
MISSION STATEMENT
St. Cloud Area School District 742

Our Mission is to create a safe and caring climate and culture in which we prepare, engage, educate, empower, and inspire all learners in partnership with their surrounding community to be successful in today's and tomorrow's society.

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

September 25, 2014
7:00 PM
City Hall

PLEASE NOTE: Meetings held at the City Hall are broadcast live on Cable Channel 187 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 August 28 and September 10, 2014)
- C. Approval of Payment of Bills and Other Financial Transactions in the grand total amount of \$4,884,051.50
- D. Approval of Personnel Staff Changes
- E. Acceptance of Grant Awards/Donations
- F. Approval for Submission of Grant Applications

II. INFORMATION ITEMS

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

Dr. Marsha Baisch, Assistant Superintendent, and Joni Olson, Executive Director of Student Achievement and Strategic Alignment, will present the World's Best Work Force Annual Report Summary, which is due to the Minnesota Department of Education by October 1.

B. Proposed Revised Board Policy 514 - Bullying Prohibition (First Reading) (7:30-7:45)

Dr. Patty Popp, Executive Director of Student Services/Special Education, will review a proposed revised Board Policy 514 relating to Bullying Prohibition, as well as the corresponding Administrative Procedures 514A. Dr. Popp, along with Cheryl Glad, PBIS Coordinator, and Tracy Flynn Bowe, Executive Director of Human Resources, will provide an overview of the District's Safe and Caring Schools Plan. Copies of the proposed revised Board Policy 514 and the accompanying Administrative Procedures 514A, are attached.

C. Enrollment Information (7:45-7:55)

Kevin Januszewski, Executive Director of Business Services, will present information regarding District 742 enrollment. A copy of the enrollment report, as of September 12, 2014, is attached.

D. Summary of September Work Session (7:55-8:00)

The topic of the Board Work Session held on September 10, 2014, was Communications Strategy. Tami DeLand, Director of Community Engagement and Communications, will provide a recap of the Work Session, including key messages and next steps.

Dr. Marsha Baisch will preview the topics scheduled for the October 8th Board Work Session, which will be the second reading of the proposed revised Board Policy 603 relating to Curriculum Review and Development (including results of a survey of licensed staff), and an MMR/AYP Update.

III. DISCUSSION AND/OR ACTION ITEMS

A. Approval of World's Best Work Force Plan (ACTION)
(8:00-8:20)

Dr. Marsha Baisch and Joni Olson will review the World's Best Work Force Plan. Upon approval by the Board of Education, this Plan will be submitted to the Minnesota Department of Education and posted on the District's website. A copy of the Plan is attached.

The Administration recommends approval of the World's Best Work Force Plan.

B. Superintendent Evaluation Summary (ACTION)
(8:20-8:35)

Dennis Whipple, Chair of the Board Personnel & Negotiations Committee, will present a proposed summary of the evaluation of Superintendent Willie Jett for adoption.

The Board Personnel & Negotiations Committee recommends adoption of the Summary Evaluation of Superintendent Willie Jett.

C. Approval of Preliminary Levy Certification (ACTION)
(8:35-8:45)

Kevin Januszewski, Executive Director of Business Services, will present 2014 payable 2015 Preliminary Levy Certification information. Information is attached.

The Administration recommends approval of the maximum levy limitation certified by the Minnesota Department of Education, which is estimated at \$25,913,359.58.

D. Resolution Relating to a Lease Purchase Financing and Providing for Sale of Certificates of Participation, Series 2014A (ACTION)
(8:45-8:50)

Kevin Januszewski will review this resolution, which authorizes up to \$10,000,000 for the financing of the additions at Clearview, Kennedy and North. A copy of the resolution is attached.

The Administration recommends approval of the Resolution Relating to a Lease Purchase Financing and Providing for Sale of Certificates of Participation, Series 2014A.

- E. Resolution Establishing Procedures for Reimbursement of Certain Expenditures From Proceeds of Future Bond Issues or Other Borrowings (ACTION)
(8:50-8:55)

Kevin Januszewski will review the resolution at the meeting. A copy of the resolution is attached.

The Administration recommends approval of the Resolution Establishing Procedures for Reimbursement of Certain Expenditures from Proceeds of Future Bond Issues or Other Borrowing.

