

MINUTES OF THE ORGANIZATIONAL MEETING OF THE SCHOOL BOARD  
INDEPENDENT SCHOOL DISTRICT NO. 271  
Bloomington, Minnesota

January 10, 2011

- I. ROLL CALL Pursuant to due call and notice thereof, and there being a quorum present, the Organizational Meeting of the Board of Education of Independent School District 271 was called to order by Chair Jim Sorum at 7:00 p.m. on January 10, 2011, in the Community Room at the Educational Services Center, 1350 West 106<sup>th</sup> Street, Bloomington, Minnesota.

Members Present: Jim Sorum, Chair; Maureen Bartolotta, Vice Chair; Chuck Walter, Clerk; Arlene Bush, Treasurer; Mark Hibbs, and Melissa Halvorson Wiklund.

Member Absent: Tim Culver.

Attorney Present: Kingsley Holman.  
(There are no abstentions unless otherwise stated.)

Administration Present: Les Fujitake, Nancy Allen-Mastro, Rod Zivkovich, Eric Melbye, Bruce Pappas, Tom Holton and Rick Kaufman.

- II. PLEDGE OF ALLEGIANCE Recited.

- III. APPROVAL OF AGENDA Arlene Bush moved, Maureen Bartolotta seconded, to approve the agenda. Motion carried unanimously.

Chair Sorum called for a Moment of Silence out of respect for the victims of the recent tragedy in Tucson, Arizona.

- IV. RECOGNITION STUDENTS/ STAFF/PUBLIC Maureen Bartolotta moved, Arlene Bush seconded, that the School Board of Independent School District 271 approves the attached proclamation recognizing January 17, 2011, as Martin Luther King, Jr. Day in the Bloomington Public Schools. Motion carried unanimously.

Martin Luther King Jr. Day Proclamation

***Martin Luther King, Jr. Day Proclamation  
January 17, 2011***

*WHEREAS, the Bloomington Public Schools join our Nation in recognizing January 17, 2011, as Martin Luther King, Jr. Day; and*

*WHEREAS, Bloomington recognizes that Dr. Martin Luther King Jr.'s life and work reflected the importance of making America a place where equality and justice, freedom and peace could grow and flourish;*

*THEREFORE, be it resolved that the Bloomington Board of Education, Independent School District 271, Bloomington, Minnesota, does hereby proclaim January 17, 2011, as MARTIN LUTHER KING, JR. DAY and asks all citizens of Bloomington to remember and reflect on the principles of racial equality and non-violent social change espoused by Martin Luther King, Jr. and to rededicate themselves to the philosophy that we can all share the dream for a better life not only in Bloomington, but also in the world.*

Accepting the proclamation on behalf of the Bloomington Human Rights Commission was Brian Wilson.

FRIENDS

The Bloomington School District is fortunate to have businesses and organizations supporting our learners and the community of Bloomington. The School Board recognized a person who represents two FRIENDS of Bloomington Public Schools.

Mark Hultgren has developed many loyal friends and customers by providing exceptional service. For many years, Mr. Hultgren has demonstrated strong support for our Bloomington schools and the community of Bloomington as a whole. He has given his time and talent for the betterment of our schools and community.

**STB Screen Printing and Embroidery**—Mark Hultgren also owns STB Screen Printing & Embroidery, which specializes in custom screen-printed and embroidered attire for schools, teams, clubs, businesses, corporations and organizations. Mark Hultgren has been a very good friend of Kennedy High School in a variety of ways.

**Burger King on 98<sup>th</sup> Street**—The Burger King on 98<sup>th</sup> Street is a very familiar establishment in the Bloomington community, and particularly well known and supported by Kennedy High School students. Mark Hultgren is the owner.

Students

**Kennedy High School Advanced Placement Scholars**

Kennedy High School has the honor of having two seniors who are Advanced Placement (AP) Scholars. AP students take high rigor courses for college credit. Principal Andy Beaton highlighted the accomplishments of Austin Nordby and Steven Van Sloun. Both of these students placed 3.0 or better in three test categories.

Staff

**Kevin Baas, Industrial Technology Teacher at Kennedy High School**, has been selected as Cycle Source Magazine's "2010 Motorcycling Man of the Year." Principal Andy Beaton highlighted the accomplishments of Mr. Baas' classes in which students are engaged in learning and using their Math, Engineering and Technology skills every day to work on building motorcycles. Again this year, the students will be entering motorcycles in the March bike show at the Excel Energy Center. Mr. Baas' chopper class has been a model adopted by a number of other school districts.

