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**MISSION STATEMENT**  
**St. Cloud Area School District 742**

*The mission of St. Cloud Area School District 742 is to prepare all learners, in partnership with their families and the community, to live and contribute within a changing and diverse world.*

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**Board of Education**  
**St. Cloud Area School District 742**  
**St. Cloud, Minnesota**

**December 16, 2010**  
**7:00 PM**  
**City Hall**

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*PLEASE NOTE: Meetings held at the City Hall are broadcast live on Cable Channel 6 and rebroadcast on subsequent Mondays, Wednesdays, and Fridays at 7:00 p.m.*

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*NOTE: If you have a disability, and need an accommodation in order to attend this event, please contact Student Services at v/tty, 202-6800, at least one week in advance of the meeting.*

**PLEDGE OF ALLEGIANCE**  
**ROLL CALL**

**BOARD MEETING AGENDA**

**I. CONSENT AGENDA (ACTION - Roll Call)** *The consent agenda consists of non-controversial items that the Board adopts routinely without debate. Any single member may remove an item from the consent agenda by requesting removal at the time the consent agenda is moved for adoption. The full text of items approved by consent may be found at the conclusion of the agenda.*

(7:00-7:05)

- A. Approval of Agenda
- B. Approval of Minutes (Meetings of November 18 and December 1, 2010)
- C. Approval of Monthly Treasurer's Report for October, 2010
- D. Approval of Payment of Bills and Other Financial Transactions in the grand total amount of \$3,658,293.77.
- E. Acceptance of Monthly Financial Report
- F. Approval of Personnel Staff Changes
- G. Acceptance of Grant Awards/Donations
- H. Approval of 2011-2012 High School Registration Handbooks
- I. Approval of Proposed Update to Board Policy 404 - Employment Background Checks

- J. Approval for Submission of Grant Applications
- K. Approval of Hiring McKinstry to Assist with Development of Deferred Maintenance Plan
- L. Appointment of Surrogate Parents for Students with Disabilities
- M. Change Order #1 - McKinley, Discovery, North, South Remodeling Project
- N. Cash Farm Lease with Edling Farms

## II. DISCUSSION AND/OR ACTION ITEMS

- A. 2009-10 Audit Report (ACTION)  
(7:05-7:20)

Nancy Schulzetenberg with the accounting firm of Kern, DeWenter, Viere, Ltd. will present the 2009-10 audit report. She will also review the Student Activities audit for 2009-10.

***The Administration recommends acceptance of the audit report for 2009-10.***

- B. 2010 Payable 2011 Final Levy Certification (ACTION)  
(7:20-8:00)

Kevin Januszewski will present information regarding the 2010 Payable 2011 Final Levy Certification. An opportunity for public input will be provided at this time.

***The Administration recommends approval of the preliminary levy amount that was approved in September for the 2010 payable 2011 Final Property Tax Levy Certification in the amount of \$21,752,099.02.***

- C. Approval of Proposal to Conduct Special Education Study (ACTION)  
(8:00-8:10)

Dr. Elisabeth Lodge Rogers, Executive Director of Special Education/Student Services, will review the proposals received.

***The Administration recommends approval of District & Community Partners to conduct the Special Education Study for St. Cloud Area School District 742 at a cost not to exceed \$70,000. The Administration further recommends that cost sharing efforts be explored with the Bemidji School District and/or other interested districts.***

D. Approval of New Courses for 2011-2012 (ACTION)  
(8:10-8:20)

Dr. Julia Espe, Executive Director of Curriculum, Instruction, and Assessment, will present information on proposed new courses at Apollo and Tech High Schools for the 2011-2012 school year. Information is attached.

***The Administration recommends approval of the new courses at Apollo and Tech High Schools for the 2011-2012 school year.***

E. Schedule January Reorganization Meeting (ACTION)  
(8:20-8:25)

The recommended date and time for the Board of Education Reorganization Meeting is Monday, January 3, 2011, at 4:00 p.m. The meeting will be held at the District 742 Administration Offices, 1000 North 44th Avenue, Suite 100, St. Cloud.

