate) - Clay County Joint Powers Collaborative Governance Board

Tomhave and Steffes - Joint Powers Committee

ADOPT-A-SCHOOL:

Tomhave - Probstfield Elementary

**ORGANIZATIONAL MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT 152  
PROBSTFIELD CENTER FOR EDUCATION  
JULY 18, 2016  
PAGE 3**

Valan - Ellen Hopkins Elementary  
Fagerlie - Robert Asp Elementary  
Steffes - S.G. Reinertsen Elementary  
Johnson - Horizon Middle School  
Erickson - Moorhead High School  
Altenburg - Red River Area Learning Center

Motion carried 7-0.

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

Minutes - Approve the June 27, 2016 meeting minutes as presented.

2016-17 Memberships - Approve the approve the 2016-17 memberships to Lakes Country Services Cooperative and Minnesota School Boards Association.

Legal Services - Approve obtaining legal services on a time and material basis.

Designate Identified Official with Authority - Approve designating Dr. Lynne A. Kovash, Superintendent, as the Minnesota Department of Education Identified Official with Authority for the Moorhead Area Public Schools.

Designate Official Newspaper - Approve designating *The Extra* as the school district's official newspaper for the 2016-17 school year.

Claims - Approve the July Claims, subject to audit, in the amount of \$2,418,926.00.

General Fund: \$798,279.92  
Food Service Fund: \$65,493.17  
Community Service Fund: \$30,359.26  
Post Employment Irrevocable Trust Fund: \$1,400.00  
Construction Fund: \$1,523,393.65  
TOTAL: \$2,418,926.00

Approve the June Wire Payments, subject to audit, in the amount of \$1,972,765.85.

General Fund: \$1,969,385.86  
Community Service: \$1,259.00  
Post Employment Irrevocable Trust Fund: \$2,120.00  
TOTAL: \$1,972,765.85

**ORGANIZATIONAL MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT 152  
PROBSTFIELD CENTER FOR EDUCATION  
JULY 18, 2016  
PAGE 4**

Official Depositories - Approve designating the 2016-17 school district official depositories as presented.

Dairy and Bakery Bids - Accept the dairy bid received from Cass-Clay and the bakery bid received from Pan-O-Gold for the 2016-17 school year.

School Leaders Errors & Omissions Insurance Deductible - Approve that the Moorhead Area Public School District pay the deductible for any employee or school board member who is protected by the school district's current Leaders Errors & Omissions Insurance.

Authorize Staff to Initiate Financial Transactions - Authorize the listed district personnel to make transactions on the listed accounts for the 2016-17 school year.

Resolution Authorizing Payment of Goods and Services - Approve the resolution to authorize the Assistant Superintendent of Finance and Operations to make goods and services in advance of School Board approval for the 2016-17 school year consistent with Minnesota Statutes 123B.11, 123B.02 and 471.38.

Resolution for Collection of NSF Checks and Leases - Approve the resolution for collection of NSF checks and leases giving authority and responsibility to the Assistant Superintendent of Finance and Operations for the 2016-17 school year.

Resolution for Investment of Excess Funds - Approve the resolution for investment of excess funds giving authority and responsibility to the Assistant Superintendent of Finance and Operations or designee in accordance with Minnesota Statute 118A.04 for the 2016-17 school year.

Indian Education Grant Renewal (Title VII) - Accept the renewal of the Indian Education Grant Title VII from the U.S. Department of Education for \$63,505 for the 2016-17 school year.

Local Educational Agency (LEA) - Approve appointing Melissa Eidsness as the LEA for Title I, II, III and IV for the 2016-17 school year.

Change in Contracts

Cole Gregurek - Building Computer Tech, Robert Asp Elementary to Certified Mac/PC Tech at Moorhead High School, B24 (0-3) \$20.22 per hour, 40 hours per week (correction) (replaces Jon Carlson).

Yvonne Ralph - Assistant Cook, Moorhead High School, to Head Cook High School, C43 (1) \$20.35 per hour, 8 hours per day, effective August 22, 2016 (replaces Clarice Berntson).

**ORGANIZATIONAL MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT 152  
PROBSTFIELD CENTER FOR EDUCATION  
JULY 18, 2016  
PAGE 5**

Lisa Grafstrom - Paraprofessional, Ellen Hopkins Elementary, .5 FTE, to Paraprofessional, Ellen Hopkins Elementary, 1.0 FTE, effective with the 2016-2017 school year (replaces Faith Lahlum).