IV. **REPORTS**

- A. Superintendent's Report
(9:00-9:05)

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

- B. Board of Education Standing Committee Reports
(9:05-9:20)

Standing Committee Reports will be presented as follows:

Board Development Committee (Jerry Von Korff, Chair)
Community Linkages Committee (Dennis Whipple)
Finance and Audit Committee (Cindy Harner, Chair)
Integration and Equity Committee (Al Dahlgren, Chair)
Legislative Committee (Peter Hamerlinck, Chair)
Personnel & Negotiations Committee (Dennis Whipple, Chair)

V. **FUTURE AGENDA ITEMS** (9:20-9:25)

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.

Future Work Session Topics:

October

Curriculum Review Policy (Survey Results and Second Reading)
MMR/AYP Update

VI. CONSENT AGENDA ITEMS (Detail Information)

A. Approval of Agenda.

B. Approval of Minutes of the Board of Education Meetings of August 28 and September 10, 2014.

C. Approval of Payment of Bills

The Administration recommends approval of the payment of bills and other financial transactions in the amount of \$3,982,519.06 (Check Numbers 214520-214954 and ACH Numbers 141500271-141500417) and PCard total in the amount of \$901,532.44 for a grand total of \$4,884,051.50.

D. 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

Jayne Bautch, Science Teacher, South Junior High School, effective for the 2014-2015 school year, Lane MA, Pay Level 4 (20% of a full time contract for 188 days). Ms. Bautch's salary for this assignment will be \$9,096.40. Ms. Bautch is currently a full time contract teacher.

Gregory Borders, Business Teacher, Technical and Apollo High Schools, effective for the 2014-2015 school year, Lane BA+60, Pay Level 15 (13% of a full time contract for 188 days). Mr. Borders' salary for this assignment will be \$8,854.82. Mr. Borders is currently a full time contract teacher.

Emily Fischer, Adult Basic Education Teacher, Discovery and Community Education, effective for the 2014-2015 school year, Lane MA, Pay Level 3 (26% of a full time contract for 188 days). Ms. Fischer's salary for this assignment will be \$11,346.92. Ms. Fischer is currently a 54% of a full time contract teacher.

Charlene Irvin-Brown, Non-Public and Homebound Teacher, effective for the 2014-2015 school year, Lane BA+60, Pay Level 14 (20% of a full time contract for 188 days). Ms. Irvin-Brown's salary for this assignment will be \$10,934.40. Ms. Irvin-Brown is currently an 80% of a full time contract teacher.

Steven Kline, Media Specialist, South Junior High School, effective for the 2014-

2015 school year, Lane MA+60, Pay Level 23 (5% of a full time contract for 188 days). Mr. Kline's salary for this assignment will be \$3,822.72.

Richard Larson, Counselor, Apollo High School, effective for the 2014-2015 school year, Lane MA+30, Pay Level 16 (8% of a full time contract for 188 days). Mr. Larson's salary for this assignment will be \$4,992.96.

Toni MacLeod, Counselor, Apollo High School, effective for the 2014-2015 school year, Lane MA+60, Pay Level 21 (10% of a full time contract for 188 days). Ms. MacLeod's salary for this assignment will be \$7,645.44.

Kelly Marcum, Counselor, North Junior High School, effective for the 2014-2015 school year, Lane MA, Pay Level 3 (5% of a full time contract for 188 days). Ms. Marcum's salary for this assignment will be \$2,321.28.

Joy McMorrow, Interventionist and ADSIS Teacher, Discovery Community School, effective for the 2014-2015 school year, Lane BA, Pay Level 3 (50% of a full time contract for 188 days). Ms. McMorrow is currently a 50% of a full time contract teacher.

Diane Olson, Counselor, North Junior High School, effective for the 2014-2015 school year, Lane MA+30, Pay Level 3 (5% of a full time contract for 188 days). Ms. Olson's salary for this assignment will be \$2,961.36.

Ricky Rud, Counselor, North Junior High School, effective for the 2014-2015 school year, Lane MA, Pay Level 3 (5% of a full time contract for 188 days). Mr. Rud's salary for this assignment will be \$2,321.28.

Ashley Rutman, Counselor, South Junior High School, effective for the 2014-2015 school year, Lane MA, Pay Level 4 (5% of a full time contract for 188 days). Ms. Rutman's salary for this assignment will be \$2,419.20.

David Shelstad, Counselor, North Junior High School, effective for the 2014-2015 school year, Lane MA+60, Pay Level 23 (5% of a full time contract for 188 days). Mr. Shelstad's salary for this assignment will be \$3,822.72.

