
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

November 21, 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. 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 October 24 and November 13, 2013)
- C. Approval of Monthly Treasurer's Reports for September and October, 2013
- D. Approval of Payment of Bills and Other Financial Transactions in the grand total amount of \$3,246,099.17
- E. Acceptance of Monthly Financial Report
- F. Approval of Personnel Staff Changes
- G. Acceptance of Grant Awards/Donations
- H. Approval for Submission of Grant Applications
- I. Change Order - Madison School Addition
- J. Change Orders - South Junior High School Addition

K. Appointment of Surrogate Parents for Students with Disabilities

II. **INFORMATION ITEMS**

A. Teaching and Learning Update
(7:10-7:30)

Diane Moeller, Assistant Superintendent, will introduce Carol Potter, Principal of Talahi Community School, and Michelle Anderson, STEM Integrationist at Talahi, who will present information on Talahi's first school-wide STEM unit on Monarch butterflies. They will also share how content area standards are integrated with the STEM unit.

B. Summary of November Work Session
(7:30-7:45)

The topics of the Board Work Session held on November 13, 2013, were Principal Evaluation and Tech High School Learning Resource Center Maintenance. Superintendent Willie Jett and Kevin Januszewski, Executive Director of Business Services, will provide a recap of the Work Session, including key messages and next steps.

C. Wage and Benefit Package with Non-Represented Employees
(7:45-7:50)

At their November 13, 2013, meeting, the Board of Education approved a wage and benefit package with the Non-Represented Employees of St. Cloud Area School District 742 for 2013-2015. Tracy Flynn Bowe, Executive Director of Human Resources, will review the details of the wage and benefit package.

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

A. Review and Approval of Tentative Contract Agreements (if any)
(7:50-7:55)

B. 2012-13 Audit Report
(7:55-8:15)

Nancy Schulzetenberg with the accounting firm of Kern, DeWenter, Viere, Ltd. will present the 2012-13 audit report. She will also review the Student Activities audit for 2012-13.

The Administration recommends acceptance of the audit reports for 2012-13.

IV. REPORTS

A. Superintendent's Report (8:15-8:25)

Superintendent Willie Jett may present information on current activities in District 742.

B. Board of Education Standing Committee Reports (8:25-8:40)

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)

V. FUTURE AGENDA ITEMS (8:40-8:50)

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.

December Work Session Topic:

Technology Integration - Angie Kalthoff, District Technology Integrationist, and staff will share examples of how technology is used in classrooms. The goal is for the Board of Education to be able to discuss technology issues related to effective instruction and learning.

January Work Session Topic:

EL Program (session will focus on instructional practices and metrics to assess)

Future Work Session Topics:

Strategic Planning and World Cafe Followup/Core Planning
Board Retreat Report
Communications
School Board Liaisons
Special Education Study Follow-up (updates to the study would be presented by Patty Popp with opportunity for the Board to discuss)
Early Childhood Goals and Measures (Alicia Jepsen and Andrea Preppernau would present what is currently in place for the Early Childhood Program)

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

A. Approval of Agenda.

B. Approval of Minutes of the Board of Education Meetings of October 24 and November 13, 2013.

C. Approval of Monthly Treasurer's Reports

The Administration recommends approval of the Monthly Treasurer's Reports for September and October, 2013.

D. Approval of Payment of Bills

The Administration recommends approval of the payment of bills and other financial transactions in the amount of \$2,641,681.39 (Check Numbers 209878-210354 and ACH Numbers 131400564-131400826) and PCard total in the amount of \$604,417.78 for a grand total of \$3,246,099.17.

E. Monthly Financial Report

The Administration recommends acceptance of the Monthly Financial Report for October, 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

Child Care Leave

Tracy Lorenz, Science Teacher, Area Learning Center, effective on or about January 6, 2014 through on or about April 7, 2014.

Betsy Reese, Math Teacher, South Junior High School, effective on or about March 20, 2014 through on or about May 15, 2014.

Nicole Zitzow, Speech Language Pathologist, South Junior High School, effective on or about April 14, 2014 through June 6, 2014.

Health Leave

Patrick Forte, Sixth Grade Teacher, Kennedy Community School, effective September 30, 2013 through December 2, 2013.

New Hire

Brittany Niehoff, Math Teacher, South Junior High School, effective November 11, 2013, Lane BA, Pay Level 3 (80% of a full time contract for 137 days). Ms. Niehoff's salary for this assignment will be \$20,577.40.

Joseph Patten, Physical Education Teacher (Long Call Substitute), Area Learning Center, effective September 3, 2013 through January 17, 2014, Lane BA, Pay Level 2 (full time contract for 53 days). Mr. Patten's salary for this assignment will be \$16,127.94.

