

**REGULAR MEETING
SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 152
PROBSTFIELD CENTER FOR EDUCATION
NOVEMBER 27, 2017
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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, Cassidy Bjorklund, Melissa Burgard, Kara Gloe, Scott Steffes, Bill Tomhave, Matt Valan, and Brandon Lunak.

Member Absent: Dr. Lynne A. Kovash.

OATH OF OFFICE: Chair Tomhave led the Oath of Office Ceremony for Kara Gloe, who took her seat on the School Board.

PREVIEW OF AGENDA: Acting Superintendent Brandon Lunak recommended approval of the agenda to proceed with a revision to page 1.

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

WE ARE PROUD: **We Are Proud** of the Moorhead High School volleyball team for placing fourth in the 2017 Class 3A state tournament Nov. 10-12 at Xcel Energy Center in St. Paul. The Spuds beat Champlin Park in five sets to advance to the semifinals before losing to Lakeville North and Prior Lake. Moorhead beat Willmar in five sets to win the Class 3A, Section 8 championship on Nov. 4 to advance to the volleyball state tournament for the third consecutive year. The Spuds ended their season with a record of 22-11.

Team members are Valerie Hernandez, Natalie Cook, Lexi Gilbertson, Callie Ahlgren, Claire Howell, Ayana Blythe, Megan Haugo, Alyssa Knain, Sam Zimmerman, Jalen Ennen, Kortney Carney, Mallory Lee, Brook Carney and Brooke Walthall. Head coach is Char Lien, assistant coaches are Anna Curley, Amy Bjerke, Amber Gunkel and Katy Braaten, and student managers are Andie Kassenborg and Kylie Francis.

COMMITTEE APPOINTMENTS - The board approved the 2017 committee assignments as determined:

DISTRICT-WIDE STANDING COMMITTEES:

Steffes and Valan - Activities Advisory Council

Burgard and Altenburg - Community Education Advisory Council

Steffes and Altenburg - District Health Insurance Committee

Bjorklund and Gloe - Instruction and Curriculum Advisory Committee (ICAC)

Tomhave and Burgard - Policy Review Committee

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ADMINISTRATIVE COMMITTEES:

Not Required - Calendar Committee
Tomhave and Bjorklund - Citizen Finance Advisory Committee
Burgard and Steffes - Continuing Education Committee
Gloe and Steffes, Alt. - District Technology Committee
Burgard - Early Childhood Family Education Advisory Committee
Bjorklund and Steffes - Health/Safety/Wellness Committee
Gloe - Indian Education Parent Committee
Valan - Minnesota State High School League
Steffes - Sabbatical Leave Committee
Valan and Altenburg - Safe and Healthy Learners Committee
Valan - Special Education Parent Advisory Committee
Bjorklund and Valan - Staff Development Committee
Members Rotate - Superintendent's Advisory Council (SAC)
Bjorklund - 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
Valan and Altenburg, Alt. - Moorhead Schools Legacy Foundation

ADOPT-A-SCHOOL:

Tomhave - Dorothy Dodds Elementary
Altenburg - Ellen Hopkins Elementary
Burgard - Robert Asp Elementary
Steffes - S.G. Reinertsen Elementary
Bjorklund - Horizon Middle School
Gloe - Moorhead High School
Valan - Red River Area Learning Center

SCHOOL BOARD COMMITTEES:

Tomhave and Bjorklund - Executive Finance Committee
Valan and Tomhave - MSBA Legislative Liaison
Bjorklund and Gloe and Steffes, Alt. - Negotiations and Grievance Committee

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.)

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Rachel Beck, Rachel's Daycare, 1327 12th Ave. S. - Expressed concerns with younger students' safety due to the district's current 1-mile transportation policy and recommended adjusting it to a half- or a quarter-mile.

Angie Dannewitz-Johnson, 3022 32nd Ave. S. - Noted the importance of transportation for Spanish Immersion students who live outside the Hopkins Elementary attendance area.

CONSENT AGENDA: Burgard moved, seconded by Bjorklund, to approve the following items on the Consent Agenda:

Minutes - Approve the November 13, 2017 Meeting Minutes as presented.

Government Accounting Standards Board (GASB) Post Employment Benefit Valuation Reports Under GASB 73, 74 and 75 - Approve both the GASB statement 73 and the GASB statement 74 and 75 for the valuation year beginning July 1, 2016 and ending June 30, 2017 as presented.

