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**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.*

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

**February 26, 2015**  
**7:00 PM**  
**City Hall**

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*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.*

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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.*  
(7:05-7:10)

- A. Approval of Agenda
- B. Approval of Minutes (Meetings of January 22 and February 11, 2015)
- C. Approval of Payment of Bills and Other Financial Transactions in the grand total amount of \$4,333,383.42
- D. Approval of Monthly Treasurer's Report for January, 2015
- E. Acceptance of Monthly Financial Report for January, 2015
- F. Approval of Personnel Staff Changes
- G. Acceptance of Grant Awards/Donations
- H. RFP Award - Construction Manager Services for Construction of New High School, Renovation of Apollo High School, and Other Possible Building Improvements.

- I. Call for Bids - Roofing Projects - Apollo, Roosevelt, Discovery, Oak Hill, Talahi, and District Services Building
- J. Change Order #2 - North Junior High School Addition/Remodel - Landwehr Construction, Inc.
- K. Change Order #1 - North Junior High School Addition/Remodel - Breth-Zenzen Fire Protection, LLC
- L. Change Order #1 - North Junior High School Addition/Remodel - Yamry Construction, Inc.
- M. Change Order #2 - North Junior High School Addition/Remodel - Yamry Construction, Inc.
- N. Change Order #1 - North Junior High School Addition/Remodel - Linco Companies, Inc.
- O. Change Order #1 - Clearview Elementary School Addition/Remodel - Mid Central Door Company
- P. Change Order #2 - Clearview Elementary School Addition/Remodel - Mid Central Door Company
- Q. Change Order #1 - Clearview Elementary School Addition/Remodel - Ben's Structural Fabrication
- R. Change Order #1 - Clearview Elementary School Addition/Remodel - J and H Erectors, Inc.
- S. Change Order #2 - Clearview Elementary School Addition/Remodel - M. L. Schendzielos
- T. Change Order #2 - Clearview Elementary School Addition/Remodel - M.L. Schendzielos
- U. Change Order #3 - Clearview Elementary School Addition/Remodel - M. L. Schendzielos

## II. **INFORMATION ITEMS**

### A. Communication Audit Recommendations (7:10-7:30)

Tami DeLand, Director of Community Engagement and Communications, will share the recommendations from the Communication Audit recently conducted by the National School Public Relations Association (NSPRA).

### B. Annual Staffing Timelines (7:30-7:40)

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

C. Achievement and Integration Budget  
(7:40-7:55)

Sebastian Witherspoon, Director of Equity Services, will present and review the proposed Achievement and Integration Budget for the 2015-2016 school year.

D. Summary of February Work Session & Preview of March Work Session  
(7:55-8:05)

The topics of the Board Work Session held on February 11, 2015, were Inspire 1:1 Initiative and Technology Planning, Assessment, and Communications Audit. Dr. Marsha Baisch, Assistant Superintendent, will provide a summary.

Dr. Baisch will preview the topics scheduled for the March Board Work Session, which will be CTE Update, and Community Education Update - Audit Results.

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

A. Approval of 2015-2016 and 2016-2017 School Calendars (ACTION)  
(8:05-8:20)

Dr. Marsha Baisch, Assistant Superintendent, will present and review the proposed school calendars for the 2015-2016 and 2016-2017 school years.

*The Administration recommends approval of the school calendars for the 2015-2016 and 2016-2017 school years.*

B. Proposed Board Policy 210 - Conflict of Interest - School Board Members (DISCUSSION - FIRST READING)  
(8:20-8:35)

Jerry Von Korff, Chair of the Board Development Committee, will present the proposed Board Policy 210 - Conflict of Interest - School Board Members. This is on the agenda for a first reading. A copy is attached.

C. Activities Ticket Sales Agreement with LEAF (ACTION)  
(8:35-8:45)

Kevin Januszewski, Executive Director of Business Services, will present information on the question of discontinuing the transfer of \$1 per adult activity ticket and \$.50 per student activity ticket to LEAF.

