

MINUTES OF THIS MEETING HAVE NOT BEEN APPROVED

**SAINT PETER BOARD OF EDUCATION
REGULAR BOARD MEETING
MONDAY, APRIL 18, 2011
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 6:40 p.m. Members present were Lambert, Duncan, Karlsrud, Nelson, Carlson, and Leonard. Member absent was Bushell. Also present were Superintendent Olson, members of the Administration, and members of the public.

Adoption of Agenda: (Nelson/Leonard, unanimous)

Consent Agenda: The following items were approved:

1. Approval of the Minutes of the March 21, 2011, Special Board Meeting
2. Approval of the Minutes of the March 21, 2011, Regular Board Meeting
3. Approval of the Minutes of the March 29, 2011, Special Board Meeting
4. Approval of the Minutes of the April 4, 2011, Board Study Session
5. Bills (\$1,142,577.98)/Wire Transfers (\$1,816,771.01) for March 2011
6. Personnel
 - a. The approval of the termination of four extra kindergarten paraprofessionals (Margo Mauser, Tiana Smith, Courtney Whitmore, and Marlys Huber) effective at the end of the 2010-11 school year. The elimination of these positions was approved as a part of the 2011-12 cost-containment plan.
 - b. The approval of the hiring of a long-term substitute middle/high school Spanish teacher (Marjorie Anderson) effective April 6, 2011. This is a replacement position.
 - c. The acceptance of the retirement of the special programs/accountant (Linda Ellefson) effective June 30, 2011.
 - d. The approval of the hiring of an elementary Special Education paraprofessional (Beth Ann Emley) effective April 11, 2011. This is a replacement position.
 - e. The acceptance of the retirement of a Teacher on Special Assignment/Gifted and Talented Teacher (Linda Roth) effective June 3, 2011.
 - f. The approval of the termination of the interim media office secretary (Elizabeth Parras) effective June 2, 2011.
 - g. The acceptance of the retirement of a special needs paraprofessional (Connie Wegner) at the high school effective June 3, 2011.
 - h. The acceptance of the retirement of a custodian (Judy Koch) at the high school effective May 31, 2011.

(Duncan/Nelson, unanimous)

Dr. Olson thanked the retirees for their years of service.

At this time, Dr. Charlie Kyte, Executive Director of the Minnesota Association of School Administrators, addressed the board and presented the board with a check in the amount of \$1,000 for a student scholarship in Dr. Olson's name. The scholarship serves as a thank you for Dr. Olson's service to MASA as its current president. Dr. Kyte also presented Dr. Olson with a MASA ring for his service.

Report from Student Representative: Maggie Morrow gave an update of student council activities.

Consider Resolution to Place a Teacher on Unrequested Leave of Absence: Board Chair Karlsrud introduced the following resolution and Board Member Duncan moved its adoption:

**RESOLUTION PLACING BECCA THOMPSON
ON UNREQUESTED LEAVE OF ABSENCE
(Complete Resolution on File at the District Office)**

The motion for the adoption of the foregoing resolution was duly seconded by Member Leonard and upon vote being taken thereon, the following voted in favor thereof:

Leonard, Carlson, Nelson, Karlsrud, Duncan, and Lambert

And the following voted against the same: None

Whereupon said resolution was declared duly passed and adopted.

Dated: April 18, 2011

Cheryl Bushell, Clerk

Approval of Business Office Sharing: In the spring of 2010, Ed Waltman, of the South Central Service Cooperative, completed a Shared Business Services Study focused on combining MVED business office services with the Saint Peter School District business office. A key recommendation of the study was to:

- "Consolidate MVED business office functions with the Saint Peter School District." Mr. Waltman further concluded that "because of ever increasing state and federal accounting and reporting requirements, it would be highly advisable to consider realignment of job duties with all Saint Peter and MVED business office staff members."

Based on this recommendation and the "green light" from the MVED Superintendents' Advisory Committee, the MVED supervising superintendent, and the MVED director, Mr. Waltman developed a timeline in the fall of 2010 to implement this recommendation. The plan includes the elimination of the current office support/payroll position, a change in the job description of the MVED accountant, and the creation of a new MVED receptionist position (Lambert/Leonard, unanimous).

