

MINUTES OF THIS MEETING HAVE NOT BEEN APPROVED

**SAINT PETER BOARD OF EDUCATION
REGULAR BOARD MEETING
THURSDAY, February 11, 2010
6:30 PM
COMMUNITY CENTER/GOVERNORS' ROOM**

Chair Karlsrud called the regular meeting of the Board of Directors, ISD #508, Saint Peter Public Schools, to order at 6:34 p.m. Members present were Lambert, Duncan, Karlsrud, Nelson, and Carlson. Members absent were Bushell and Leonard. Also present were Superintendent Olson, members of the Administration, and members of the public.

Adoption of Agenda: (Lambert/Duncan, unanimous)

Consent Agenda:

1. Approval of Organizational Meeting Minutes of January 7, 2010
2. Approval of the Regular Board Meeting Minutes of January 7, 2010
3. Approval of Study Session Minutes of January 28, 2010/November 17, 2008
4. Bills (\$1,110,270.44)/Wire Transfers (\$2,376,374.82) for January 2010
5. Personnel
 - a. The approval of maternity leave for an elementary teacher (Connie Brezina) beginning April 28, 2010, and continuing through June 1, 2010, pending medical approval for the return date.
 - b. The approval of the hiring of a special education paraprofessional at South Elementary (Catherine Mueller) effective January 28, 2010. This is a replacement position.
 - c. The acceptance of the retirement of an elementary school secretary (Denni Hallock) effective June 25, 2010.
 - d. The approval of a maternity leave for an elementary teacher (Karri Dommer Bly) beginning May 7, 2010, and continuing through the end of the 2009-10 school year.
 - e. The approval of a maternity leave for an elementary special education paraprofessional (Sara Torbeson) beginning March 2, 2010, and continuing through the end of the 2009-2010 school year.
 - f. The approval of a maternity leave for an ECSE teacher (Angela Schneider) beginning May 24, 2010, and continuing through the end of the 2009-10 school year.
 - g. The approval of the termination of an elementary paraprofessional (Diane Olson) effective February 12, 2010.
6. The approval of Saint Peter High School diplomas for Nicholas Dark and Lois Smisek. Mr. Peterson recommends the approval based on both students having met the established requirements for graduation.

- i. The approval of the hiring of a part-time Building and Grounds Coordinator (Tom Applen) effective November 19, 2008. This position was approved at the November 13, 2008, meeting of the Board of Education.
- ii. The approval of the extension of an extended leave of absence of a district art teacher (Kathleen Klatt) for the 2009-10 and 2010-11 school years. This leave extension is allowed under MS 122A.46.
- iii. The approval of the hiring of a dishwasher (Betty Conlon) at South Elementary effective December 1, 2008. This is a replacement position.
- iv. The acceptance of the resignation of a high school paraprofessional (Julie Roessler) effective November 25, 2008.
- v. The acceptance of the resignation of a special education handicap busing aide (Jill Hass) effective November 21, 2008.

(Duncan/Lambert, unanimous)

Member Carlson thanked Denni Hallock for her service to the school district.

Approval of Mid-Year Budget Adjustment Plan: Superintendent Olson reviewed the budget in terms of revenues and expenditures. In order to work towards a long-term balanced budget, and in light of the economic problems facing the state of Minnesota, the administration developed a 2009-10 mid-year adjustment proposal. The proposal called for a "hiring pause" and a budget adjustment of \$47,200 (Nelson/Duncan, unanimous).

Approval of 2009-2011 Payroll Supervisor/Accountant Contract: Member Duncan reviewed the highlights of the agreement as follows:

1. A modification of the retirement section of the contract to allow payment for unused sick leave to be placed in the VEBA account.
1. Health and hospitalization insurance paid at the VEBA level for both years of the contract.
2. A .6 percent salary increase in 2009-10 and a .6 percent salary increase in 2010-11.

3. A slight increase in payment for services to MVED for management of health insurance for their employees.
4. The result is a 2.83 percent increase to the Saint Peter share of the contract and a 1.61 percent increase to the MVED share of the contract.

(Duncan/Nelson, unanimous)

Approval of 2009-2011 Special Programs/Accountant Contract: Member Duncan reviewed the highlights of the agreement as follows:

1. Health and hospitalization insurance paid at the VEBA level both years of the contract.
2. A salary adjustment of \$1,000 based on successful completion of four (4) years of job performance.
3. A slight increase in payment for services to MVED for MARSS student accounting.
4. The result is a 3.99 percent increase to the Saint Peter share of the contract and a .93 percent increase to the MVED share of the contract.

(Duncan/Lambert, unanimous)

Approval of 2009-2011 Paraprofessional Educators' Contract: Member Duncan reviewed the highlights of the agreement:

1. The District has agreed to place language related to "Leave for Family Members of Military Personnel Killed in Active Service," "Leave to Attend Military Ceremonies," and "School Conferences and Activities Leave" in the Paraprofessional Employee Handbook.
2. The salary/benefit agreement is as follows:
 - For 2009-10, the salary schedule will be frozen for all paraprofessionals. No steps will occur. However, the hourly rate for career increment and extra duty staff will be increased by 1.5 percent or \$0.20 per hour.
 - For 2010-11, steps will be granted and there will be a .5 percent or \$0.07 per hour increase at the extra duty and career increment rate.
3. Using the MSBA salary/benefit costing model, the total cost of the agreement over the two-year period is \$38,295 or 2.42 percent.

