

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 26, 2017
PAGE 1**

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

Members Present: Mark Altenburg, Cassidy Bjorklund, Melissa Burgard, Cindy Fagerlie, Bill Tomhave, Matt Valan and Missy Eidsness.

Members Absent: Scott Steffes and Dr. Lynne A. Kovash.

PREVIEW OF AGENDA: Assistant Superintendent Missy Eidsness recommended approval of the agenda to proceed with revisions to pages 2 and 7 and the addition of pages 26 and 27.

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

WE ARE PROUD:

We Are Proud of Moorhead High and Horizon Middle School adapted bowling team members Alec Stein, Brett Solum, Aidan Ecklund, Nick Knight, Taylor Scholar, Seth Helland, Julia Lehrer, Reis Welle and Elijah Rosado, who qualified for the 2017 state tournament. Elijah Rosado placed first at state in the boys singles ASD division. Rosado and Reis Welle placed ninth in the ASD doubles. Alec Stein, Brett Solum, Aidan Ecklund and Nick Knight placed 11th in the CI team competition, and Solum and Ecklund placed 14th in the CI doubles. Seth Helland competed in the PI singles, and Julia Lehrer competed in PI singles and PI doubles. Taylor Scholar placed 15th in the girls' singles PI division and competed in PI doubles. Heidi Fisher is the adapted bowling coach, and Lesley Hughes is team manager.

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: Valan moved, seconded by Bjorklund, to approve the following items on the Consent Agenda:

Minutes - Approve the June 12, 2017 Meeting Minutes as presented.

2017-18 Memberships - Approve the following 2017-18 memberships: The Chamber Fargo Moorhead West Fargo, Minnesota Rural Education Association and Minnesota State High School League.

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 26, 2017
PAGE 2**

Resolution for ECFE 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 \$100,000 appending approval from the Commissioner of Minnesota Department of Education.

Termination and Non-Renewal of Non-Licensed Position - Approve the termination and non-renewal of Chantal Nelson as presented.

Resignations

Kari Johnson - Teacher, Robert Asp Elementary, effective June 9, 2017.

Judy Wollin - LSS Teacher, Moorhead High School, effective June 12, 2017.

Tom Dooher - Cross Country Coach, Moorhead High School, effective June 13, 2017.

Christy Revering - ABE Administrative Assistant, Vista Center for Education, effective June 15, 2017.

Michelle Kaspari - ELL Teacher on Leave of Absence, effective June 16, 2017.

Michael Petyo III - Music Teacher, S.G. Reinertsen Elementary, effective June 20, 2017.

Kairsten Nelson - Elementary Teacher, Horizon West, effective June 21, 2017.

Change in Contracts

Nicole Stumo - Building Administrative Assistant, Ellen Hopkins Elementary to Principal Administrative Assistant, Ellen Hopkins Elementary, B23 (3) \$18.77 per hour, effective July 3, 2017 (replaces Vance Christianson).

Part-time and Substitute Pay Schedule - Approve the Part-time and Substitute Pay Schedule as presented.

Family/Medical Leaves

Lynne Kovash - Superintendent, District-wide, Medical Leave (FMLA) beginning May 22, 2017 on an intermittent basis for up to twelve weeks.

Renee Grover - Computer Technician, S.G. Reinertsen, Medical Leave (FMLA) beginning June 27, 2017 through approximately July 11, 2017.

New Employees

Whitney Restemayer - Physical Education Teacher, Robert Asp Elementary, 1.0 FTE, BA+10 (4) \$43,844.00, effective with the 2017-2018 school year (replaces Skip Toops).

Whitney Restemayer - Head Girls Hockey Coach, Moorhead High School, .12 (7) \$5,916.00, effective with the 2017-2018 season (replaces Emily Sell).

Kenard Booker - Head Wrestling Coach, Moorhead High School, .11 (7) \$5,423.00, effective with the 2017-2018 season (replaces Skip Toops).

Casey Tidd - Physical Education Teacher, Horizon West, 1.0 FTE, BA (0) \$37,613.00, effective with the 2017-2018 school year (new position per 2017-18 staffing plan).

