

THE REGULAR MEETING OF THE BOARD OF EDUCATION OF INDEPENDENT SCHOOL DISTRICT NO. 2142, ST. LOUIS COUNTY SCHOOLS, HELD ON MONDAY, JULY 19, 2010.

MEMBERS PRESENT: Beaudry
 Bjerklie
 Bruns
 A. Larson
 B. Larson
 C. Larson
 Rantala

ALSO PRESENT: Rick
 Johnson
 Cox

The regular meeting of the Board of Education of Independent School District No. 2142, St. Louis County Schools, was held at ISD # 2142 District Office, July 19, 2010, at 5:00 p.m.

Pledge of Allegiance.

Motion by Rantala and seconded by A. Larson to approve the agenda.

Yes - A. Larson, B. Larson, Bruns, C. Larson, Beaudry, Bjerklie, Rantala
Against – None

Superintendent Rick reported the following: 1.) At a July 7, 2010 meeting at the District Office the “Little Rangers Child Care Center,” to be housed at the Babbitt-Embarrass School, was discussed with program director Morgan Klatt. The district has spoken with legal counsel and he advised that the district could enter into a lease agreement for the project. Ms. Klatt is still getting needed documentation. After the required paperwork is received the lease agreement could go to the board as soon as August; 2.) Principals and teachers met on the literacy curriculum and it is moving forward, however, district-wide materials will need to be purchased; 3.) We are exploring information to tie the Individual Learning Plans and test scores into the parent portal; and 4.) Principals have continued their prospective teacher interviews.

Lyle MacVey, representative from the Northeast Service Cooperative gave a brief report and handout to the board on the status of the Middle Mile Fiber Project.

Discussion followed.

John Powers of Johnson Controls gave a report and a handout to the board on the status of the fitness centers in the new schools.

John Henry of Johnson Controls reported on the St. Louis County Zoning and Planning EAW and CUP meeting(s) of July 8, 2010 for the Southern site. Both were approved. The variance meeting on July 13, 2010 was denied without prejudice since it would have to meet 10% coverage. This has now been accomplished with scaling down features of the school. The response time for the EAW on the Northern School ended last week. The Northern site meeting is now schedule for August 12, 2010 at 9:30 a.m. and 10:30 a.m. with the meeting destination to be determined by St. Louis County due to the volume of people expected to be in attendance.

Discussion followed.

Mr. Henry indicated that bid openings were last Thursday and bid tabulations would take place tomorrow.

Discussion followed.

Superintendent Rick said that a contingency plan needs to be drawn up.

Board Committee report: Board Chair B. Larson commented on a citation which was received from the City of Tower on the Tower School bus garage. In the citation it indicated that the grass was not mowed and the poor condition of the garage building.

Tom Cundy, Director of Facilities and Grounds reported: 1.) The uncut grass was located on adjacent property and 2). Water has always been a problem with that building due to a spring directly behind the structure. Morton Building Company is looking at the building repairs and the possibility of shortening the bus garage by three (3) bays. Mr. Cundy said that is was indicated to him by the city that this was the third violation, however, in checking school records no other citations were found. He said that in the near future we have options when a determination is made on the remodel of the Tower School.

Superintendent Rick indicated for the record that the district has never received any other citations from the City of Tower in regards to this situation.

Discussion followed.

Motion by C. Larson and seconded by Beaudry to approve consent agenda: June 28, 2010 Regular School Board Meeting Minutes; Policy-Donations: 1.) \$80.00 from Pine County Soil & Water Conservation District of Hinckley for the Cook School; and 2.) \$150.00 from the Orr PTSO for the Orr School honor roll trip; Program: 2010-11 AEOA School Food Service Catering Contract; Health and Safety Attachment 99.

Yes - A. Larson, B. Larson, Bruns, C. Larson, Beaudry, Bjerklie, Rantala
Against – None

Motion by Beaudry and seconded by Bjerklie to grant permission to purchase the following vehicles: 2004 International, 53 passenger school bus, for on or about

\$27,890.30; 2004 International, 53 passenger school bus, for on or about \$29,168.30; 2005 International, 53 passenger school bus, for on or about \$27,792.25; 2010 International, 48 passenger school bus, for on or about \$83,728.18; and two (2) 2011, 10 passenger vans for \$29,104.67 each.

Board member A. Larson asked if there was a place in the budget for these expenses.

Business Manger Johnson indicated that there was money budgeted for this.

Discussion followed.

Superintendent Rick thanked Transportation Coordinator, Ed Dorman for his efforts in getting 100% of the school buses to pass inspection this year.