Retirement

Tim Truscinski - Bus Mechanic, Transportation, effective July 31, 2016.

Resignations

Katherine Hoylo - Administrative Assistant, Ellen Hopkins Elementary, effective July 1, 2016.

Daniel Sederquist - Social Studies Teacher, Horizon Middle School, effective June 3, 2016.

Tracy Alderman - Paraprofessional currently on leave of absence, effective June 4, 2016.

New Employees

Joshua Schatz - Building Computer Tech, Robert Asp Elementary, 1.0 FTE, B24 (0-2) \$17.34 per hour, 8 hours per day, effective June 20, 2016 (replaces Cole Gregurek).

Lemont Richardson - Night Lead Custodian, Robert Asp Elementary, A13 (0-2) \$15.96 per hour, 8 hours per day, effective July 15, 2016 (replaces Richard Kraft).

Cani Adan - Night Custodian, Horizon Middle School, A12 (0-2) \$15.96 per hour, 8 hours per day, effective July 1, 2016 (replaces Michael Broadland).

Deanna Devine - Night Custodian, Robert Asp Elementary/Ellen Hopkins Elementary, A12 (0-2) \$15.96 per hour, 8 hours per day, effective August 1, 2016 (replaces Eric LeRoux).

Alyssa Halvorson - Elementary Teacher, S.G. Reinertsen Elementary, 1.0 FTE, BA (0) \$37,613.00, effective with the 2016-2017 school year (replaces Boe Sheeley).

Angela Mott - Elementary Teacher, Robert Asp Elementary, 1.0 FTE, BA (4) \$42,224.00, effective with the 2016-2017 school year (replaces Heidi Carlson).

Katelynn Engebretsen - Jump Start Teacher, Probstfield Center for Education, 1.0 FTE, \$30.16 per hour, 6.75 hours per day, effective with the 2016-2017 school year (replaces Lori Frendin).

Heidi Lake - Jump Start Teacher, Probstfield Center for Education, 1.0 FTE, \$30.16 per hour, 6.75 hours per day, effective with the 2016-2017 school year (replaces Alison Bendickson).

Alex Sandahl - Elementary Teacher, Robert Asp Elementary, 1.0 FTE, BA (0) \$37,613.00, effective with the 2016-2017 school year (new position).

Kari Johnson - Elementary Teacher, Robert Asp Elementary, 1.0 FTE, BA (1) \$38,770.00, effective with the 2016-2017 school year (replaces Heidi Carlson).

Brittany Coalwell Escobedo - LSS Teacher, Robert Asp Elementary, 1.0 FTE, BA (0) \$37,613.00, effective with the 2016-2017 school year (replaces Hannah Ingebretson).

Motion carried 7-0.

**RESOLUTION AUTHORIZING A NEW BOARD-APPROVED REFERENDUM**

**AUTHORITY:** Brandon Lunak, assistant superintendent for finance and operations, reported that at the June 27, 2016, board meeting the Moorhead School Board took action to rescind the

**ORGANIZATIONAL MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT 152  
PROBSTFIELD CENTER FOR EDUCATION  
JULY 18, 2016  
PAGE 6**

\$300 board-converted resolution approved on June 23, 2014. At that time when the Moorhead School Board took action on the \$300 board-converted resolution, it was to be applied toward the overall operating referendum of \$947.66 per student. As a result, the local optional revenue (\$424) was combined with the board-converted resolution (\$300). This resulted in Moorhead Area Public Schools becoming eligible for equalization up to \$724 per student and left the remaining \$223.66 not subject to equalization.

With the current voter-approved operating referendum authority set to expire at the end of FY 2018, the Moorhead School District took action to rescind the board-converted referendum authority and move to a board-approved referendum authority. Moving to board-approved referendum authority will preserve the \$947.66 per pupil and ensure that if the school board chooses to renew the current operating levy the total renewal would be \$223.66 rather than \$647.66.

Fagerlie moved, seconded by Steffes, to approve the Resolution Authorizing a New Board-Approved Referendum Authority. A roll call vote was taken and the motion carried 7-0.

