
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.

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

February 28, 2013
7:00 PM
City Hall

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.

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. SCHOOL BOARD RECOGNITION WEEK

(7:00-7:05)

Each year, the Minnesota School Boards Association (MSBA) designates one week in February as School Board Recognition Week. This year, it is February 18-22.

Apollo High School students and staff will make a presentation recognizing the efforts of our School Board members and expressing appreciation for their service.

II. 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.*

(7:05-7:10)

A. Approval of Agenda

B. Approval of Minutes (Meetings of January 24, February 13, February 19, and February 21, 2013)

C. Approval of Monthly Treasurer's Report for January, 2013

- D. Approval of Payment of Bills and Other Financial Transactions in the grand total amount of \$3,766,740.13.
- E. Acceptance of Monthly Financial Report
- F. Approval of Personnel Staff Changes
- G. Acceptance of Grant Awards/Donations
- H. Approval of District Integration Budget for 2013-2014
- I. Approval of Audit RFP's
- J. Approval of Submission of Grant Applications
- K. Appointment of Legal Counsel
- L. Change Order - Madison Addition
- M. Change Order - Madison Addition
- N. Internal Connections - Wireless and Lan Switches

III. **INFORMATION ITEMS**

- A. School Report
(7:10-7:40)

Mike Gadbois, Principal, along with staff and parents, will present information about the Area Learning Center, including general school demographics, academic performance, student activities, strengths and challenges, and student spotlight.

- B. Teaching and Learning Update
(7:40-8:10)

Diane Moeller, Assistant Superintendent, will introduce Laurie Putnam, Assistant Principal at South Junior High; Brenda Blackmore, Principal at North Junior High; and Ashley Rutman and Megan Theis, Guidance Counselors at South, who will present information related to the work of the Guidance Counselors over the past year. Particular focus will be paid to Career and College Readiness at all the levels.

- C. Proposed Board Policy - Inclusive Decision Making (2nd Reading)
(8:10-8:15)

Board Member Jerry Von Korff, Chair of the Board Development Committee, will review the proposed Board Policy relating to Inclusive Decision Making. A copy is attached.

IV. **DISCUSSION AND/OR ACTION ITEMS**

- A. Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions (ACTION)
(8:15-8:25)

Tracy Flynn Bowe, Executive Director of Human Resources, will present information regarding annual staffing timelines and schedule for future Board action. A copy of the resolution and the staffing timelines are attached.

The Administration recommends approval of the Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions.

V. REPORTS

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

Superintendent Bruce Watkins may present information on current activities in District 742.

B. Board of Education Standing Committee Reports
(8:35-8:45)

Standing Committee Reports will be presented as follows:

Board Development Committee (Jerry Von Korff, Chair)
Community Linkages Committee (Bruce Mohs, Chair)
Finance and Audit Committee (Cindy Harner, Chair)
Integration and Equity Committee (Les Green, Chair)
Legislative Committee (Peter Hamerlinck, Chair)
Personnel & Negotiations Committee (Cindy Harner, Chair)

VI. FUTURE AGENDA ITEMS
(8:45-8:50)

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.

Work Session Topics for March will include:

PBIS Update
Facilities Update
Adhoc Levy Committee Discussion

VII. CONSENT AGENDA ITEMS (Detail Information)

A. Approval of Agenda.

B. Approval of Minutes of the Board of Education Meetings of January 24, February 13, February 19, and February 21, 2013.

C. Approval of Monthly Treasurer's Report

The Administration recommends approval of the Monthly Treasurer's Report for January, 2013.

D. Approval of Payment of Bills

The Administration recommends approval of the payment of bills and other financial transactions in the amount of \$3,496,136.30 (Check Numbers 205496-206004 and ACH Numbers 121300353-121301682) and P Card Totals in the amount of \$270,603.83 for a grand total of \$3,766,740.13.

E. Monthly Financial Report

The Administration recommends approval of the Monthly Financial Report for January, 2013.

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

Additional Assignment

Joan Seaquist, Speech Language Pathologist, North Junior High School, effective February 7, 2013 through April 22, 2013, Lane MA+60, Pay Level 19 (10% of a full time contract for 48 days). Ms. Seaquist's salary for this assignment will be \$1,755.29.

