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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**

**August 25, 2011**  
**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 July 28 and August 10, 2011)
- C. Approval of Payment of Bills and Other Financial Transactions in the grand total amount of \$3,359,975.44.
- D. Acceptance of Monthly Financial Report
- E. Approval of Personnel Staff Changes
- F. Acceptance of Grant Awards/Donations
- G. Bid Award - Partitions - Discovery, Oak Hill, Talahi, North, and South
- H. Approval of Student Handbooks for 2011-2012

## II. INFORMATION ITEMS

### A. Curriculum, Instruction, and Assessment Update

Dr. Julia Espe, Assistant Superintendent, will introduce and present information on the following topics:

#### 1. District Secondary Guidance Vision & College Connectors (7:05-7:25)

Representatives from the District's Guidance Counselors will introduce the Career and College Readiness Plan. College Connectors will contribute to the overview and explain how their training will be integrated into the District 742 Guidance Vision. Information is attached.

#### 2. Equity Narrative (7:25-7:35)

Dr. Julia Espe will review the narrative and plans to present it to various stakeholder groups. A copy of the draft is attached.

### B. LEAF Adopt a Classroom Project (7:35-7:45)

Debbie Erickson, member of the District 742 Local Education & Activities Foundation Board, will present information on the LEAF Adopt a Classroom Project.

### C. Kindergarten Readiness Update (7:45-7:55)

Alicia Jepsen, Director of Early Childhood Services, will present an update regarding the Kindergarten Readiness Task Force.

### D. Proposed Energy Project Overview (7:55-8:05)

Kevin Januszewski, Executive Director of Business Services, will present information related to a District-wide energy savings project involving lighting at selected District sites, pool upgrades at South Junior High School, and ventilation and control enhancements at the Media Services Building.

## III. REPORTS

### A. Superintendent's Report (8:05-8:20)

Superintendent Bruce Watkins may present information on current activities in

District 742.

**B. Board of Education Standing Committee Reports**

(8:20-8:35)

Standing Committee Reports will be presented as follows:

*Board Development Committee (Cindy Harner, Chair)*

*Community Linkages Committee (Bruce Mohs, Chair)*

*Finance and Audit Committee (Jerry Von Korff, Chair)*

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

*Legislative Committee (Bruce Hentges, Chair)*

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

**IV. FUTURE AGENDA ITEMS**

(8:35-8:45)

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.

September Work Session topics will include:

*Operating Levy Timeline*

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

A. Approval of Agenda.

B. Approval of Minutes of the Board of Education Meetings of July 28 and August 10, 2011.

C. Approval of Payment of Bills

The Administration recommends approval of the payment of bills and other financial transactions in the amount of \$3,014,787.35 (Check Numbers 195898-196318 and Wires), P Card totals in the amount of \$345,188.09, for a grand total of \$3,359,975.44.

D. Acceptance of Monthly Financial Report

The Administration recommends acceptance of the Monthly Financial Report for July, 2011.

E. 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

**Additional Assignment**

Linda McNelly, Early Childhood Family Educator, Early Childhood Center, effective 2011-2012 school year, Lane MA, Pay Level 16 (12% of a full time contract for 188 days). Ms. McNelly's salary for this assignment will be \$6,484.92. Ms. McNelly is currently in a 80% of a full time contract position.

Malinda O'Brien, Interventionist, Talahi Community School, effective 2011-2012, Lane BA+15, Pay Level 2 (50% of a full time contract for 188 days). Ms. O'Brien's salary for this assignment will be \$17,418.00. Ms. O'Brien is currently in a 50% of a full time contract position.

Nicole Palm, Early Childhood Family Educator, Early Childhood Center, effective 2011-2012 school year, Lane BA, Pay Level 16 (17% of a full time contract for 188 days). Ms. Palm's salary for this assignment will be \$6,908.46. Ms. Palm is currently in a 17% of a full time contract position.

**Child Care Leave**

Brandi Lacey, Special Education Teacher, Westwood Elementary School, effective on or about October 7, 2011 through on or about March 12, 2012.