TIES Awards

**TIES Exceptional Teacher Awards**

The annual TIES Conference was held in early December. As part of conference activities, two of our staff members, Greg Erbsch, Social Studies Teacher at Valley View Middle School, and Laura George, Kindergarten Teacher at Indian Mounds Elementary School, were recognized. Each received the TIES Exceptional Teacher Award for their use of technology in the classroom. Dr. Nancy Allen-Mastro, Assistant Superintendent, highlighted the innovative teaching strategies and technology tools used by these staff members.

Art Project

**Student Art Project**

The School Board extended appreciation to two of our Art Specialists—Stephanie Damlo, Oak Grove Elementary School, and Jennifer Kiel, Ridgeview Elementary School—and their students for doing the holiday card art project. The students were creative in making individualized holiday cards for the School Board to extend greetings of the season to community leaders and business partners.

V. ELECTION OF OFFICERS

School Board Members attended a Study Session on January 3, 2011, to discuss organizational matters for 2011. A slate of officers was developed during the Study Session.

Acting as convener as designated in Board Policy 202, Superintendent Les Fujitake called for nominations for the election of School Board Chair.

Arlene Bush moved, Melissa Halvorson Wiklund seconded, the nomination of Chuck Walter as Chair of the School Board. No other nominations were put forth for the position of Chair. Nominations were declared closed. A unanimous vote was cast for Chuck Walter as School Board Chair.

In accordance with Board Policy 202, Chair Chuck Walter continued with the election of officers.

Mark Hibbs nominated Melissa Halvorson Wiklund as Vice Chair. No further nominations were put forth for the position of Vice Chair. Nominations were declared closed. A unanimous vote was cast for Melissa Halvorson Wiklund as Vice Chair.

Jim Sorum nominated Tim Culver as Clerk. No other nominations were put forth for the position of Clerk. Nominations were declared closed. A unanimous vote was cast for Tim Culver as Clerk.

Maureen Bartolotta nominated Arlene Bush as Treasurer. No other nominations were put forth for the position of Treasurer. Nominations were declared closed. A unanimous vote was cast for Arlene Bush as Treasurer.

Maureen Bartolotta nominated Rod Zivkovich as Deputy Clerk. No other nominations were put forth for the position of Deputy Clerk. Nominations were declared closed. A unanimous vote was cast for Rod Zivkovich as Deputy Clerk.

VI. BOARD OF  
EDUCATION  
ORGANIZATION  
FOR 2011

Maureen Bartolotta moved, Arlene Bush seconded, that the School Board of Independent School District 271 approves organizational matter "A" for 2011. Motion carried unanimously.

**A. Board Meetings**

Place: Office of the Board of Education, 1350 West 106th Street.

Dates and Times: The School Board will hold its regular meeting on the 2nd Monday of each month at 7:00 p.m. On the fourth Monday of each month at 6:00 p.m. (unless specified otherwise) there will be a School Board Study Session. The third Monday of each month will be held for a meeting, a study session or a combination of a meeting/ study session, if needed.

Parliamentary Rules of Procedure: Robert's Rules of Order Newly Revised, when not in contravention to state law.

Operation of the School Board is provided in Policy 203.

Jim Sorum moved, Melissa Halvorson Wiklund seconded, that the School Board of Independent School District 271 approves organizational matter "B" for 2011. Motion carried unanimously.

**B. Business Functions**

Banking

1. Wells Fargo Bank, Bloomington, is designated as the depository for the District payroll account.
2. U.S. Bank Bloomington, 9633 Lyndale Avenue South, Bloomington, is designated as a processor for District credit card operations.
3. Certegy Card Services (RevTrak), TA-22 Merchant Services, 11601 Roosevelt Boulevard, St. Petersburg, Florida, is designated as a processor for District credit card operations.
4. Retriever Payment Systems, (Best Payment Solutions), 20405 State Highway 249, Suite 700, Houston, TX 77070.
5. PayPals, 12312 Port Grace Blvd., LaVista, NE 68626.
6. Elavon (Pay Pams), 7300 Chapman Highway, Knoxville, TN 37920.
7. U.S. Bank Bloomington, 9633 Lyndale Avenue South, Bloomington, is designated as depository for the Student Activity Fund account.
8. Minnesota School District Liquid Asset Fund Plus, c/o PFM Asset Management LLC, P.O. Box 11760, Harrisburg, PA 17108-11760, in conjunction with U.S. Bank Bloomington, 9633 Lyndale Avenue South, Bloomington, is designated as the depository and disbursements for the District general operating, self-insurance, capital projects, tax anticipation certificates and any other necessary operating accounts.
9. MN Trust, c/o PMA Financial Network, Inc., 27545 Diehl Road, Suite 100, Warrenville, IL 60555.
10. MN Trust, c/o Associated Bank, 1200 Hansen Road, Green Bay, WI 54304-5448 is designated as the depository and disbursements for the District general operating, self-insurance, capital projects, tax anticipation certificates and any other necessary operating accounts.

