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**MISSION STATEMENT**  
**St. Cloud Area School District 742**

*The mission of St. Cloud Area School District 742 is to prepare all learners, in partnership with their families and the community, to live and contribute within a changing and diverse world.*

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**Board of Education**  
**St. Cloud Area School District 742**  
**St. Cloud, Minnesota**

**September 27, 2012**  
**7:00 PM**  
**City Hall**

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*PLEASE NOTE: Meetings held at the City Hall are broadcast live on Cable Channel 6 and rebroadcast on subsequent Mondays, Wednesdays, and Fridays at 7:00 p.m.*

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*NOTE: If you have a disability, and need an accommodation in order to attend this event, please contact Student Services at v/tty, 202-6800, at least one week in advance of the meeting.*

**PLEDGE OF ALLEGIANCE**  
**ROLL CALL**

**BOARD MEETING AGENDA**

**I. CONSENT AGENDA (ACTION - Roll Call)** *The consent agenda consists of non-controversial items that the Board adopts routinely without debate. Any single member may remove an item from the consent agenda by requesting removal at the time the consent agenda is moved for adoption. The full text of items approved by consent may be found at the conclusion of the agenda.*

(7:00-7:05)

- A. Approval of Agenda
- B. Approval of Minutes (Meetings of August 23, August 29, and September 12, 2012)
- C. Approval of Monthly Treasurer's Report for July, 2012
- D. Approval of Payment of Bills and Other Financial Transactions in the grand total amount of \$3,933,444.44
- E. Acceptance of Monthly Financial Report
- F. Approval of Personnel Staff Changes
- G. Acceptance of Grant Awards/Donations
- H. Sale of Surplus and Obsolete Equipment
- I. Revised Integration Budget for 2011-12
- J. Award of Construction Manager Contract

K. Approval for Submission of Grant Application

II. **INFORMATION ITEMS**

A. Teaching and Learning Update  
(7:05-7:30)

Dr. Julia Espe, Assistant Superintendent of Teaching, Learning, and Development, will introduce the following presentation:

1. Tech High School Presentation

Tech High School students recently won the national Championship in the Engineering and Technology division of the SkillsUSA competition that was held in Kansas City, MO. SkillsUSA is aimed at creating a skilled workforce through partnering students, teachers and industry. The team competed against 24 other state champions and won for its invention that allows a trailer to be moved without the use of a truck. The students, their Advisor Bill Garceau, and Dr. Tony Akubue (SCSU) will present information at the meeting.

B. Enrollment Information  
(7:30-7:35)

Kevin Januszewski, Executive Director of Business Services, will present information regarding District 742 enrollment. A copy of the enrollment report, as of September 14, 2012, is attached.

C. Policy Revisions Related to Health Services (Second Reading)  
(7:35-7:45)

Patty Popp, Executive Director of Special Education/Student Services, will review the proposed changes to the following Board Policies:

Board Policy 516.3 - Injury/Illness  
Board Policy 516.4 - Individual Health Plan Process  
Board Policy 751 - Food Allergy Policy

Information is attached.

D. Contract Agreements  
(7:45-7:50)

The Board of Education recently approved contract agreements for 2011-2013 between St. Cloud Area School District 742 and the St. Cloud Education Association, the Non-Represented Administrators (Year 2 Revision), the Non-Represented Hourly Employees (Year 2 Revision), and the Crossing Guards. Tracy

Flynn Bowe, Executive Director of Human Resources, will review the details of the agreements.

### III. **DISCUSSION AND/OR ACTION ITEMS**

A. Annual Report on Curriculum, Instruction and Student Achievement (ACTION)  
(7:50-8:05)

Dr. Julia Espe will provide information on the 2011-2012 Annual Report on Curriculum, Instruction and Student Achievement. She will review the crosswalk between the Annual Report and our Vision Cards Monitoring reports. This report must be approved for submission to the Minnesota Department of Education by October 1, 2012. Included in the report is information on the Teaching, Learning and Development Advisory Committee, surveys, District testing and other teaching and learning items. Information and a copy of the report are attached.