Nicole Zitzow, Speech Language Pathologist, South Junior High School, effective February 7, 2013 through April 22, 2013, Lane MA+30, Pay Level 5 (10% of a full time contract for 48 days). Ms. Zitzow's salary for this assignment will be \$1,256.32.

Child Care Leave

John Telega, Special Education Teacher, South Junior High School, effective March 25, 2013 through June 4, 2013.

Anna Willhite, Language Arts Teacher, South Junior High School, effective on or about April 5, 2013 through June 6, 2013.

Reduction in Contract

Diane Opatz, Mental Health Facilitator/School Social Worker, Discovery Community and InnStep, effective with the 2013-2014 school year, reduction of contract from 70% to 50%.

Resignation

Sheilagh Johnson, Speech Language Pathologist, Talahi Community School, last day of service February 28, 2013.

Retirement

Paula Henry, Elementary Principal, Madison Elementary School, last day of service March 1, 2013 after 19 years of service in District 742. Ms. Henry is currently on leave.

Judith A. Johnson, Language Arts Teacher, North Junior High School, last day of service June 6, 2013, after 12 years of service in District 742. This is an amendment to the January 9, 2013 Board action on the consent agenda where this item was listed with a retirement date of June 5, 2013.

2. **Non-Licensed Staff**

Health Leave

Mary Adelmeyer, Health Paraprofessional, Talahi Community School, effective January 23, 2013 through March 15, 2013.

Susan Borgeson, Special Education Paraprofessional, Apollo High School, effective February 25, 2013 through March 8, 2013.

Faye Latzke, First Cook, Westwood Elementary School, effective January 29, 2013 through March 13, 2013.

Ramona Ritzer, Special Education Paraprofessional, Discovery Community School, effective March 1, 2013 through April 12, 2013.

Diane Willard, Special Education Paraprofessional, Oak Hill Community School, effective January 18, 2013 through June 5, 2013.

Leave of Absence

Samatar Nur, Cultural Navigator, Apollo High School, effective February 11, 2013 through June 5, 2013. This is an amendment to the February 13, 2013

Board action on the consent agenda where this item was listed with an effective date of February 11, 2013 through May 30, 2013.

New Hire

Joseph Cavello, Special Education Paraprofessional, Apollo High School, effective February 25, 2013 at an hourly rate of \$10.88 per hour. This is a replacement position.

Ellen Fraley, Interpreter, North Junior High School, effective February 19, 2013 at an hourly rate of \$18.27 per hour.

Sarah Herman, Interpreter, InnStep, effective February 19, 2013 at an hourly rate of \$18.27 per hour.

Todd Myra, Behavior Support Specialist (Long Call Substitute), Area Learning Center, effective February 12, 2013 through March 22, 2013 at an hourly rate of \$13.21 per hour.

Julie Reder, Custodian, Technical High School, effective February 11, 2013 at an hourly rate of \$11.52 per hour.

Tracy Truenow, Special Education Paraprofessional (Long Call Substitute), Talahi Community School, effective February 15, 2013 through June 5, 2013, at an hourly rate of \$10.88 per hour.

Reassignment

Pamela Schmiesing, Special Education Paraprofessional, Madison Elementary School, effective January 28, 2013, an adjusted hourly rate of \$15.54 per hour will be effective April 1, 2013. Ms. Schmiesing was previously an Interpreter.

Rehire

Haylee Neuhaus, Special Education Paraprofessional, Madison Elementary School, effective February 19, 2013 at an hourly rate of \$10.88 per hour.

Hung Vu, Custodian, District Services Building, effective February 11, 2013 at an hourly rate of \$12.71 per hour.

Resignation

Shawn Gilloley, Student Support Paraprofessional, Oak Hill Community School, last day of service February 19, 2013.

Amanda Young, Behavior Support Specialist, Technical High School, last day of service March 15, 2013.