***The Administration recommends scheduling the January Reorganization Meeting as recommended.***

III. **REPORTS**

A. Superintendent's Report  
(8:25-8:35)

The Superintendent may present information on current activities in District 742.

B. Board of Education Standing Committee Reports  
(8:35-8:50)

Standing Committee Reports will be presented as follows:

*Board Development Committee (Deb Lalley, Chair)*

*Community Linkages Committee (Bruce Mohs, Chair)*

*Finance and Audit Committee (Bruce Hentges, Chair)*

*Integration and Equity Committee (Les Green, Chair)*

*Legislative Committee (Cindy Harner, Chair)*

*Personnel & Negotiations Committee (Jerry Von Korff, Chair)*

IV. **FUTURE AGENDA ITEMS**  
(8:50-8:55)

Board of Education members may suggest items/topics for future Board Meeting agendas. Items brought forth should have been previously discussed with the Board Chair or Vice Chair, Board Standing Committee, or at a prior Board Work Session/Meeting.

January Work Session Topics will include:

*Proposed Board Policy 106 - Technology and Networked Information Resources  
Acceptable Use (Second Reading)*

*Board Expulsion Checklist*

*Student Suspension Checklist*

V. **PRESENTATION OF PLAQUES TO SIGRID HEDMAN-DENNIS AND DEB LALLEY FOR SERVICE AS MEMBERS OF THE ST. CLOUD AREA SCHOOL DISTRICT 742 BOARD OF EDUCATION**

VI. **CONSENT AGENDA ITEMS (Detail Information)**

A. Approval of Agenda.

B. Approval of Minutes of the Board of Education Meetings of November 18 and December 1, 2010.

C. Monthly Treasurer's Report

The Administration recommends approval of the Monthly Treasurer's Report for October, 2010.

D. Approval of Payment of Bills

The Administration recommends approval of the payment of bills and other financial transactions in the amount of \$3,298,797.99 (Check Numbers 189312-189947) and P Card totals in the amount of \$359,495.78 for a grand total of \$3,658,293.77.

E. Monthly Financial Report

The Administration recommends acceptance of the monthly financial report.

F. Personnel Staff Changes

The Administration recommends approval of the following personnel changes pursuant to relevant laws and appropriate provisions of negotiated agreements between the Board of Education and exclusive representatives. For new hires, the indicated rates are consistent with current negotiated agreements and Board approved rates of pay. All rates/salaries listed do not include fringe benefits.

1. Licensed Staff

**Child Care Leave**

Tina Gross, Kindergarten Teacher, Lincoln Elementary School, effective on or about January 24, 2011, through on or about March 4, 2011.

Katherine Stewart, Science Teacher, South Junior High School, effective on or about April 18, 2011, through June 3, 2011.

### **Health Leave**

Jaime Conway, Fourth Grade Teacher, Talahi Community School, effective December 6, 2010, through January 3, 2011.

Ernie Watson, Special Education Teacher, North Junior High School and Apollo High School, effective November 30, 2010, through December 23, 2010. This is an amendment to the December 1, 2010, Board action on the consent agenda where this item was listed as effective November 29, 2010, through December 23, 2010.

### **Leave of Absence**

Xian He, Chinese Immersion Teacher, Madison Elementary School, effective December 17, 2010, through January 11, 2011.

### **Rehire**

Sonia Eizenhoefer, English as a Second Language Teacher, Madison Elementary and Technical High School, effective December 6, 2010, Lane BA, Pay Level 2 (full time contract for 120 days). Ms. Eizenhoefer's salary for this assignment will be \$21,316.80.

Rhonda Johnson, Orchestra Teacher (Long Call Substitute), Madison Elementary, Oak Hill Community and Technical High School, effective November 29, 2010, through January 28, 2011, Lane BA, Pay Level 3 (full time contract for 38 days). Ms. Johnson's salary for this assignment will be \$3,993.90.

### **Reassignment**

Cynthia Stang, Special Education Teacher, South Junior High School, reassigned to Behavior Interventionist, Area Learning Center, effective January 3, 2011, at a rate of \$16.20/hr.

