

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

June 23, 2014

- 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 Dick Bergstrom at 6:30 p.m. on June 23, 2014, in the Arlene Bush Board Room at the Educational Services Center, 1350 West 106th Street, Bloomington, Minnesota.
- Members Present Dick Bergstrom, Chair; Maureen Bartolotta, Vice Chair; Jim Sorum, Clerk; Nelly Korman, Treasurer; Tom Bennett, Ric Oliva and Dawn Steigauf.
- Administration Present Les Fujitake, Chris Lennox, Rod Zivkovich, Mary Burroughs, Tom Holton and Rick Kaufman.
- Attorney Present David Holman.
(There are no abstentions unless otherwise stated.)
- II. PLEDGE OF ALLEGIANCE Recited.
- III. APPROVAL OF THE AGENDA Tom Bennett moved, Maureen Bartolotta seconded, approval of the agenda. Motion carried unanimously.
- IV. RECOGNITION OF THE PUBLIC Three people—Heather Starks, Carissa Meierdierks-Wall, Nitara Frost—addressed the School Board regarding program leadership at the Pond Family Center and commented on the process of the reorganization and selection of staff for an open position, noting the lack of involvement of the Early Childhood Parent Advisory Committee.
- V. PART A
1. *Board Business*
- Minutes
- Personnel Items
- Non-Resident Student Agreements
2. *Field Trip Approval*
3. *Contracts/Agreements*
- Headway Mental Health Services
- a. Minutes of the Regular School Board meeting on June 9, 2014.
- b. Licensed Personnel: Resignations, Employments, Changes of Status Corrections. Independent Personnel: Elimination of Positions. Classified Personnel: Termination, Retirement, Resignation, Reductions in Force, Employments, Change of Status.
- c. Non-Resident Student Attendance Agreements 2013-2014: Thirteen (13) students entering Bloomington Public Schools and eight (8) students leaving. Non-Resident Student Attendance Agreements 2014-2015: Ten (10) students entering and three (3) leaving.
- RESOLVED, that the School Board of Independent School District 271 approves the field trips per the attached list (on file).
- a. RESOLVED, that the School Board of Independent School District 271 approves the contract with Headway Emotional Health Services to provide mental health services to enrolled students with emotional behavioral disorders. This contract is for the period of June 30, 2014 to August 15, 2014.

Headway District
Facilities & Ancillary
Support

b. 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 of June 30, 2014 to August 15, 2014.

Bloomington Ice
Garden

c. RESOLVED, that the School Board of Independent School District 271 approves the Agreement between the City of Bloomington and Independent School District 271 for the use of the Bloomington Ice Garden for the 2014-2015 hockey season for Jefferson High School and Kennedy High School.

4. *Finance*
Donations

a. RESOLVED, that the School Board of Independent School District 271 accepts donations, as indicated in the background, in the amount of \$15,912.73.

Finance Reports

b. Statement of Revenues and Statement of Expenditures for the month of May 2014.

Receipts &
Disbursements

c. Receipts and Disbursements submitted for May 2014.

Maureen Bartolotta moved, Dawn Steigauf 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
Paraprofessional
Contract 2013-2015

Dawn Steigauf moved, Maureen Bartolotta seconded, that the School Board of Independent School District 271 approves the 2013-15 Negotiated Contract between the School District and the Bloomington Federation of Paraprofessionals. Motion carried unanimously.

Mary Burroughs, Executive Director of Human Resources, reported that the Bloomington Federation of Paraprofessionals ratified the tentative agreement for the 2013-15 Master contract on June 11, 2014. The tentative agreement includes salary schedule improvements of 1.5% for 2013-14 and 1.5% for 2014-15. In addition, the tentative agreement includes the following:

- One time payment to longevity levels, per FTE
- Increases to longevity steps both years
- Moving Federation President Release Time MOU into contract
- Previously agreed to out-of-network out-of-pocket maximums for health insurance
- Increases to District health insurance contribution both years
- Increases to District HSA contribution both years
- Updating Paraprofessional Credential MOU
- "Housekeeping" changes

District 917 Health &
Safety Program
Budget

Jim Sorum moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 approves the Health and Safety Program Budget of Intermediate District 917 and authorizes the inclusion of a proportionate share of Intermediate School District's health and safety projects in the District's application for health and safety revenue. Motion carried unanimously.

