
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

October 27, 2016
7:00 PM
City Hall

PLEASE NOTE: Meetings held at the City Hall are broadcast live on Cable Channel 179 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 September 22 and October 12, 2016)
 - C. Monthly Treasurer's Report for August, 2016
 - D. Approval of Payment of Bills and Other Financial Transactions in the grand total amount of \$7,270,458.59
 - E. Acceptance of Monthly Financial Report
 - F. Approval of Personnel Staff Changes
 - G. Acceptance of Grant Awards/Donations
 - H. Quarterly Expenditures for Board Members from July 1, 2016 through September 30, 2016
 - I. HVAC Controls Project Change Order Totaling +\$1,438.00

II. INFORMATION ITEMS

A. Apollo High School Presentation (7:10-7:40)

Principal Adam Holm, along with high school students and staff, will present information and highlights about Apollo High School. Information is attached.

B. Tech High School Presentation (7:40-8:10)

Principal Charlie Eisenreich, along with high school students and staff, will present information and highlights about Tech High School. Information is attached.

C. Summary of October Work Session and Preview of November Work Session (8:10-8:20)

The topics of the Board Work Session held on October 12, 2016, included a Talahi Community School Presentation, Career and Technical Education (CTE) Presentation, Referendum Update, and Board Policies and Administrative Procedures Review (Section 400). Dr. Marsha Baisch, Assistant Superintendent, will provide a summary.

Dr. Baisch will preview the topics for the November 9, 2016 Work Session, which will be an EL Accountability Report, Referendum Next Steps, and Board Policies and Administrative Procedures Review (Sections 200 and 500).

D. Referendum Update (8:20-8:30)

An update will be provided for Board information and discussion.

III. DISCUSSION AND/OR ACTION ITEMS

A. Board Policies and Administrative Procedures Review (Section 400) (DISCUSSION) (8:30-8:45)

Tracy Flynn Bowe will present the following proposed updated/revised and new Board Policies for Section 400, *Employees/Personnel*, for a second reading. Information on the policy changes and notes is attached.

1. Board Policy 401 - Equal Employment Opportunity

This policy replaces current Board Policy 401 and Administrative Procedures 401A, *Equal Employment Opportunity/Affirmative Action*. A copy is attached.

2. Board Policy 402 - Disability Nondiscrimination Policy (New Policy)

This is a proposed new Board Policy in accordance with the MSBA Model Policy. A copy is attached.

3. Board Policy 406 - Public and Private Personnel Data (New Policy)

This is a proposed new Board Policy in accordance with the MSBA Model Policy. A copy is attached.

4. Board Policy 410 - Family and Medical Leave Policy (FMLA) (New Policy)

This is a proposed new Board Policy in accordance with the MSBA Model Policy. A copy is attached.

5. Board Policy 412 - Expense Reimbursement

This Board Policy has been updated and replaces current Board Policy 412, *Expense Reimbursement*, and Administrative Procedures 412A, *General Travel Expense*. A copy is attached.

6. Board Policy 413 - Discrimination, Harassment and Violence

This Board Policy replaces current Board Policy 105 and Administrative Procedures 105A, *Harassment and Violence*. (The policy has been renumbered to be consistent with the MSBA model policy.) A copy is attached.

7. Board Policy 418 - Drug-Free Workplace/Drug-Free School

This Board Policy replaces current Board Policy 418 and Administrative Procedures 418A, *Drug-Free Workplace: Employee Drug and Alcohol Offenses*. A copy is attached.

8. Board Policy 419 - Tobacco-Free Environment

This Board Policy replaces current Board Policy 419 and Administrative Procedures 419A, *Smoke/Tobacco Free Environment*. A copy is attached.

9. Board Policy 427 - Workload Limits for Certain Special Education Teachers

This Board Policy has been revised and replaces current Board Policy 427 and Administrative Procedures 427A, *Workload Limits for Certain Special Education Teachers*.

10. Board Policy 430 - Workplace Violence and Injury Prevention (New Policy)

This is a proposed new Board Policy consistent with OSHA requirements. A copy is attached.

11. Board Policy 404 - Employment Background Checks

This Board Policy replaces current Board Policy 404 and Administrative Procedures 404A, *Employment Background Checks*. A copy is attached.

