

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

Member Absent: Lisa Erickson.

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

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

**WE ARE PROUD:**

**We Are Proud** of Dr. Lynne Kovash, superintendent, Brandon Lunak, assistant superintendent of finance and operations, Missy Eidsness, assistant superintendent of learning and accountability, and Pam Gibb, communications coordinator, for receiving a 2016 Golden Achievement Award from the National School Public Relations Association for the Shaping Our Future for Growth and Learning 2015 bond referendum information campaign. Golden Achievement Awards are presented for programs that demonstrate outstanding achievement in the four steps of public relations -- analysis of the need, planning to meet the need, execution and communication of the program, and evaluation. Entries are judged individually against these award criteria.

**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 Johnson, to approve the following items on the Consent Agenda:

**Minutes** - Approve the July 18, 2016 Work Session Meeting Minutes and Organizational Meeting Minutes as presented.

**Claims** - Approve the August Claims, subject to audit, in the amount of \$3,463,637.13.

General Fund: \$2,003,635.63

Food Service Fund: \$15,017.36

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Community Service Fund: \$13,593.33  
Debt Fund: \$450.00  
Post Employment Benefit Debt Service Fund: \$450.00  
Construction Fund: \$1,430,490.81  
TOTAL: \$3,463,637.13

Approve the July Wire Payments, subject to audit, in the amount of \$763,235.43.  
General Fund: \$761,537.43  
Post Employment Irrevocable Trust Fund: \$1,698.00  
TOTAL: \$763,235.43

West Central Regional Juvenile Center Clerical Contract Renewal - Approve the West Central Regional Juvenile Center Clerical contract for the 2016-2017 school year. The school district's share is one-half or \$33,728.37 billed in quarterly amounts of \$8,432.09; an annual increase of \$2,079.61 or a quarterly increase of \$519.90 from the 2015-16 school year.

Family/Medical Leaves

Megan Kreps - Instructional Coach, Probstfield Elementary, Family/Medical Leave (non-FMLA) beginning approximately July 25, 2016 for six weeks.  
Kristine Rusten - 1st Grade, Ellen Hopkins Elementary, Family/Medical Leave (non-FMLA) beginning approximately October 13, 2016 through December 9, 2016.  
Brittany Coalwell Escobedo - DD/Early Childhood, Robert Asp Elementary, Family/Medical Leave (non-FMLA) beginning approximately November 28, 2016 through February 1, 2017.

Resignations

Lynne Olson - Food and Nutrition Server, Ellen Hopkins Elementary, effective April 29, 2016.  
Melanie Fierstine - Head Dance Coach, Moorhead High School, effective July 27, 2016.  
Stacy Warzecha - EL Teacher, Horizon Middle School, effective July 28, 2016.  
Amy Jensen - JumpStart Teacher, Probstfield Elementary, effective July 29, 2016.  
Tyler Flaa - Lunchroom Supervisor/Crossing Guard, Horizon Middle School, effective August 8, 2016.  
Ashley Vry - Paraprofessional, Moorhead High School, effective August 8, 2016.  
Danielle Dohman - Lunchroom Supervisor/Crossing Guard, Probstfield Elementary, effective August 10, 2016.  
David Johnson - Paraprofessional, Probstfield Elementary, effective August 10, 2016.  
Linda Dent - Lunchroom Supervisor, Probstfield Elementary, effective August 10, 2016.  
Pamela Keenan - Paraprofessional, Robert Asp Elementary, effective August 15, 2016.  
Crystal Vanderhoof - LSS Teacher, Ellen Hopkins Elementary, effective August 15, 2016.  
Nicola Martinson - Lunchroom Supervisor/Crossing Guard, Robert Asp Elementary, effective August 17, 2016.  
Megan Graten - Paraprofessional, Ellen Hopkins Elementary, effective August 17, 2016.

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Amber Denault - Kindergarten Teacher, Probstfield Elementary, effective August 17, 2016.  
Kayla O'Neill - ECSE Teacher, Early Intervention Services, effective September 16, 2016.

Retirement

Lisa Bergerson - Paraprofessional, S.G. Reinertsen Elementary, effective August 15, 2016.

