

**REGULAR MEETING  
BOARD OF EDUCATION  
INDEPENDENT SCHOOL DISTRICT #152  
PROBSTFIELD CENTER FOR EDUCATION  
DECEMBER 9, 2013  
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**MEMBERS PRESENT:** Lisa Erickson, Cindy Fagerlie, Laurie Johnson, Scott Steffes, Matt Valan, and Dr. Lynne A. Kovash.

**MEMBERS ABSENT:** Bill Tomhave.

**CALL TO ORDER:** Chair Erickson called the meeting to order at 7:02 p.m. and led everyone in attendance with the Pledge of Allegiance.

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

**APPROVAL OF AGENDA:** Fagerlie moved, seconded by Johnson, to approve the agenda as presented. Motion carried 5-0.

**WE ARE PROUD RECOGNITION:**

We Are Proud of the Moorhead High School volleyball team for advancing to the state tournament after winning the section title for the first time since 2010. The Spuds beat Alexandria to win the Minnesota Class 3A, Section 8 championship on Nov. 1. The volleyball team placed sixth at the state tournament Nov. 7-9 at Xcel Energy Center in St. Paul.

Team members are Bailey Lund, Amber Gunkel, CeCe Borgen, April Johnson, Emily Uglem, Maddie Swanson, Emily Tollefson, Brianna Carney, Olivia Ostlie, Bailee Gulseth, Alyssa LaFlamme, Britta Hanson, Kayla Dalquist, Kenna Taylor and Brooke Tonsfeldt. Head coach is Char Lien, assistant coaches are Amy Bjerke, Carrie Karch and Darrin Olmscheid, and student managers are Britta Holland and Caleigh Fullmer.

**SUPERINTENDENT'S SPUD AWARD:**

The Superintendent's Spud Award is presented to kindergarten teachers Su Botner and Deb Dawson, S.G. Reinertsen/Probstfield Elementary, Colleen Geffe-Dahle, Robert Asp Elementary, and Megan Hilleren, Ellen Hopkins Elementary, for their distinguished service and leadership. This team of teachers has provided leadership over the summer and this fall in planning and implementing the district's all-day kindergarten program.

**MATTERS PRESENTED BY CITIZENS/OTHER COMMUNICATIONS:** None.

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

Minutes - Approve the November 12 and 25, 2013 Meeting Minutes as presented.

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Claims - Approve the December Claims, subject to audit, in the amount of \$1,475,237.70.

General Fund:	\$1,314,264.56
Food Service Fund:	\$145,935.57
Community Service Fund:	\$15,037.57
TOTAL	\$1,475,237.70

The November Wire Payments, subject to audit, in the amount of \$1,510,358.35.

General Fund:	\$1,460,729.35
Post Employment Irrevocable Trust Fund:	\$49,629.00
TOTAL	\$1,510,358.35

Bismarck State College Internship Contract Agreement - Approve the Bismarck State College Agreement beginning January 13, 2014. Moorhead Schools will provide students an opportunity to work cooperatively in a teacher-learning situation with a certified teacher.

Other Leave

Erik Hest - Paraprofessional, Moorhead High School, effective December 2, 2013 until February 4, 2014.

Jeremy Larson - Assistant Principal, Horizon Middle School, effective January 1, 2014 thru June 30, 2014.

Change in Contract

Jeremy Larson - Assistant Principal, Horizon Middle School to Interim Assistant Superintendent Probstfield Center for Education, E82 (0-2) \$53,418.90, effective January 1, 2014 thru June 30, 2014 (replaces Wayne Kazmierczak).

Family/Medical Leaves

Michelle Hanson - Early Childhood Special Education Teacher, EIS, effective approximately, April 14, 2014 until May 30, 2014.

Emily Yule - Early Childhood Special Education Teacher, EIS, effective approximately, January 17, 2014 until June 14, 2014.

Chelsey Gauer - Physical Therapist, EIS, effective approximately, March 28, 2014 until June 5, 2014.

Amy Jensen - Jump Start Teacher, Probstfield Center for Education, effective approximately, April 19, 2014 until June 5, 2014.

Resignations

Jim MacFarlane - Assistant Golf Coach, Moorhead High School, effective November 20, 2013.

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Part-Time and Substitute Pay Schedule Revision - Approve the approved part-time and substitute pay schedule revision as presented.

Sabbatical Leave Request - Approve the sabbatical leave for Carla Smith as presented. The district cost of the leave is \$6,856.

American Indian Education Transmittal of Resolution Renewal - Approve the American Indian Education Transmittal of Resolution for submission to the Minnesota Department of Education by December 15, 2013.

Motion carried 5-0.

**FISCAL YEAR 2013 AUDIT REPORT:** Brian Stavenger, Eide Bailly LLP, presented the fiscal year 2013 school district audit report. For the fiscal year ending June 30, 2013, general fund revenues exceeded expenditures by \$2,547,519 resulting in an overall fund balance of \$13,162,690 of which \$6,442,627 is unassigned, \$5,692,350 is committed and assigned, and \$1,027,713 is either restricted or nonspendable.

Steffes moved, seconded by Valan, to accept the fiscal year 2013 school district audit report as presented by Brian Stavenger, Eide Bailly LLP. Motion carried 5-0.

**APPROVAL OF RESOLUTION PROVIDING FOR THE SALE OF GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2014A:** Fagerlie moved, seconded by Johnson, to approve the resolution providing for the sale of general obligation school building refunding bonds, series 2014A; and covenanting and obligating the district to be bound by and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee the payment of the principal and interest on these bonds. Motion carried 5-0.