**New Hire**

Rachel Bates, Math Teacher, Technical High School, effective 2011-2012 school year, Lane BA, Pay Level 3 (full time contract for 188 days). Ms. Bates' salary for this assignment will be \$34,602.00.

Anne Berg, Speech Language Pathologist, Talahi Community School, effective 2011-2012 school year, Lane MA+15, Pay Level 6 (full time contract for 188 days). Ms. Berg's salary for this assignment will be \$48,644.00. This is a replacement position.

Nicolle Breikjern, Psychologist, Westwood Elementary School, effective 2011-2012 school year, Lane MA+30, Pay Level 2 (full time contract for 188 days). Ms. Breikjern's salary for this assignment will be \$44,169.00. This is a replacement position.

Julie Cadalbert, German Teacher, Apollo High School, effective 2011-2012 school year, Lane BA, Pay Level 2 (40% of a full time contract for 188 days). Ms. Cadalbert's salary for this assignment will be \$13,359.00.

Grace Coran, French Teacher, Apollo High School (80%) and Technical High School (20%), effective 2011-2012 school year, Lane BA, Pay Level 2 (full time contract for 188 days). Ms. Coran's salary for this assignment will be \$33,397.00.

Patty Popp, Executive Director of Student Services, effective September 6, 2011. Ms. Popp's annual salary for this assignment will be \$105,000.00.

Cara Sandquist, Band Teacher, Kennedy Community School, effective 2011-2012 school year, Lane BA, Pay Level 2 (60% of a full time contract for 188 days). Ms. Sandquist's salary for this assignment will be \$20,038.20.

Deborah Smith, Science Teacher, Apollo High School, effective 2011-2012 school year, Lane BA, Pay Level 3 (full time contract for 188 days). Ms. Smith's salary for this assignment will be \$34,602.00.

#### **Part-Time Leave Program (Pursuant §354.66)**

Lissa Miller, Early Childhood Family Education Teacher, Roosevelt Early Childhood Center, action effective for the 2011-2012 school year, 40% leave of a full time contract. Ms. Miller to pay both employee and employer share of TRA. Salary and benefits to be prorated. This is an amendment to the March 16, 2011 Board action on the consent agenda where this item was listed as a 30% leave of a full time contract.

#### **Rehire**

Maggie Luckens (Ballman), Math Teacher, North Junior High School, effective 2011-2012 school year, Lane, BA, Pay Level 2 (full time contract for 188 days). Ms. Lucken's salary for this assignment will be \$33,397.00.

Charissa Bates, Social Worker, Madison Elementary School, effective 2011-2012 school year, Lane BA+30, Pay Level 3 (60% of a full time contract for 188 days). Ms. Bates' salary for this assignment will be \$22,782.00. This is a replacement position.

Tristen Ellering, Special Education Teacher, Riverwoods, effective the 2011-2012 school year, Lane BA+15, Pay Level 2 (full time contract for 188 days). Ms. Ellering's salary for this assignment will be \$34,836.00. This is a replacement position.

Katherine Green, Language Arts Teacher, Technical High School, effective for the 2011-2012 school year, Lane BA, Pay Level 2 (full time contract for 188 days). Ms. Green's salary for this assignment will be \$33,397.00.

Amy Jensen, Fifth Grade Teacher, Westwood Elementary School, effective 2011-2012 school year, Lane MA+15, Pay Level 4 (full time contract for 188 days).

Ms. Jensen's salary for this assignment will be \$44,895.00.

Abigail Leshner, Language Arts Teacher (Long Call Substitute), South Junior High School, effective 2011-2012 school year, Lane BA, Pay Level 2 (full time contract for 188 days). Ms. Leshner's salary for this assignment will be \$33,397.00.

Stacy Louis, Fourth Grade Teacher, Madison Elementary School, effective 2011-2012 school year, Lane MA, Pay Level 2 (full time contract for 188 days). Ms. Louis' salary for this assignment will be \$39,598.00.