Change in Contracts

Cindy Noennig - Food Server, Moorhead High School A11 (4) \$15.52 per hour, 6.25 hours per day to Cook Assistant Moorhead High School, A13 (3) \$16.30 per hour, 7.5 hours per day, effective September 1, 2016 (replaces Yvonne Ralph).

Elijah Dee - Night Custodian, Globe Building, A12 (4) \$16.47 per hour, 8 hours per day to Night Custodian at Robert Asp, A12 (4) \$16.47 per hour, 8 hours per day, effective August 29, 2016 (replaces Danielle Miller).

Alison Bendickson - JumpStart Teacher, Probstfield Elementary to Early Childhood Special Education Teacher, Early Intervention Services, 1.00 FTE, BA (2) \$39,912, effective August 2, 2016 (new position per 2015-2016 staffing plan).

Leave of Absence

Ayako Dooher - Paraprofessional, Ellen Hopkins Elementary, effective for the 2016-2017 school year.

New Employees

Kaitlin McNary - Spanish Teacher, Horizon Middle School, 1.0 FTE, BA (1) \$38,770.00, effective with the 2016-2017 school year (replaces Brooke Sandoval).

Brooke Thompson - EIS Teacher, Probstfield Center for Education, 1.0 FTE, BA+30 (3) \$45,738.00, effective with the 2016-2017 school year (replaces Abigail Harthun).

Clark Olson - LSS Long term substitute, Moorhead High School, 1.0 FTE 92 days, BA+20 (8) \$25,425.00, effective with the 2016-2017 school year (replaces Kari Boeckermann).

Aaron Wilmer - LSS Teacher, Robert Asp Elementary, 1.0 FTE, BA (0) \$37,613.00, effective with the 2016-2017 school year (replaces Becky Cutler).

Abby Altenbernd - Social Studies, Horizon Middle School, 1.0 FTE, BA (0) \$37,613.00, effective with the 2016-2017 school year (replaces Alyssa Coop).

Jackie Dulka - Occupational Therapist, Ellen Hopkins Elementary, .8 FTE, MA (10) \$45,704.00, effective with the 2016-2017 school year (new position per the 2016-2017 Annual Operating Plan).

Linsey Strom - LSS Teacher, Horizon Middle School, 1.0 FTE, MA+10 (2) \$47,884.00, effective with the 2016-2017 school year (replaces Carrie Ness-Savageau).

Jamie Church - Work Experience Coordinator, Red River Area Learning Center, 1.0 FTE, BA (1) \$38,770.00, effective with the 2016-2017 school year (replaces Brad Hawkins).

Christine Soukup - EIS Teacher, Probstfield Center for Education, 1.0 FTE, MA (10) \$57,130.00, effective August 8, 2016 (replaces Ashley Nelson).

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Kathleen Schostag - LSS Teacher, Probstfield Elementary, 1.0 FTE, MA (9) \$55,724.00, effective with the 2016-2017 school year (replaces Nikki Zimmerman).

Tracey Johnson - Elementary Teacher, Ellen Hopkins Elementary, 1.0 FTE, MA+20 (5) \$54,593.00, effective with the 2016-2017 school year (replaces LaRae Mikkelson).

Erinn Eidelbes - Chemistry Teacher, Moorhead High School, 1.0 FTE, BA (0) \$37,613.00, effective with the 2016-2017 school year (replaces David Bye).

Melissa Schuler - EL Teacher, Moorhead High School, 1.0 FTE, BA (0) \$37,613.00, effective with the 2016-2017 school year (replaces Michelle Kaspari).

Angela Keeping - Counselor, S.G. Reinertsen Elementary, 1.0 FTE, MA (5) \$50,112.00, effective with the 2016-2017 school year (replaces Jessica Rome).

Caitlyn Gerchak - Elementary Teacher, S.G. Reinertsen Elementary, 10 FTE, BA+20 (3) \$44,190.00, effective with the 2016-2017 school year (new position per the 2016-2017 Annual Operating Plan).