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 in the amount of \$1,250.00 to the Fifth and Sixth Grade Orchestra Program at Westwood, Kennedy and Discovery from the St. Cloud Granite Rotary.
2. Donation in the amount of \$10.00 to the Tech High School Student Council from James and Marlys Johnson for program expenditures.
3. Donation in the amount of \$53.50 to Kennedy Community School from Gail Berg (United Way/Wells Fargo).
4. Funding from DonorsChoose, New York, NY, at follows:
 - \$383.94 to Madison Elementary School for Kindergarten Reading, Retelling and Learning OH MY! Project.
 - \$264.40 to Madison Elementary School for Super Scientists in Kindergarten Project
5. Donations to the District 742 Homeless Program as follows:
 - \$50.00 - Lloyd Ley
 - \$50.00 - Lisa Heinen
 - Donation of clothing, coats, winter boots (estimated value of \$150.00) - Melissa Geisenhof
 - Donation of clothing and holiday gifts (estimated value of \$316.00) - Kerry Youso
6. Donation of books (estimated value of \$154.38) from SCSU to Lincoln Elementary School Media Center.
7. Donation in the amount of \$1,000.00 from the International Association of Lions St. Cloud to Discovery Community School for the PAKRAT Program.
8. Donation in the amount of \$384.00 from Westwood Community Church to Westwood Elementary School.
9. Donation in the amount of \$500.00 from the Great River Educational Arts Theatre to the Tech High School Orchestra Program for payment for performance to be used for Orchestra Grand Piano Rental for Spring Concert.
10. Donation to the Tech High School Speech Program for the Harvard Competition Trip as follows:
 - \$250.00 from Yapel Orthodontics
 - \$100.00 from Hammer and Associates
 - \$400.00 from Kern, DeWenter, and Viere, Ltd.

11. Donation in the amount of \$1,051.00 to South Junior High School from Lifetouch National School Studios as school pictures commission for educational programs.
12. Donations to the Tech High School Skills USA Program for Robotics Competition as follows:
 - \$50.00 - Rex Granite Company
 - \$40.00 - Ronald and Ruth Carlson
 - \$25.00 - AMG Promotions
13. Donation in the amount of \$300.00 to the Tech High School Wrestling Program from the Beatty-Humphries American Legion Post 323 for supplies and equipment.
14. Donation in the amount of \$250.00 to Lincoln Elementary School from the Sunrise Kiwanis of St. Cloud to be used for 6th grade registration for History Day and other items for students.
15. Donation in the amount of \$100.00 to Lincoln Elementary School from the University of Illinois to purchase instructional materials.
16. Grant award from the Lois Lenski Covey Foundation, Inc., Sacramento, CA, in the amount of \$3,000.00 to the Roosevelt Early Childhood Center Library.
17. Donation in the amount of \$400.00 to Talahi Community School from Sherburne County to support kids in their efforts to stay in school.
18. Donations to the Apollo High School Granite City Gearheads Robotics Team as follows:
 - \$76.99 - Batteries Plus
 - \$20.00 - Jennifer Neu
 - 7-piece drill set with storage case (estimated value \$75.00) - Tamarack Materials
 - \$130.00 - Old Chicago
 - \$75.00 - St. Cloud Bakery
19. Donation of two \$500.00 scholarships to the Apollo High School Scholarship Program from Sue Wahl-Storbeck.
20. Grant awards from the District 742 Local Education & Activities Foundation totaling \$20,064.01 for the PAKRAT Program as follows:
 - Lincoln - \$1,824.00
 - Talahi - \$2,784.00
 - Madison - \$4,184.00
 - Discovery - \$2,536.00
 - Oak Hill (Grades K-2) - \$3,288.00
 - Clearview - \$482.67
 - Kennedy - \$482.67
 - Westwood - \$482.67

Roosevelt - \$4,000.00

21. Donation in the amount of \$500.00 to the South Junior High School Drama Club from the St. Cloud Morning Optimist Club to be used toward coaching salaries to provide a spring drama performance.

22. Donation in the amount of \$500.00 to Discovery Community School from the VFW East Side Post 4847 for student supplies.

23. Donation in the amount of \$100.00 to Tech High School from the Macy's Foundation for the Band Program.

H. Approval of the District's Integration Budget for 2013-2014

The Administration recommends approval of the District's Integration Budget for 2013-2014 in the amount of \$1,308,226.00. A copy is attached.

I. Approval of Audit RFPs

The Administration recommends awarding the contract for audit services for fiscal years 2013 through 2015 to Kern, DeWenter, Viere, LTD based upon the lowest proposal received in the amounts of: FY2013 - \$31,000; FY2014 - \$31,955; FY2015 - \$32,980. A RFP tabulation is attached.