Yes - A. Larson, B. Larson, Bruns, C. Larson, Beaudry, Bjerklie, Rantala
Against – None

**EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 2142
(ST. LOUIS COUNTY)
STATE OF MINNESOTA**

HELD: JULY 19, 2010

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 2142 (St. Louis County), State of Minnesota, was held in said school district on July 19, 2010, at 5:00 o'clock p.m., for the purpose, in part, of establishing dates for filing affidavits of candidacy for the 2010 school district general election.

The following members were present: Beaudry, Bjerklie, Bruns, A. Larson, B. Larson, C. Larson, and Rantala

And the following were absent: None

Member C. Larson introduced the following resolution and moved its adoption:

**RESOLUTION ESTABLISHING DATES
FOR FILING AFFIDAVITS OF CANDIDACY**

BE IT RESOLVED by the School Board of Independent School District No. 2142, State of Minnesota, as follows:

1. The period for filing affidavits of candidacy for the office of school board member of Independent School District No. 2142 shall begin on August 3, 2010 and shall close on

August 17, 2010. An affidavit of candidacy must be filed in the office of the school district clerk and the \$2 filing fee paid prior to 5:00 o'clock p.m. on August 17, 2010.

2. The clerk is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the district, at least two (2) weeks prior to the first day to file affidavits of candidacy. Any publication prior to the date of adoption of this resolution is ratified and confirmed in all respects.
3. The clerk is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative offices of the school district at least ten (10) days prior to the first day to file affidavits of candidacy.
4. The notice of said filing dates shall be in substantially the following form:

**NOTICE OF FILING DATES FOR ELECTION TO THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT NO. 2142
(ST. LOUIS COUNTY)
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the period for filing affidavits of candidacy for the office of school board member of Independent School District No. 2142 shall begin on August 3, 2010, and shall close at 5:00 o'clock p.m. on August 17, 2010.

The general election shall be held on Tuesday, November 2, 2010. At that election, three (3) members will be elected to the School Board for terms of four (4) years each, one from Election District No. 5, one from Election District No. 2 and one from Election District No. 3.

Affidavits of Candidacy are available from the school district clerk, 1701 North 9th Avenue, Virginia, MN 55792. The filing fee for this office is \$2. A candidate for this office must be an eligible voter, must be 21 years of age or more on assuming office, must have been a resident of the school district from which the candidate seeks election for thirty (30) days before the general election, must be a resident of the Election District from which the candidate seeks election, and must have no other affidavit on file for any other office at the same primary or general election.

The affidavits of candidacy must be filed in the office of the school district clerk and the filing fee paid prior to 5:00 o'clock p.m. on August 17, 2010.

Dated: July 19, 2010
BOARD

BY ORDER OF THE SCHOOL

/s/ _____
School District Clerk

AND CALLING THE SCHOOL DISTRICT GENERAL ELECTION

BE IT RESOLVED by the School Board of Independent School District No. 2142, State of Minnesota, as follows:

1. (a) It is necessary for the school district to hold its general election for the purpose of electing three (3) school board members for terms of four (4) years each, one from Election District No. 5, one from Election District No. 2 and one from Election District No.

The clerk shall include on the general election ballot the names of the individuals who file or have filed Affidavits of Candidacy during the period established for filing such Affidavits as though they had been included by name in this resolution.

2. The general election is hereby called and directed to be held in conjunction with the state general election on Tuesday, the 2nd day of November, 2010.

3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the school district and which have been established by the cities or towns located in whole or in part within the school district. The voting hours at those polling places shall be the same as those for the state general election.

4. The clerk is hereby authorized and directed to cause written notice of said general election to be provided to the county auditor of each county in which the school district is located, in whole or in part, at least seventy-four (74) days before the date of said election. The notice shall specify the date of said election and the office or offices to be voted on at said general election.

The clerk is hereby authorized and directed to cause notice of said general election to be posted at the administrative offices of the school district at least ten (10) days before the date of said election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said general election and to cause two sample ballots to be posted in each polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

The clerk is hereby authorized and directed to cause notice of said election to be published in the official newspaper of the school district, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of the election.

The notice of election so posted and published shall state the offices to be filled as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is hereby authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place on election day.

The clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this general election and generally to cooperate with state, city, township and county election authorities conducting the state general and other elections on that date. The clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate municipal and county officials regarding preparation and distribution of ballots, election administration and cost sharing.