Max Israel - Night Custodian, Globe Building, .8 FTE, A12 (0-2) \$15.55 per hour, 6.5 hours per day, effective August 29, 2016 (new position per the 2016-2017 Annual Operating Plan).

Nicole Stumo - Administrative Assistant, Ellen Hopkins Elementary, 1.0 FTE, A13 (0-2) \$15.76 per hour, 8 hours per day, effective August 8, 2016 (replaces Katherine Hoylo).

Israa Tahir - Paraprofessional, Horizon Middle School, B21 (0-2) \$15.74 per hour, 6.75 hours per day, effective August 29, 2016 (replaces Ethan Teske).

Michael Wirries - School Bus Mechanic, Transportation, B23 (7) \$1912 per hour, 8 hours per day, effective August 15, 2016 (replaces Timothy Truscinski).

Heather Markuson - Jump Start Teacher, Probstfield Elementary, 1.0 FTE, \$30.16 per hour, 6 hours per day, effective August 22, 2016 (replaces Amy Jensen).

Educational Speech/Language Pathologist Request - Approve the addition of 1.0 FTE Educational Speech/Language Pathologist to serve students at Ellen Hopkins and Robert Asp Elementary Schools.

UND Resident Teacher Agreement - Approve the annual UND Special Education Resident Teacher Project Agreement for two resident teachers for a total cost of \$35,800.

Motion carried 6-0.

**PROPERTY TAX ABATEMENT PROGRAM EXTENSION**: Lisa Bode, City of Moorhead community development manager, provided information regarding the recommendation that the City of Moorhead, Moorhead Area Public Schools and Clay County extend the property tax rebate for an additional two-year period through December 31, 2018.

The Make Moorhead Home Property Tax Rebate must be formally extended or it will expire December 31, 2016. The Make Moorhead Home Property Tax Rebate Program has been in existence since 2012. There have been 602 homes built during the first four years of the program,

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adding \$39 million in taxable value and generating cumulative property tax revenues of \$1.54 million.

The collection and distribution of taxes and rebates are managed by the Clay County Auditor. Each jurisdiction levies for the rebate program and receives an equivalent amount of new tax revenue from the participating homes. Clay County then bills the city and school district for their portion of the rebate program once the taxes have been collected. There is a two-year delay in receipt of the revenue from new construction, but as a year's worth of new homes are built and receive the rebate, a prior year's home construction comes back on the tax roll, and all new homes built under the two-year rebate program begin to generate taxes on an ongoing basis after the two-year rebate period expires.

**SCHOOL NAMING TASK FORCE RECOMMENDATIONS:** School Naming Task Force members Brian Cole, Anja Kalvoda, Carrie Feigum, and Melissa Fabian provided information related to the recommendation.

Following approval of the \$78.2 million bond referendum on Nov. 3, 2015, Moorhead Schools began the next steps in implementing the district's facilities master plan. The implementation plan calls for various community and staff research task forces to review research and aspects of educational programming and provide recommendations to school district administration.

With the goal of having both the grades 5-6 school connected to Horizon Middle School and the new K-4 elementary school open by fall of 2017, the new schools need names. Additionally, Red River Area Learning Center and Adult Basic Education moved into their new home in the Globe Building, which is being purchased by the district and will need a name.

As a result of these changes, Superintendent Kovash recommended the formation of a School Naming Task Force comprised of staff members, students and parent representatives. The community task force approach, which involves community collaboration and consensus building for its decision-making process, was used. Representatives interested in being selected for the task force applied in May 2016.

Members of the School Naming Task Force are: Matthew Becker, Brian Cole, Ella Cole, Greta Cole, Melissa Fabian, Levi Hanson, Carrie Feigum, Amanda Midthune, Melissa Peterson, Anja Kalvoda, Tammy Schatz, Lauri Winterfeldt, Ryan LaDage, Carla Smith and Deb Pender. The task force named Melissa Fabian and Matthew Becker as co-chairs. Lead administrators for the task force were Lynne Kovash, superintendent, and Brandon Lunak, assistant superintendent of finance and operations.