*The Administration recommends approval of the 2011-2012 Annual Report on Curriculum, Instruction and Student Achievement.*

B. Approval of Preliminary Levy Certification (ACTION)  
(8:05-8:15)

Kevin Januszewski, Executive Director of Business Services, will present 2012 payable 2013 Preliminary Levy Certification information. Information is attached.

*The Administration recommends approval of the total levy amount of \$22,609,819.81, which is the maximum amount allowed.*

C. Review and Approval of Tentative Contract Agreements (if any)  
(8:15-8:20)

### IV. **REPORTS**

A. Superintendent's Report  
(8:20-8:25)

Superintendent Bruce Watkins may present information on current activities in District 742.

B. Board of Education Standing Committee Reports  
(8:25-8:35)

Standing Committee Reports will be presented as follows:

*Board Development Committee (Jerry Von Korff, Chair)*  
*Community Linkages Committee (Bruce Mohs, Chair)*

*Finance and Audit Committee (Jerry Von Korff, Chair)*  
*Integration and Equity Committee (Les Green, Chair)*  
*Legislative Committee (Bruce Hentges, Chair)*  
*Personnel & Negotiations Committee (Cindy Harner, Chair)*

V. **FUTURE AGENDA ITEMS**

(8:35-8:40)

Board of Education members may suggest items/topics for future Board Meeting agendas. Items brought forth should have been previously discussed with the Board Chair or Vice Chair, Board Standing Committee, or at a prior Board Work Session/Meeting.

October Board Meeting/Work Session Topics will include:

*Clark Field Update*

*Update on Changes to School Lunch Program (Healthy Hunger Free Kids Act Federal Requirements)*

VI. **CONSENT AGENDA ITEMS (Detail Information)**

A. Approval of Agenda.

B. Approval of Minutes of the Board of Education Meetings of August 23, August 29, and September 12, 2012.

C. Approval of Monthly Treasurer's Report

The Administration recommends approval of the Monthly Treasurer's Report for July, 2012.

D. Approval of Payment of Bills

The Administration recommends approval of the payment of bills and other financial transactions in the amount of \$3,769,619.93 (Check Numbers 203122-203666 and ACH Numbers 121300150-121300234) and P Card Totals in the amount of \$163,824.51 for a grand total of \$3,933,444.44.

E. Monthly Financial Report

The Administration recommends approval of the Monthly Financial Report for July, 2012.

F. Personnel Staff Changes

The Administration recommends approval of the following personnel changes pursuant to relevant laws and appropriate provisions of negotiated agreements

between the Board of Education and exclusive representatives. For new hires, the indicated rates are consistent with current negotiated agreements and Board approved rates of pay. All rates/salaries listed do not include fringe benefits.

1. Licensed Staff

**Additional Assignment**

Dan Holan, Activities Director, North Junior High School, effective 2012-2013 school year, Lane BA+60, Pay Level 19 (20% of a full time contract for 188 days). Mr. Holan's salary for this assignment will be \$10,811.20. Mr. Holan is currently a full time teacher.

Joel Heitkamp, Activities Director, South Junior High School, effective 2012-2013 school year, Lane MA, Pay Level 9 (20% of a full time contract for 188 days). Mr. Heitkamp's salary for this assignment will be \$10,213.00. Mr. Heitkamp is currently a full time Health Teacher.

Christine Kesler, Read 180 Teacher, North Junior High School, effective 2012-2013 school year, Lane BA+15, Pay Level 6 (10% of a full time contract for 188 days). Ms. Kesler's salary for this assignment will be \$4,071.00. Ms. Kesler is currently a full time teacher.

Dean Kesler, Physical Education Teacher, North Junior High School, effective 2012-2013 school year, Lane MA+45, Pay Level 17 (10% of a full time contract for 188 days). Mr. Kesler's salary for this assignment will be \$6,467.30. Mr. Kesler is currently a full time teacher.

Carla Olsen, Physical Education Teacher, Oak Hill Community School, effective 2012-2013 school year, Lane BA+30, Pay Level 19 (5% of a full time contract for 188 days). Ms. Olsen's salary for this assignment will be \$2,364.15.

Brenda Silkman, Read 180 Teacher, North Junior High School, effective 2012-2013 school year, Lane MA+60, Pay Level 25 (10% of a full time contract for 188 days). Ms. Silkman's salary for this assignment will be \$6,874.90. Ms. Silkman is currently a full time teacher.