5. The clerk is further authorized and directed to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system:

GENERAL ELECTION BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 2142 (ST. LOUIS COUNTY)

NOVEMBER 2, 2010

INSTRUCTIONS TO VOTERS
TO VOTE, COMPLETELY FILL IN THE OVAL(S) NEXT TO YOUR CHOICE(S)
LIKE THIS 

SCHOOL BOARD MEMBER
ELECTION DISTRICT NO. 5
VOTE FOR ONE

NAME

NAME

NAME

NAME

NAME

NAME

write-in, if any

GENERAL ELECTION BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 2142 (ST. LOUIS COUNTY)

NOVEMBER 2, 2010

INSTRUCTIONS TO VOTERS
TO VOTE, COMPLETELY FILL IN THE OVAL(S) NEXT TO YOUR CHOICE(S)
LIKE THIS 

SCHOOL BOARD MEMBER
ELECTION DISTRICT NO. 2
VOTE FOR ONE

NAME

NAME

NAME

NAME

NAME

NAME

write-in, if any

GENERAL ELECTION BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 2142 (ST. LOUIS COUNTY)

NOVEMBER 2, 2010

INSTRUCTIONS TO VOTERS
TO VOTE, COMPLETELY FILL IN THE OVAL(S) NEXT TO YOUR CHOICE(S)
LIKE THIS 

SCHOOL BOARD MEMBER
ELECTION DISTRICT NO. 3
VOTE FOR ONE

NAME

NAME

NAME

NAME

NAME

NAME

write-in, if any

Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot card. Voting instructions must be printed at the top of the ballot card on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot card so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

6. The name of each candidate for office at each election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota law.

7. If the school district will be contracting to print the ballots for this election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, if requested by the election official, furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

8. The individuals designated as judges for the state general election shall act as election judges for this general election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit them to the school board for canvass in the manner provided for other school district elections. The general election must be canvassed by the school board between the third and the tenth day following the general election.

The motion for the adoption of the foregoing resolution was duly seconded by Bruns and upon vote being taken thereon the following voted in favor thereof: Beaudry, Bjerklie, Bruns, A. Larson, B. Larson, C. Larson, and Rantala. and the following voted against the same: None whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)SS
COUNTY OF ST. LOUIS)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 2142 (St. Louis County), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to the calling of the general election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this 19th day of July, 2010.

School District Clerk

Motion by Beaudry and seconded by Bruns to approve a medical leave of absence for Gloria Bartlett, Site I Secretary, effective June 18, 2010, in accord with Master Agreement between ISD # 2142 and Operating Engineers Local #70.

Yes - A. Larson, B. Larson, Bruns, C. Larson, Beaudry, Bjerklie, Rantala
Against – None

Ms. Carlye Olson spoke to the board and questioned the hiring or more teachers due to the budget.

Board member A. Larson questioned whether these teachers were new or replacements.

Superintendent Rick explained that the district non-renewed probationary teachers and these teachers are they're replacements.

Discussion followed.

Motion by Rantala and seconded by Bjerklie to offer Susan Hams a .8 FTE probationary teaching contract for the 2010-2011 school year, effective September 1, 2010,

contingent upon securing a variance or provisional licensure from the Department of Education, with terms and conditions of employment in accord with master agreement ISD # 2142 and SLCTEM.

Yes - A. Larson, B. Larson, Bruns, C. Larson, Beaudry, Bjerklie, Rantala
Against – None

Motion by Bjerklie and seconded by Beaudry to offer Beth Hartway a 1.0 FTE probationary teacher contract for the 2010-2011 school year, effective September 1, 2010, with terms and conditions of employment in accord with master agreement ISD # 2142 and SLCTEM.

Yes - A. Larson, B. Larson, Bruns, C. Larson, Beaudry, Bjerklie, Rantala
Against – None

Motion by Rantala and seconded by A. Larson to offer Peter Backstrom a 1.0 FTE probationary teaching contract for the 2010-2011 school year, effective September 1, 2010, with terms and conditions of employment in accord with master agreement ISD #2142 and SLCTEM.

Yes - A. Larson, B. Larson, Bruns, C. Larson, Beaudry, Bjerklie, Rantala
Against – None

Motion by Rantala and seconded by Beaudry to offer Cassandra Rogers a 1.0 FTE probationary teaching contract for the 2010-2011 school year, effective September 1, 2010, with terms and conditions of employment in accord with master agreement ISD # 2142 and SLCTEM.

Yes - A. Larson, B. Larson, Bruns, C. Larson, Beaudry, Bjerklie, Rantala
Against – None

Motion by Bruns and seconded by C. Larson to offer Brian Rosenberg a 1.0 FTE probationary teaching contract for the 2010-2011 school year, effective September 1, 2010, with terms and conditions of employment in accord with master agreement ISD # 2142 and SLCTEM.

Yes - A. Larson, B. Larson, Bruns, C. Larson, Beaudry, Bjerklie, Rantala
Against – None

Motion by Beaudry and seconded by Bjerklie to approve the Curriculum Director Job description, as follows:

Job Title: Curriculum Director

Primary Function: The Curriculum Director shall have leadership responsibility for organizing, coordinating, implementing, and evaluating the total curriculum and instructional program, Pre-Kindergarten through grade twelve.