12. Board Policy 405 - Veteran's Preference (New Policy)

This is a proposed new Board Policy in accordance with the MSBA Model Policy and updated by legal counsel. A copy is attached.

13. Board Policy 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse

This Board Policy has been updated and replaces current Board Policy 414 and Administrative Procedures 414A, *Mandated Reporting of Child Neglect or Physical or Sexual Abuse*. A copy is attached.

14. Board Policy 415 - Mandated Reporting of Maltreatment of Vulnerable Adults

This Board Policy replaces current Board Policy 415 and Administrative Procedures 415A, *Mandated Reporting of Maltreatment of Vulnerable Adults*. A copy is attached.

15. Board Policy 420 - Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions

This Board Policy replaces current Board Policy 420 and Administrative Procedures 420A, *Students and Employees with Communicable Diseases and Infectious Conditions*. A copy is attached.

16. Board Policy 424 - License Status (New Policy)

This is a proposed new Board Policy in accordance with the MSBA Model Policy. A copy is attached.

17. Board Policy 408 - Subpoena of a School District Employee

This Board Policy replaces current Board Policy 408 and Administrative Procedures 408A, *Subpoena of a School District Employee*. A copy is attached.

18. Board Policy 423 - Employee-Student Relationships (New Policy)

This is a proposed new Board Policy in accordance with the MSBA Model Policy. A copy is attached.

19. Board Policy 499 - Expressions of Concerns/Complaints/Conflicts About District 742 Employees

This Board Policy has been updated and replaces current Board Policy 499 and Administrative Procedures 499A, *Expressions of Concerns/Complaints/Conflicts About District 742 Employees*. It correlates to MSBA Model Policy 103, *Complaints - Students, Employees, Parents, Other Persons*. A copy is attached.

20. Repeal Policies

The Administration recommends that the following current Board Policies and Administrative Procedures be repealed:

1. Administrative Procedures 412.1A - Expense Reimbursement: Protective Clothing and Devices (This is addressed through other policies and bargaining unit contracts.)
2. Board Policy 450 and Administrative Procedures 450A - Classification and Compensation (Relevant material will be placed in administrative procedures manual for Human Resources.)
3. Administrative Procedures 455A - Bilingual Interpretation Compensation (These procedures are no longer consistent with District practices.)
4. Board Policy 460 and Administrative Procedures 460A - Evaluation/Professional Growth: Staff Performance Review and Evaluation (This policy and procedures do not reflect current practice.)

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, Policy and Governance Committee (Al Dahlgren, Chair)

Community Linkages Committee (Bruce Mohs, Chair)
Finance and Audit Committee (Jerry Von Korff, Chair)
Legislative Committee (Bruce Hentges, Chair)
Personnel & Negotiations Committee (Debbie Erickson, Chair)
Integration & Equity Committee (Les Green, 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.

November Work Session Topics:

EL Accountability Report

Referendum Next Steps

Board Policies and Administrative Procedures Review (Sections 200 and 500)

VI. CONSENT AGENDA ITEMS (Detail Information)

A. Approval of Agenda.

B. Approval of Minutes of the Board of Education Meetings of September 22 and October 12, 2016.

C. Monthly Treasurer's Report - August, 2016

The Administration recommends approval of the Monthly Treasurer's Report for August, 2016.

D. Approval of Payment of Bills

The Administration recommends approval of the payment of bills and other financial transactions in the amount of \$6,850,709.75 (Check Numbers 256055-256575, ACH Numbers 161700343-161700654 and manual checks and wires) and credit card in the amount of \$419,748.84 for a grand total of \$7,270,458.59.

E. Acceptance of Monthly Financial Report

The Administration recommends acceptance of the Monthly Financial Report for August, 2016.

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

New Hire

Monica Pick, Grade 5 Teacher (Long-Call Substitute), Oak Hill Community School, effective August 29, 2016, through October 10, 2016, Lane BA, Pay Level 1 (full time contract for 29 days). Ms. Pick's salary for this assignment will be \$6,113.29.

Sarah Urick, Language Arts Teacher, North Junior High School, effective for the 2016-2017 school year, Lane BA+45, Pay Level 1 (full time contract for 188 days). Ms. Urick's salary for this assignment will be \$45,659.00.