(Duncan/Lambert, unanimous)

Chair Karlsrud introduced the following resolution and Board Member Lambert moved its adoption:

**RESOLUTION TO ACCEPT THE AL AND CATHY ANNEXSTAD
"HOPE AND INSPIRATION" SCHOLARSHIP DONATION
(Complete Resolution on File at the District Office)**

The resolution was duly seconded by Board Member Nelson, and upon roll call vote, the following voting in favor thereof: Carlson, Nelson, Karlsrud, Duncan, and Lambert; none voting nay, whereupon said resolution was declared duly passed and adopted.

Approval of Budget Reduction/Adjustment Targets for 2010-11: Board Member Lambert made a motion, seconded by Carlson, to set an initial budget reduction/target for 2010-2011 of \$500,000, and to develop prioritized list of reductions in case a \$700,000 or \$1.2 million adjustment is needed for next year.

Approval of ISD No. 508 Legislative Platform for 2010: Duncan made a motion, seconded by Carlson, to approve the Board’s 2010 legislative platform. Carlson made motion to amend the original motion by deleting the words, “Enable school boards to have the ability to set tax levies without specific voter approval,” from the legislative platform Said motion was seconded by Lambert, and with all members voting aye, the motion carried. Chair Karlsrud called for a vote on the original motion, as amended. With all members voting aye, the original motion, as amended, carried.

Standards for Resource Allocation Task Force: Principal Peterson updated the Board on the work of the task force and the next steps that will be taken in the process.

Committee Appointments for 2010: Chair Karlsrud made the following committee appointments:

STANDING COMMITTEES	2010
Co-Curricular Program Committee	<ul style="list-style-type: none"> • Bob Lambert* • Cheryl Bushell • Jon Carlson
Communications Committee	<ul style="list-style-type: none"> • Ben Leonard* • Marty Duncan • Cheryl Bushell
Instructional Program Committee (Continuing Education)	<ul style="list-style-type: none"> • Peter Nelson* • Jon Carlson • Ben Leonard
Negotiations Committee	<ul style="list-style-type: none"> • Marty Duncan* • Bob Lambert • Ben Leonard
AD HOC COMMITTEES	2010
Calendar Committee	<ul style="list-style-type: none"> • Ben Leonard* • Jon Carlson
Finance Committee	<ul style="list-style-type: none"> • Marty Duncan* • Mark Karlsrud • Peter Nelson
Personnel Committee	<ul style="list-style-type: none"> • Peter Nelson* • Mark Karlsrud • Bob Lambert

Policy Review Committee	<ul style="list-style-type: none"> • Cheryl Bushell* • Marty Duncan • Ben Leonard
REPRESENTATIVES ON OTHER AGENCY BOARDS/COMMITTEES	2010
City/School Committee	<ul style="list-style-type: none"> • Ben Leonard* • Mark Karlsrud • Peter Nelson
Community Education Advisory Committee	<ul style="list-style-type: none"> • Cheryl Bushell
Interagency Committee	<ul style="list-style-type: none"> • Cheryl Bushell
Legislative Liaison	<ul style="list-style-type: none"> • Marty Duncan* • Jon Carlson
Meet and Confer Committee	<ul style="list-style-type: none"> • Cheryl Bushell* • Bob Lambert • Peter Nelson
Minnesota State High School League	<ul style="list-style-type: none"> • Jon Carlson
Minnesota Valley Education District (MVED)	<ul style="list-style-type: none"> • Marty Duncan
Nicollet County Collaborative	<ul style="list-style-type: none"> • Ben Leonard
School/City/County/Gustavus	<ul style="list-style-type: none"> • Peter Nelson* • Mark Karlsrud
School/Community Technology Committee	<ul style="list-style-type: none"> • Ben Leonard
Saint Peter Education Foundation	<ul style="list-style-type: none"> • Peter Nelson
South Central Educational Service Cooperative	<ul style="list-style-type: none"> • Keith Wenner

Reports: Principal Paul Peterson informed the Board that students involved in the One-Act Play would be performing in the state competition on Friday, February 12, 2010. He also provided information on Snow Week and invited members of the Board to attend upcoming Lunch Bunch meetings.

Superintendent Olson reported on Flex Year planning; delayed payment to school districts, and the shared business services study currently being performed.

Duncan and Lambert reminded board members and members of the public that although we are experiencing difficult financial problems, we are being pro-active and are planning ahead and are investigating numerous ways to improve our curriculum that will bring in revenue rather than cost more money.

Meeting Adjourned at 8:45 p.m. (Duncan/Lambert, unanimous).

Dated: February 11, 2010

Cheryl Bushell, Clerk