Change in Contracts

Bahaa Kadhemi - Night Custodian, Dorothy Dodds Elementary, .8 FTE to Night Custodian, Horizon Middle School West Campus, 1.0 FTE effective December 1, 2017 (additional hours per the 2017-2018 staffing plan).

Resignations

Mariah Hoeper - Food Service, Dorothy Dodds Elementary, effective November 13, 2017.

Fadumo Jama - Food Service, Moorhead High School, effective October 6, 2017.

Susan Geist - Food Service, Moorhead High School, effective November 9, 2017.

Ron Halvorson - Custodian, Moorhead High School, effective November 17, 2017.

Sarah Kluck - Bus Driver, District-wide, effective November 21, 2017.

Jarrold Pahl - Hall Monitor, Moorhead High School, effective November 30, 2017.

Family/Medical Leaves

Galen Bare - Food Service, medical leave (non-FMLA) beginning October 18, 2017 for an undetermined amount of time.

Faye Smiley-Aakre - Teacher, Ellen Hopkins Elementary, medical leave (non-FMLA) beginning October 30, 2017 for approximately two months.

Michael Engelke - Custodian, Horizon Middle School East Campus, medical leave (FMLA) beginning December 4, 2017 through approximately February 2, 2018.

Mari Lourdes Shamdas - Teacher, Robert Asp Elementary, family medical leave (FMLA) beginning December 4, 2017 through January 19, 2018.

Patricia Schmidt - Teacher, Horizon Middle School West Campus, medical leave (FMLA) beginning December 11, 2017 through approximately February 2, 2018.

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Candace Havey - Paraprofessional, Early Intervention Services, medical leave (non-FMLA) beginning December 15, 2017 through January 1, 2018.

Becky Wolford - Teacher, Robert Asp Elementary, medical leave (FMLA) beginning November 10, 2017 through approximately December 21, 2017.

Kelly Iverson - Jump Start Teacher, Probstfield Center for Education, medical leave (non-FMLA) beginning April 2, 2018 for the remainder of the school year.

Other Leave

Linda Pederson - Paraprofessional, Moorhead High School, beginning November 15, 2017 through January 1, 2018.

New Employees

Tanya Steidl - Assistant Cook, Horizon Middle School East Campus, A13 (1) \$16.50 per hour, 6.25 hours per day, effective November 7, 2017 (replaces Debra Ramsett).

Kristine Thompson - Destination Imagination Coordinator, District-wide, .05 (8) \$2579, effective November 14, 2017 (replaces Lauri Johnson).

Christopher Friese - AVID Tutor, Horizon Middle School East Campus, \$12.00 per hour, 2 hours per day, effective November 16, 2017 (new position).

Darius Razi - Night Custodian, Horizon Middle School East Campus, A12 (0-3) \$16.21 per hour, 8 hours per day, effective December 1, 2017 (replaces Robert Haugen).

Dassiah Boyer - Night Custodian, Horizon Middle School West Campus, A12 (0-3) \$16.21 per hour, 8 hours per day, effective December 1, 2017 (new position per the 2017-18 staffing plan).

Luis Lopez - Night Custodian, Horizon Middle School West Campus, A12 (0-3) \$16.21 per hour, 8 hours per day, effective December 1, 2017 (new position per the 2017-18 staffing plan).

Motion carried 7-0.

FISCAL YEAR 2017 AUDIT REPORT: Derek Flanagan, Eide Bailly LLP, presented the executive summary of the district's audit report for the fiscal year ending June 30, 2017. The report provides an overview of the district's finances and demonstrates the district's accountability for the money it receives and spends.

The board reviewed the draft audit report and will be asked to accept the report at the December board meeting. Completion of the audit was delayed until approval of the GASB Post Employment Benefit Valuation Reports, which were approved earlier in the meeting. Total revenues budgeted were \$74.4 million and actual revenue was \$79.4 million with a difference of 6.8 percent. For expenditures the district had budgeted \$76.9 million. Actual expenditures were higher at \$81.4 million for a difference of about negative 5.8 percent. The higher than usual variance from the budgeted amount was due in part to a nearly \$2 million adjustment made to

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both revenues and expenditures to record pension support received and expended from the state related to pension funding. The district's unassigned fund balance is at 16.8 percent of general fund operating expenditures, which is just under the 17 percent minimum required according to School Board policy.

TRANSPORTATION REVIEW AND EVALUATION: Brandon Lunak, acting superintendent, explained that in May he was tasked with a review of the district's transportation system throughout the course of the 2017-18 school year. This is the first of two or three presentations that will come to the board.