11. Commerce Bank is designated to provide AutoPay automatic credit card bill payment services for the District allowing payment to participating vendors with wire transfers of funds. TIES processes the wire transfer.
12. Commerce Bank Commercial Credit Card is the District's designated credit card program. The Business Office shall designate which employees will be authorized credit card holders. A current list of all authorized card holders, as well as designated groups of authorized users, will be maintained and updated by the Business Office each week.

The Chair and Clerk are authorized to execute the appropriate designation of depository forms for the payroll and general operating accounts after new facsimile signature plates are received.

The Minnesota School District Liquid Asset Fund Plus, c/o PFM Asset Management LLC, P.O. Box 11760, Harrisburg, PA 17108-11760; MN Trust, c/o Associated Bank, 1200 Hansen Road, Green Bay, WI 54304-5448; and Wells Fargo Brokerage Services, LLC, 608 Second Avenue South, Suite 500, Minneapolis; are designated as depositories for purposes of investment of funds.

The Board designates the Executive Director of Finance and Controller as custodians of the Student Activity Fund account and approves the use of facsimile signatures on checks drawn on this account.

The Executive Director of Finance, Controller, and Payroll Manager are designated to authorize electronic funds transfers (M.S.A. 471.38). This process includes approval of electronic funds transfers before transmittal and confirmation when completed. Further, the bank is provided with a certified copy of delegation of authority, the identity of the initiator of each electronic transfer is reviewed annually, the initiator will document the request for and obtain approval for each transfer prior to the transfer, the initiator will obtain written confirmation of the transfer within one business day, a list of transactions is submitted to the School Board at the next regular meeting after the transaction.

The Deputy Clerk is authorized to act for the Board of Education in designating depositories for temporary investment of cash reserves.

The Director of Finance and the Finance Manager are designated to invest surplus balances by purchasing and selling investments (reports on outstanding investments, purchases and sales shall be submitted to the School Board).

The Executive Director of Finance, or one of his/her designees, Controller, and Purchasing Agent are designated as representatives of the Board for bid openings. Only one person is required at each bid opening.

The *Bloomington Sun-Current* is designated as the legal newspaper for the school district.

The Executive Director of Finance and the Controller are authorized to request tax advances from the Hennepin County Finance Office.

The Finance Secretary, Jennifer Hazel; Out of School Time Program Manager, Alex Locke; Building Reservations/Activity Center Manager, Doug Langefels; and Transportation Director, Tom Oestreich; are appointed to represent the District in conciliation court cases for the purposes of enforcing collection of debts due the school district and to testify on behalf of the District.

**District LEA Representative**

The Elementary Director of Teaching and Learning, Beth Anderson, is appointed as the District's Local Education Agency (LEA) Representative for State and Federal Programs.

**Authorization to Sign**

The Superintendent, or his/her designee, is authorized to execute documents, as appropriate, to the daily operations of the school district.

**Association Memberships** for 2010-2011 were approved by the School Board at its meeting of July 12, 2010.

**Board Policies**

The policies, as contained in the policy book of the District and previously adopted by Boards of this District, shall continue in effect until this presently constituted Board, or any successor Board, shall modify, amend, delete, or add thereto, or are superseded by agreement in the master contract with the various bargaining units.

Maureen Bartolotta moved, Jim Sorum seconded, that the School Board of Independent School District 271 approves organizational matter "C" for 2011. Motion carried unanimously.

**C. Signatures on Checks**

RESOLVED, that the School Board authorizes the use of facsimile signatures of the Chair, Clerk and Treasurer on all checks drawn on the payroll and operating accounts and that said names are as follows: Chair Chuck Walter, Clerk Tim Culver and Treasurer Arlene Bush.

Melissa Halvorson Wiklund moved, Maureen Bartolotta seconded, that the School Board of Independent School District 271 approves organizational matter "D" for 2011. Motion carried unanimously.

