

Minutes of the Regular Meeting  
Independent School District 279 School Board  
Maple Grove, MN  
November 18, 2014

CALL TO ORDER	A regular meeting of the Independent School District 279 School Board was held on Tuesday, November 18, 2014, in the Board Room at the Educational Service Center. Chairperson Teresa Lunt called the meeting to order at 6:00 PM.
ROLL CALL	The following members were present: Board members Teresa Lunt, Dean Henke, Linda Etim, Tammie Epley, Jim Burgett, Jacki Girtz, and Superintendent Dr. Kate Maguire.
PLEDGE OF ALLEGIANCE	The Pledge of Allegiance was recited, led by Jim Burgett.
ACCEPTANCE OF AGENDA	Motion by Teresa Lunt, seconded by Tammie Epley, to accept the printed agenda. The motion carried unanimously.
AUDIENCE OPPORTUNITY TO ADDRESS THE SCHOOL BOARD	No one addressed the Board during Audience Opportunity to Address the School Board.
SUPERINTENDENT'S REPORT	<p>Superintendent Kate Maguire shared that a regular part of her report is to share points of pride. The points of pride celebrate students, staff and community members who are contributing to the accomplishment of our mission which is <i>To inspire and prepare ALL students with the confidence, courage and competence to achieve their dreams, contribute to community and engage in a lifetime of learning.</i></p> <p>Cabinet members provided information on student and community accomplishments of confidence, courage and competence in the areas of achieving dreams, contributing to community, life-long learning and mission-driven employees.</p> <p>Kate Maguire announced that Scott Taylor, Park Brook Elementary Principal, recently received the Health and Fitness Advocacy Award from the Minnesota Association for Health, Physical Education, Recreation and Dance. Mr. Taylor has implemented a Focus on Fitness to benefit student health, academic achievement and student engagement, creating a climate with positive behaviors at Park Brook Elementary. The award recognizes outstanding contributions in the promotion of health, physical education, recreation and dance by an individual or organization outside of the health and physical education teaching profession.</p> <p>Maguire shared that District 279 recently launched a new web-based</p>

<p>SUPERINTENDENT'S REPORT</p>	<p>and mobile app service <i>MyOsseoBus</i> that allows students and families to see when buses are delayed by more than 10 minutes.</p> <p>Kate Maguire expressed gratitude for the nearly \$1,300 in donations made to District 279 schools on Give to the Max Day in November. All District 279 schools are also listed on the GiveMN.org website, and donations can be made year-round.</p> <p>Maguire shared information on the Osseo Area Retired Educators (OARE) Scholarship Breakfast event scheduled for Wednesday, November 26. A great opportunity to enjoy a delicious Belgian waffle breakfast, shop at craft tables, connect with staff and community while supporting scholarships for high school seniors.</p>
<p>PLANNING FOR NEW GRADE SPANS (preK/K-5, 6-8, 9-12) in 2015-2016</p>	<p>Kim Riesgraf, Assistant Superintendent / Grade Configuration Project Manager, presented the seventh monthly update on the planning progress towards changing grade spans for the start of the 2015-2016 school year. The new grade spans will be preK / K-5; 6-8 and 9-12. Riesgraf reviewed in detail work completed over the past month in the areas of:</p> <ul style="list-style-type: none"> <li>-staffing guidelines;</li> <li>-department / site transition plans;</li> <li>-student schedule work in several grade areas;</li> <li>-middle level design;</li> <li>-high school programming;</li> <li>-high school facilities construction update; and</li> <li>-human resource staffing.</li> </ul> <p>Riesgraf shared that information on the Grade Configuration project is also on the district webpage at <a href="http://www.district279.org">www.district279.org</a>.</p>
<p>SCHOOL BOARD REPORTS</p>	<p>11/10/14 Work Session</p> <p>Jim Burgett reported on the November 10, 2014 board work session. Staff provided an update to the board regarding the long range financial planning model and framework. Staff reviewed details of several documents including:</p> <ol style="list-style-type: none"> <li>1. past budget planning processes and board actions;</li> <li>2. historical budget trends;</li> <li>3. major budget cost drivers;</li> <li>4. fiscal year 2016 budget planning timeline; and</li> <li>5. financial forecasting model for the General Operating / Transportation Fund and the Capital Fund.</li> </ol> <p>The board provided direction to staff supporting the budget parameters as reviewed. Staff will move forward with budget plans that include no reductions in the General Operating / Transportation Fund. Staff will present the FY 2016 budget development and proposal at the February 3, 2015 board work session.</p>

SCHOOL BOARD  
REPORTS

Staff then reviewed detailed fall of 2015 enrollment data with the board. This review included variances from projections by site, grade level and grade span, and a preliminary review of FY2016 enrollment projections. The board provided feedback and direction regarding the upcoming enrollment report scheduled for the December 9 school board meeting.