The School Board of Intermediate School District 917 has approved a health and safety program budget for its facilities for the 2014-2015 school year in the amount of \$24,907.00. Member districts may include their proportionate share of the costs of the intermediate school district program in their health and safety revenue application, subject to the approval of the Commissioner of Education. Bloomington's portion for 2014-2015 is \$5,709.00.

BE IT RESOLVED by the School Board of Independent School District 271, State of Minnesota, as follows:

1. The School Board of Intermediate School District 917 has approved a health and safety program budget for its facilities for the 2014-2015 school year in the amount of \$24,907.00. The various components of this program budget are attached as Exhibit A here to and are incorporated herein by reference. Said budget is hereby approved.
2. Minnesota Statutes, Section 123B.57, Subdivision 1, as amended, provides that if an intermediate school district's health and safety budget is approved by the school boards of each of the intermediate school district's member school districts, each member district may include its proportionate share of the costs of the intermediate school district program in its health and safety revenue application.
3. The proportionate share of the costs of the intermediate school district's health and safety program for each member school district to be included in its application shall be determined by multiplying the total cost of the intermediate school district health and safety program times the ratio of the member school district's net tax capacity to the total net tax capacity of the intermediate school district. The inclusion of this proportionate share in the district's health and safety revenue application for fiscal year 2015 is hereby approved, subject to approval by the Commissioner of Education.
4. Upon receipt of the proportionate share of health and safety revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

Committed Fund
Balance Categories
2013-2014

Tom Bennett moved, Maureen Bartolotta seconded, that the School Board of Independent School District 271 approves the following Committed Fund Balance Categories for the 2013-2014 fiscal year: Worker's Compensation Insurance, Third Party Medical Assistance, Wellness Dollars, Band Uniform and Instrument Replacement, Operating Referendum, Transportation, Transportation Building, Transportation Bus Purchases, Severance Insurance, Technology Replacement, Energy Savings, Security Systems, Staff Development, Athletics and Activities, QComp, and Kinder Plus Funding. Motion carried unanimously.

To conform to new Governmental Accounting Standard Board (GASB) Statement 54 and Policy 701.3, we are asking the School Board to approve Committed Fund Balance Categories. The actual dollar amounts for each category will be presented to the School Board for approval after completion of the 2013-2014 fiscal year audit.

Adoption of Budgets
2014-2015

Maureen Bartolotta moved, Tom Bennett seconded, that the School Board of Independent School District 271 approves the proposed 2014-2015 revenue and expenditure budgets for all funds. Motion carried unanimously.

There are four major budget areas:

1. Capital and Deferred Maintenance:
Operating Capital, Health and Safety, Alternative Facilities,
Construction, Capital Projects (Technology)
2. Debt Service
3. Insurance and Internal Services:
Self-Insured Health and Dental, OPEB Trust and Debt,
Internal Service
4. Operating Funds:
Food Service, Transportation, Community Services, General Fund

The rationale and justification for the proposed budgets were discussed in detail at the June 16, 2014 School Board Study Session.

Policy 407

Nelly Korman moved, Maureen Bartolotta seconded, that the School Board of Independent School District 271 approves no changes to Policy 407, Environmental Health and Safety Standards. Motion carried unanimously.

The purpose of Policy 407 is to comply with the statutory requirement of having an environmental health and safety policy. This is a mandatory policy. Policy 407 has been reviewed by the Executive Director of Finance and Support Services. There are no changes recommended to the current policy. In that there are no changes, no further Board action is needed.

Policy 701.2

Ric Oliva moved, Maureen Bartolotta seconded, that the School Board of Independent School District 271 approves no changes to Policy 701.2, Transfer of Funds and Budget Changes. Motion carried unanimously.