Reappointment

Andrea Swanberg, Activities Director, Technical High School, effective October 21, 2013, Lane BA+30, Pay Level 19 (full time contract for 150 days). Ms. Swanberg's salary for this assignment will be \$55,289.29. Ms. Swanberg was previously a full time contract teacher.

Debra Walz, ABE Teacher, Discovery Community School, effective November 11, 2013, paid at hourly rate. Ms. Walz was previously an ABE Literacy Accountability Assistant.

Retirement

Kathryn Lyerly, Language Arts Teacher, Area Learning Center, last day of service June 6, 2014 after 39 years of service in District 742 schools.

2. **Non-Licensed Staff**

Health Leave

Janet Thyen, Clerical, Clearview Elementary School, effective January 15, 2014 through April 21, 2014.

New Hire

Christopher P. Bowe, Student Support Paraprofessional, South Junior High School, effective November 1, 2013 at an hourly rate of \$10.13 per hour.

Cullen Bowe, Student Support Paraprofessional, South Junior High School, effective October 25, 2013 at an hourly rate of \$10.13 per hour.

Ornella Mizero, ABE Literacy Accountability Assistant, Discovery Community

School, effective November 11, 2013 at an hourly rate of \$10.51 per hour.

Ibrahim Shuriye, Temporary Special Education Paraprofessional, Technical High School, effective November 8, 2013 through December 4, 2013 at an hourly rate of \$10.88 per hour. This is a replacement position.

Rehire

Tonia Maddaus, Special Education Paraprofessional, Westwood Elementary School, effective October 31, 2013 at an hourly rate of \$10.88 per hour. This is a replacement position.

Kelly Ziemer, Special Education Paraprofessional, Technical High School, effective November 6, 2013 at an hourly rate of \$10.88 per hour. This is a replacement position.

Resignation

Amy Castrillon, Special Education Paraprofessional, Oak Hill Community School, last day of service December 13, 2013.

Stephanie Loehlein, Behavior Support Specialist, Talahi Community School, last day of service November 22, 2013.

Hassan Yusuf, Cultural Navigator, South Junior High School, last day of service October 31, 2013.

Retirement

Rita Atkinson, Special Education Paraprofessional, Kennedy Community School, last day of service December 2, 2013 after 23 years of service in District 742 schools.

Termination

Peter Fedyszyn, Behavior Support Specialist, Talahi Community School, last day of service November 7, 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. Donations as follows to the DCD Programs at Tech and Apollo High Schools to support meaningful work experiences for students with significant disabilities:
 - \$500.00 from Mahowald Insurance Agency
 - \$500.00 from St. Cloud Lions

\$500.00 from St. Cloud VFW

2. Donation in the amount of \$1,100.00 to the Roosevelt Early Childhood Center Library from the St. Cloud Optimist Club and the Friends and Family of Jean Berger to establish the "Grandma Jean Memorial Library" in honor of Jean Berger, a long-time District 742 preschool aide and volunteer.
3. Donation in the amount of \$5,000.00 to Apollo High School from Michael and Janna LaFontaine for a Daniel LaFontaine Memorial Fund.
4. Donations as follows to Apollo High School for the Walk-a-Thon:
 - \$500.00 from Minnesota Precision Manufacturing
 - \$250.00 from International Precision Machining
5. Donation in the amount of 75.00 to Tech High School from 360 Chiropractic, Sartell, for Cross Country Meet expenses.
6. Donation of 30 winter coats to Lincoln Elementary School from Teresa Miller, AMF Foundation, Excelsior, MN, to help students in need.
7. Donation of ten flags to Madison Elementary School from the American Legion Club of Waite Park for the new Madison addition classrooms.
8. Donation of copier paper (estimated value of \$60.00) to City Life 742 from Youth For Christ.
9. Donation in the amount of \$400.00 to St. Cloud Area School District 742 from Kermit Eastman for the Kermit Eastman Scholarship Fund.
10. Donation of gross motor equipment (estimated value of \$300.00) to the District 742 Special Education Program to use with special needs students.
11. Donation of two Chrome books (estimated value of \$259.00 each) from Donors Choose, Inc., to the Tech High School EL Department to improve 21st Century skills and provide an opportunity to use technology to enhance reading, writing and vocabulary lessons.
12. Donations totaling \$4,848.47 from various individuals, companies, and organizations to North Junior High School for Walk-a-Thon student activities.
13. Donation in the amount of \$5,000.00 to the St. Cloud Area School District 742 Partner For Student Success (PFSS) initiative from the United Way of Central Minnesota for PFSS Board development. This project was sponsored in part by the Greater St. Cloud Area Community Priorities Initiative, a partnership of the Central Minnesota Community Foundation and the Initiative Foundation and the St. Cloud Times.
14. Donations from Target as follows as part of the *Give with Target Campaign*:

