

# Minutes of Regular Meeting

## Board of Education Mahtomedi Public Schools

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A **Regular** meeting of the Board of Education of the Mahtomedi Public Schools was held **Thursday, August 26, 2021**, beginning at 7:00 PM in the Chautauqua Fine Arts Center, Mahtomedi, MN.

### 1. COMMENTS TO THE BOARD

The following members of the community made comments to the Board in regards to school face masks:

Keri and Chris Burke	Elizabeth Burnes	Jessica Carlson
Paul Donna	Sean and Jessica Easter	Nathan Hansen
Sybil Hill	Kevin Hiniker	Neil Horn
Daniel Jensen	Kayte King	Tracey Lee
Robert Lieberman	Brad Madison	Justin McCarthy
Jessica Najarian Bell, MD accompanied by her medical Dr. Colleague Dr. Mollie Malaney, MD.		
Joan Pavlik	Katherine Rodbro	Kim Schwieters
Jennifer Steenberg	Natalie Tillges	Alex Vosooney
Nick Wojtowicz	Doug Wolgamot	Lindsay Zweber

### 2. CALL TO ORDER

Meeting was called to order at 7:22 p.m. by Chair Lucy Payne.

### 3. ROLL CALL OF ATTENDANCE

Present: Kevin Donovan; Julie McGraw; Lucy Payne; Kelly Reagan; Stacey Stout; Tony Vosooney; Superintendent Barbara Duffrin, ex-officio.

### 4. APPROVAL OF THE AGENDA

Vosooney moved, Reagan seconded, approval of agenda. Carried 6-0.

### 5. APPROVAL OF THE CONSENT AGENDA - See #15 for Consent Agenda Items

McGraw moved, Stout seconded, approval of the actions recommended on the consent agenda. Carried 6-0

### 6. PRESENTATIONS/RECOGNITION

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A. There were no Student/Staff/Community Recognitions.

### 7. REPORT FROM STUDENT REPRESENTATIVE

A. There was no report from student representative this month.

### 8. SUPERINTENDENT'S REPORT

Superintendent Barbara Duffrin welcomed our new staff this week, along with our new Teaching and Learning Director Jennifer Reichel. Superintendent Duffrin also thanked all the teachers who were mentors for our new teachers. Superintendent Duffrin then welcomed Mary Joe Edmundson who is the contract manager for our bus company. Superintendent also spoke about meeting several bus drivers at a back to school events who had activities for students and how they liked working with Mary Joe. Mary Joe explained that she has full complement of drivers and all vehicles have passed inspection and safe. Bus drivers will be masked and sanitized.

Kevin Donovan personally thanked her for her work in the district. Asked what is her secret as there is a shortage in many districts like Minneapolis/St. Paul. Mary Joe explained that it is a great team and family atmosphere. A lot has to do with the district, drivers like it here and the kids are polite, not as many problems as in other districts.

### 9. DISCUSSION/INFORMATION ITEMS

#### A. Board Member Calendar

The Board member calendar was reviewed.

#### B. Health and Safety Measures 2021-2022 School Year

Superintendent Barbara Duffrin thanked the board for this portion of the meeting. Superintendent Duffrin explained how she wanted to explain the recommendation, how they came to the recommendation and have an opportunity to ask questions, follow-up and have action in the resolution.

Superintendent Duffrin spoke about the priorities, the plan, data, health and safety protocols and updates to the school board. Superintendent Duffrin explained that a lot that is shared they may have heard already the past 18 months and some things that are different in terms of recommendations. As a community, we want our students safe and learning in person and that is the priority of the district when they developed these recommendations. Superintendent Duffrin reviewed the school schedule and explained that there will be no remote learning due to staffing and the size of the district. Superintendent Duffrin explained how the data and guidance from Washington Public Health, MDPH along with CDC is where they received their information

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for planning. On July 29, the 2021-2022 Health and Safety protocols were released and then re-released again on August 18, 2021 based on data regarding transmission in the community. Superintendent Duffrin showed a graphic on layered mitigation strategies, where they use all mitigations together to create a stronger and safer in-person atmosphere. Strategies used will be physical distancing including smaller class sizes, more lunch options, along with contracted cleaning. HVAC systems have gone through testing. Superintendent Duffrin then spoke about Washington County transmission data showing levels are high. Face covering recommendations are based on vaccination rate and transmission rate in indoor spaces. Superintendent Duffrin explained what we want is to keep the students in school as much as possible and explained that what she received what was offered by the Public Health as guidance. Superintendent Duffrin explained that they need to be flexible and respond to what is happening in community and schools in terms of transmission.

The recommendation to the Board from Superintendent Duffrin was to wear face coverings for all students, staff and visitors plus busses because of high transmission in the community. Face coverings will not be required for outdoor settings or students requiring extra services and/or practice along with competitions. The District will continue to report positive cases and recommend quarantines as needed. On October 18, the district will reassess but will be continually revisiting during board meetings looking at data on transmission. Recommendations to follow public health guidance based on level of transmission in Washington County.