*The Administration recommends discontinuing the transfer of any activity ticket revenue to LEAF.*

IV. **REPORTS**

A. Superintendent's Report  
(8:45-8:50)

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

B. Board of Education Standing Committee Reports  
(8:50-9:05)

Standing Committee Reports will be presented as follows:

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

V. FUTURE AGENDA ITEMS  
(9:05-9:10)

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:**

*March*

*CTE Update*

*Community Education Update - Audit Results*

VI. CONSENT AGENDA ITEMS (Detail Information)

A. Approval of Agenda.

B. Approval of Minutes of the Board of Education Meetings of January 22 and February 11, 2015.

C. Approval of Payment of Bills

The Administration recommends approval of the payment of bills and other financial transactions in the amount of \$4,125,766.60 (Check Numbers 216883-217438 and ACH Numbers 141501442-141501952) and PCard totals in the amount of \$207,616.82 for a grand total of \$4,333,383.42.

D. Approval of Monthly Treasurer's Report

The Administration recommends approval of the Monthly Treasurer's Report for January, 2015.

E. Monthly Financial Report

The Administration recommends acceptance of the Monthly Financial Report for January, 2015.

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**

Jeffrey Cziok, Social Worker, Apollo High School, effective February 11, 2015 through June 5, 2015, Lane MA+60, Pay Level 17 (20% of a full time contract for 78 days). Mr. Cziok's salary for this assignment will be \$5,963.43. Mr. Cziok is currently a full time contract Social Worker.

Kelly Marcum, Counselor, South Junior High School, effective January 30, 2015 through May 5, 2015, Lane MA, Pay Level 3 (20% of a full time contract for 63 days). Ms. Marcum's salary for this assignment will be \$2,924.94. Ms. Marcum is currently on a full time teacher contract.

Samuel Nordby, Counselor, Area Learning Center, effective February 13, 2015 through April 17, 2015, Lane MA, Pay Level 15 (20% of a full time contract for 41 days). Mr. Nordby's salary for this assignment will be \$2,488.61. Mr. Nordby is currently a full time contract Counselor.

Cory Robinson, Physical Education Teacher, Apollo High School, effective March 9, 2015 through June 5, 2015, Lane BA, Pay Level 3 (10% of a full time contract for 65 days). Mr. Robinson's salary for this assignment will be \$1,263.11. Mr. Robinson is currently on an 80% of a full time teacher contract.

Megan Theis, Counselor, South Junior High School, effective January 30, 2015 through May 5, 2015, Lane MA, Pay Level 6 (20% of a full time contract for 63 days). Ms. Theis' salary for this assignment will be \$3,357.97. Ms. Theis is currently on a full time teacher contract.

### **Health Leave**

Lara Challberg, Special Education Teacher, Madison Elementary School, effective January 5, 2015 through April 2, 2015.

### **New Hire**

Barbara Daniels, Kindergarten Teacher (Long Call Substitute), Oak Hill Community School, effective February 4, 2015 through June 5, 2015, Lane MA, Pay Level 3 (full time contract for 83 days). Ms. Daniels' salary for this assignment will be \$19,267.47.

Jami Fremstad, Special Education Teacher (Long Call Substitute), South Junior High School, effective February 6, 2015 through June 5, 2015, Lane MA, Pay Level 3 (full time contract for 81 days). Ms. Fremstad's salary for this assignment will be \$18,803.20.

Tamara Hobbs, Early Childhood Special Education Teacher (Long Call Substitute), Colts Academy, effective February 23, 2015 through June 5, 2015, Lane MA, Pay Level 3 (full time contract for 70 days). Ms. Hobbs' salary for this assignment will be \$16,249.68.

James Lee, Physical Education Teacher (Long Call Substitute), Madison Elementary School, effective February 23, 2015, Lane BA, Pay Level 3 (60% of a full time contract for 70 days). Mr. Lee's salary for this assignment will be \$8,161.63.

Cory Robinson, Physical Education Teacher, Apollo High School, effective February 3, 2015, Lane BA, Pay Level 3 (80% of a full time contract for 84 days). Mr. Robinson's salary for this assignment will be \$13,058.60.

Lindsay Rynda, Counselor, Westwood Elementary School, effective February 9, 2015, Lane MA, Pay Level 3 (60% of a full time contract for 80 days). Ms. Rynda's salary for this assignment will be \$11,142.64.