Renee Bartholomew, Special Education Teacher, Technical High School, effective for the 2016-2017 school year, Lane BA, Pay Level 1 (50% of a full time contract for 188 days). Ms. Bartholomew's salary for this assignment will be \$19,815.50. Ms. Bartholomew was previously a Behavior Support Specialist.

Rehire

Diane Opatz, Special Education Hourly Teacher, Oak Hill Community School, effective for the 2016-2017 school year, at an hourly rate of \$32.00. Ms. Opatz is returning to work after retirement.

Increase in Contract

Amy Streit, Reading Interventionist, South Junior High School, effective September 6, 2016, for the 2016-2017 school year, Lane MA, Pay Level 11 (additional 4% of a full time contract for 188 days). Ms. Streit's salary for this assignment will be \$2,469.04. Ms. Streit is currently 60% of a full time contract teacher.

2. Non-Licensed Staff

New Hire

Collin Munoz, Special Education Paraprofessional, North Junior High School, effective October 6, 2016, at an hourly rate of \$14.25.

Abdi Diriye, Special Education Paraprofessional, Lincoln Elementary School, effective October 4, 2016, at an hourly rate of \$14.25.

Elicia Dockendorf, Special Education Behavior Support Specialist, Kennedy

Community School, effective October 11, 2016, at an hourly rate of \$15.18.

Hannah Smith, Special Education Paraprofessional, Kennedy Community School, effective October 12, 2016, at an hourly rate of \$14.25.

Elizabeth Lambus, Special Education Paraprofessional, Apollo High School, effective October 11, 2016, at an hourly rate of \$14.25.

Heidi Hesse, Special Education Behavior Support Specialist, North Junior High School, effective October 6, 2016, at an hourly rate of \$14.31.

Kadiatou Bah, Special Education Paraprofessional, Apollo High School, effective October 6, 2016, at an hourly rate of \$14.25.

Jennifer Schneider, Special Education Paraprofessional, Apollo High School, effective October 11, 2016, at an hourly rate of \$14.25.

Joseph Freberg, Special Education Paraprofessional, Lincoln Elementary School, effective October 4, 2016, at an hourly rate of \$14.25.

Dan Willems, Student Support Paraprofessional, Kennedy Community School, effective September 16, 2016, at an hourly rate of \$11.85.

William Beck, Custodian, Clearview Elementary School, effective October 10, 2016, at an hourly rate of \$12.50.

Kari Pfannenstein, Kitchen Helper, North Junior High School, effective October 14, 2016, at an hourly rate of \$12.31.

Julie Peabody, Student Support Paraprofessional, Madison Elementary School, effective October 14, 2016, at an hourly rate of \$11.85.

Becky Fuchs, Kitchen Helper, Apollo High School, effective October 5, 2016, at an hourly rate of \$12.31.

Jamie Hartfiel-Treseler, Security Officer, McKinley Area Learning Center, effective October 4, 2016, at an hourly rate of \$16.50.

Sandra Arndt, Kitchen Helper, Lincoln Elementary School, effective October 17, 2016, at an hourly rate of \$12.31.

Julie DeVaan, Kitchen Helper, Apollo High School, effective October 24, 2016, at an hourly rate of \$12.31.

Rehire

Belinda Labor, Special Education Behavior Support Specialist, Lincoln Elementary School, effective October 17, 2016, at an hourly rate of \$15.18.

Resignation

Scott Johnson, Custodian, Apollo High School, last day of service October 7, 2016.

Mary Kritzeck, Special Education Paraprofessional, Oak Hill Community School, last day of service September 30, 2016.

Termination

Karen Kassulker, Clerical Classification I, Apollo High School, last day of service September 30, 2016.

Jessica Koroll, Special Education Paraprofessional, Clearview Elementary School, last day of service September 30, 2016.