\$137.00 to Kennedy Community School
\$127.00 to Discovery Community School
\$39.00 to Clearview Elementary School
\$119.00 to Lincoln Elementary School

15. Donation in the amount of \$300.00 to Discovery Community School from the St. Cloud Rotary Club.
16. Donation in the amount of \$500.00 to Apollo High School from the St. Cloud Optimist Club for a St. Cloud Optimist Club Scholarship.
17. Donation in the amount of \$35.23 from Riverside Companies (Culver's) to Lincoln Elementary School to be used for milk and juice for students unable to pay for it.
18. Donations in the total amount of \$200.00 to Tech High School from Jerry Sales (\$100.00 to Boys Tennis Program and \$100.00 to Girls Tennis Program) for supplies.
19. Donation of library books (estimated value of \$52.00) to South Junior High School from Kristine Koenig.
20. Donation in the amount of \$50.00 from Gail Berg (United Way at Wells Fargo) to Kennedy Community School.
21. Donation of knitted hats and mittens (estimated value of \$50.00) from RSVP to the Roosevelt Early Childhood Center for students in need.
22. Donation of new winter coats (estimated value of \$200.00) to the District 742 Homeless Program from Lysa and Bob Neitzke to help homeless families in the District.
23. Donation in the amount of \$500.00 to South Junior High School from the Tech High School Baseball Program to upgrade weight room equipment.
24. Donations totaling \$17,100.00 to South Junior High School from the South Junior High School Student Council Club as follows:
 - \$6,000.00 to purchase library books
 - \$2,000.00 to purchase keyboards and a recording set for music program
 - \$5,000.00 to purchase Doc Cams, Projectors and Chrome Books for classrooms
 - \$4,000.00 to upgrade weight room equipment
 - \$100.00 to purchase classroom supplies for language arts
25. Donation in the amount of \$25.00 from Heartland Glass to the Area Learning Center for PBIS activities.
26. Donation in the amount of \$1,000.00 from the Central Minnesota Builders Association to the Tech High School Woods Class to purchase wood for students in

need.

27. Donations totaling \$40.00 from various individuals to the Apollo High School Granite City Gearheads Robotics Team.

28. Activities Fund grant awards totaling \$23,375.00 and Fund-A-Need grant awards totaling \$15,876.00 to St. Cloud Area School District 742 schools and programs from the Local Education & Activities Foundation (LEAF) for a grand total of \$39,251.00. Detailed information is attached.

H. Approval for Submission of Grant Applications

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

1. Grant application by St. Cloud Area School District 742 to the Great Lakes Higher Education Guaranty Corporation in the amount of \$204,145.00. This program will improve the math skills of 11th and 12th grade low income and ethnic minority students in School District 742 to the point that they are ready for college-level mathematics, as measured by the ACT math test. Key elements are: focused instruction; supplemental instructional support; individualized, adaptive computerized practice; trained tutors in the classroom and in math labs; deployment of graphing calculators; availability of tutorial services outside of the classroom and lab hours, and intensive and intrusive advising for college admission. Staff hired will include a Project Coordinator (0.6 FTE) and 10 Math Teachers (0.2 FTE each).
2. Grant application by Talahi Community School to Toyota in the amount of \$50,000.00 to create a robotics project in the engineering room as part of the STEM Program at Talahi. This grant will purchase a variety of Lego robotics packages to be utilized by all grades.
3. *"Winter Slips and Falls Prevention SFM Safety Grant"* application by the District 742 Department of Buildings and Grounds to State Fund Mutual in the amount of \$2,500.00 to purchase equipment to assist with better snow/ice removal to alleviate slips and falls by staff, students or visitors to our school district buildings.

I. Change Order - Madison School Addition

The Administration recommends approval of the following change order for the above named project:

Multiple Concepts Interiors, Change Order #1, +\$336.00 for caulk in lieu of vinyl base in corridors and demo at floor between addition and existing building.

J. Change Orders - South Junior High School Addition

The Administration recommends approval of the following change orders for the

above named project:

Yamry Construction, Change Order #5, +\$2,820.00, to cut vents in hallway lockers, metal at door openings, install white boards, tack boards, etc.

Design Electric Inc., Change Order #6, +\$1,325.98, to add duct detector, install exit lights, fire horns, sensors, install hand dryers

Design Electric Inc., Change Order #7, +\$545.29, to remove and rehang lights in corridor, remove and rehang lights in storage room

K. 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 Andrea and Phil Robinson to act as surrogate parents to represent students with disabilities because legal parents are unavailable.

Willie Jett
Superintendent