Jessica Vos, Nurse, Discovery and Kennedy Community Schools, effective February 5, 2015, Lane BA, Pay Level 3 (30% of a full time contract for 82 days). Ms. Vos' salary for this assignment will be \$4,780.38.

### **Rehire**

Timothy Holbrook, Fifth Grade Teacher (Long Call Substitute), Madison Elementary School, effective February 9, 2015 through June 5, 2015, Lane MA+60, Pay Level 7 (full time contract for 80 days). Mr. Holbrook's salary for this assignment will be \$25,682.12.

Carolyn Otto, Special Education Teacher (Long Call Substitute), South Junior High School, effective February 9, 2015 through May 21, 2015, Lane MA+60,

Pay Level 3 (full time contract for 69 days). Ms. Otto's salary for this assignment will be \$18,627.06.

### **Resignation**

Stacie Vos, Assistant Principal, Technical High School, effective January 22, 2015. Ms. Vos is currently on leave.

### **Temporary Guest Teacher**

Louis Bedard, Temporary Guest Teacher, Student Services/Special Education, effective March 9, 2015 through June 4, 2015 at a daily rate of \$180.00.

Todd Carrow, Temporary Guest Teacher, Student Services/Special Education, effective March 9, 2015 through June 4, 2015 at a daily rate of \$180.00.

Elizabeth Doane, Temporary Guest Teacher, Student Services/Special Education, effective February 23, 2015 through June 4, 2015 at a daily rate of \$180.00.

Aubree Eid, Temporary Guest Teacher, Area Learning Center, effective February 10, 2015 through June 4, 2015 at a daily rate of \$180.00.

Anne Heuer, Temporary Guest Teacher, Talahi Community School, effective March 23, 2015 through June 4, 2015 at a daily rate of \$180.00.

James Lee, Temporary Guest Teacher, Madison Elementary School, effective February 24, 2015 through June 4, 2015 at a daily rate of \$180.00.

Aaron Murphy, Temporary Guest Teacher, Technical High School, effective February 3, 2015 through June 4, 2015 at a daily rate of \$180.00.

Kyle Turck, Temporary Guest Teacher, Lincoln Elementary School, effective February 19, 2015 through June 4, 2015 at a daily rate of \$180.00.

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

### **Leave of Absence**

Sharon Narlock, Clerical IV, District Administration Office, effective March 2, 2015 through March 20, 2015.

Joyce Terwey, Health Paraprofessional, Technical High School, effective February 26, 2015 through June 4, 2015.

### **New Hire**

Shawna Braun, Behavior Truancy Interventionist, Kennedy Community School, effective February 13, 2015 at an hourly rate of \$21.22.

Melissa Kamstra, Kitchen Helper, South Junior High School, effective February 13, 2015 at an hourly rate of \$11.86.

Heidi Lanning, Student Support Paraprofessional, Westwood Elementary School, effective January 26, 2015 at an hourly rate of \$10.75.

Danelle Nelson, Special Education Paraprofessional, City Life, effective February 4, 2015 at an hourly rate of \$12.00.

William Peters II, Community Service Officer, Technical High School, effective February 10, 2015 at an hourly rate of \$13.75.

Anna Prawdzik, Special Education Paraprofessional, Colts Academy, effective February 9, 2015 at an hourly rate of \$12.00.

Dana Thomsen, CTE Clerical Classification II, Technical High School, effective February 23, 2015 at an hourly rate of \$12.23.

### **Resignation**

Jaime Garas, Special Education Paraprofessional, Clearview Elementary School, last day of service February 11, 2015.

Kenneth Garas, Special Education Paraprofessional, North Junior High School, last day of service February 12, 2015.

Steven Gross, Kitchen Helper, Apollo High School, last day of service February 13, 2015.

Cheryl Keeley, Special Education Paraprofessional, Riverwoods, last day of service February 6, 2015.

James Lee, Behavior Interventionist, Apollo High School, last day of service February 20, 2015.

Courtney Studenski, Special Education Paraprofessional (Long Call Substitute), Talahi Community School, last day of service February 18, 2015.

Michele Torgerson, Special Education Paraprofessional, Madison Elementary School, last day of service February 9, 2015. This is an amendment to the February 11, 2015 Board action on the consent agenda where this item was listed with the last day of service February 13, 2015.

