

# Panorama Community School District March Regular School Board Meeting

**Date:** 3/11/2013  
**Time:** 6:30 pm  
**Location:** Panorama District Board Room

## Call to Order

The Panorama Community School District Board of Education met in a regular session on March 11<sup>th</sup>, 2013 in the district board room located at the middle/high school. The regular session was called to order by Bryce Wilke, President, at 6:30pm.

## Attendees

### Board Members Present:

Board Members Scott Fredrickson, Tom Arganbright, Tina Thornberry, Robert Meinecke and Bryce Wilke were present.

### Administrators Present:

Kathryn Elliott (Superintendent), Mary Breyfogle (School Improvement Coordinator), Cory Heiman (Elementary Principal), Mark Johnston (MS/HS Principal) and Sarah Young (Business Manager/Board Secretary) were present.

### Others:

Ronda Hafner, Gordon Castile, Jody Babcock, Deb Douglass, Gary Babcock, Shari Clark, Karwyn Gibson, Brian Johnson, Ann Appleseth, Brenda Halterman, Brad Halterman, Linda Allen, Tricia Steffen, Karen Hanson, Mary Hills, Christy Laabs, Carol Evens, Kim Kent

## Public Forum

### **Speaker Name:**

Jody Babcock

### **Subject:**

Mrs. Babcock was present to discuss the proposed revisions to board policy 204.14A: Public Participation in School Board Meetings. Mrs. Babcock addressed the new requirement in the revised policy which states that anyone wishing to speak at a school board meeting regarding an item not on the agenda must inform the Superintendent 3 days prior to the meeting. Mrs. Babcock felt that this requirement would limit the taxpayer's ability to speak freely about their concerns to the board. Mrs. Babcock also stated that the current policy is sufficient to ensure orderly scheduling of public remarks at board meetings.

Board member Tina Thornberry commented that the intent of the policy was not to prevent the public from addressing the board; it was to help conduct orderly meetings and to improve overall communication.

## Agenda

Changes to Agenda (if any): Remove Resignations from 'Consent Items'.

S. Fredrickson motioned to approve the agenda as amended.

T. Arganbright seconded.

Motion carried unanimously.

## Consent Items

S. Fredrickson motioned to approve the consent items.

R. Meinecke seconded.

Motion carried unanimously.

### **Consent Items:**

Consent items included the minutes of the February 11<sup>th</sup> regular board meeting and the March 5<sup>th</sup> special meeting/work session, 10 open enrollment "Out" applications, 1 open enrollment "In" application, the financial report and the bills/VISA report as presented.

## **Consent Items, continued**

Separate consideration was made for one open enrollment "In" application received for a student currently attending Coon Rapids-Bayard schools. Ms. Elliott reported that this student is receiving special services that currently are not available at Panorama. If the district were to offer these services, it would be a substantial expense to the school district and cause an undue burden to the general fund.

S. Fredrickson motioned to deny the open enrollment application for the identified student due to lack of services available at Panorama.

T. Arganbright seconded.

Motion carried by a 4-1 vote:

Tina Thornberry:	Nay
Bryce Wilke:	Aye
Tom Arganbright:	Aye
Scott Fredrickson:	Aye
Robert Meinecke:	Aye

## **Reports**

### **Activity Fund Financial Report**

Business Manager Sarah Young provided the board with requested information in regard to the concession stand revenue and expenditures. Expenditures for the fall of 2012 did increase approximately \$5,000 when compared to previous years. However, the supplies needed for the entire year were bought in bulk at the beginning of the year. Therefore, there should be a decrease in expenditures throughout the year. The revenues in the fall of 2012 were relatively stable when compared to prior years around \$12,000.00. Revenues for the winter season did decrease when compared to previous years, but gate receipts are down significantly as well. The district will continue to monitor the concession stand finances throughout the year and make adjustments next fall if necessary.

### **Transportation Financial Report**

Business Manager Sarah Young also provided the board with an update on expenditures in the transportation department. When compared to expenditures from the 2011-12 school year, the district has saved close to \$37,000 in salaries/benefits this year. In addition, \$5,812.53 has been saved in gasoline. The school has seen an increase of around \$24,000 in vehicle repair services this year because of outsourcing of vehicle repairs, but this is offset by a savings of around \$11,000 in vehicle repair parts. Overall, the transportation department has seen a savings of \$29,852.63 so far this school year.

### **Mary Breyfogle, School Improvement Coordinator**

- Science teacher Kent Muyskens was present to discuss the use of one of the seven STEM grants received by Panorama. The goal of providing STEM grants is to increase student participation in these programs (science, technology, engineering, and mathematics). Mr. Muyskens led a group of students which used the grant funds to build a robot. Once the robot was complete, the students entered the robot into several competitions.