Cynthia Simson, Work Experience Teacher, Area Learning Center, effective for the 2014-2015 school year, Lane MA+60, Pay Level 17 (3% of a full time contract for 188 days). Ms. Simson's salary for this assignment will be \$1,911.36. Ms. Simson is currently a full time contract teacher.

Shara Stone, Science Teacher, South Junior High School, effective for the 2014-2015 school year, Lane MA+30, Pay Level 15 (20% of a full time contract for 188 days). Ms. Stone's salary for this assignment will be \$12,515.60. Ms. Stone is currently a full time contract teacher.

Megan Theis, Counselor, South Junior High School, effective for the 2014-2015 school year, Lane MA, Pay Level 6 (5% of a full time contract for 188 days).

Ms. Theis' salary for this assignment will be \$2,664.96.

Konie Theisen-Brudwick, Work Experience Teacher, Area Learning Center, effective for the 2014-2015 school year, Lane BA+45, Pay Level 20 (3% of a full time contract for 188 days). Ms. Theisen-Brudwick's salary for this assignment will be \$1,429.28. Ms. Theisen-Brudwick is currently a full time contract teacher.

Gretchen Van Hauen, Counselor, Apollo High School, effective for the 2014-2015 school year, Lane MA+60, Pay Level 20 (8% of a full time contract for 188 days). Ms. Van Hauen's salary for this assignment will be \$5,734.08.

Child Care Leave

Tristen Anderson, Special Education Teacher, Area Learning Center, effective on or about December 9, 2014 through on or about March 10, 2015.

Katie Schnider, Language Arts Teacher, North Junior High School, effective on or about November 19, 2014 through on or about February 26, 2015.

Health Leave

Denise Huebsch, Instructional Leader, Madison Elementary School, effective August 25, 2014 through October 1, 2014.

Alice Janette Long, Social Worker, City Life, effective September 15, 2014 through October 13, 2014.

2. Licensed Staff (Continued)

New Hire

Shane Broermann, Social Studies Teacher, Area Learning Center, effective September 9, 2014, Lane BA, Pay Level 3 (50% of a full time contract for 179 days). Mr. Broermann's salary for this assignment will be \$17,392.04.

Shaana Figallo, Language Arts Teacher, Area Learning Center, effective September 9, 2014, Lane BA, Pay Level 3 (50% of a full time contract for 179 days). Ms. Figallo's salary for this assignment will be \$17,392.04.

Susan Gross, Second Grade Teacher, Madison Elementary School, effective August 28, 2014, Lane MA, Pay Level 11 (full time contract for 185 days). Ms. Gross' salary for this assignment will be \$53,799.57.

Andrea Hanson, Fifth Grade Teacher, Clearview Elementary School, effective August 25, 2014, Lane BA, Pay Level 3 (full time contract for 188 days). Ms. Hanson's salary for this assignment will be \$36,533.00.

Jessica Mangel, Second Grade Teacher (Long Call Substitute), Oak Hill Community School, effective August 25-27 & September 2, 2014 through October 15, 2014, Lane BA, Pay Level 2 (full time contract for 36 days). Ms. Mangel's salary for this assignment will be \$6,995.68.

Denise Weekley, Autism Specialist, effective September 15, 2014, Lane MA+60, Pay Level 9 (full time contract for 175 days). Ms. Weekley's salary for this assignment will be \$58,927.53.

Rehire

Jodi Janssen, Special Education Teacher, Clara's House, effective August 25, 2014, Lane BA+15, Pay Level 3 (full time contract for 188 days). Ms. Janssen's salary for this assignment will be \$38,310.00. This is a replacement position.

Diane Opatz, Hourly Teacher, Oak Hill Community School, effective for the 2014-2015 school year (15-20 hours per week). Ms. Opatz to be paid at an hourly rate of \$32.00.

Lisa Wallin, Special Education Teacher (Long Call Substitute), Apollo High School, effective August 25, 2014 through January 23, 2015, Lane BA, Pay Level 3 (full time contract for 98 days). Ms. Wallin's salary for this assignment will be \$19,043.80. This is a replacement position.

Resignation

Joseph Brennan, Sixth Grade Teacher, North Junior High School, last day of service June 10, 2014.

Amy Rud, Special Education Teacher, South Junior High School, last day of service September 12, 2014.