Chelsie Vickerman, Behavior Support Specialist, South Junior High, last day of service February 20, 2015.

### **Retirement**

Joanne Dirschel, Special Education Paraprofessional, Apollo High School, last day of service May 29, 2015 after 35 years of service in District 742.

Carol Lauermann, Second Cook, Lincoln Elementary School, last day of service April 17, 2015 after 11 years of service in District 742.

Raymond Schultz, Custodian, North Junior High School, last day of service June 11, 2015 after 14 years of service in District 742.

### **Termination**

Grissel Rivera-Roman, Special Education Paraprofessional, Madison Elementary School, last day of service February 6, 2015.

James Teigland, Custodian, Talahi Community School, last day of service February 20, 2015.

### **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 \$400.00 to North Junior High School - Eagle Pride Club from Carla Miller for student incentives and awards.
2. Donation in the amount of \$1,000.00 to the Tech High School Wrestling Program from the St. Cloud Optimist Club for supplies.
3. Donation in the amount of \$1,000.00 to Apollo High School from the St. Cloud Area Youth Basketball Association for Girls' Basketball.
4. Donations to Apollo High School for the Granite City Gearheads Robotics Club as follows:
  - \$50.00 - Heartland Glass
  - \$50.00 - Advantage Chiropractic
  - \$100.00 - Plaza Park Bank
  - \$100.00 - Granite City Electronics
  - \$250.00 - Traut Wells
  - \$1,000.00 - King Solutions
  - \$1,000.00 - Pellco Machine
  - \$5,000.00 - Grede LLC
5. Donation in the amount of \$480.00 to Clearview Elementary School from the Clearview PTA to purchase bulbs for promethean boards.
6. Donation in the amount of \$400.00 to Lincoln Elementary School from Salem

Lutheran Church for Random Acts of Kindness.

7. Donation in the amount of \$100.00 to North Junior High School from Larry Schill for the Vex Robotics competitions.
8. Donation of a 1907 annual "The Senior Pioneer" St. Cloud High School to Tech High School from the Gossell and Dahl Families.
9. Donation in the amount of \$6,000.00 to South Junior High School from the South Junior High Student Council to provide hydration stations.
10. Donation of toys, clothing, books, and personal products to the District 742 Homeless Program from Pam Benoit for holiday gifts for homeless families.
11. Donation of food from Buffalo Wild Wings to North Junior High School for staff on conference night.
12. Donation in the amount of \$500.00 to District 742/Partner for Student Success from Pat Welter for the Partner for Student Success "Convening of Partners" on January 22, 2015.
13. Donation in the amount of \$500.00 to Tech High School from Courtney Paulson for a Paulson Family Scholarship 2015.
14. Donation in the amount of \$700.00 to the McKinley Area Learning Center from Target for a field trip to the Science Museum of Minnesota.
15. Donation in the amount of \$139.00 to St. Cloud Area School District 742 from the Rotary Club of Sartell to assist the Roosevelt Early Childhood Programs after the recent fire.
16. Donation of four white boards from Darryle Anderson to the Apollo High School ELL Program to assist with visual teaching.
17. Donation in the amount of \$700.00 to Discovery Community School from Target for field trips.
18. Donation in the amount of \$100.00 to Talahi Community School from Suzanne Miller, SM Website Solutions, for Hour of Code T-shirts.
19. Donation in the amount of \$2,150.82 to Westwood Elementary School from the Parent Association of Westwood (PAW) to cover the cost of new folding chairs and papercutters.
20. Donation of 36 bags of ground coffee to South Junior High School from Eric Trulock, Cameron Coffee, for the Special Education Cafe' Cat Program.
21. Donation in the amount of \$25.00 from Cameron Maxon to the North Junior

High School Vex Robotics Program for national competition.

H. RFP Award - Construction Manager Services for Construction of New High School, Renovation of Apollo High School, and Other Possible Building Improvements

The RFP's for Construction Manager Services for Construction of New High School, Renovation of Apollo High School, and Other Possible Building Improvements were due on Friday, February 6, 2015 and potential firms were interviewed on February 18, 2015.