Dan Bacon, director of transportation and safety, provided information related to Minnesota Statutes 123B.86 and 123B.88, other Minnesota school district transportation policies, impact (schools, affected students, current routes, average load and additional routes) related to changing from 1 mile to .5 mile routes, and the cost of that change. The current minimum cost per contracted route is approximately \$50,000. With a load of 45 students per bus the district would expect an annual cost increase of \$850,000 to add transportation for students who live between .5 and 1 mile. If the district increased the target load to 60 students, the expected annual cost increase is \$700,000. Any additional program changes would increase this cost to over \$1 million annually.

Bacon said as programs are added or changed, there are frequently unforeseen and unaccounted impacts on transportation costs. The upfront cost of adding buses to the fleet are approximately \$100,000 per bus. Buses last approximately 12 years before needing to be replaced. As buses are added to the fleet, additional storage space will increase, which will add construction costs. In the past 32 years the district has contemplated moving to a 2-mile radius due to budget constraints on at least three occasions including as recently as five years ago.

Jonathan Atkins, City of Moorhead traffic engineer, provided information regarding the last three year's standard practice of sidewalk infill, which is geared toward more walkability. He also provided information related to roadway safety and signs. Visibility and consistency of signing and pavement marking is important to public safety, especially where children need to get to school. Fluorescent yellow green signs are used at schools and libraries, and standard yellow are used in other places.

Lt. Derek Swenson, Moorhead Police Department, provided information from a law enforcement perspective and offered to provide additional information if the board or district have specific concerns.

Valan thanked Dan Bacon for his many years of service and expertise to the school district.

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INTERIM SUPERINTENDENT: Chair Tomhave noted Brandon Lunak was appointed acting superintendent on September 11, 2017. Due to the early resignation of Dr. Lynne Kovash on November 30, 2017, the district is required to name an interim superintendent until such time as the School Board commences the search and hires a new superintendent.

Tomhave recommended that Brandon Lunak be named the interim superintendent of Moorhead Area Public Schools effective December 1, 2017 through June 30, 2018. Mr. Lunak will retain the benefits of the Administrator's Master Agreement and will be compensated based on a pro-rated annual amount of \$154,715.

Tomhave moved, seconded by Steffes, to approve Brandon Lunak as interim superintendent of Moorhead Area Public Schools effective December 1, 2017 through June 30, 2018 or earlier if a permanent superintendent is able to assume the position. Motion carried 7-0.

2016-17 WORLD'S BEST WORKFORCE REPORT SUMMARY: Missy Eidsness presented information regarding the 2016-17 World's Best Workforce Report Summary and the Minnesota Department of Education's Rubric for the 2016-17 World's Best Workforce Report Summary. Information for this summary was compiled from the district's World's Best Workforce 2016-17 Annual Report on Curriculum, Instruction and Student Achievement. The summary report addresses stakeholder engagement; goals and results; identified needs based on data; systems, strategies and support for students, teachers, principals and the district; and equitable access to excellent teachers.

The district is required to submit the 2016-17 report summary to the Minnesota Department of Education by December 15, 2017.

Steffes moved, seconded by Valan, to approve the 2016-17 World's Best Workforce Report Summary and submit to Minnesota Department of Education before December 15, 2017. Motion carried 7-0.

FIRST READING OF POLICIES: The board conducted a first reading of the policies, MAPS Electronic Network and Systems Responsible Use and Safety 731, Online Learning Options 610, MAPS Graduation Policy 640, State and Federal Law Prohibiting Discrimination 102, Health Insurance Committee 232, Records Retention 303, School Board Legal Status 201, Out of State Travel by School Board Members 216, School Board Policy Development, Adoption, Implementation, and Review 221, Policy Review Committee 233, Activities Advisory Council 236, Parent Organizations/Booster Clubs 239, and School District Administration 301.

COMMITTEE REPORTS: Brief reports were heard related to the Robert Asp PTAC, Policy Review Committee, Moorhead Schools Legacy Foundation, District Staff Development Committee, Activities Advisory Council, Executive Finance Committee, Safe and Healthy Learners Committee, and Community Education Advisory Council meetings and the Moorhead High School play *Aida*, state volleyball semifinal game, and section girls swim meet.

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OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD: Chair Tomhave requested board members to turn in the Lakes Country Service Cooperative Board of Directors election ballots to Michelle prior to the end of the month.

ADJOURNMENT: Hearing no objections, the Chair adjourned the meeting at 9:26 p.m.

Matt Valan, Clerk