To complete its charge, the task force met further in July and August. Information from the 2003 naming task force process and Moorhead School Board Policy 703 Naming of School Buildings

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and School Grounds provided background information for task force members to consider during the discussions. Task force members also conducted additional research about individuals in the community.

The School Naming Task Forces' summary of recommendations are:

- New Elementary School: Dorothy Dodds Elementary
- Middle School Campus: Horizon Middle School West Campus for the grades 5-6 school and Horizon Middle School East Campus for the grades 7-8 school
- Globe Building (Alternative Learning Center/Adult Basic Education): Vista Center for Education

Johnson moved, seconded by Steffes, to approve the School Naming Task Force recommendations as presented. Motion carried 6-0.

**MOORHEAD HIGH SCHOOL HALL OF HONOR**: Dr. Kovash reported that each year the Moorhead High School (MHS) Hall of Honor recognizes alumni, faculty, staff and other community members who have demonstrated notable accomplishments or provided significant contributions to their school, community or society.

Beginning with eight inaugural members in 2004, 59 members have been inducted into the Hall of Honor. This fall the four 2016 members to the Hall of Honor will be recognized at an induction ceremony on October 8. This year's inductees are Rod McLarnan, Elizabeth (Betty) Myers, William "Bill" Quenette and Ron Wiisanen.

The Hall of Honor committee reviewed nominations and conducted research of records to select outstanding candidates. Hall of Honor committee members are Dave Lawrence, Dean Haugo, Pam Gibb, Mary Flesberg, Linda Jones, Rick Westra, Darvin Miller, Arnold Ellingson, and Matt Naugle.

Corporate sponsors of the Moorhead High School Hall of Honor are Moorhead Public Service, Bell State Bank and Trust and Gate City Bank.

**RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD MEMBERS AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION**: Altenburg moved, seconded by Fagerlie, to approve the Resolution Relating to the Election of School Board Members and Calling the School District General Election. Motion carried 6-0.

**RESOLUTION RELATING TO RENEWING THE EXPIRING REFERENDUM REVENUE AUTHORIZATION OF THE SCHOOL DISTRICT AND CALLING AN ELECTION THEREON**: Fagerlie moved, seconded by Johnson, to approve the Resolution

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Relating to Renewing the Expiring Referendum Revenue Authorization of the School District and Calling an Election Thereon. Motion carried 6-0.

**ENROLLMENT AND STAFFING:** Brandon Lunak, assistant superintendent of finance and operation, said at the March 25, 2016 board meeting, the preliminary staffing plan was approved. At that time, district enrollment was projected to be 6,403. Currently, district enrollment is 6,354 with students continuing to enter the district. As of August 15, 2016, current projections have been adjusted to an incoming class of 500 kindergarten students. The projections reflect the findings of the demographer's presentation to the board at the April 13, 2015 meeting. This adjustment to the kindergarten class now projects an estimated increase of 186 students for the 2016-2017 school year.

Kindergarten was previously estimated at 550 students, and the current kindergarten enrollment is 470 students as of August 15, 2016. With the overall kindergarten sections projected to be down 20 students from the 2015-16 school year, the district has reduced a section from 24 to 23 sections of kindergarten.

All three elementary schools are over the 750 student capacity. S.G. Reinertsen currently has 944 students and has reached capacity in grades one, two and three. Ellen Hopkins enrollment is currently at 862 students and has reached capacity in Spanish Immersion and grade five. Robert Asp has an enrollment of 843 students and would be able to enroll additional students at all grade levels. Certified staff were added at all three elementary schools to maintain class sizes as indicated in the staffing plan and district guidelines, a priority of the 2010 operating levy. With three more weeks until the beginning of school, it is important to have space for additional students who will enroll at the beginning of the school year. We are continually monitoring enrollment and class sizes at each building.

The district continues to be in a period of growth. In 2015-2016, the district experienced 5.53% growth with another 3.30% growth projected in the 2016-2017 school year. The district has added 822 students over the last four years.

**UPDATE REPORT FOR MOORHEAD AREA PUBLIC SCHOOLS MINNESOTA**

**COMPREHENSIVE ASSESSMENTS:** Dr. Kovash provided information related to the district's report for the Minnesota Comprehensive Assessment (MCA) data results for the 2015-16 school year. The MCA report shows the district average compared to the state average for the percent of students proficient on the MCA assessments in reading, mathematics and science.