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. Grant award in the amount of \$3,202.00 to Talahi Community School from the Central Minnesota Arts Board. Christopher Lutter Gardella will conduct a one week residency for 110 second graders in puppetry.
2. Donation of 30 boxes of crackers to Discovery Community School from the Knights of Columbus for student snacks.
3. Donation of a \$400.00 giftcard to Discovery Community School from the Jubilee Workshop Center for family night.
4. Donation in the amount of \$1,000.00 to Talahi Community School from the St. Cloud Optimist Club for the accessible playground.
5. Donation of school supplies to Discovery Community School from Legacy Family Chiropractic.
6. Donations in the following amounts to Lincoln Elementary School:
 - \$54.84 from Louis Fritz
 - \$100.00 from Randall Trimm
7. Donation in the amount of \$175.00 to North Junior High School from Atonement Lutheran Church for student needs.
8. Donation of winter clothing items to Discovery Community School from Jody Christianson

9. Donation of food certificates to North Junior High School from Chick-fil-A for staff.
10. Donation of school supplies to North Junior High School from Joleen Thell for students in need.
11. Donation in the amount of \$50.00 from Robert Piano to District 742 Nursing Services.
12. Donation in the amount of \$3,000.00 from the District 742 Local Education & Activities Foundation to District 742 Early Childhood Preschool for PAKRAT books and supplies.
13. Donation of school supplies from Matt Studer and Nick Barth to the District 742 Homeless Program for students.
14. Donation of school supplies from the HRA to the District 742 Homeless Program for students.
15. Donation in the amount of \$750.00 from the Central Minnesota Credit Union to Kennedy Community School for Innovation Station.
16. Donation in the amount of \$400.00 from the Sisters of the Order of St. Benedict to Kennedy Community School.
17. "Experience Books for Blind/Visually Impaired Children" grant award in the amount of \$2,500.00 from the Initiative Foundation to District 742.
18. Donations as follows from Coborn's Inc. (Labels for Learning).
 - \$375.00 to North Junior High School
 - \$20.35 to McKinley Area Learning Center
19. Donation of school supplies and clothing items to Talahi Community School from 1st United Methodist Church of St. Cloud Region for children in need.
20. Donation of school supplies to Talahi Community School from the Knights of Columbus Auxiliary 5548 for children in need.
21. Donation of school supplies to Talahi Community School from Martha Dubow for children in need.
22. Donation in the amount of \$100.00 to North Junior High School CmPS from the Central Minnesota Noon Optimist Club (Achievement in Education Award by Karlyn Doyle).
23. Donation in the amount of \$250.00 to Clearview Elementary School from the Clear Lake Lions Club for supplies.

24. Donation in the amount of \$33.33 to Clearview Elementary School from Health Partners for supplies.
25. Donation in the amount of \$30.00 to South Junior High School from Carol and Steve Howe-Veenstra to purchase library items in memory of Rose Bohlig.
26. Donations from the Kopp Family Foundation to provide items and opportunities for needy students, as follows:
 - \$1,500.00 to South Junior High School
 - \$1,500.00 to North Junior High School
27. Donations to St. Cloud Area School District 742 for the District Welcome Back Kick-Off, as follows:
 - \$100.00 - Marco
 - Five \$10.00 Giftcards - Crafts Direct
 - 50 Cases of Beverages - Bernick's
 - Promotional Products at Discounted Rate - Custom Accents
28. Donations of food to North Junior High School from Buffalo Wild Wings, Noodles & Company, Jimmy Johns, Olive Garden, and Coborn's-Centennial for staff on conference nights.
29. Donation in the amount of \$250.00 to Apollo High School from Power Nation for the Granite City Gearheads Robotics Club.
30. Donations to the South Junior High School Band Program as follows:
 - Armstrong Alto Saxophone from Scott Shella-Stevens
 - Selmer Alto Saxophone from Lynn Jorde
 - Reynolds Flute from Anne Miller
31. Donation in the amount of \$5,000.00 to Talahi Community School from Kwik Trip for the new accessible playground.
32. Donation in the amount of \$2,000.00 to Tech High School from the Tech Alumni Association for Tech Alumni Scholarships.
33. Donation in the amount of \$26.13 to Tech High School from the Kula Foundation for school supplies.

H. Quarterly Expenditures for Board Members from July 1, 2016 through September 30, 2016

There were no expenses from July 1, 2016 through September 30, 2016.

I. HVAC Controls Project Change Order Totaling +\$1,438.00

The Administration recommends approval of the following change order for the

above named project.

- Change Order #4 with KUE Contractors, Inc. in the amount of +\$1,438.00 to enclose opening between kitchen and gym, for Combi oven installation, to add exhaust run to classroom, for mechanical credits, and to add metal fascia.

This project is funded with long term facilities maintenance funds.

These change orders are within the approved budget for this project.

Willie Jett
Superintendent