

**MINUTES OF THE REGULAR MEETING OF THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 271
Bloomington, Minnesota**

June 11, 2018

- I. ROLL CALL Pursuant to due call and notice thereof, and there being a quorum present, the School Board of Independent School District 271, was called to order by Chair Dawn Steigauf at 7:00 p.m. on June 11, 2018, in the Arlene Bush Board Room at the Educational Services Center, 1350 West 106th Street, Bloomington, Minnesota.
- Members Present Dawn Steigauf, Chair; Maureen Bartolotta, Clerk; Dick Bergstrom, Treasurer; Beth Beebe, Tom Bennett and Jim Sorum.
- Member Absent Nelly Korman, Vice Chair.
- Administration Present Les Fujitake, Eric Melbye, Rod Zivkovich, Mary Burroughs, Jennifer McIntyre, and Rick Kaufman.
- Attorney Present David Holman.
- II. PLEDGE OF ALLEGIANCE Recited.
- III. APPROVAL OF THE AGENDA Tom Bennett moved, Maureen Bartolotta seconded, to approve the agenda. Motion carried unanimously.
- IV. RECOGNITION OF STUDENTS/STAFF/PUBLIC None.
- V. PART A
1. *Board Business*
Minutes
- Personnel Actions
- a. Minutes of the Regular School Board Meeting held May 29, 2018.
b. Licensed Personnel: Leaves of Absence, Resignations, Employments, Long-Call Reserve Correction.
Classified Personnel: Leave of Absence, Resignations, Changes of Status.
2. *Field Trips Approval* RESOLVED, that the School Board of Independent School District 271 approves field trips per the attached list (on file).
3. *Contracts/Agreements*
NCC/BCCA
Criminal Justice/
Law Enforcement/
Other Programs
- a. RESOLVED, that the School Board of Independent School District 271 approves the income contract with the State of Minnesota acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Normandale Community College, to provide instruction at the Bloomington Career and College Academy during the 2018-2019 school year. [Criminal Justice/Law Enforcement, Criminology, Juvenile Justice, Corrections, Police and Community.]

HTC/BCCA
T2C

b. RESOLVED, that the School Board of Independent School District 271 approves the income contract with the State of Minnesota acting through its Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Hennepin Technical College, to provide services known as T2C to District students during the 2018-2019 academic year [for Bloomington Career and College Academy].

Headway Mental
Health Services

c. RESOLVED, that the School Board of Independent School District 271 approves the contract with Headway Emotional Health Services to provide family community support and mental health services to students for extended school year services (ESY). This contract is for the period of June 23, 2018, through August 3, 2018.

Headway District
Facilities & Ancillary
Support

d. RESOLVED, that the School Board of Independent School District 271 approves a contract for Headway's use of District facilities, ancillary support and collaboration services. This contract is for the period June 23, 2018, through August 3, 2018.

4. *Finance*
Finance Reports

Statement of Revenues and Statement of Expenditures for April 2018.

Maureen Bartolotta moved, Dick Bergstrom seconded, to approve Part A items in accordance with all of the written material submitted to the School Board. Motion carried unanimously.

VI. PART B

Joint Emergency
Readiness Exercises

Plans have been made for joint full-scale emergency readiness exercises to be conducted on three nights in August. Rick Kaufman, District Emergency Management Coordinator; Police Chief Potts and consultant Paul McCullough, shared plans that include real life drilling involving police, fire and EMTs from Allina Health. Approximately 30 volunteer actors will participate in the active shooter scenarios. Two one-hour sessions will be held each night that will involve activating the Building Emergency Response Team (BERT). On August 13, Olson Middle School will be the site for the two high schools drill, which also will include Metro South ABE, CHOICE and the Bloomington Transition Center. On August 20, Valley View Middle School will be the site for the three middle schools drill. On August 22, Oak Grove Elementary will be the site for elementary schools, Pond Center, and Southwood Centers drill. The District Emergency Response Team (DERT) will be activated for at least two of the three nights. Residents in the immediate area will be notified of the drills and streets around the schools will be closed 5-10 pm.