The purpose of Policy 701.2 is to provide the guidelines for requesting intra-fund transfers, inter-fund transfers and changes in budget appropriations. Policy 701.2 has been reviewed by the Executive Director of Finance and Support Services. There are no changes recommended to the current policy. In that there are no changes, no further Board action is needed. There is no change to the accompanying regulation.

Policy 701.3

Dawn Steigauf moved, Maureen Bartolotta seconded, that the School Board of Independent School District 271 approves no changes to Policy 701.3, Fund Balance. Motion carried unanimously.

The purpose of Policy 701.3 is to assure sufficient cash flow, taking into consideration the timing of state aid and property tax payments, unexpected revenue shortfalls, or any emergency or unexpected expenses. Policy 701.3 has been reviewed by the Executive Director of Finance and Support Services.

There are no changes recommended to the current policy. In that there are no changes, no further Board action is needed. There is no change to the accompanying regulation.

Policy 701.4

Jim Sorum moved, Maureen Bartolotta seconded, that the School Board of Independent School District 271 approves no changes to Policy 701.4, Budget Process. Motion carried unanimously.

The purpose of Policy 701.4 is to provide direction for a systematic process to develop an annual budget, and to keep the public informed regarding the relationship between the educational and financial operations of the District. Policy 701.4 has been reviewed by the Executive Director of Finance and Support Services. There are no changes recommended to the current policy. In that there are no changes, no further Board action is needed. There is no change to the accompanying regulation.

Policy 702

Tom Bennett moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 approves no changes to Policy 702, Accounting. Motion carried unanimously.

The purpose of Policy 702 is to comply with Minnesota State Law in reporting financial information. Policy 702 has been reviewed by the Executive Director of Finance and Support Services. There are no changes recommended to the current policy. In that there are no changes, no further Board action is needed (there is no regulation for this policy).

Policy 702.1

Maureen Bartolotta moved, Tom Bennett seconded, that the School Board of Independent School District 271 approves no changes to Policy 702.1, Establishment and Use of Imprest Cash Funds. Motion carried unanimously.

The purpose of Policy 702.1 is to establish guidelines for the proper use of District imprest cash funds. Policy 702.1 has been reviewed by the Executive Director of Finance and Support Services. There are no changes recommended to the current policy. In that there are no changes, no further Board action is needed. The accompanying regulation has been reviewed and minor revisions have been made.

Policy 705

Ric Oliva moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 approves no changes to Policy 705, Investment of School District Funds. Motion carried unanimously.

The purpose of Policy 705 is to establish guidelines for the investment of all public funds of Bloomington Schools. Policy 705 has been reviewed by the Executive Director of Finance and Support Services. There are no changes recommended to the current policy. In that there are no changes, no further Board action is needed. The accompanying regulation reflects a change in the FDIC limit.

Policy 706

Tom Bennett moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 approves no changes to Policy 706, Donations. Motion carried unanimously.

The purpose of Policy 706 is to provide guidelines for acceptance and accounting for donations. Policy 706 has been reviewed by the Executive Director of Finance and Support Services. There are no changes recommended to the current policy. In that there are no changes, no further Board action is needed. There is no change to the accompanying regulation.

Policy 720

Nelly Korman moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 approves no changes to Policy 720, Vending Machines.

The purpose of Policy 720 is to governing vending machines installed in District facilities. A section addressing the new FDA requirements has been added. The Board discussed references to outdated language in the policy that references prohibiting cigarettes and tobacco products in vending machines.

Tom Bennett moved, Dawn Steigauf seconded, to table this item for further study. Motion carried unanimously.

Policy 725

Dawn Steigauf moved, Maureen Bartolotta seconded, that the School Board of Independent School District 271 approves no changes to Policy 725, Tuition Fees.

The purpose of Policy 725 is to provide procedures for charging tuition fees to non-resident students who are not accessing the options under Minnesota choice programs. Policy 725 has been reviewed by the Executive Director of Finance and Support Services. There are no changes recommended to the current policy. In that there are no changes, no further Board action is needed. There are no changes to the accompanying regulation.

