

MINUTES  
REGULAR MEETING OF THE  
BOARD OF EDUCATION – ISD #361  
INTERNATIONAL FALLS, MINNESOTA  
***Monday, December 17, 2012 – 5:00 p.m.***  
***Falls High School Cafeteria***

**1.0 CALL REGULAR MEETING TO ORDER:** Meeting was called to order by Chairperson S. Nordquist at 5:00 p.m.

**2.0 ROLL CALL:** Members present were Michelle Hebner, Will Kostiuk Mark Lassila, Stuart Nordquist, Darrell Wagner, and Dena Wenberg. Also present was student member Anna Ringhofer and Superintendent Nurdy Nelson.

Media Present: The Journal, KGHS-KSDM Radio

**3.0 PLEDGE OF ALLEGIANCE**

**4.0 APPROVAL OF AGENDA:** Agenda was amended by Superintendent Nelson to combine program item 9.1.4 with personnel item 9.2.2. Chairperson Nordquist also amended the agenda by removing item 12.0.  
Moved by M. Hebner, seconded by W. Kostiuk to approve the agenda as amended. Motion carried by a unanimous vote.

**5.0 FUTURE MEETING DATES**

**5.1** Special School Board Meeting Monday, January 7, 2013 at 5:00.

**5.2** Note the regular meeting of the Board in January is Tuesday the 22nd due to Martin Luther King Day.

**5.3** Note the regular meeting of the Board in February is Tuesday the 19<sup>th</sup> due to Presidents' Day.

**6.0 OPEN FORUM**

**6.1** December Student of the Month certificates were presented to Samantha Urban and Riley Hasiuk

**6.2** Public Open Forum: There was no one to address the board under open forum.

**7.0 APPROVAL OF PAST MEETING MINUTES**

Moved by M. Hebner, seconded by W. Kostiuk to approve the minutes of the regular meeting of November 19, 2012. Motion carried by a unanimous vote.

**8.0 AUTHORIZATION OF ACCOUNTS PAYABLE**

Moved by M. Hebner, seconded by W. Kostiuk to approve the bills due and payable amounting to \$222,753.68. Motion carried by a unanimous vote.

## **9.0 CONSENT AGENDA**

### **9.1 Programs**

- 9.1.1 Accept November donations in the amount of \$17,050.00.
- |          |  |           |
|----------|--|-----------|
| 11/16/12 | Boise; Cross Country to purchase a GPS               | \$750.00  |
| 11/20/12 | Swim Boosters; Girls Swim Team for Dive Coach        | \$1000.00 |
| 11/26/12 | Super One; Bronco Arena Scoreboard                   | \$1500.00 |
| 11/26/12 | TruStar; Bronco Arena Scoreboard                     | \$1000.00 |
| 11/26/12 | Boise; Bronco Arena Scoreboard                       | \$1000.00 |
| 11/27/12 | Hockey Boosters; HUDL Software for Hockey Team       | \$400.00  |
| 11/27/12 | Chocolate Moose; Bronco Arena Scoreboard             | \$500.00  |
| 11/28/12 | Mary Casanova; books for FES & WEE                   | \$2400.00 |
| 11/30/12 | Shannons, Inc. ; Bronco Arena Scoreboard             | \$500.00  |
| 12/04/12 | Coca-Cola Bottling Co. Inc.; Bronco Arena Scoreboard | \$1000.00 |
| 12/6/12  | Minnesota Power; Bronco Arena Scoreboard             | \$1000.00 |
| 12/7/12  | Midcontinent Communications; Bronco Arena Scoreboard | \$500.00  |
| 12/10/12 | Carl Breske; Carl & Josie Breske Scholarship Fund    | \$5500.00 |
- 9.1.2 Approve the American Indian Education Transmittal of Resolution and Parent Committee Roster for the 2012-13 school year.
- 9.1.3 Accept the low bid of \$19,755 from Up North Builders to modify Bronco Arena for handicapped spectator viewing.

Moved by W. Kostiuk, seconded by D. Wagner to accept the program consent agenda items as presented. Motion carried by a unanimous vote.

- 9.1.4 Consideration of request from Local 510 secretaries for reinstatement of .75FTE secretarial position.  
Accept the resignation due to retirement of Pam Lofgren, Community Education Secretary effective March 1, 2013.

Superintendent Nelson recommended the motion for consideration be to effective immediately recall Vicky Wickstrom from unrequested leave of absence and effective March 1 merge the position with the five hour position upon the retirement of Pam Lofgren with three hours being devoted to the High School Office.

Moved by W. Kostiuk, seconded by D. Wenberg to approve the motion as presented. Motion carried by a unanimous vote.