Responsible to: Superintendent of Schools

Payment Rate: As set by the Board of Education

Qualifications:

1. Certification as required by the Minnesota Department of Education, preferred.
2. Minimum of Masters Degree from an accredited college/university, preferred.
3. Minimum of three years experience as a school or district administrator, preferred.
4. Minimum of three years as a classroom teacher required.
5. Demonstrate the ability to work as a team member.
6. Demonstrate the ability to build parent and community support.
7. Such alternatives to the above qualifications as the Board may find appropriate and acceptable.

Performance Responsibilities:

1. Guides development, implementation, and evaluation of curriculum and instructional services.
2. Provides the necessary direction for the development, implementation and refinement of the curriculum to meet federal, state, and local standards.
3. Provides the administration with input regarding curriculum, instruction and staff development for the successful management of the district.
4. Accountable for the district's compliance with federal and state mandates as related to curriculum, instruction, and assessment.
5. Implements curriculum review cycles.
6. Assists in implementing the District Long Range plan that provides a coordinated and integrated PreK-12 program of curriculum and instruction.
7. Interprets the present curriculum and proposed curriculum changes to the Board, the administration, the staff, and the general public.
8. Assists in the development and coordination of the sections of the budget that pertain to curriculum, instruction, and assessment.
9. Works with principals and teacher committees in organizing and coordinating grade level and departmental meetings, in order to affect horizontal and vertical continuity and articulation of the instructional program throughout the district.
10. Directs creation of and edits for publication all curriculum guides and materials prepared by and to be distributed among the instructional staff.
11. Maintains a current curriculum manual to show graduation requirements, approved courses, credit allowed, and any pertinent information useful to students and staff.
12. Provides staff leadership to ensure understanding of and promote the educational objectives of the district, and plans and administers programs of in-service educational activities for instructional personnel.
13. Responsible for reviewing and evaluating results of district-wide testing programs, and for other evaluative measures used by the schools.

14. Studies and evaluates, and, as appropriate, recommends adoption of new instructional materials, methods, and programs.
15. Assists administration with staff development related to curriculum and instruction at the site level, curriculum content areas, and other district educational programs.
16. Assumes a leadership role in developing curriculum for any course newly mandated by the Legislature or Board of Education.
17. Recommends the addition of new courses, grade placement of courses, credit allowance for courses, and graduation requirements.
18. Prepares and submits reports to the Superintendent and the School Board, or to the Minnesota State Department of Education relating to the progress and accomplishments in curriculum and instruction development programs.
19. Keeps abreast of all new instructional materials and evaluate these materials in terms of their effectiveness as teaching aids in the educational program.
20. Attends Board of Education meetings and other meetings as requested by the Superintendent.
21. Performs such other tasks and assumes such other responsibilities as may from time to time be assigned by the Superintendent.

Yes - A. Larson, B. Larson, Bruns, C. Larson, Beaudry, Bjerklie, Rantala
Against – None

Motion by C. Larson and seconded by Beaudry to accept Holly Dragisich's letter of resignation as teacher at the Cotton School, effective July 11, 2010.

Yes - A. Larson, B. Larson, Bruns, C. Larson, Beaudry, Bjerklie, Rantala
Against – None

Comments from the School Board:

Board Member Beaudry complimented Transportation Coordinator Ed Dorman and Superintendent Rick on a job well done.

Board Member Bjerklie asked to review the Community Education Coordinators to see if they are promoting our district. Mr. Bjerklie read a thank you card received from Mrs. Ollila. The card thanked the school board for being invited to the Cherry School ground breaking ceremony.

Board Member A. Larson indicated that he was glad to hear that the district's transportation department is getting better. Mr. Larson commented that he did not think that our math test results were not doing well.

Superintendent Rick commented that the district is making progress in math on a district-wide basis. Dr. Rick said that a more comprehensive report would be given at the next meeting.

Board Member C. Larson said that district transportation is going in the right direction.

Board Member Rantala congratulated Ed Dorman and the Superintendent on transportation.

Board Chair B. Larson asked the board to schedule a board study session to make a contingency plan.

Board Member Bjerklie suggested that they wait until after the planning and zoning meetings.

John Henry of Johnson Controls indicated that Krause Anderson wanted to meet with the board concerning bid tabulations.

Board Chair B. Larson scheduled a board study session for Monday, August 2, 2010 at 3:30 p.m. at ISD # 2142 District Office. Mr. Larson also appointed Board Member Beaudry, Superintendent Rick and himself as committee members, to meet with Kevin Abrahamson. He indicated that he likes to hear that the test scores and transportation are getting better.

Board Member Rantala said that he has a conflict with the time of the next board meeting, but he will try to attend the meeting.

The regular board meeting was adjourned at 6:48 p.m.