J. Approval of Submission of Grant Applications

The Administration recommends approval of submission of the following grant applications:

1. *Safe Routes to School Non-Infrastructure* application to MN-DOT by BLEND (Better Living, Exercise, and Nutrition Daily Coalition) and Oak Hill Community School in the approximate amount of \$112,000.00. BLEND seeks to be the regional SRTS resource partner of which Oak Hill Community Elementary will participate. BLEND staff will orchestrate the ordering and dissemination of all SRTS training, education and promotional materials; partner with schools and police to facilitate encouragement and enforcement programs; guide evaluations, traffic tallies and parent surveys; and lead community, parent and student education efforts.

2. *Safe Routes to School Infrastructure grant* application by the City of St. Cloud, St. Cloud Area Planning Organization and St. Cloud Area School District 742 to the Minnesota Department of Transportation in the amount of \$240,696.00. The proposed infrastructure project is a pedestrian and bicycle path connecting from the entrance of Oak Hill Community School on County Road 136 northwest on existing city right-of-way connecting to Quarry Road and a densely populated residential area. The path would be approximately 2,200 feet long and be a 10 feet wide asphalt share-use path. The project includes pedestrian crosswalks and crossing signage at both ends of the path. The proposed project crosses County Road 136 (connecting to

Oak Hill) and 22nd Street South (connecting to Quarry Road). The signage includes an LED pedestrian crossing sign warning system at both ends of the project to warn drivers of pedestrians and bicycles. The proposed signage is a Solar-Powered Pedestrian Crosswalk Solution with push button LED-enhanced signs. These types of signs are already used in other areas within the City of St. Cloud. All anticipated costs of the construction project would be grant funded. The St. Cloud Area Planning Organization will be the fiscal host.

3. Online grant application to Playful City USA by Talahi Community School in the amount of \$15,000.00 to replace worn out playground equipment at Talahi.

4. *Mathematics Through Children's Literature* grant application by St. Cloud State University (in partnership with St. Cloud Area School District 742) to the United Way of Central Minnesota in the amount of \$300,000 over two years. The Mathematics Through Children's Literature Program at SCSU will develop lessons and activities to accompany children's literature, creating an interdisciplinary experience for children in mathematics and reading. Some of the materials will be taught during the school day in conjunction with already-existing curriculum. The lessons will be presented by District teachers who will have participated in professional development opportunities through SCSU, and who will be familiarized with the best practices of teaching mathematics through literature. The other lessons and activities will be sent home for parents and children to read and interact with one another. The books and activities will be sent home through the already existing PAKRAT (Partners and Kids Reading A lot Together) Program, which is outlined in the District's literacy program found at www.isd742.org. SCSU will be the fiscal host.

5. *Connecting Kids to Coverage - Outreach and Enrollment* grant application by District 742 Student Services to the Department of Health and Human Services in the amount of approximately \$350,000 per year for two years (total of approximately \$700,000). The St. Cloud Connecting Kids Program will provide outreach and enrollment assistance designed to help families understand new application procedures and health coverage opportunities for Medicaid and CHIP. This two year grant will hire a full-time coordinator (housed at Welcome Center) and increase Social Worker FTE at each school to facilitate grant activities.

K. Appointment of Legal Counsel

The Administration recommends the Board of Education appoint the following firm to serve as School District Legal Counsel for the 2013 calendar year; that advice to the Board shall be at the discretion of the Board Chair, and advice to the District other than advice to the Board shall be at the discretion of the Superintendent or Board Chair as appropriate. The hourly rates listed are dependent upon services required:

FordHarrison, LLP: Immigration Counsel @ \$3,000 per visa application

L. Change Order - Madison Addition

The Administration recommends approval of Change Order #1 with C & L Excavating Inc. for the above named project in the amount of +\$21,850.75 for soils correction; snow removal and removing buried granite; and removal of cutting tool found inside of main sewer.

M. Change Order - Madison Addition

The Administration recommends approval of Change Order #1 with Steenberg Watrud Construction for the above named project in the amount of +\$4,181 to add footing and wall at sewer pipe location.

N. Internal Connections - Wireless and Lan Switches

The Administration recommends that the Board of Education award the contract for Internal Connections - Wireless and Lan Switches to Tonka-Tek, Inc., in an amount up to \$361,582.32 based on low proposal received. A bid proposal is attached.

This project is funded with Operating Capital funds.

Bruce Watkins
Superintendent