Staff then updated board members on the Grade Configuration priority result. Board members learned how the middle level schedule will support the middle school program next year. The plan is to have an 8-period schedule for students. Students would receive instruction in the four core areas during 6 of the periods and have exploratory classes during the remaining 2 periods. The schedule supports the 16 characteristics of effective middle schools for young adolescents and will ensure that the curriculum is challenging, exploratory, integrative, and relevant.

The board was informed about a proposal for a 7-period rotating drop schedule at Park Center Senior High. The schedule is being proposed due to next year's move of the 9<sup>th</sup> grade Middle Years Program to the senior high. The board had an opportunity to surface questions and concerns regarding the schedule change for Park Center Senior IB World School that should be taken into consideration as administration moves forward on a final decision.

The board then determined the process and timeline for the superintendent's mid-year evaluation.

11/17/14 Policy Committee Meeting

Jacki Girtz reported on the November 17, 2014 policy committee meeting. The committee examined procedures for open enrollment with Christian Olson, the Enrollment Center Coordinator. The committee made suggestions for clarification. The committee also reviewed recent revisions to the procedures for rental of school district facilities.

The committee then outlined an approach for review of approximately 25 board policies during 2015. The committee has adopted a schedule to give each policy a review at least once every four years.

Lastly, the committee reviewed a first draft of a policy on gifts. The policy is proposed to provide clarification to employees about recent changes in the law that place additional restrictions on gifts to school district employees. Staff was directed to seek feedback from stakeholders. The next policy committee meeting will be scheduled in January, 2015.

SCHOOL BOARD  
REPORTS

Jim Burgett reported on the TIES Annual Meeting held on the morning of November 18, 2014.

Technology and Information Education Services (TIES) is an educational technology collaborative made up of 49 member school districts, which began back in 1967 as a Joint Powers Board. Jim Burgett is a member of the Executive Committee, which has general responsibility for the direction of TIES.

The TIES Annual Meeting is the formal meeting where 49 member districts approve actions taken by the Executive Committee over the past year.

Among those actions taken this year is the Selection of a new Interim Executive Director Mark Wolak. As Wolak stated "This is the beginning of a new day at TIES. We are changing business practices, and shifting back to a customer focus."

Mark Wolak and the Executive Committee have defined the following Goals & Objectives for 2014-2015.

Goals are to:

- improve Financial Stewardship; and
- reinvigorate TIES focus on member needs and satisfaction.

Objectives are to:

- complete an integrated business plan across all departments, products, and services;
- review TIES human resources policies and procedures;
- complete assessment of TIES organizational culture;
- conduct a long-range facility plan; and
- address TIES needs for ongoing legal counsel.

Tammie Epley reported that she and Teresa Lunt attended the Veteran's Day Celebration at Fernbrook Elementary on November 11. Epley shared that it was a wonderful program in where students sang patriotic songs and veterans from World War II through current active military duty attended and were recognized. Epley shared that this program was a fantastic way for students to relate to learnings from text books and to realize that people from our own community are making sacrifices for each of us.

Epley also reported that she and Teresa Lunt attended the 9<sup>th</sup> grade Maple Grove Junior High and the Maple Grove Senior High band concerts held together on November 17 at Maple Grove Senior High. Epley shared that both performances were wonderful adding highlights in hearing the announcement that MGSJ will be adding a drum line in the future and the finale performance at the concert with 147 students playing together.

<p>PRESENTATION: FISCAL YEAR 2014 AUDIT REPORT</p>	<p>Kelly Benusa, Director of Business Services, introduced Jim Eichten, managing partner of Malloy Montague Karnowski &amp; Radosevich, MMKR. Jim Eichten presented the final year-end audit information for fiscal year 2014 that ended June 30, 2014.</p> <p>Jim Eichten summarized his report noting that District 279 once again earned an unmodified / clean opinion on basic financial statements with no findings. Eichten stated this is an exceptional result in both the internal control and compliance areas; holding true for both the District Audit and the Student Activity audit.</p> <p>Eichten presented details of fund balances and trends over current and past years. In summary, Jim Eichten reported that there were no findings throughout the audit process, the financial position of the district is very solid and District 279 continues to have a very strong standing of financial recordkeeping.</p>
<p>CONSENT AGENDA</p>	<p>Motion by Teresa Lunt, seconded by Dean Henke, to approve items in the Consent Agenda as follows:</p> <ul style="list-style-type: none"> <li>A. Minutes of the regular meeting of Tuesday, October 21, 2014</li> <li>B. Minutes of the special meeting of Monday, November 10, 2014</li> <li>C. Financial reports for the month ended October 31, 2014</li> <li>D. Electronic wire transfers for the month ended October 2014</li> <li>E. Payment of bills for the month of October 2014</li> <li>F. Personnel</li> <li>G. Fundraisers</li> <li>H. Bid award for construction of additions and alterations at MGSB, OSH and PCSH</li> <li>I. Acceptance of the 2014-2015 Compensatory Grant in the amount of \$14,518,133 and authorize an expenditure and budget appropriation in the amount of \$14,518,133.</li> <li>J. Acceptance of the 2014-2015 Continuous Improvement Monitoring Process Grant in the amount of \$29,710 and authorize an expenditure and budget appropriation in the amount of \$29,710.</li> <li>K. Acceptance of the 2014-2015 Federal Adult Basic Education Grant in the amount of \$98,196 and authorize an expenditure and budget appropriation in the amount of \$98,196.</li> <li>L. Acceptance of the 2014-2015 Local Collaborative Time Study Grant in the amount of \$569,241 and authorize an expenditure and budget appropriation in the amount of \$569,241.</li> <li>M. Acceptance of the 2014-2015 NW Hennepin Family Services Collaborative Grant in the amount of \$29,208 and authorize an expenditure and budget appropriation in the amount of \$29,208.</li> </ul>