Teresa Szymanski, Counselor, Discovery Community School, effective September 13, 2012, Lane MA+60, Pay Level 17 (30% of a full time contract for 177 days). Ms. Szymanski's salary for this assignment will be \$19,417.94. Ms. Szymanski is currently a 60% of a full time contract Counselor.

**Child Care Leave**

Katrina Gearhart, Occupational Therapist, Apollo High School, effective on or about January 2, 2013 through on or about March 27, 2013.

**New Hire**

Theodore Hanson, Fourth Grade Teacher, Lincoln Elementary School, effective September 14, 2012, Lane BA, Pay Level 2 (full time contract for 176 days). Mr.

Hanson's salary for this assignment will be \$31,577.96.

Jodi Heinen, Alternative Delivery of Specialized Instructional Services (ADSIS) Teacher, Lincoln Elementary School, effective 2012-2013 school year, Lane BA, Pay Level 2 (full time contract for 188 days). Ms. Heinen's salary for this assignment will be \$33,397.00.

Stacy Wahl, Occupational Therapist, Apollo High School, effective 2012-2013 school year, Lane MA, Pay Level 2 (full time contract for 188 days). Ms. Wahl's salary for this assignment will be \$39,598.00.

### **Rehire**

Tim Hjelmeland, Language Arts Teacher (Long Call Substitute), Riverwoods, effective 2012-2013 school year, Lane MA+15, Pay Level 2 (full time contract for 188 days). Mr. Hjelmeland's salary for this assignment will be \$41,559.00.

Lindsey Nagorski, Language Arts Teacher, Madison Elementary School, effective 2012-2013 school year, Lane BA, Pay Level 5 (full time contract for 188 days). Ms. Nagorski's salary for this assignment will be \$37,388.00.

Barbara Searles, Intervention Teacher, Madison Elementary and North Junior High Schools, effective 2012-2013 school year, Lane MA+60, Pay Level 3 (50% of a full time contract for 188 days). Ms. Searles' salary for this assignment will be \$24,275.00.

### **Resignation**

Jessica Scherer, Band Teacher, Apollo High School, last day of service June 3, 2011. Ms. Scherer was on leave.

### **Retirement**

Jeffrey Hoff, Special Education Teacher, Riverwoods, last day of service November 16, 2012 after 36 years of service in District 742.

## 2. **Non-Licensed Staff**

### **Layoff**

Jennifer Alonzo, Classroom Paraprofessional, North Junior High School, effective July 1, 2012 through December 31, 2013.

### **New Hire**

Laura Box, Special Education Paraprofessional (Short Call Substitute), Westwood Elementary School, effective September 4, 2012 through November 30, 2012 at an hourly rate of \$10.88 per hour. This is a replacement position.

Julie Flexhaug, Behavior Support Specialist, Clearview Elementary School, effective September 4, 2012 at an hourly rate of \$12.26 per hour. This is a new position (using reallocated funds).

Randi Gerdes, Special Education Paraprofessional, Tech High School, effective September 4, 2012 at an hourly rate of \$10.88 per hour. This is a replacement position.

Linda Gross, Kitchen Helper, Tech High School, effective September 10, 2012 at an hourly rate of \$10.27 per hour.

Kyle Hansen, Behavior Support Specialist, Westwood Elementary School, effective September 4, 2012 at an hourly rate of \$12.26 per hour.

Brett Haugen, Behavior Support Specialist, Area Learning Center, effective September 14, 2012 at an hourly rate of \$13.21 per hour. This is a new position (using reallocated funds).

Alexa Hoffman, Special Education Paraprofessional (Long Call Substitute), South Junior High School, effective September 20, 2012 through November 5, 2012 at an hourly rate of \$10.88 per hour. This is a replacement position.

Sharon Koshiol, Kitchen Helper, Oak Hill Community School, effective September 10, 2012 at an hourly rate of \$10.27 per hour.

Heidi Larson, Special Education Paraprofessional, Westwood Elementary School, effective September 11, 2012 at an hourly rate of \$10.88 per hour. This is a replacement position.