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 26, 2017
PAGE 3**

Kristine Buckley - School Psychologist, District Wide, .6 FTE, MA+30 (9) \$38,073.60, effective with the 2017-2018 school year (new position per 2017-18 staffing plan).

Cassandra Gunderson - EIS Administrative Assistant, .8 FTE, B21 (0) \$17.04 per hour, effective July 1, 2017 (new position per 2017-18 staffing plan).

Sheri Schuman - Administrative Assistant, Horizon East Middle School, 1.0 FTE, A13 (7) \$18.15 per hour, 8 hours per day, effective August 1, 2017 (replaces Rachel Sternson)

Katy Miller - Kindergarten Teacher, S.G. Reinertsen Elementary, 1.0 FTE, MA+30 (10) \$65,112.00, effective with the 2017-2018 school year (replaces Jessica Molstre).

Hannah Johnson - Elementary Teacher, S.G. Reinertsen Elementary, 1.0 FTE, BA+30 (1) \$43,059.00, effective with the 2017-2018 school year (replaces Katie Russell).

Marie Rupiper - LSS Teacher, Horizon West Middle School, 1.0 FTE, BA (0) \$37,613.00, effective with the 2017-2018 school year (replaces Judy Wollin)

Madeline Johnson - Elementary Teacher, Robert Asp Elementary, 1.0 FTE BA (0) \$37,613.00, effective with the 2017-2018 school year (replaces Jennifer Bodensteiner).

Sheena McLain - Kindergarten Teacher, Ellen Hopkins Elementary, 1.0 FTE, MA (5) \$50,112.00, effective with the 2017-2018 school year (replaces Jennifer Hammer)

Laura Kowatch - English Teacher, Moorhead High School, 1.0 FTE, MA+10 (1) \$46,406.00, effective with the 2017-2018 school year (replaces Kim Brosdahl one year leave of absence).

Lakeland Mental Health Contract - Approve the July 1, 2017 to June 30, 2018 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.

Solutions Behavioral Health Agreement - Approve the July 1, 2017 to June 30, 2018 agreement with Solutions Behavioral Health 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.

UND Resident Teacher Agreement - Approve the annual UND Special Education Resident Teacher Project Agreement for three resident teachers with a total cost of \$60,000.

Pat Konewko Special Education Grant - Accept the Pat Konewko Fund grant in the amount of \$1,085 as presented and direct administration to send a thank you.

Motion carried 6-0.

COMPREHENSIVE COMMUNITY EDUCATION REPORT: Community Education Director Lauri Winterfeldt provided a comprehensive review of the Moorhead Area Public Schools Community Education program. The report included a review of 2016-17 activities, a

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 26, 2017
PAGE 4**

recommendation to increase staffing by .25 FTE for the 2017-18 school year, and review of Community Education plans and goals.

Bjorklund moved, seconded by Fagerlie, to approve the comprehensive Community Education report as presented. Motion carried 6-0.

2017-18 MOORHEAD HIGH SCHOOL STUDENT HANDBOOK: Assistant Principal Josh Haag reviewed the revised handbook and accompanying registration and planning guide.

Fagerlie moved, seconded by Burgard, to approve the 2017-18 Moorhead High School Student Handbook and Moorhead High School Grades 9-12 Registration and Planning Guide 2017-18 as presented. Motion carried 6-0.

2017-18 HORIZON MIDDLE SCHOOL STUDENT HANDBOOK: Principals Jeremy Larson and Carla Smith reviewed the revised Horizon Middle School Student Handbook and accompanying Horizon Middle School West Campus Grades 5-6 Course Description and Planning Guide, Grade 5 Parent Curriculum Guide, Grade 6 Parent Curriculum Guide, and Horizon Middle School East Campus Grades 7-8 Course Description and Planning Guide.

Bjorklund moved, seconded by Altenburg, to approve the 2017-18 Horizon Middle School Student Handbook, Horizon Middle School West Campus Grades 5-6 Course Description and Planning Guide 2017-18, Grade 5 Parent Curriculum Guide, Grade 6 Parent Curriculum Guide, and Horizon Middle School East Campus Grades 7-8 Course Description and Planning Guide 2017-18 as presented. Motion carried 6-0.