**HORIZON 5-6 SCHOOL BUILDING BOND BIDS, GROUP III:** Dan Kleist, Gehrtz Construction Services, provided information related to the bid tabulation sheet received for the Horizon grades 5-6 school building bond construction project, bid group three. After reviewing the bids, the recommendation is accept the base bid of \$6,593,834.79 and alternate bid number 5 for \$25,000.00. This brings the total to \$6,618,834.79, which is \$1,375,536.20 or 17.21% less than the estimated working drawing base bid.

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

Steffes moved, seconded by Johnson, to approve the total bid of \$6,618,834.79 for bid group three of the Horizon grades 5-6 building bond construction project. Motion carried 7-0.

**2016-17 MOORHEAD ELEMENTARY SCHOOLS PARENT AND STUDENT**

**HANDBOOK:** Diana Johnson, Ellen Hopkins Elementary School assistant principal, reviewed the revised handbook with the board for the annual review.

Altenburg moved, seconded by Steffes, to approve the 2016-17 Moorhead Elementary Schools Parent and Student Handbook as presented. Motion carried 7-0.

**SUPERINTENDENT REPORT:** Dr. Kovash noted she attended AASA's summer Governing Board meeting and Advocacy Conference in Washington, D.C. with three regional superintendents. She learned more about the Every Student Succeeds Act (ESSA), child nutrition and Carl Perkins requirements. They advocated for more flexibility and streamlining of the Carl Perkins funding paperwork and for more local and state ESSA control. She said it was an honor

**ORGANIZATIONAL MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT 152  
PROBSTFIELD CENTER FOR EDUCATION  
JULY 18, 2016  
PAGE 7**

to represent Minnesota.

**COMMITTEE REPORTS:** No committee reports were heard.

**OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD:** Board member Lisa Erickson announced she would not be running for re-election to the School Board and said she was honored Moorhead residents entrusted her to serve for the past 16 1/2 years.

Board members attending the MSBA Summer Seminar were asked to contact Michelle with travel plans.

**CLOSE PUBLIC MEETING:** Fagerlie moved, seconded by Steffes, to close the public meeting at 8:02 p.m., pursuant to Minn. Stat. 13D.03, for the purpose of discussing negotiation strategies. Motion carried 7-0.

**OPEN PUBLIC MEETING:** Erickson moved, seconded by Fagerlie, to open the public meeting at 8:19 p.m. Motion carried 7-0.

**2016-18 ADMINISTRATORS MASTER AGREEMENT:** Erickson moved, seconded by Johnson, to approve the Administrators Agreement for 2016-18 as presented with the cost as follows:

Year - Cost - Percentage Increase
2016-17 - \$13,315 - 3.93%
2017-18 - \$10,390 - 2.95%
TOTAL - \$23,705 - 6.88%

Motion carried 7-0.

**2016-18 CONFIDENTIAL ADMINISTRATIVE ASSISTANTS (EMPLOYEES) MASTER AGREEMENT:** Erickson moved, seconded by Johnson, to approve the Confidential Administrative Assistants (Employees) Agreement for 2016-18 as presented with the cost as follows:

Year - Cost - Percentage Increase
2016-17 - \$15,899 - 5.08%
2017-18 - \$5,891 - 1.79%
TOTAL - \$21,790 - 6.87%

Motion carried 7-0.

**ORGANIZATIONAL MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT 152  
PROBSTFIELD CENTER FOR EDUCATION  
JULY 18, 2016  
PAGE 8**

**2016-2018 SUPERVISORS MASTER AGREEMENT:** Fagerlie moved, seconded by Johnson, to approve the Supervisor Master Agreement for 2016-18 as presented with the cost as follows:

Year - Cost - Percentage Increase

2016-17 - \$55,651 - 3.51%

2017-18 - \$55,446 - 3.38%

TOTAL - \$111,097 - 6.88%

Motion carried 7-0.

**CLOSE PUBLIC MEETING:** Erickson moved, seconded by Steffes, to close the public meeting at 8:27 p.m., pursuant to Minn. Stat. 13D.05, Subdivision 3, for the purpose of conducting the Superintendent's annual evaluation. Motion carried 7-0.

**OPEN PUBLIC MEETING:** Fagerlie moved, seconded by Steffes, to open the public meeting at 9:02 p.m. Motion carried 7-0.

**ADJOURNMENT:** Hearing no objections, the Chair adjourned the meeting at 9:02 p.m.

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Matt Valan, Clerk