B Wilke commented that he fully supports these programs as long as adequate funding continues to be provided by the state.

- Mrs. Breyfogle reported that the district will be reviewing its special education delivery plan. In April, the board will be asked to approve a committee of parents, teachers, AEA consultants and administrators to formally review the plan which will then be open for public comment.

### **Cory Heiman, Elementary Principal**

- Mr. Heiman provided an update on the after school program for students in grades 3-5. The school sent out 39 invitations to selected students with 24 agreeing to participate. The program is planned to last for 8 sessions and will include a snack, teacher instruction and transportation. Mr. Heiman will be talking to teachers about adding some additional sessions in April.
- Mr. Heiman also reported that Preschool Open House and Kindergarten Round-Up were held on Tuesday, March 5<sup>th</sup>. 26 four-year old students and 19 three-year old students signed up to attend preschool in the fall. 45 families were expected for Kindergarten round-up with 35 families attending. Mr. Heiman is expecting next year's Kindergarten enrollment to be in the low 40s.

## **Reports, continued**

### **Mark Johnston, MS/HS Principal**

- Mr. Johnston reported that he has been working with teachers Randy Miller and Brooke Grett to develop a reading course for freshmen students who need to refine their reading skills to be successful in high school.
- Mr. Johnston also reported on high school scheduling. Jenny Foster from DMACC met with students to discuss their options at DMACC. Local professionals Kari Sebern and Eva Nunn met with high school women to promote participation in STEM programs.

### **Kathy Elliott, Superintendent**

- Ms. Elliott congratulated students Allison Bump and Allison Meinecke for being selected to participate in All State speech. Mr. Johnston commended teachers Deb Arganbright and Trisha Niceswanger who have helped to make the program successful.
- Ms. Elliott reported that the district has now had 5 snow days. This will move the last day of school to May 30<sup>th</sup> with professional development scheduled for the 31<sup>st</sup>. There still will be no school on Memorial Day.
- Ms. Elliott was contacted by Lake Panorama to inform then school that there will be an embargo put in place on the lake roads starting this week. Transportation routes will need to be altered because of this.
- Two months has passed since the Department of Education site visit and the school still has not received the final reports. This is due in part to the equity visit which needs to be completed with a walk through. The walk through has been scheduled for March 13<sup>th</sup> so final reports should be available soon after that is complete.
- The district was recently visited by the state fire marshal. There were three major things that need to be repaired: sprinkler heads need to be moved further away from the HVAC vents, the outlets in the science room need to be moved and the new paint shed needs to be equipped properly in case of fire.

## **Discussion/Information Topics**

### **Student Information System – Infinite Campus**

Ms. Elliott proposed that the district purchase a new student information system called Infinite Campus which would replace the current system being used (JMC). The district has concerns with the future of JMC and its ability to meet increasing demands made by the state. In addition, Infinite Campus can be purchased using PPEL funds, which will save the general fund around \$5,000.00 per year.

S. Fredrickson motioned to approve the purchase of Infinite Campus as a replacement to JMC.

T. Thornberry seconded.

Motion carried unanimously.

### **Online Access – Registration, Employment, Forms**

In addition to Infinite Campus, Ms. Elliott reported that the district will be purchasing a program at a minimal cost that will allow online registration. This program will also allow online applications for perspective employees and will house all forms used by the district. The new program will be used in the fall for 2013-14 registration. Families that do not have access to a computer will have the option of coming into the school and completing registration online with assistance from school employees.

### **2012 Graduation & Dropout Rates**

Ms. Elliott provided the graduation rates which showed Panorama's 2012 class 4 year cohort graduation rate as 100% compared to the statewide average of 89.26%. In addition, the 7-12 dropout rate for 2011-12 was 0.57% at Panorama compared to 2.18% statewide.

### **Upcoming Dates**

- 1:00 p.m. Early Out: End of 3<sup>rd</sup> quarter - March 15
- Work Session: 2012 Audit and 2014 Budget – March 26<sup>th</sup> at 5:30 p.m.
- No School: Spring Break – March 29 – April 1
- Work Session: Facilities tour – April 8 @ 5:00 p.m.
- 2012-13 Amended Budget Hearing – April 8 @ 6:00 p.m.
- 2013-14 Certified Budget Hearing – April 8 @ 6:00 p.m.
- Regular Board Meeting – April 8 immediately following Budget Hearings

## **Action Items**

### **Cooperative Sharing Agreement**

S. Fredrickson motioned to approve the cooperative sharing agreement with Perry for soccer for the 2013-14 school year.

T. Thornberry seconded.

Motion carried unanimously.