Policy 726

Maureen Bartolotta moved, Tom Bennett seconded, that the School Board of Independent School District 271 approves no changes to Policy 726, Contracting Professional Consultant Services.

The purpose of Policy 726 is to authorize the Superintendent of Schools, or the Superintendent's designee, to contract for various professional consultant services as needed by the District, based upon proposal of fee for services or based upon competitive bids or quotations for services received by solicitation of the District.

Jim Sorum moved, Ric Oliva seconded, to table this item for further research. Motion carried unanimously.

Intermediate District
917 Board
Appointment

Dawn Steigauf moved, Tom Bennett moved, that the School Board of Independent School District 271 appoints Dick Bergstrom as its representative to the Intermediate School District 917 Board effective July 1, 2014. This appointment is for three years. On roll call vote the following members voted aye: Dawn Steigauf, Jim Sorum, Tom Bennett, Maureen Bartolotta, Nelly Korman and Ric Oliva. Dick Bergstrom abstained. Motion carried.

Dick Bergstrom served as the Board's representative to the Intermediate School District 917 Board for the 2013-2014 school year completing the term of Arlene Bush. He desired to continue to serve as the School Board's representative to this Board. Terms for Intermediate School District 917 Board members are for three years.

Adoption of Board
Community
Engagement Plan

Maureen Bartolotta moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 adopts the School Board Community Engagement Plan. Motion carried unanimously.

Rick Kaufman, Executive Director of Community Relations, reviewed the process with the Board for developing the plan being presented tonight. The School Board has established five (5) goals for the 2014-15 school year, including Goal #4: Review and update the School Board's Community Engagement Plan, first adopted in 2010-11. The purpose of the Community Engagement Plan is to encourage School Board members – individually and collectively – to collaborate and dialogue with stakeholders and advocate on behalf of Bloomington Public Schools. Accordingly, the School Board endeavors to Inform, Consult, Involve and Collaborate as Part of its Community Engagement activities. Metrics and logistics for implementing the plan need to be determined. The Board's professional development session with TeamWorks scheduled for August 18 will focus on Board community engagement. Chair Bergstrom suggested that a brief survey monkey be conducted to provide stakeholders an opportunity to share ideas on how the Board should interact and engage with the community.

Superintendent
Evaluation 2013-2014

In accordance with Board Policy, the School Board of Independent School District 271 has completed its annual Superintendent Evaluation for the 2013-2014 school year. The evaluation covered ten performance areas and eight leadership traits. The Superintendent meets or exceeds expectations in all areas reviewed, especially in the areas of sound financial management, community-building skills, and updating the strategic planning process. The Board looks forward to new initiatives, programs, and continued improvement in communication between the Board, the Superintendent and the Administration.

VII. BOARD MEMBER
REPORTS

Dawn Steigauf attended a Special Education Community Advisory Committee meeting. She expressed appreciation to all those involved with the Hannah Hindt benefit. Board Members participated in graduation ceremonies for Jefferson and Kennedy High Schools and South Metro Adult Basic Education. Dick Bergstrom and Dawn Steigauf also attended the Transitions Program graduation at Olson Middle School.

VIII. SUPERINTENDENT'S
REPORT

Superintendent Les Fujitake highlighted upcoming activities of the School Board.

Maureen Bartolotta moved, Jim Sorum seconded, to establish a Special Meeting of the Board on June 30, at 6:15 p.m. to act upon insurance renewals due by July 1. Motion carried unanimously.

There is a School Board professional development retreat on Monday, June 30, at 6:30 p.m. Dennis Cheesebrow of TeamWorks International will facilitate this session. The topic is Governance.

The next meeting of the School Board is August 11, 2014, at 7:00 p.m. No School Board sessions will be held in July.

IX. OTHER

None.

X. ADJOURNMENT

There being no further business to come before the School Board, Tom Bennett moved, Maureen Bartolotta seconded, to adjourn the meeting. The meeting was adjourned at 7:47 p.m.

(No study session followed the meeting.)

Jim Sorum, Clerk