**CERTIFICATION OF FINAL 2013 PAYABLE 2014 PROPERTY TAX LEVY:**

Kazmierczak presented information related to certifying the 2014 property tax levy. The total levy amount is \$13,502,121.94 million. Kazmierczak reported on the list of 96 properties that qualify for the two-year economic development property tax abatement that was approved by the School Board on September 10, 2012. Of the 96 properties listed, 87 are newly constructed residential structures and 9 are remodeled existing homes and apartments. Pursuant to Minnesota Statute 469.1813, Subd. 5a, a governing body of the political subdivision may approve an abatement only after holding a public hearing on the abatement. Annually for the three-year period of the abatement, the abated amount will be included in the approved final levy figures as presented for final certification. The total estimated abatement for the 2013 assessment is \$51,533.

A revised budget for fiscal year 2014 will be brought to the board in January.

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Chair Erickson requested comments and questions from the public. None were received.

Steffes moved, seconded by Fagerlie, to approve the certification of the final 2013 Payable 2014 Property Tax Levy in the amount of \$13,502,121.94. Motion carried 5-0.

**APPROVAL OF REVIEW AND COMMENT DOCUMENT:** Kazmierczak reported the review and comment document pursuant to Minnesota Statutes, Section 123B.71 will be submitted to the Minnesota Department of Education (MDE) upon School board approval. Review and comments from MDE are required for projects that have a cost in excess of \$500,000. The projects detailed in the document relate to the Robert Asp Elementary addition, the Probstfield Elementary addition and the Moorhead High School track replacement and artificial turf installation that were presented to the board on November 12, 2013.

Valan moved, seconded by Johnson, to approve the review and comment document as presented. Motion carried 5-0.

**APPROVAL OF POLICY:** Steffes moved, seconded by Johnson, to approve the policy, Tuition Fees 512, as presented. Motion carried 5-0.

**APPROVAL OF POLICY:** Fagerlie moved, seconded by Johnson, to approve the policy, Home Schooled Students 608, as presented. Motion carried 5-0.

**APPROVAL OF POLICY:** Johnson moved, seconded by Valan, to approve the policy, Safety and Security Technology 712, as presented. Motion carried 5-0.

**APPROVAL OF POLICY:** Steffes moved, seconded by Fagerlie, to approve the policy, District Fiscal Management 801, as presented. Motion carried 5-0.

**APPROVAL OF POLICY:** Fagerlie moved, seconded by Johnson, to approve the policy, Credit Card Usage and Electronic Funds Transfer 805, as presented. Motion carried 5-0.

**APPROVAL OF POLICY:** Johnson moved, seconded by Fagerlie, to approve the policy, Reimbursement for Travel, Professional Meetings and Conferences 824, as presented. Motion carried 5-0.

**APPROVAL OF POLICY:** Johnson moved, seconded by Steffes, to approve the policy, Rental of District Musical Instruments 831, as presented. Motion carried 5-0.

**APPROVAL OF POLICY:** Fagerlie moved, seconded by Johnson, to approve the policy, Visitors to Moorhead Area Public Schools Buildings and Sites 905, as presented. Motion carried 5-0.

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**APPROVAL OF POLICY:** Fagerlie moved, seconded by Steffes, to approve the policy, Rewards 907, as presented. Motion carried 5-0.

**PROCESS FOR SELECTION OF SCHOOL BOARD VACANCY:** Chair Erickson recommended administration contact former board members who have remained active in the schools and community to determine interest in filling the one-year vacancy. Valan noted the importance of identifying former board members who left the board voluntarily. A brief discussion was held and board members recommended the vacancy be filled at the December 16 special board meeting.

**SCHEDULE SPECIAL SCHOOL BOARD MEETING:** Fagerlie moved, seconded by Johnson, to approve Monday, December 16, 2013 at 6:30 p.m. to conduct a Special School Board meeting to take action related to filling the School Board vacancy. Motion carried 5-0.

**SUPERINTENDENT REPORT:** Dr. Kovash reported Fagerlie, Johnson and Steffes and central office team members attended MSBA's BoardBook Webinar related to moving meetings into a paperless system by electronically distributing agenda packets and posting materials on the district's website. Additional discussions regarding paperless meetings will be held in January. Kovash requested board members determine their vote related to the MREA Board of Directors balloting. Kovash reminded board members that the Region 1 ballots were due prior to the end of December.

**COMMITTEE REPORTS:** Brief reports were heard related to the MSBA Delegate Assembly and Activities Advisory Council, MHS PTAC and Indian Education Parent Committee meetings.

**OTHER PERTINENT ITEMS TO COME BEFORE THE BOARD:** Chair Erickson thanked community members for their interest in the board member vacancy.

**CLOSE PUBLIC MEETING:** Steffes moved, seconded by Johnson, to close the public meeting at 9:01 p.m., pursuant to M.S. 13D.03, for the purpose of discussing negotiation strategies. Motion carried 5-0.

**OPEN PUBLIC MEETING:** Johnson moved, seconded by Fagerlie, to open the public meeting at 9:22 p.m. Motion carried 5-0.

**2013-2015 DIETARY AND FOOD SERVICE MASTER AGREEMENT:** Steffes moved, seconded by Fagerlie, to approve the Dietary and Food Service Master Agreement for 2013-2015 as presented with the cost as follows:

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Year	Cost	Percentage Increase
2013-2014	\$9,047	3.47%
2014-2015	\$8,893	3.30%
TOTAL	\$17,940	6.77%

Motion carried 5-0.

**2013-2014 BUS DRIVER AND BUS ASSISTANT MASTER AGREEMENT**: Johnson moved, seconded by Fagerlie, to approve the Bus Driver and Bus Assistants Master Agreement for 2013-2014 as presented with the cost as follows:

Year	Cost	Percentage Increase
2013-2014	\$14,869.74	3.44%
TOTAL	\$14,869.74	3.44%

Motion carried 5-0.

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

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Laurie Johnson, Clerk