### **9.2 Personnel**

- 9.2.1 Acknowledge the following Type III van drivers for various school activities: Desiree Goulet, Drew Laverdure and Brock Morrison.
- ~~9.2.2 Accept the resignation due to retirement of Pam Lofgren, Community Education Secretary effective March 1, 2013.~~
- 9.2.3 Accept the resignation of Chuck Remus as Speech Advisor effective immediately.

- 9.2.4 Accept the resignation of Brittany Martinez as an Educational Support Professional, effective November 30, 2012.
- 9.2.5 Approve the hire of Ardel Henrickson as the National Honor Society Advisor for the 2012-13 school year.
- 9.2.6 Approve the hire of Kristie LaVigne as a full-time kindergarten teacher for the remainder of the 2012-13 school year.  
(*Remaining days in year prorates to .60FTE*)
- 9.2.7 Approve the hire of Jill Morrison as a full-time Tier II teacher for the remainder of the 2012-13 school year. (*Remaining days in year prorates to .60FTE*)

Moved by W. Kostiuk seconded by D. Wagner to accept the personnel consent agenda items as presented. Motion carried by a unanimous vote.

### **9.3 Policy**

- 9.3.1 Adopt the Restrictive Procedures Plan as received in November.
- 9.3.2 Adopt the secretarial job descriptions as received in November.

Moved by D. Wagner seconded by M. Hebner to adopt the policy consent agenda items. Motion carried by a unanimous vote.

## **10.0 RECEIVE DRAFT COPY OF FY14 CAPITAL OUTLAY FACILITY PLAN.**

## **11.0 RECEIVE THE FY13 REVISED REVENUE AND EXPENDITURE BUDGET**

## **~~12.0 BOARD DISCUSSION AND POSSIBLE ACTION PERTAINING TO AN EMPLOYEE SUBJECT TO ITS AUTHORITY.~~ *Removed***

## **13.0 LEVY APPROVAL**

Approve the 2012 Levy payable in 2013 to secure maximum state funding for education noted in the Minnesota Department of Education documents as follows:

General Fund	\$ 1,663,310.24
Community Service Fund	\$ 127,464.09
General Debt Service Fund	\$ 173,999.00
Grand Total Certified Levy	\$ 1,964,773.33

Moved by W. Kostiuk, seconded by D. Wagner to approve the 2012, payable 2013 levy. Motion carried by a unanimous vote.

## **14.0 ADMINISTRATIVE REPORTS**

**14.1** Melissa Tate

14.1.1 Enrollment is 626.

14.1.2 PBIS update; an e-mail detailing the program was sent to Board members. This is a proactive program to promote positive behavior and discipline. She and Tim Everson would like formal board approval to proceed by submitting a grant application for this program. Moved by D. Wagner, seconded by D. Wenberg to give permission to pursue the PBIS program. Motion carried by a unanimous vote.

14.1.3 Letters were sent home to parents last week detailing changes in traffic procedures in the Falls Elementary School. Visitors will be asked to check in at the front office and if there to pick up a student the student will be escorted to the office rather than the individual going to the classroom. These changes are in the interest of student safety.

**14.2** Falls High School as reported by M. Tate.

14.2.1 Enrollment is 570.

14.2.2 Last day of school before winter break is 12/21 with classes resuming on 1/2. End of 2<sup>nd</sup> quarter, 1<sup>st</sup> semester is January 18<sup>th</sup> with no classes on January 21<sup>st</sup> due to an in-service.

**14.3** Nordy Nelson

14.3.1 Class sizes and sections: Information was given to the board with ideas for discussion on setting minimum class sizes and ratios, teacher overloads, community experts, state standards, on-line access, class offerings, etc.

14.3.2 Permission to continue consulting services: Since 2002 Superintendent Nelson has been involved with a consulting firm for school superintendents dealing with negotiations and finance. He would like permission to continue this practice with work primarily on weekends and his main emphasis remaining on this district. Moved by D. Wagner, seconded by M. Hebner to allow Superintendent Nelson to continue his consultant activities on weekends with primary focus on ISD 361.

14.3.3 Bus emergency notification plan: the district's plan for notification of parents when bus incidents occur is under review. In the short term complete rosters of all riders and route specific rosters will be placed in busses.

14.3.4 Recognition was given to outgoing Board members noting their service to the district.

Moved by W. Kostiuk, seconded by S. Nordquist to recess the meeting at 5:50 p.m. until 6:00 p.m. at which time the Truth in Taxation hearing would be conducted. Motion carried by a unanimous vote.

**15.0 CONDUCT A TRUTH IN TAXATION HEARING:** One constituent was in the audience questioning his increase in property values. N. Nelson reviewed the potential causes of increases to taxes with the School District accounting for 1% increase of those values.

**16.0 ADJOURNMENT**

Moved by M. Hebner, seconded by W. Kostiuk to adjourn the meeting at 6:06 p.m. Motion carried by a unanimous vote.

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Attest: D. Wenberg, Clerk