The Administration recommends entering into a contract with ICS Consulting, Inc. for Construction Management Services for the above listed projects. The fees will be based on the final construction costs and will range from \$2,237,500 to \$3,132,500.

A tabulation of proposals is attached.

This project will be funded with Building Referendum Funds.

I. Call for Bids - Roofing Projects - Apollo, Roosevelt, Discovery, Oak Hill, Talahi, and District Services Building

The Administration recommends that the Board of Education authorize a Call for Bids for Roofing Projects at Apollo, Roosevelt, Discovery, Oak Hill, Talahi, and District Services Building to be opened on Monday, March 16, 2015 at 10:00 a.m. Central Time.

The Call for Bids Page will be available at [www.isd742.org](http://www.isd742.org), Department, Business Services.

This project will be funded with Deferred Maintenance Funds.

J. Change Order #2 - North Junior High School Addition/Remodel - Landwehr Construction, Inc.

The Administration recommends approval of Change Order #2 for the above named project with Landwehr Construction, Inc. in the amount of + \$46,996.85 for changes in excavation, frost blanket handling and snow removal.

This project is funded with capital lease levy funds.

K. Change Order #1 - North Junior High School Addition/Remodel - Breth-Zenzen Fire Protection, LLC

The Administration recommends approval of Change Order #1 for the above named project with Breth-Zenzen Fire Protection LLC in the amount of +\$9,206.00 for change in fire department connections.

This project is funded with capital lease levy funds.

L. Change Order #1 - North Junior High School Addition/Remodel - Yamry Construction, Inc.

The Administration recommends approval of Change Order #1 for the above named project with Yamry Construction, Inc. in the amount of +\$450.00 for additional demolition labor.

This project is funded with capital lease levy funds.

M. Change Order #2 - North Junior High School Addition/Remodel - Yamry Construction, Inc.

The Administration recommends approval of Change Order #2 for the above named project with Yamry Construction, Inc. in the amount of +\$1,600.00 for extra door and hardware.

This project is funded with capital lease levy funds.

N. Change Order #1 - North Junior High School Addition/Remodel - Linco Companies, Inc.

The Administration recommends approval of Change Order #1 for the above named project with Linco Companies, Inc. in the amount of +\$690.00 for the addition of angle over door.

This project is funded with capital lease levy funds.

O. Change Order #1 - Clearview Elementary School Addition/Remodel - Mid Central Door Company

The Administration recommends approval of Change Order #1 for the above named project with Mid Central Door Company in the amount of -\$12,603.00 for deduction of door hardware.

This project is funded with capital lease levy funds.

P. Change Order #2 - Clearview Elementary School Addition/Remodel - Mid Central Door Company

The Administration recommends approval of Change Order #2 for the above named project with Mid Central Door Company in the amount of +\$7,488.00 for changes to door.

This project is funded with capital lease levy funds.

Q. Change Order #1 - Clearview Elementary School Addition/Remodel - Ben's Structural Fabrication

The Administration recommends approval of Change Order #1 for the above named project with Ben's Structural Fabrication in the amount of +\$18,811.00 to provide additional framing material, etc.

This project is funded with capital lease levy funds.

R. Change Order #1 - Clearview Elementary School Addition/Remodel - J and H Erectors, Inc.

The Administration recommends approval of Change Order #1 for the above named project with J and H Erectors, Inc. in the amount of +\$6,760.00 for erection of structural steel.

This project is funded with capital lease levy funds.

S. Change Order #1 - Clearview Elementary School Addition/Remodel - M. L. Schendzielos

The Administration recommends approval of Change Order #1 for the above named project with M. L. Schendzielos in the amount of +\$825.00 for winter conditions.

This project is funded with capital lease levy funds.

T. Change Order #2 - Clearview Elementary School Addition/Remodel - M. L. Schendzielos

The Administration recommends approval of Change Order #2 for the above named project with M. L. Schendzielos in the amount of +\$10,950.00 for winter conditions.

This project is funded with capital lease levy funds.

U. Change Order #3 - Clearview Elementary School Addition/Remodel - M. L. Schendzielos

The Administration recommends approval of Change Order #3 for the above named project with M. L. Schendzielos in the amount of +\$5,550.00 for winter conditions.

This project is funded with capital lease levy funds.

Willie Jett  
Superintendent