Lisa Larson, Special Education Paraprofessional, Talahi Community School, effective September 14, 2012 at an hourly rate of \$10.88 per hour. This is a replacement position.

Jennifer Loch, Liaison, Roosevelt Early Childhood Center, effective September 10, 2012 at an hourly rate of \$19.19 per hour.

Naomi Lundgren, Adult Basic Education Literacy Accountability Assistant, effective August 27, 2012 at an hourly rate of \$10.35 per hour.

Jennifer Meixell, Behavior Support Specialist, Talahi Community School, effective August 27, 2012 at an hourly rate of \$13.21 per hour.

Deanna Mohs, Clerical Classification II, Area Learning Center, effective September 26, 2012 at an hourly rate of \$11.36 per hour.

Shannon Nielsen, Student Support Paraprofessional, South Junior High School, effective September 4, 2012 at an hourly rate of \$10.13 per hour.

Charlotte Olson, Student Support Paraprofessional, Kennedy Community School, effective September 4, 2012 at an hourly rate of \$10.13 per hour.

Nicole Olson, Behavior Support Specialist, Lincoln Elementary School, effective September 4, 2012 at an hourly rate of \$12.26 per hour. This is a new position (using reallocated funds).

Charity Pesta, Student Support Paraprofessional, Oak Hill Community School, effective September 14, 2012 at an hourly rate of \$10.13 per hour.

Ryan Peterson, Student Support Paraprofessional, Westwood Elementary School, effective September 4, 2012 at an hourly rate of \$10.13 per hour.

Tara Pirasteh, Student Support Paraprofessional, Kennedy Community School, effective September 4, 2012 at an hourly rate of \$10.13 per hour.

Joy Runge, Classroom Paraprofessional, Roosevelt Early Childhood Center, effective September 14, 2012 at an hourly rate of \$10.88 per hour. This is a replacement position.

Rashad West, Behavior Support Specialist, Madison Elementary School, effective September 18, 2012 at an hourly rate of \$13.21 per hour.

**Rehire**

Laurie Munkhamxang, Health Paraprofessional, South Junior High School, effective September 4, 2012 at an hourly rate of 13.83 per hour.

3. Non-Licensed Staff (Continued)

**Resignation**

Shavon Gray, Classroom Paraprofessional, Roosevelt Early Childhood Center, last day of service September 17, 2012.

Hudda Ibrahim, Cultural Navigator (Long Call Substitute), Oak Hill Community School, last day of service June 6, 2012.

Wendy Lipinski, Media Technician, District Media Services, last day of service September 28, 2012.

Stephen Milisits, Security Officer, North Junior High School, last day of service September 28, 2012.

Shandi Taylor, Special Education Paraprofessional, Tech High School, last day of service September 12, 2012.

**Retirement**

Janet Coil, Clerical Classification II, Community Education Center, last day of service November 30, 2012 after 26 years of service in District 742.

Dolores Kloss, Kitchen Helper, Apollo High School, last day of service November 30, 2012 after 13 years of service in District 742.

G. Acceptance of Grant Awards/Donations (Requires 2/3 Majority of Governing Board, Minnesota Statute §465.03)

The Administration recommends acceptance of the following grant awards/donations:

1. Donations to the Tech High School Scholarship Program as follows:
  - \$3,000.00 from Clearwater Lions Club for 2012 Scholarships
  - \$50.00 from Karen E. Willette-Murphy
  - \$2,000.00 from Tech High School Alumni Association for 2012 Scholarships
  
2. Target *Take Charge of Education* funds as follows:
  - \$1,890.31 to Kennedy Community School
  - \$3,665.90 to Apollo High School
  - \$2,189.44 to Clearview Elementary School
  - \$2,129.62 to Oak Hill Community School
  - \$911.20 to Lincoln Elementary School