ANNUAL OPERATING PLAN 2017-2018: Brandon Lunak, assistant superintendent of finance and operations, reported on the summary of preliminary expenditures and revenue budgets, by fund, for fiscal year 2018 and the draft 2017-18 Annual Operating Plan.

The district is anticipating 2017-18 General Fund revenues of \$77.3 million, which reflects an increase of approximately \$3 million compared to 2016-17. This increase is due primarily to a 2 percent increase on the basic formula allowance and an estimated increase in enrollment of approximately 253 students.

Moorhead School Area Public Schools residents voted on November 8, 2016 for an operating levy renewal that will provide \$223.66 per pupil in voter-approved funding each year for the next 10 years beginning with the 2018-19 school year. The vote was 12,274 yes and 6,853 no. Ninety-nine percent of Minnesota school districts use operating levy funding. Statewide the average operating levy authority is \$1,187 per pupil. Moorhead Area Public Schools is below the state average at \$947.66 per pupil — of which \$223.66 is voter-approved and \$724 is board approved. The operating levy generates approximately \$1.5 million for the school district.

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 26, 2017
PAGE 5**

Expenses for the General Fund are anticipated to be \$80.6 million. This reflects an increase of approximately \$3.8 million compared to projected expenditures from 2016-17. The primary reasons for this increase are the addition of approximately 18 full-time equivalent teaching and support staff positions; the addition of Vista Center for Education and the district operations center; and the opening of Dorothy Dodds Elementary School and Horizon Middle School West Campus. Additionally, two school buses will be purchased in 2017-18. This represents a continuation of the upgrading of the district's bus fleet.

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 \$6,067 for 2016-17 to \$6,133 in 2017-18 and \$6,312 in 2018-19. The increase is 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 \$3.2 million for 2017-18. The June 30, 2017 restricted and unassigned General Fund balance is projected to be \$14.4 million, or 18.79 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 2018.

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

Fagerlie moved, seconded by Burgard, to approve the 2017-2018 Annual Operating Plan, which includes the preliminary budget and Long-Term Facility Maintenance Plan for fiscal year 2018. Motion carried 6-0.

Altenburg left the meeting at 9:07 p.m.

SECOND READING OF POLICY 538 UNPAID MEAL CHARGES: Fagerlie moved, seconded by Burgard, to approve the policy, Unpaid Meal Charges 538, as presented. Motion carried 5-0.

RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY: Lunak recommended the Resolution Establishing Dates for Filing Affidavits of Candidacy, which includes the Notice of Filing Dates for Election, to the School Board for approval. The adoption of the resolution is discretionary; the publication of the notice is mandatory.

**REGULAR MEETING
BOARD OF EDUCATION
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
JUNE 26, 2017
PAGE 6**

Valan moved, seconded by Bjorklund, to approve the Resolution Establishing Dates for Filing Affidavits of Candidacy as presented. Motion carried 5-0.

SCHEDULE SCHOOL BOARD WORK SESSION: Bjorklund moved, seconded by Burgard, to approve Monday, July 17, 2017 from 9 a.m. 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 5-0.

SUPERINTENDENT REPORT: None.

COMMITTEE REPORTS: None.

OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Chair Tomhave reminded board members of the July 17 board work session and regular meeting. He requested board members contact Michelle if attending the MSBA Summer Seminar scheduled for August 7-8 at the Minneapolis Marriott Northeast in Brooklyn Park.

CLOSE PUBLIC MEETING: Fagerlie moved, seconded by Valan, to close the public meeting at 9:12 p.m., pursuant to Minn. Stat. 13D.03, for the purpose of discussing negotiation strategies. Motion carried 5-0.

The board recessed at 9:12 p.m. and reconvened at 9:17 p.m.

OPEN PUBLIC MEETING: Fagerlie moved, seconded by Burgard, to open the public meeting at 9:35 p.m. Motion carried 5-0.

ADJOURNMENT: Hearing no objections, the Chair adjourned the meeting at 9:35 p.m.

Matt Valan, Clerk