### **Retirement**

Mark Mortrude, Language Arts Teacher, Apollo High School, effective June 3, 2011, after 41 years of service in District 742.

## 2. Non-Licensed Staff

### **Leave of Absence**

April Daluge, Classroom Paraprofessional, Roosevelt Early Childhood Center, effective January 10, 2011, through May 10, 2011.

**New Hire**

Michelle Voigt, Special Education Paraprofessional (30 day temporary assignment), Apollo High School, effective on November 29, 2010, through January 18, 2011, at a rate of \$9.53 per hour.

**Rehire**

Vicki Toupal, Clerical Paraprofessional, Westwood Elementary (returning early from leave of absence), effective December 15, 2010.

**Resignation**

Frederick Dahm, Supervisor of Building and Grounds, District Services Building, last day of service November 30, 2010.

Hani Jacobson, Jump Start Paraprofessional, Apollo High School, last day of service January 7, 2011.

Joseph Kresky, Special Education Paraprofessional, Madison Elementary, last day of service December 7, 2010.

Jennith Pederson, Student Support Paraprofessional, Oak Hill Community School, last day of service December 2, 2010.

Denise Riedemann, Special Education Paraprofessional, Technical High School, last day of service December 10, 2010.

Vicki Toupal, Clerk Typist II (Long Call Substitute), Apollo High School, last day of service December 14, 2010.

G. Acceptance of Grant Awards/Donations (Requires 2/3 Majority of Governing Board, Minnesota Statute §465.03)

The Administration recommends acceptance of the following grant awards/donations:

1. Donation of approximately 1,800 hanging file folders to St. Cloud Area School District 742 from Marco, Inc.
2. Donation of several hats and pairs of mittens for children (approximate value of \$150.00) to Westwood Elementary School from the St. Stephens Mission Group.
3. Donation of printmaking materials for art program (estimated value of \$185.00)

to Madison Elementary School from Dennis Whipple and Scott Wachtler.

4. Donation in the amount of \$2,000.00 to the Tech High School Boys Swimming Program from the Swim With A Tiger Booster Club.

5. Donation in the amount of \$108.00 to the Tech High School Activities Department from Coborns, Inc., for supplies.

6. Donation in the amount of \$3,912.00 to Madison Elementary School from the Madison PTA for classrooms.

7. Donation in the amount of \$161.66 to Madison Elementary School from the Central Minnesota Mental Health Center for retreat and supplies.

8. Donation of mittens and caps for students to Madison Elementary School from the St. Stephen Mission Group.

9. Grant awards from the District 742 Local Education and Activities Foundation totaling \$14,262.00, as follows:

- Roosevelt - Financial Assistance for Homeless/Indigent - \$1,500
- Lincoln - Science Trip and Play at SJU - \$282
- ALC - Health Careers Competition - \$1,000
- ALC - Artist in Residence - \$600
- District - College Bound Field Trips - \$1,205
- Tech - Drama: Sewing Machine - \$450
- Tech - Speech/National Forensics League Expenses - \$2,000
- Apollo - Robotics Program - \$1,500
- South - WEB (Where Everyone Belongs) Program - \$2,000
- South - Wild Thinkers Science Club - \$1,500
- South - Music Composition Club - \$1,675
- South - Band Festival - \$550

10. Donation of wheelchair for student use (estimated value of \$500) to District 742 Nursing Services from Tom Archer.

11. Donation in the amount of \$1,000.00 to Roosevelt Pre-School from the Minnesota School Bus Operators Association. The monies will be used by Roosevelt Pre-School for the purpose of Transportation Scholarships for students in need. The donation was made available through an award given to a school bus driver, Margaret Salzbrun, Spanier Bus Services.

12. Donation in the amount of \$365.00 to the Tech High School Skills USA Program from the Central Minnesota Builders Association for Skills USA Conferences.

13. Donations to the Tech High School Band Program as follows:

\$50.00 - Steven and Sheila Molde  
\$150.00 - Stephen and Lisa Mullen

14. Donation of preschool supplies, books, puzzles, etc. (estimated value of \$200.00) to the Oak Hill Community School Pre-School Program from Lynn Buley.