Memorandum of Agreement

On the recommendation of the Administration and the Personnel committee, the School District approves the following additional pay for Licensed Administrators:

Adam Holm, 10 days additional pay for dual assignment during the 2014-2015 fiscal year in the total amount of \$4,657.80.

Alicia Jepsen, 8 days additional pay for the extra days worked during the 2013-2014 fiscal year due to the Roosevelt fire in the total amount of \$3,174.24.

3. **Non-Licensed Staff**

Child Care Leave

Jeanna Borgerding, Interpreter, Discovery Community School, effective on or about October 17, 2014 through on or about January 16, 2015.

Laura Box, Special Education Paraprofessional, Westwood Elementary School, effective on or about September 5, 2014 through on or about October 15, 2014.

Kayla Line, Special Education Paraprofessional, North Junior High School, effective on or about October 2, 2014 through on or about November 14, 2014.

Health Leave

Tyrone Reed, Engineer, Kennedy Community School, effective August 19, 2014 through October 3, 2014.

New Hire

Briana Mueller, Special Education Paraprofessional, North Junior High School, effective September 12, 2014 at an hourly rate of \$12.00. This is a replacement position.

Karen Adelman, Special Education Paraprofessional (floating position), South Junior High School, effective September 10, 2014 at an hourly rate of \$12.00. This is a new position.

Korrine Austin, Student Support Paraprofessional, Madison Elementary School, effective September 17, 2014 at an hourly rate of \$10.75.

Gary Culbert, Custodian, District Services Building, effective August 26, 2014 at an hourly rate of \$11.52.

Amber Dao, ABE Literacy Accountability Assistant, LaCruz, effective September 2, 2014 at an hourly rate of \$10.95.

Jodie Ditmarson, Kitchen Helper, Discovery Community School, effective September 8, 2014 at an hourly rate of \$11.05.

Sara Freeman, Educational Paraprofessional, South Junior High School, effective September 8, 2014 at an hourly rate of \$12.00.

Becky Gohman, Kitchen Helper, Technical High School, effective September 8, 2014 at an hourly rate of \$11.05.

Kathleen M. Johnson, Clerical Paraprofessional (Long Call Substitute), South Junior High School, effective September 12, 2014 through June 5, 2015 at an hourly rate of \$11.00 per hour.

Ariana Lavine, Student Support Paraprofessional, Madison Elementary School, effective September 15, 2014 at an hourly rate of \$10.75.

Michele Mussman, Student Support Paraprofessional, Oak Hill Community School, effective September 8, 2014 at an hourly rate of \$10.75.

Ryan Peterson, Special Education Paraprofessional, North Junior High School, effective September 15, 2014 at an hourly rate of \$12.00. This is a replacement position.

Elizabeth Plath, Special Education Paraprofessional, Lincoln Elementary School, effective September 15, 2014 at an hourly rate of \$12.00. This is a replacement position.

Khadija Salah, Student Support Paraprofessional, Oak Hill Community School, effective September 8, 2014 at an hourly rate of \$10.75.

Haley Vandervoort, Health Paraprofessional, St. Cloud Christian, Madison Elementary and Kennedy Community Schools, effective September 16, 2014 at an hourly rate of \$13.75.

Mohamed Warfa, Cultural Navigator, Talahi Community School, effective September 17, 2014 at an hourly rate of \$12.00.

Valarie Washington, Student Support Paraprofessional, Madison Elementary School, effective September 17, 2014 at an hourly rate of \$10.75.

Daniel Willems, Student Support Paraprofessional, Kennedy Community School, effective September 9, 2014 at an hourly rate of \$10.75.

Rehire

Sarah Carlson, Special Education Paraprofessional (Long Call Substitute), Westwood Elementary School, effective September 8, 2014 through October 10, 2014 at an hourly rate of \$12.00.

Resignation

Deanna Raddatz, Clerical Classification III, Westwood Elementary School, last day of service October 1, 2014.

Rashad West, Behavior Support Specialist, Madison Elementary School, last day of service June 6, 2014.

Retirement

Gary Glein, Elementary Head Engineer, Oak Hill Community School, last day of service October 1, 2014, after 25 years of service in District 742.

Termination

Katie Carlson, Special Education Paraprofessional, Madison Elementary School, last day of service September 4, 2014.

Danton Grube, Bus Driver, District Services Building, last day of service June 6, 2014.