The Minnesota Comprehensive Assessments are given yearly and are one indicator of Moorhead students' academic achievement. The gap remains similar to previous years between the district and the state averages in both reading and math.

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Reading: Moorhead at 57.1% proficient compared to the state at 59.7%.  
Mathematics: Moorhead at 54.5% proficient compared to the state at 59.4%.

Moorhead Schools will begin its third year of implementing our Literacy Framework at the elementary level and its second year of implementing a secondary English Language Arts curriculum. In mathematics, the elementary schools will be implementing the new Bridges math curriculum this fall, and the secondary math departments will research and make a recommendation for new resources to be implemented in the fall of 2017.

**2016-17 RED RIVER AREA LEARNING CENTER PARENT AND STUDENT**

**HANDBOOK**: Deb Pender, director of alternative learning programs, presented the revisions to the handbook. The handbook is reviewed annually and revised as needed.

Steffes moved, seconded by Fagerlie, to approve the 2016-17 Red River Area Learning Center Parent and Student Handbook as presented. Motion carried 6-0.

**2016-17 EMPLOYEE HANDBOOK**: Kristin Dehmer, executive director of human resources, reviewed the updated employee handbook. Discussion was held related to revisions in the section Personal Appearance.

Fagerlie moved, seconded by Steffes, to approve the 2016-17 Employee Handbook with the exception of the changes to the section Personal Appearance.

Discussion was held and Fagerlie and Steffes withdrew their motion and second.

Fagerlie moved, seconded by Steffes, to approve changes to the 2016-17 Employee Handbook as presented with the exception to exclude changes to the section Personal Appearance and to return that section to the board for approval at a later date. Motion carried 6-0.

**FIRST READING OF POLICIES**: The board conducted a first reading of policies, School Board Agendas 213, Student Surveys 505, Student Discipline 551 and Notification to Staff Regarding Placement of Students with Violent Behaviors 555.

**SUPERINTENDENT EVALUATION**: Chair Tomhave reported the board met on July 18 to discuss the superintendent's evaluation. The board had been surveyed prior to the meeting and the results were compiled and shared. Discussion focused on 2015-16 goals and accomplishments. Dr. Kovash met or exceeded board expectations and Tomhave commended her for an excellent year of work.



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**CLOSE PUBLIC MEETING:** Fagerlie moved, seconded by Johnson, to approve closing the public meeting at 8:34 p.m., pursuant to Minn. Stat. 13D.03, for the purpose of discussing negotiation strategies. Motion carried 6-0.

**OPEN PUBLIC MEETING:** Altenburg moved, seconded by Steffes, to approve opening the public meeting at 8:41 p.m.

**2016-18 MASTER AGREEMENT FOR PRINCIPALS:** Steffes moved, seconded by Johnson, to approve the Master Agreement for Principals for 2016-2018 as presented with the cost as follows:

Year - Cost - Percentage Increase
2016 - 2017 - \$70,197 - 4.42%
2017 - 2018 - \$40,788 - 2.46%
TOTAL - \$110,985 - 6.88%

Motion carried 6-0.

**COMMITTEE REPORTS:** A brief report was heard related the the MSBA Summer Seminar held August 8 in Minneapolis.

**OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD:** Dr. Kovash reminded board members of the All Staff Breakfast and Assembly scheduled for August 31 to welcome staff back prior to the breakfast at 7:30 a.m. Dr. Kovash said tours were scheduled for board members on September 26 at the Vista Center for Education at 5:30 p.m. and October 10 starting with S.G. Reinertsen Elementary at 5:30 p.m. then to Ellen Hopkins Elementary. Dr. Kovash announced the Homecoming Parade was scheduled for October 7 at 4:30 p.m.; will start on 20th Street, construction permitting. The football game will start at 6:30 p.m, with the dance to follow.

**ADJOURNMENT:** Hearing no objections, the Chair adjourned the meeting at 8:52 p.m.

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Matt Valan, Clerk