15. Donation in the amount of \$300.00 to the DAPE Program from Andrew Marincic.

16. Donation in the amount of \$100.00 to Kennedy Community School from the American Legion Auxiliary, St. Joseph, for American Education Week.

17. Donation in the amount of \$100.00 to Kennedy Community School from the American Legion, St. Joseph, for American Education Week.

18. Donations to the Tech High School Speech Program, as follows:

\$100.00 - Cyphers Appraisal, LLC  
\$250.00 - Gray, Plant, Mooty, Mooty & Bennett, P.A.

19. Donations from Apollo High School staff members to the Apollo Scholarship Program totaling \$155.00.

20. Donation of a vehicle (estimated value of \$3,510.00) to the Tech High School Auto Department from Donna Kuhl and John Mahowald.

#### H. Approval of 2011-2012 High School Registration Handbooks

The Administration recommends approval of the 2011-2012 Registration Handbooks for Apollo and Tech High Schools. The Registration Handbooks can be viewed at:

Apollo 9th Grade:

<http://www.isd742.org/~apollo/assets/9thregistration2011draft.pdf>

Apollo 10-12th Grade:

<http://www.isd742.org/~apollo/assets/upperclassregistrationdraft2.pdf>

Tech: [http://isd742.org/~tech/HANDBOOK10\\_11.pdf](http://isd742.org/~tech/HANDBOOK10_11.pdf)

#### I. Approval of Proposed Update to Board Policy 404 - Employment Background Checks (Third and Final Reading)

The Administration recommends approval of Board Policy 404 - Employment Background Checks. A copy of the Policy, along with accompanying Administrative Procedures 404A, is attached.

#### J. Approval for Submission of Grant Applications

The Administration recommends approval for submission of the following grant

applications:

1. "Reading Development with the Help of Books About Railroads" grant application by Clearview Elementary School to the BNSF Foundation in the amount of \$3,000.00. The purpose of the grant is to enhance the reading development of boys through the use of reading development books on trains.

2. "Kids and Cameras - A New Kind of Learning" grant application by Clearview Elementary School to ING Unsung Heroes Awards Program in the amount of \$2,000.00. The purpose of the grant is to bring the world of cameras and photography to children in first grade classroom.

K. Approval of Hiring McKinstry to Assist with Development of Deferred Maintenance Plan

The Administration recommends approval of hiring McKinstry to assist with the development of the 10-year Deferred Maintenance plan due to the Minnesota Department of Education for a total cost of \$44,000.

This expense is to be paid out of Deferred Maintenance.

L. Appointment of Surrogate Parents for Students with Disabilities

Minnesota rules require that school districts appoint surrogate parents for students with disabilities under the following conditions:

1. The parent, guardian, or conservator is unknown or unavailable.
2. The pupil is a ward of the commissioner of human services.
3. The parent requests in writing the appointment of a surrogate parent.

The Administration recommends that the Board of Education appoint the following to act as surrogate parents to represent students with disabilities because legal parents are unavailable:

Dr. Virginia Riser  
Dr. Marjorie Hawkins  
Mary Jane Brewster

M. Change Order #1 - McKinley, Discovery, North, South Remodeling Project

The Administration recommends approval of Change Order #1 for the above named project with St. Cloud Refrigeration in the total amount of +\$3,928.00 for the following: at McKinley - add current switch to kitchen exhaust fan, provide programming to open existing damper, provide air balance procedure to determine kitchen exhaust flow, and add controls; at North - retrofit the existing AHU 19.

This project is funded from Operating Capital.

N. Cash Farm Lease with Edling Farms

The Administration recommends approval of a cash farm lease with Edling Farms, Inc. to lease the property the District recently acquired in Haven Township. The property will be used for agricultural purposes. The length of the lease is nine years with an early termination option by either party after five years. The rent shall be \$105 per tillable acre for the approximately 70 acres totaling \$7,350 per year. Edling Farms will also reimburse the District for all property taxes paid during the length of the lease. This has been reviewed and recommended by the Board Audit & Finance Committee. A copy of the lease is attached.

Bruce Watkins  
Superintendent