Kristen Mattick, Music Teacher, Kennedy Community School, effective 2011-2012 school year, Lane MA, Pay Level 3 (60% of a full time contract for 188 days). Ms. Mattick's salary for this assignment will be \$24,801.60.

Steven Roenfeldt, Science Teacher, South Junior High School, effective 2011-2012 school year, Lane MA, Pay Level 2 (80% of a full time contract for 188 days). Mr. Roenfeldt's salary for this assignment will be \$31,678.40.

Carrie Westre, Special Education Teacher, Talahi Community School, effective 2011-2012 school year, Lane BA, Pay Level 2 (full time contract for 188 days). Ms. Westre's salary for this assignment will be \$33,397.00. This is a replacement position.

Wendy Theisen, Early Childhood Family Education Teacher, Roosevelt Early Childhood Center, effective 2011-2012 school year, Lane BA, Pay Level 2 (60% of a full time contract for 188 days). Ms. Theisen's salary for this assignment will be \$20,038.20.

### **Resignation**

Amy Day, Science Teacher, Apollo High School, last day of service August 8, 2011.

Amy Gilbertson, Speech Language Pathologist, South Junior High School, last day of service August 11, 2011.

Michelle Sonmor, Band Teacher, Apollo High School, last day of service August 17, 2011.

### **Retirement**

Patricia Robb, Special Education Teacher, SCSU-Co2 Program, last day of service November 18, 2011 after almost 25 years of service in District 742.

## 2. **Non-Licensed Staff**

### **Leave of Absence**

Susan Brenneman, Health Paraprofessional, South Junior High School, effective September 6, 2011 through January 3, 2012.

### **New Hire**

Barry Hazelwood, Bus Driver, District Services Building, effective August 9, 2011 at a rate of \$12.30 per hour.

Tyler Lewandowski, Temporary Summer Grounds Crew, District Services Building, effective June 20, 2011 through September 2, 2011 at a rate of \$11.27 per hour.

Jolene Marchessault, Custodian, Technical High School, effective June 9, 2011 at a rate of \$11.27 per hour.

Roger Schreder, Bus Driver, District Services Building, effective August 12, 2011 at a rate of \$12.30 per hour.

David Thompson, Head Engineer Senior High, Technical High School, effective August 8, 2011 at a rate of \$17.02 per hour.

### **Rehire**

Sara Albrecht, Special Education Paraprofessional, Clearview Elementary School, effective 2011-2012 school year at a rate of \$11.35 per hour. This is a replacement position.

Juanita Daniels, Special Education Paraprofessional, Technical High School, effective 2011-2012 school year at a rate of \$11.35 per hour. This is a replacement position.

Cassandra Johanson, Special Education Paraprofessional, Oak Hill Community School, effective 2011-2012 school year at a rate of \$10.47 per hour. This is a replacement position.

Theresa Skalla, Special Education Paraprofessional, Technical High School, effective 2011-2012 school year at a rate of \$11.35 per hour. This is a replacement position.

Kathryn Then, Hourly Clerical, District Administration Office (Nutritional Services), effective September 6, 2011 through October 14, 2011 at a rate of \$11.51 per hour.

### **Resignation**

Daniel Dillman, Bus Driver, District Services Building, last day of service August 15, 2011.

Jamie Gall, Special Education Paraprofessional, Lincoln Elementary School, last day of service August 15, 2011.

Robert Gross, Head Mechanic, District Services Building, last day of service August 31, 2011.

Jenna Hanson, Bus Driver, District Services Building, last day of service August 16, 2011. Ms. Hanson will remain in her Paraprofessional position.

Allen Miller, Bus Driver, District Services Building, last day of service August 15, 2011.

Kimberly R. Schwartz, Special Education Paraprofessional, last day of service August 8, 2011.

Breanna Swanberg, Special Education Paraprofessional, last day of service July 27, 2011.

Katherine Windschitl, Special Education Paraprofessional, last day of service August 4, 2011.

### **Retirement**

Sylvia Harren, Kitchen Helper, Oak Hill Community School, last day of service June 3, 2011 after 6 ½ years of service in District 742.