Approval of 7-12 Administrative Reorganization Plan: Superintendent Olson presented a plan to reorganize the current structure of the administrative team. The plan moves from two .67 middle school/high school deans, an interim activities director, a .20 special education coordinator at the MVED site, and a high school principal to a full-time dean/activities director, a full-time 7-12 assistant principal, a part-time activities event coordinator, a 7-12 special education case facilitator, and a full-time high school principal. Lambert made a motion, seconded by Leonard to approve the reorganization plan. With Members Lambert, Karlsrud, and Leonard voting aye, Members Carlson, Nelson, and Duncan voting nay, the motion failed. After further discussion, Leonard made a motion, seconded by Lambert to approve the position of assistant principal. With all members voting aye, the motion carried. Lambert made a motion, seconded by Leonard, to direct the administrative team to bring back different options to the board dealing with the administrative reorganization plan:

1. Different options for the positions of dean, activities director, and activities event coordinator;
2. The original plan with more in-depth analysis; and
3. An ideal administrative structure.

With all members voting aye, the motion carried. A special board meeting will be set for Monday, May 2, 2011, at which time this item will be acted on.

Approval of Revised 2010-11 Budget: Business Manager Dean Peterson presented the revised 2010-11 Budget for approval with revenues in the amount of \$19,764,179 and expenditures in the amount of \$19,088,932. (Duncan/Nelson, unanimous)

Resolution Approving Adult Area Learning Center Consortium: Board Chair Karlsrud introduced the following resolution and Board Member Carlson moved its adoption:

**SCHOOL BOARD RESOLUTION
(Complete Resolution on File at the District Office)**

The resolution was duly seconded by Board Member Leonard, and upon roll call vote, the following voting in favor thereof: Leonard, Carlson, Nelson, Karlsrud, Duncan, and Lambert. Whereupon said resolution was declared duly passed and adopted.

Resolution Approving Termination of a Probationary Teacher: Board Chair Karlsrud introduced the following resolution and Board Member Duncan moved its adoption:

**RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL
OF THE TEACHING CONTRACT OF KERRI ELLINGSON
A PROBATIONARY TEACHER
(Complete Resolution on File at the District Office)**

The motion for the adoption of the foregoing resolution was duly seconded by Member Lambert and upon vote being taken thereon, the following voted in favor thereof:

Leonard, Carlson, Nelson, Karlsrud, Duncan, and Lambert

And the following voted against the same: None

Whereupon said resolution was declared duly passed and adopted.

Dated: April 18, 2011

Cheryl Bushell, Clerk

Approval of Resolution Creating a Standing Shared Programs/Services Committee of the Board of Education: Board Chair Karlsrud introduced the following resolution and Board Member Lambert moved its adoption:

**RESOLUTION FORMING A STANDING
“Shared Programs/Services with Area School Districts”
COMMITTEE
(Complete Resolution on File at the District Office)**

The resolution was duly seconded by Board Member Leonard, and upon roll call vote, the following voting in favor thereof: Leonard, Carlson, Nelson, Karlsrud, Duncan, and Lambert. Whereupon said resolution was declared duly passed and adopted.

Discussion of Possible 2011 Operating Levy: Superintendent Olson reported on the possibility of placing an increase in our operating levy before the voters in November of 2011. He reported that:

1. State funding is projected to be flat for the next two to four years;
2. A levy increase is needed in order to maintain, expand, and improve programs. The increase will allow the addition of classroom teachers as enrollment continues to increase, the expansion of course offerings in areas such as health occupations, agri-science and engineering, and the ability to maintain the quality programs and services currently being offered to our students; and
3. Without the levy increase or a significant budget reduction in 2012-13, projected expenditures will exceed revenues by \$525,000 by 2013-14.

Report on Agri-Science Academy: Principal Paul Peterson provided an update on the status of the agri-science academy.

Building Principals Kluck, Coblentz, and Peterson updated board members on events taking place in their buildings. .

Board Member Leonard reported on a recent Nicollet County Co-Lab meeting that he had attended. At that meeting, \$35,402 was awarded to the Saint Peter Public School District and \$4,500 was awarded to the MVED School District.

Board Member Duncan reported on the recent MVED Board meeting.

Meeting Adjourned at 9:13 p.m. (Lambert/Leonard, unanimous).

Dated: April 18, 2011

Cheryl Bushell, Clerk