<p>CONSENT AGENDA</p>	<p>N. Acceptance of the 2014-2015 State Adult Basic Education Grant in the amount of \$1,314,193 and authorize an expenditure and budget appropriation in the amount of \$1,314,193.</p> <p>O. Acceptance of the 2014-2015 State Personnel Development Grant (SPDG) – Autism Disorder Grant in the amount of \$16,470 and authorize an expenditure and budget appropriation in the amount of \$16,470.</p> <p>P. Acceptance of the 2014-2015 Title II A Grant in the amount of \$555,038 and authorize an expenditure and budget appropriation in the amount of \$555,038.</p> <p>The motion carried unanimously.</p>
<p>FISCAL YEAR 2014 AUDIT REPORT AND STUDENT ACTIVITY REPORT</p>	<p>Motion by Teresa Lunt, seconded by Tammie Epley, to approve the Fiscal Year 2014 Audit Report and Student Activity Report.</p> <p>The motion carried unanimously.</p>
<p>2015 SCHOOL BOARD REPRESENTATIVE TO JOINT BOARD OF INTERMEDIATE DISTRICT 287: DEAN HENKE</p>	<p>Motion by Teresa Lunt, seconded by Tammie Epley, to approve Dean Henke to 2015 School Board representative to Joint Board of Intermediate District 287. The motion carried unanimously.</p>
<p>SECOND READING OF POLICY 310 RECOMMENDED FOR REPEAL</p>	<p>Motion by Teresa Lunt, seconded by Dean Henke, to approve the second reading of <i>Policy 310 – Recruitment and Selection of Principals</i> recommended for repeal. The motion carried unanimously.</p>
<p>SECOND READING OF POLICY 311 RECOMMENDED FOR REPEAL</p>	<p>Motion by Teresa Lunt, seconded by Tammie Epley, to approve the second reading of <i>Policy 311 – Principal Meet and Confer</i> recommended for repeal. The motion carried unanimously.</p>
<p>SECOND READING OF POLICY 447 RECOMMENDED FOR REPEAL</p>	<p>Motion by Teresa Lunt, seconded by Dean Henke, to approve the second reading of <i>Policy 447 – Compensation and Related Benefits</i> recommended for repeal. The motion carried unanimously.</p>
<p>GIFTS TO THE DISTRICT</p>	<p>Motion by Teresa Lunt, seconded by Tammie Epley, to approve the Gifts to the District totaling \$105,586.32. The motion carried unanimously.</p>
<p>ANNOUNCEMENTS</p>	<p>Jim Burgett read the following announcements:</p> <ol style="list-style-type: none"> <li>1. A negotiations strategies meeting will be held on Tuesday, November 18, 2014 at 7:00 PM in room N-10 at the Educational Service Center (ESC.) This meeting will be closed to the public.</li> </ol>

ANNOUNCEMENTS	<ol style="list-style-type: none"> <li>2. A school board work session will be held on Tuesday, December 2, 2014 at 6:00 PM in the Forum room at the ESC. The topics will be Legislative Platform; School Board Member Committee opportunities; and the Superintendent’s Mid-Year Evaluation . This school board meeting will be open to the public; **with note that portions of the meeting may be closed pursuant to Minn. Stat. Sec. 13D.05, Subd. 3a.</li> <li>3. A regular school board meeting will be held on Tuesday, December 9, 2014 at 6:00 PM in the Board room at the ESC. This meeting will be open to the public.</li> <li>4. A negotiations strategies meeting will be held on Tuesday, December 9, 2014 at 7:00 PM in room N-10 at the ESC. This meeting will be closed to the public.</li> </ol>
ADJOURNMENT	At 6:50 PM, motion by Dean Henke seconded by Tammie Epley to adjourn the meeting. The motion carried unanimously.
	<hr style="width: 25%; margin-left: 0;"/> Teresa Lunt, Chairperson