Memorandum of Agreement

On the recommendation of the Administration and the Personnel Committee, the School District approves Memorandum of Agreements with the following employee groups to clarify contract provisions and employee guidelines relating to the payment of funds into the Minnesota Healthcare Savings Plan in compliance with the plan requirements: SCEA, Clerical, Nutritional Services, Custodian, Sign Language Interpreters and Non-Represented.

E. 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 \$528.89 to Discovery Community School from Coborns, Inc. (Labels for Learning).
2. Donation of school supplies to Westwood Elementary School from Westwood Church Community for students in need.
3. Donation of school supplies to Westwood Elementary School from Park Industries Employees for students in need.
4. Donation in the amount of \$500.00 to Madison Elementary School from the College of St. Benedict in appreciation for having College of St. Benedict and St. John's University students at Madison.
5. Donation in the amount of \$10,000.00 to Kennedy Community School from the Kennedy PTA for technology items for all students.
6. Donation in the amount of \$210.00 to Discovery Community School from Lifetouch National School Studios for Fall pictures.
7. Target *Take Charge of Education Funds* as follows:
 - \$359.84 to North Junior High School
 - \$440.47 to Discovery Community School
 - \$3,231.90 to Tech High School
8. Donation of school supplies from Centra Care Clinic River Campus Employees to North Junior High School for students in need.

9. Donation in the amount of \$1,000.00 to Apollo High School from Agnes Thomas for an Emmett Thomas Memorial Scholarship.
10. Donation in the amount of \$800.00 from Timothy Halstead, Safari Club, to Clearview Elementary School for an archery grant.
11. Donation in the amount of \$100.00 from Elaine Notch and Helen Bauer to Madison Elementary School for student needs.
12. Donation in the amount of \$200.00 from Marianne Arnzen to the Tech High School Band Program.
13. Donation in the amount of \$2,000.00 from the Tech Alumni Association to the Tech High School Scholarship Program.
14. Donation of 17 iPad Air units from Stephen & Bonnie Fines to Madison Elementary School for the 5th Grade Chinese Immersion Program.
15. Donation in the amount of \$1,000.00 to North Junior High School from Mike Tenvoorde, Tenvoorde Ford, Inc. for program expenses.
16. Donation of a \$25.00 gift card to North Junior High School from Coborn's, Inc. for Faculty Back-to-School Breakfast.
17. Donation of school supplies to Westwood Elementary School from Joleen and John Thell.
18. Grant award in the amount of \$5,000.00 to Talahi Community School from the Initiative Foundation to establish a core collection of books for the Early Childhood Program at Talahi.
19. Cash donations totaling \$1,729.54 from various individuals and organizations to assist the Roosevelt Early Childhood Programs after the recent fire.
20. Donation of supplies from various individuals and organizations to assist the Roosevelt Early Childhood Programs after the recent fire.
21. Donation of clothing to the District 742 Homeless Program from Terri Zastrow.
22. Donation in the amount of \$1,000.00 to the Tech High School Scholarship Program from the VFW Granite Post 428.
23. Grant award in the amount of \$10,000 to Talahi Community School from Tree Trust to transform an area next to the reading garden into a STEM living laboratory for experimental learning.
24. Donation in the amount of \$1,000.00 to Tech High School from the Kopp

Family Foundation.

25. Donation in the amount of \$500.00 from the Stearns Benton Medical Society to the Tech High School Health Occupations Students of America (HOSA) Program for the 2014 National Leadership Conference.

26. Donation in the amount of \$1,500.00 to North Junior High School - Random Acts of Kindness - for purchases for needy students.

F. Approval for Submission of Grant Applications

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

1. Grant application entitled "Funds4Books Disaster Relief" to Mackin Educational Resources by the Roosevelt Early Childhood Services/Library with a fundraising goal of \$20,000.00. The purpose of the grant is to initiate an online fundraising program in which anyone can donate by cash, check or credit card for books to replace those lost in the Roosevelt fire.

2. Minnesota State High School League Foundation Application for Grant for Student Participants, requesting funds based on the number of free and reduced lunch students identified in St. Cloud Area School District 742's October 1, 2013, report to the Minnesota Department of Education. The purpose of the grant is to help schools seek students whose family income may be limited and encourage them to participate in athletic and fine arts programs. The funds will be used to help reduce the expense of the activities programs to the General Fund.

Willie Jett
Superintendent