Raymond Skelly, Educational Paraprofessional, Technical High School, last day of service November 2, 2011 after 31 years of service in District 742.

### **F. 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 in the amount of \$400.00 from the Fraternal Order of Eagles St. Cloud Aerie 622 to the Tech High School Scholarship Program.
2. Reading Development with the Help of Books About Railroads grant award in the amount of \$3,000.00 to Clearview Elementary School from the BNSF Foundation, Fort Worth, Texas.
3. Donations through the Wells Fargo Community Support Campaign as follows:
  - \$28.80 from Gail Berg to Kennedy Community School
  - \$180.00 from Peter Sop to North Junior High School
  - \$53.49 from Gail Berg to Kennedy Community School

4. Donation in the amount of \$12,000.00 to Madison Elementary School from Steve Fines for technology needs (Ipads).
5. Donation in the amount of \$200.00 to Madison Elementary School from the Central Minnesota Reading Council for Read, Rest, Relax books for students.
6. Donation in the amount of \$750.00 to Madison Elementary School from the College of St. Benedict/St. John's University to support academic programs and teachers.
7. Donation in the amount of \$100.00 to Tech High School from InterBank, Lakeville, Minnesota.
8. Donation in the amount of \$250.00 to the Tech High School Speech/NFL Program for program expenses/competitions.
9. Donation in the amount of \$467.85 to Oak Hill Community School from Kevin Nguyen for school supplies.
10. Donation in the amount of \$30.00 to Tech High School from Thomas M. Peterson, D.D.S. in support of HOSA 2011 National Leadership Conference attendance.
11. Donation in the amount of \$136.00 to Kennedy Community School from Stearns County Mounted Patrol to purchase library books.
12. Donation to Kennedy Community School of Time-Life Books for the 7th/8th Grade Social Studies Department: 12 volumes of "The Third Reich," 26 volumes of "The Old West," 25 volumes of "Time Frame AD," and 23 volumes of "The Epic of Flight" (estimated value of \$1,500.00) from Ray Guggenberger, Jr.
13. Donation in the amount of \$1,689.16 to the Tech High School Girls Swim Program from Swim With A Tiger Boosters.
14. Donation in the amount of \$100.00 to Kennedy Elementary School from Education Minnesota for a Honorarium for Summer Session Tour.
15. Donation in the amount of \$1,000.00 to North Junior High School from Plaza Park Bank for a Classroom Ipad Project.
16. Donation in the amount of \$2,000.00 to the Tech High School 2011 Scholarship Program from the Tech Alumni Association.
17. Donation in the amount of \$300.00 to Tech High School from the College of St. Benedict/St. John's University for hosting student teachers.
18. Donation in the amount of \$242.80 to Madison Elementary School from Lutgen's Siding Company to support academic needs of students.

19. Donation in the amount of \$50.00 from James O'Neill to District 742 Community Education to sponsor a child unable to participate in an activity due to financial challenges.

20. Donation in the amount of \$500.00 to Madison Elementary School from Target Books for Schools Program.

21. Donation in the amount of \$750.00 to the Tech High School Track Program from the Tech Track and Field Booster Club for 2011 expenses.

G. Bid Award - Partitions - Discovery, Oak Hill, Talahi, North and South

The Administration recommends that the Board of Education award the bid for Partitions - Discovery, Oak Hill, Talahi, North and South to W. L. Hall Company in the amount of \$258,954.00, based upon low bid received meeting specifications.

A bid tabulation is attached.

This project is funded with Deferred Maintenance funds.

H. Approval of Student Handbooks for 2011-2012

There were no significant content changes in student handbooks this year. The Administration recommends approval of the student handbooks for Senior High (Apollo, Tech, and Area Learning Center), Junior High (North and South), Kennedy Community School (K-8), and Elementary & Preschool for the 2011-2012 school year. Copies of the student handbooks for 2011-2012 are available in the Superintendent's Office upon request and on the District's website.

Bruce Watkins  
Superintendent