**D. Signatures on Contracts**

RESOLVED, that facsimile signatures of the Chair and Clerk are authorized for continuing annual contracts with licensed personnel and subsequent changes resulting from increment advancement or classification changes (all new contracts will be hand signed by Chair and Clerk).

Mark Hibbs moved, Arlene Bush seconded, that the School Board of Independent School District 271 approves organizational matter "E" for 2011. Motion carried unanimously.

**E. School Board Attorney**

RESOLVED, that the School Board retains Holman Law Office as legal counsel to the Board at a monthly rate of \$2,500.00 and that in addition to the monthly retainer, standard attorney's fees will be paid for representing the school district at court-type hearings.

Jim Sorum moved, Arlene Bush seconded, that the School Board of Independent School District 271 approves organizational matters "F" for 2011. Motion carried unanimously.

**F. Board Representation**

1. RESOLVED, that the School Board confirms the appointment of Arlene Bush to the Intermediate District 287 Board. Her term is effective January 1, 2011 and will continue for the remaining months of the District's membership in District 287. [Previous Reference: Board action on November 8, 2010.]
2. RESOLVED, that the School Board appoints Jim Sorum as its representative to the Minnesota State High School League and Arlene Bush as the alternate.
3. RESOLVED, that the School Board appoints and Melissa Halvorson Wiklund as its representative to the Minnesota School Districts' Data Processing Joint Board (TIES) and Jim Sorum as the alternate.
4. RESOLVED, that the School Board appoints Tim Culver as its representative to the Association of Metropolitan School Districts and Melissa Halvorson Wiklund as alternate.
5. RESOLVED, that the School Board appoints Maureen Bartolotta as its legislative liaison with the Minnesota School Boards Association.
6. RESOLVED, that the School Board appoints Maureen Bartolotta as its representative to Bloomington United for Youth Advisory Council.
7. RESOLVED, that the School Board appoints Arlene Bush as its representative to the Metropolitan Learning Alliance and Tim Culver as alternate.

All other appointments to Board subcommittees or representations will be made by the Board Chair: Legislative Committee, Superintendent Evaluation Committee, PTSA Council, Calendar Committee, Labor-Management Committee, Community Financial Advisory Committee, Community Services Advisory Council, Special Education Community Advisory Council, District Curriculum Advisory Committee, Safe and Drug Free Schools Task Force, District Diversity Advisory Committee and Community Collaborative Council.

Melissa Halvorson Wiklund moved, Maureen Bartolotta seconded, that the School Board of Independent School District 271 approves organizational matters “G” for 2011. Motion carried unanimously.

**G. Compensation for Board Members**

RESOLVED, that the School Board of Independent School District 271 approves compensation for School Board members at the rate of \$600.00 per month for 2011.

*Compensation for School Board members remains at the same rate as 2010, 2009, 2008, 2007, 2006 and 2005.*

*[School Board member expense allocation will be addressed during the 2011-2012 budget process. The expense allocation will be budgeted at \$1,000 per Board Member [no change from 2010-2011 and 2009-2010].*

VII. PART A

1. Board Business

Minutes

a. Minutes of the Regular Meeting of the School Board on December 13, 2010. Minutes of the Special Meeting of the School Board on December 20, 2010. Minutes of the Special Meeting of the School Board on January 3, 2011.

Personnel Items

b. Personnel Items—Licensed Personnel: Resignation, Leaves of Absence, Employments, Changes of Status. Independent Personnel: Resignation. Classified Personnel: Retirements, Resignations, Leaves of Absence, Employments, Changes of Status.

Non-Resident Students

c. Non-Resident Student Agreements 2010-2011: Six (6) students entering Bloomington and seven (7) students leaving. Non-Resident Student Agreements 2011-2012: Fourteen (14) students entering and one (1) student leaving Bloomington.

2. Contracts/Agreements

U of M/Out of School Time Assessment

a. RESOLVED, that the School Board of Independent School District 271 approves the agreement with the Regents of the University of Minnesota in the amount of \$1,875 to conduct an assessment of Bloomington’s Out of School Time Program.

HTC/SHAPE Classrooms

b. RESOLVED, that the School Board of Independent School District 271 approves two renewal Occupancy Agreements between the Board of Trustees of the Minnesota State Colleges and Universities on behalf of Hennepin Technical College and Independent School District 271. The Occupancy Agreements run from January 3, 2011, through June 30, 2011.

Blackboard Connect

c. RESOLVED, that the School Board of Independent School 271 approves the Services of Agreement with Blackboard Connect, Inc. The Service Fee is \$26,500 (\$2.50/student) for a one-year agreement, and includes a one-time support charge of \$1,000.00. The new contract is effective upon the Board’s approval.