Teacher Evaluation
Presentation

Assistant Superintendent Eric Melbye and District Q-Comp Coordinator Kelley Spiess and her team members—Cristin Caruso, David Carberry, Melissa Del Rosario, Tim Suzuki and Jenney Thorpe Wasmund—updated the School Board on the Teacher Evaluation program. The program began in March/April 2012 when the District and the BFT entered into a voluntary agreement. The Q-Comp Memo of Understanding is reviewed annually by the Teacher Governing Board, which oversees the program. Components of teacher evaluation were highlighted: teacher observation/evaluation, job-embedded professional development (PLC), goal setting and teacher leadership.

At least 88 hours (16 required) of training for new evaluators and coaches who engage in inter reliability observations at least twice a year. The Danielson rubric aligns with state standards of effective practice for teachers and includes four defined performance levels. Licensed staff receives a minimum of 180 minutes per month for ongoing professional development and all members of the PLC are able to actively participate. Staff uses data and evidence-based instructional strategies to enhance engagement of all students. Ongoing professional development includes PLC facilitator training, site based professional development, monthly seminars for all new staff, and coaches/mentors are on site and available to provide ongoing support. Each Q-Comp coach works with approximately 75 staff members. Tonight's presenters showcased the work of a faculty member or faculty team. Highlighted were Mark Eggers, Jefferson; Sean O'Halloran, Laura Osterloh and Naomi Sheldon, Southwood Center; Washburn Kindergarten PLC; Terri Roder, Jefferson; and Ryan Wyatt, Poplar Bridge.

Joint Powers Agreement with MDE

Maureen Bartolotta moved, Dick Bergstrom seconded, that the School Board of Independent School District 271 approves the Minnesota Department of Education Joint Powers Agreement to join Cohort #4 of the Family Guided Routines Based Interventions (FGRBI) for early childhood special education (ECSE). This agreement is in effect July 1, 2018 to June 30, 2023. Motion carried unanimously.

The Joint Powers Agreement between the Minnesota Department of Education (MDE) and Independent District 271, ECSE program, to implement evidence based practices in the ECSE program in order to improve outcomes for eligible young children and their families. The intended outcome is to reduce the overall cost of services by reducing the overall length needed for services through special education. Implementation with fidelity requires five (5) years of training, coaching, data collection and systems interventions to ensure fidelity and full incorporation of evidenced based practices into the ECSE program in the District. This agreement and partnership for cohort #4 of FGRBI creates a five year financial funded project between the District and the MDE to ensure that funds for approved implementation expenses are available to the District in order to build needed skills and capacity in local programs to ensure sustainability of the evidenced based practices long-term. The MDE will provide training and coaching time to the program, data collection tools and technical supports for implementation strategies. The total obligation of the MDE under this Agreement will not exceed \$48,000.00 for the five-year period.

Vendors & Rates Insurances 2018-2019 Workers' Comp/ Others

Dick Bergstrom moved, Maureen Bartolotta seconded, that the School Board of Independent School District 271 approves the vendors and rates for District insurance for the 12-month period from July 1, 2018 to June 30, 2019, per the attached Memo (on file).

1. RAS/First Dakota Indemnity Company – Workers Compensation Insurance Policy
2. Kraus-Anderson Insurance – COMPTROL Workers Compensation Claims Management and Loss Prevention Program

3. Markel Insurance Company – Blanket Accident Policy - Special Risk for Registered Volunteer Workers
4. Travelers – Fiduciary Liability for Self-Funded Health Insurance Plan
5. Hartford Fire Insurance Company- ERISA Bond

FURTHER BE IT RESOLVED, that the School Board of Independent School District 271, per its organizational meeting of January 8, 2018, authorizes the Superintendent, or his designee, to execute documents within the authorized budget as appropriate to the daily operations of the school district.

Motion carried unanimously.