\$904.91 to South Junior High School

3. Donation in the amount of \$53.49 to Kennedy Community School from Gail Berg as part of the United Way Campaign at Wells Fargo.
4. Donation in the amount of \$25.00 to Madison Elementary School from Miranda Novak for school supplies for needy students.
5. Donation in the amount of \$2,000.00 to Tech High School Athletics (Girls & Boys Basketball) from the St. Cloud Area Youth Basketball Association for scoreboards.
6. Grant award in the amount of \$500.00 to Madison Elementary School from Target to purchase library books.
7. Donations to the Tech High School Girls Swimming Program as follows:
  - \$2,000.00 from Swim With A Tiger Boosters for additional coaching staff
  - \$525.09 from Daniel Miller for supplies
8. Donations to the Apollo High School Scholarship Program as follows:
  - \$2,000.00 from the Central Minnesota Community Foundation for Kimberly Ann Ritsche Memorial Scholarships (2 @ \$1,000.00 each)
  - \$1,000.00 from Agnes Parsons for Emmett Thomas Memorial Scholarship
9. Donation in the amount of \$500.00 to Madison Elementary School from the Workforce Development Committee at the Minnesota Correctional Facility-St. Cloud to purchase classroom agendas for needy families and school supplies for needy students.
10. Donation in the amount of \$200.00 to Madison Elementary School from the Knights of Columbus for school supplies for needy students.
11. Donations to Tech High School for the 2012 HOSA National Leadership Conference as follows:
  - \$500.00 - Stearns-Benton Medical Society
  - \$630.00 - Rejuv Medical
12. Donation in the amount of \$550.00 to South Junior High School from the South Drama Club to update the sound system in the Theatre.
13. Donation of 50 backpacks to St. Cloud Area School District 742 from Office Depot.
14. Grant award in the amount of \$5,000.00 from the Initiative Foundation to the District 742 ECFE as Fiscal Agent for Stearns County Inside Out Connections Coalition.
15. Grant award in the amount of \$2,000.00 to Clearview Elementary from Target

Corporation to expand the collection of reading materials available for students who read to seniors each month at St. Benedict's and Talahi Retirement Centers.

16. Donation of school supplies to Lincoln Elementary School from Breezy Pines 4-H Club.

17. Donation in the amount of \$25.00 to Oak Hill Preschool from Brian and Pam Tarrylly for classroom use.

18. Donations to Apollo High School for the Robotics Club as follows:  
\$100.00 from Plaza Park Bank  
\$500.00 from St. Joseph Lions Club, Inc.

19. Donation of 17 backpacks full of school supplies and 20 bottles of school glue (estimated value of \$425.00) to Westwood Elementary School from the Westwood Community Church.

20. Donations to Madison Elementary School from Donors Choose, New York, as follows:  
\$690.00 - Laptop to be used by Counselor and Students  
\$130.00 - Blue-ray disc player for staff and student use  
\$100.00 - TV to be used by counselor w/students

21. Donation in the amount of \$1,500.00 to South Junior High School from the Kopp Family Foundation for Random Acts of Kindness - Student Needs.

22. Donation in the amount of \$750.00 from the College of St. Benedict to South Junior High School for educational materials.

23. Donations (for student prizes) to the South Junior High School Walkin' Wildcat fund raising event as follows:  
Ten \$10.00 gift certificates from Scheels  
Two bicycles from Ron Bauer Insurance Agency

#### H. Sale of Surplus and Obsolete Equipment

The Administration recommends that the Board of Education authorize the sale of supplies and obsolete equipment to be held on Saturday, October 27, 2012, at the District Services Building, 737 Osseo Avenue South, St. Cloud, MN.

A listing of items to be sold will be posted on the District's website at [www.isd742.org](http://www.isd742.org).

#### I. Revised Integration Budget for 2011-12

The Administration recommends approval of a revised 2011-12 Integration Budget. A copy is attached.

J. Award Contract for Construction Manager for Building Addition at Madison Elementary School

The Administration recommends approval of a contract with Winkelman Building Corp. for the Construction Manager for the building addition at Madison Elementary School. Background information is attached.

K. Approval for Submission of Grant Application

The Administration recommends approval of a Safety Grant (OSHA) application by the District 742 Buildings and Grounds Department to the Minnesota Department of Labor & Industry in the amount of \$1,250.00. This is a dollar for dollar match grant application to assist with purchasing ten (10) pallet jacks for warehouse and maintenance staff use to haul heavy loads to/from schools and district warehouse.

Bruce Watkins  
Superintendent