

**Minutes of Board Workshop
ISD 877 Board of Education
Buffalo-Hanover-Montrose Schools**

Monday, August 13, 2018
Board Room, 214 1st Avenue NE, Buffalo
4:30 PM

Present: Dave Wilson, Sue Lee, Ken Ogden, Laurie Raymond, Amanda Reineck
Absent: Bob Sansevere

1. Introduction of BHS/PLC Assistant Principal - Stephanie Ward,
Pam Miller, Director of Teaching and Learning, Evan Ronken, Director of Human Resources and Mark Mischke, BHS Principal
Ms. Ward has already participated in many BHS and PLC events to get ready for the start of the school year. A great fit for our district, seeing a common purpose and mission. Her presence has been felt immediately. Lived in this district as a child and is anxious to work collaboratively with the staff and students in this great district.
2. Technology Department End-of-Year Report, Mat Nelson, Director of Technology Infrastructure goal is met at 98% of users being pleased with internet speed. ePortfolios are used at the elementary level. Work is being done with students at the middle school to continue their portfolios, but at the high school, they are used differently. Tech support staff customer service goal was reached at 96% satisfied. Over 200 survey responses received. Information services goal was 80% satisfaction and actually came in over 90% being satisfied.
3. 2018 Handbooks Review
 - A. BCMS, Katie Gohl, BCMS Assistant Principal
Use of electronic devices has been revised to allow use before and after school and during passing times. Cell phones must be kept in their lockers during the school day. The Public notice regarding student surveys has been included in the handbook. A student planner has been developed and is included in the binder. Grateful for first day for sixth graders this year.
Discussion: Process has been developed for students who don't follow the electronic use procedures.
 - B. BHS, Mark Mischke, BHS Principal

Public notice regarding surveys will be added to the handbook. New School Resource Officer Jacobson's name is provided. Dates and meal prices have been updated.

C. PLC, Mark Mischke, BHS Principal; Stephanie Ward, Assistant Principal
Welcome letter is updated. Revisions to meal prices and the absence hotline process were made. Public notice regarding surveys will be included.

D. Special Education, Amy Green, Director of Special Education

1. ECSE

Dates and staff names were updated along with updated corrected procedures section.

2. PRIDE

Dates and meal prices were updated and public notice of student surveys was added.

E. Community Education, Kim Carlson, Director of Community Education

1. ECFE

Many updates were made due to a complete review by Barbara Eckberg, the new ECFE Coordinator.

2. Volunteer

Updated logos and language.

Discussion: Importance of background checks for volunteers. Currently, only a first background check is required.

4. 2018-19 Board Report Calendar, Scott Thielman, Superintendent

Reports have been scheduled for the meetings and workshops during the year. Guidelines from MSBA are also used in this schedule.

5. Committee Reports

KO – Office negotiations

SL – Office and ESP negotiations, WTC

LR – ESP negotiations

6. Other

- August 27 will hold a closed session for negotiation strategies.
- Did a KRWC radio spot regarding the levy today and talked about the planned 1st day of school for 6th and 9th graders along with the middle school field project.
- New Teacher Welcome on Monday, August 20.
- District Welcome Back on Thursday, August 30.

Adjourned at 5:15 p.m.