On May 14, 2018, the Board approved a motion for vendors and rates for District group insurance. This is Part 2, which includes Workers Compensation (including Claims Management and Loss Prevention Program), Volunteer Workers/Blanket Accident, Fiduciary Liability, and ERISA Bond. The attached memo (on file) provides the specifics of the recommended resolution, as well as significant background information.

Bid Awards/
Supplemental
Student
Transportation

Jim Sorum moved Dick Bergstrom seconded, that the School Board of Independent School District 271 accepts bids for supplemental student transportation services and approves contracts with the listed companies as follows:

- Special Student Transportation Routes to Septran, Inc., Bloomington, MN at \$ 231.70 per route.
- Supplemental Student Transportation to Park Adams, Inc. St. Louis Park, MN at \$322.50 per route, *and* Septran, Inc., Bloomington, MN at \$248.23 per route.
- Charter Transportation (as needed) to Park Adams, Inc. St. Louis Park, MN at \$161.25 per route, *and* Septran, Inc., Bloomington, MN at \$92.98 per route.
- Short Term Routes to Collaborative Transportation, Inc. St. Paul, MN at \$30-\$100 per trip depending on multiple riders and TCT Inc., Mendota Heights, MN at \$69.75 per trip.
- Get Ready Program to Septran, Inc., Bloomington, MN at \$30.90 per trip.

Motion carried unanimously.

When demand exceeds our District's bus fleet capacity or when the demand is temporary, our District may subcontract to meet this demand. The subcontracted services are called supplemental student transportation services. In anticipation of this demand, District administration solicits bids to handle the various types of supplemental student transportation services. This process commits subcontractors to be ready to provide services when needed and fixes their rates for planning purposes.

Bid Award/Sound
& Lighting Secondary
Schools

Tom Bennett moved and Maureen Bartolotta seconded, that the School Board of Independent School District 271 accepts the Audio Video Electronics (AVE) bid for sound and lighting improvements at the five secondary schools, and approves a contract to complete this work. Motion carried unanimously.

Sound and lighting upgrades are needed at each secondary school. Funding for these upgrades will come from capital funds. An ad for bid was published and invitations to bid were sent. One response was received.

Total proposed solution for each school is as follows:

Jefferson High School	\$225,788.83
Kennedy High School	\$214,669.70
Oak Grove Middle School	\$135,784.61
Olson Middle School	\$118,216.78
Valley View Middle School	<u>\$195,352.18</u>
Total	\$889,812.10

Work will be completed over the summer.

Long-Term Facility
Maintenance Ten
Year Plan/Budget

Dick Bergstrom moved, Maureen Bartolotta seconded, that the School Board of Independent School District 271 approves the attached Ten Year Long-Term Facility Maintenance Program Budget and authorizes the current amount to be included in the District's long-term facility maintenance projects application for long-term facility maintenance revenue. Motion carried unanimously.

Change in legislation in 2015 requires the School Board to approve a ten year long-term facility maintenance program budget for its facilities to be able to levy for the Alternative Facilities pay-as-you-go, Debt Service on Alternative Facilities Bonds and Health and Safety funding for the 2018-2019 school year.

In 2017, the legislature passed Minnesota Statute 121A.355 making mandatory lead in water testing for the presence of lead in drinking water in public school buildings. Included in this statute is a requirement to adopt a plan and begin testing school buildings by July 1, 2018 to complete all building testing within five years. The District completed all testing in 2016 and results are available for public review in each building's Health Office. The next district-wide testing will occur in 2021.

In 2015, the legislature passed Minnesota Statute 123B.571 requiring any school district testing for the presence of radon must present results to the School Board. In 2016, the District tested Oak Grove Middle, Oak Grove Elementary and Normandale Hills Elementary and results did not exceed the Environmental Protection Agency (EPA) action level.

The 2017 tests at Olson Middle, Olson Elementary Westwood Elementary and Pond Center had six rooms (three rooms at each Westwood and Olson Elementary) exceeded the EPA action level. These rooms were re-tested with a continuous monitor that measures radon concentrations hour-by-hour. Results from the continuous monitor indicated that when the rooms are occupied, radon levels were below the EPA action level.