Contract Amend/ Storefront Mental Health Services

d. RESOLVED, that the School Board of Independent School District 271 approves the amended contract with Storefront Group, Inc. to provide mental health services to enrolled students with emotional behavioral disorders.



3. Finance

- |                          |    |   |
|--------------------------|----|---|
| Gifts & Donations        | a. | RESOLVED, that the School Board of Independent School District 271 accepts gifts and donations, as indicated in the background, in the amount of \$29,853.30. |
| Finance Reports          | b. | Statement of Revenues and Statement of Expenditures for the months ended October 31, 2010, and November 30, 2010.   |
| Receipts & Disbursements | c. | Receipts and Disbursements as submitted.  |

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

VIII. PART B

Annual Student Behavior Report

Executive Director of Student Services Eric Melbye and Valley View Middle School Principal Ben Magras presented to the School Board the annual report on student behavior. Research confirms that targeted behavior interventions and a positive culture have a positive affect on student achievement. The Student Services Department compiles this report for the purpose of an independent review and determining common/best practices. In 2009-2010, new reporting guidelines were implemented by the State. Tonight's report includes information on suspensions, special agreements/expulsions, attendance and attitude about school. Goals include a declining annual trend for suspensions, minimizing of expulsions using special agreements and stabilizing attendance numbers. Survey results support these goals. Mr. Magras highlighted the implementation of behavior strategies at Valley View Middle School and the positive affects it has produced on the climate and culture of the school.

Strategies for achieving the goals include Response to Intervention (RtI), Positive Behavioral Interventions and Supports (PBIS), target the improvement of school culture and offer behavior support programs. Behavior support programs include Safe and Drug Free Schools Advisory Council, School Team Attendance Review (formerly SARB), Community Partnerships (Washburn Child Guidance, Storefront Group, City of Bloomington, Cornerstone), crisis prevention training, bullying curriculum, special agreements and PAUSE—Placing Accountability Upon Students' Education.

[Note: The PAUSE program was initiated due to the School Board's concern for keeping students in school, turning disciplinary suspensions into lessons instead of rewarding unacceptable behavior with time off from school. PAUSE is an alternative to out-of-school suspension, which has been in place since mid-year of 1998-1999 and serves students in grades 6-12. The program is located at Pond Center.]

For the 2009-2010 school year, there were 583 referrals to the PAUSE program, 413 suspensions and 17 special agreements. The Minnesota Student Survey results indicate that the majority of 6<sup>th</sup>, 9<sup>th</sup> and 12<sup>th</sup> grade students like attending school every day and that over 90% of these students feel safe going to and from school every day.

Action plans are in place for continued improvement of student behavior. Report conclusions indicate that the District has benefitted from strong leadership, is a leader in PBIS and RtI and is committed to working with families and community partners to improve student behavior.

IX. BOARD  
COMMITTEE  
REPORTS

Maureen Bartolotta and Chuck Walter highlighted the MSBA Leadership Conference at which Arlene Bush and Jim Sorum were recognized for their years of service—Bush for 30 and Sorum for 20. Melissa Halvorson Wiklund reported on the AMSD meeting that focused on a legislative preview, a panel discussion by a few superintendents regarding issues facing their school districts and the introduction of the new Commissioner of Education, Dr. Brenda Cassellius.

X. SUPERINTENDENT'S  
REPORT

Superintendent Les Fujitake reported on School Board activities and the need for additional sessions.

Maureen Bartolota moved, Arlene Bush seconded, to establish a Board Study Session on Tuesday, January 18, at 6 p.m. followed by a Closed Session for Superintendent Evaluation. Motion carried unanimously.

There is a School Board Study Session scheduled for January 25, at 6:00 p.m.

Superintendent Fujitake met with the Bloomington Chapter of AARP at Creekside Center to provide the annual District update. A special thank you to the Jefferson Connection, under the direction Jeff Kelly. The students delivered an outstanding performance for our senior citizens.

Congressman Erik Paulsen visited Oak Grove Elementary School this morning. With the completion of this visit, Congressman Paulsen will have achieved his goal of visiting all of the elementary schools in our district.

XI. OTHER

Chair Walter led the School Board in an expression of appreciation in recognition of Jim Sorum for his leadership as Board Chair for the last year and Maureen Bartolotta as Vice Chair.

XII. ADJOURNMENT

There being no further business to come before the School Board, the meeting was adjourned at 8:35 p.m.

Tim Culver, Clerk