### **Overnight/Out-of-State Trips**

T. Arganbright motioned to approve the FCCLA overnight trip to the FCCLA Leadership Conference March 24<sup>th</sup>—26<sup>th</sup> and the music/band out of state request to Omaha on March 21<sup>st</sup> to see the Lion King.

T. Thornberry seconded.

Motion carried unanimously.

### **Fundraising Request**

T. Arganbright motioned to approve the FCCLA fundraising request for March 15<sup>th</sup> as presented.

T. Thornberry seconded.

Motion carried unanimously.

### **High Jump Track Purchase**

Ms. Elliott reported that a new high jump landing system is needed to ensure the safety of the athletes. The total cost of the system is \$10,300.00. The Booster Club pledged to provide \$4,000.00 towards the cost. B. Wilke thanked the Booster Club for their contribution.

T. Thornberry motioned to approve purchasing a new high jump landing system in the amount of \$10,300.

S. Fredrickson seconded.

Motion carried unanimously.

### **Grounds Maintenance**

Ms. Elliott reported that the district has been spending around \$22,000.00 to outsource the grounds maintenance. She reported that the district may be able to save approximately \$10,000-\$13,000 by purchasing the equipment and having staff members maintain the grounds. Ms. Elliott requested the board determine if the district should continue outsourcing this service.

S. Fredrickson motioned to table this action item and requested that Ms. Elliott provide a complete inventory of school equipment and an estimate of cost to purchase the necessary equipment.

T. Arganbright seconded.

Motion carried unanimously.

### **Budget Recommendation for 2013-14**

Ms. Elliott brought forth the recommendation for budget reductions as discussed in the March 5<sup>th</sup> work session. Ms. Elliott reported that the budget reductions would include salaries and benefits as well as a reduction in line item budget for each building. Ms. Elliott will present several options to the board based on the dollar amount recommended.

T. Thornberry motioned to reduce the 2013-14 general fund budget by \$300,000.00.

R. Meinecke seconded.

Motion carried unanimously.

### **2<sup>nd</sup> Reading Revised Board Policy – 506.4 Student Library Circulation Records**

S. Fredrickson motioned to approve the 2<sup>nd</sup> reading of revised board policy # 506.4—Student Library Circulation Records.

T. Thornberry seconded.

Motion carried unanimously.

**Action Items, continued**

**2<sup>nd</sup> Reading Revised Board Policy – 204.14A Public Participation in School Board Meetings**

Ms. Elliott commented that the original intent of this policy was simply to increase communication between herself and the community and to allow her to be aware of issues in order to address them. Ms. Elliott also commented that the intention was not to curtail public communication with the board. Ms. Elliott recommended that the board not approve the policy if they felt that it would hinder public communication with the board.

B. Wilke commented that the purpose of the school board is to accomplish school district business and also to communicate with teachers, students and the community. He also stated that the policy put forth could be viewed as vague and ambiguous and open to interpretation. For these reasons, Mr. Wilke expressed his opposition to the revised policy.

S. Fredrickson commented that in his 10 years of service on the board, he never did see a person who spoke during open forum leave the meeting satisfied that the issue was resolved. When someone speaks at public forum, the board does not debate the item or take action, which usually leaves those people frustrated. If someone has a concern that they want addressed, it is best to speak to the Superintendent before approaching the board.

T. Thornberry explained that all the board members approved the 1<sup>st</sup> reading of the policy in an effort for the board members to be more prepared and to get more information about public concerns. Mrs. Thornberry thanked those attending the meeting for bringing it to the board's attention that this may not be the best policy to put in place.

R. Meinecke agreed with Mr. Fredrickson that the best course of action if you have an issue would be to speak to Ms. Elliott first.

S. Fredrickson motioned to approve the 2<sup>nd</sup> reading of revised board policy # 204.14A—Public Participation in School Board Meetings. No second received. Motion fails.

**Revised Board Policy – 209.5 Board Meeting Agenda**

Ms. Elliott reported that the revisions to this policy were in conjunction with revised policy 204.14A so these revisions were no longer necessary.

T. Thornberry motioned to maintain the current version of board policy 209.5 without the recommended revisions.

S. Fredrickson seconded.

Motion carried unanimously

**Set Public Hearings**

S. Fredrickson motioned to hold a public hearing for the FY13 amended budget and the FY14 certified budget on April 8<sup>th</sup> beginning at 6:00pm.

T. Thornberry seconded.

Motion carried unanimously.

**Adjournment**

The next regular board meeting will be on 4/8/2013 immediately following the budget hearings scheduled to begin at 6:00pm.

Meeting adjourned at 7:43 pm.

Sarah Young,  
Secretary

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Board President

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Board Secretary

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Date

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Date