The District will continue radon testing annually. Future testing plan:
2018 – Kennedy, Washburn and Ridgeview
2019 – Jefferson Indian Mounds, Poplar Bridge and Southwood
2020 – Valley View Middle, Valley View Elementary, and Hillcrest

Intermediate District 917 Long Term Facility Maintenance Budget 2019-2020

Beth Beebe moved, Maureen Bartolotta seconded, that the School Board of Independent School District 271 approves Intermediate School District No. 917's Long-Term Facility Maintenance Program Budget and authorizing the inclusion of a proportionate share of those projects in the District's application for long-term facility maintenance revenue. Motion carried unanimously.

The School Board of Intermediate School District 917 has approved a long-term facility maintenance program budget for its facilities for the 2019-2020 school year in the amount of \$69,200.00. Member districts may include their proportionate share of the costs of the intermediate school district program in their long-term facility maintenance application, subject to the approval of the Commissioner of Education. Bloomington's portion for 2019-2020 is \$20,449.57. [The resolution, in its entirety, is on file and considered a part of these minutes.]

Preliminary Budget 2018-2019 Presentation

Rod Zivkovich, Executive Director of Finance and Support Services, presented the preliminary 2018-2019 budgets, which included budget areas as follows: *Capital and Deferred Maintenance* (Operating Capital, Alternative Facilities/Health and Safety--Deferred Maintenance), Capital Projects--Technology and Security; *Debt Service*; *Insurance and Internal Services* (Self-insured Dental and Medical, OPEB Trust and Debt, Internal Service—Vacation and Severance; and *Operating Funds* (Food Services, Community Services, and General Fund/Transportation). There is a 5-cent increase in student lunch prices for 2018-2019.

Action requesting School Board adoption of 2018-2019 budgets for all funds will be brought forth at the June 25, 2018, School Board meeting.

VII. BOARD MEMBER REPORTS

School Board members reported on various meetings and activities. Dick Bergstrom reported food service statistics over the last two years. He expressed appreciation to all who helped students achieve graduation. Beth Beebe visited Valley View Elementary and highlighted their Upworks Breakfast Buddies program. She reported that early childhood education is doing outreach to providers of non-school district preschools; Reading Corps is a resource for providers and willing to help all providers. Dawn Steigauf reported that the School Board had received a request from a non-renewed probationary teacher to have the Board state its reasons for the non-renewal.

Dick Bergstrom moved, Beth Beebe seconded that the School Board authorizes the Executive Director of Human Resources to respond on its behalf to any staff member requests for reasons of non-renewal. Motion carried unanimously.

District Counsel will review the letter and the Board members will see the letter before it is sent to the staff member.

VIII. SUPERINTENDENT'S REPORT

Superintendent Les Fujitake highlighted District activities. In consultation with the Board Chair, planning for School Board meetings for the 2018-2019 school year need some adjustments.

Tom Bennett moved, Maureen Bartolotta seconded to make the following changes to the regularly scheduled meetings held on the 2nd and 4th Mondays of the month:

- Cancel the School Board meetings scheduled for July 9 and July 23.
- Move the August 13 School Board meeting to August 6 due to the joint full scale emergency readiness exercises scheduled with Bloomington Police, Bloomington Fire, and Allina Health.
- Move the April 22 School Board meeting to April 29 due to the Senior Achievement Recognition Banquet scheduled for April 22.
- Cancel the December 24 School Board meeting due to Winter Break.
- Cancel the March 25 School Board meeting due to Spring Break.

Motion carried unanimously.

For canceled board meetings, any items that normally would be scheduled for those meetings will be moved to another board meeting agenda.

Metro South Adult Basic Education and CHOICE graduation is Thursday, June 14, at 7:30 pm at Olson Middle School. Senator Klobuchar & Senator Wiklund plan to attend the ceremony.

IX. OTHER

None.

X. ADJOURNMENT

There being no further business to come before the School Board, the meeting was adjourned at 8:58 p.m.

A closed session for Superintendent Evaluation 2017-2018 followed the meeting.

Maureen Bartolotta, Clerk