### 10. ACTION ITEMS

#### A. Approval of Donations/Grants Totaling \$20,338.89

School Board Chair Lucy Payne stated all donations and grants are greatly appreciated. The use of these funds will be to further the mission of the school district and are used towards the wishes of the donor.

1. From Kathy Sinclair to District Education Center Food Truck Donation Program- \$110.00
2. From ECOLAB to O.H. Anderson Elementary Community Program - \$1,194.22
3. From WW PTO to Wildwood Elementary School Programming - \$1,459.87
4. From Signature Orthodontics to Mahtomedi Middle School Promotion - \$100.00
5. From D\$D Goodies LLC to District Education Center Food Truck Program - \$200.00
6. From Steven Ross to Mahtomedi High School Hall of Fame - \$200.00
7. From Mahtomedi Area Education Fund to District Education Center SGW Donations - \$14,123.58
8. From Katie Nguyen to District Education Center Food Truck Program -

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\$100.00

9. From Blackbaud Giving Fund to Mahtomedi High School Programming - \$300.00

10. From Bridget Johnson to Mahtomedi High School Hall of Fame - \$100.00

11. From L.N. Hodgson to District Education Center Hope Speaks - \$2,125.00

12. From Girl Scout Troop 57411 to O.H. Anderson Elementary Garden Club- \$326.22

McGraw moved, Vosooney seconded, approval of accepting grants/donations totaling \$20,338.89. Carried 6-0.

### B. Approval of Health and Safety Resolution 2021-2022 School Year

Based on the discussion in Agenda Item 9.B. the following resolution was approved.

#### **Health and Safety Measures for the 2021-2022 School Year**

**WHEREAS**, Minnesota Statutes Section 123B.09 vests the care, management, and control of independent districts in the school board; and

**WHEREAS**, the Superintendent of Independent School District No. 832, Mahtomedi Public Schools [hereinafter the “Superintendent”] is responsible for the management of the schools, the administration of all School District policies, and is directly accountable to the School Board; and

**WHEREAS**, when responsibilities are not specifically prescribed nor School District policy applicable, the Superintendent shall use personal and professional judgment, subject to review by the School Board, pursuant to School District Policy 302, *Superintendent*; and

**WHEREAS**, the Centers for Disease Control and Prevention (“CDC”) and the Minnesota Department of Health (“MDH”) have determined that the COVID-19 pandemic is currently ongoing and may remain ongoing for an unknown time; and

**WHEREAS**, the Minnesota Department of Education (“MDE”) has issued and may continue to issue written guidance for Minnesota schools on educational issues related to COVID-19; and

**WHEREAS**, the MDH has issued and may continue to issue written guidance for Minnesota schools on public health issues related to COVID-19; and

**WHEREAS**, the Superintendent and the administration of the School District have conferred with the School Board regarding COVID-19 health and safety measures, the current CDC, MDE, and MDH requirements for each, and other relevant information; and

**WHEREAS**, based upon the collective consideration of these factors, the Superintendent has recommended to the School Board that the following strategies be implemented at the commencement of the 2021-2022 school year:

#### **Face Coverings/Masks**

- Face coverings are REQUIRED for all people (students, staff, and visitors) while inside our school and district buildings regardless of vaccination status.
- Face coverings are REQUIRED for all persons while on school buses. All people are required by the [CDC order](#) to wear face coverings on all public transportation

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conveyances (airports, public buses, etc.), including school buses.

- Face coverings are not required outdoors.
- “Face covering” means a paper or disposable mask, a cloth face mask, a scarf, a neck gaiter, or other face covering that: 1) covers the nose and mouth completely; 2) fits snugly against the face without gaps; 3) is secured over the nose and mouth; and 4) allows for breathing without restriction. Masks with exhalation valves or vents are not permitted. Single layer scarves and neck gaiters are not recommended.
- Consistent with CDC and MDH guidance, the School District’s face covering mandate does not apply to:
  - a. Individuals who cannot wear a mask or cannot safely wear a mask because of a disability as defined by state and federal law; or
  - b. Individuals for whom wearing a mask would create a risk to workplace health, safety, or job duty as determined by relevant workplace safety guidelines or federal regulations;
- Consistent with prior directives from the State of Minnesota:
  - a. Staff may remove masks when working alone, including when alone in an office, classroom, vehicle, cubicle with walls at least face level when social distancing is maintained, or in other enclosed work areas;
  - b. When vaccinated staff are serving students in settings where seeing a person’s lips is necessary, staff are strongly encouraged to wear a clear face mask. If they do not have access to a clear face mask, they can choose to wear a face shield and provide at least 6 feet of physical distance between themselves and the students they serve.
  - c. Staff, students, and other persons present indoors in a school setting may temporarily remove masks in the following situations:
    - i. When actively engaged in an athletic game, scrimmage, or competition subject to any rules, regulations, requirements, or guidance issued by the Minnesota State High School League for activities under its administration;
    - ii. When eating or drinking;
    - iii. During performances involving singing, acting, public speaking, or playing musical instruments that make wearing a mask difficult or impracticable; or
    - iv. In response to requests to verify an identity for lawful purposes.
- The School District will take corrective action for any violation of its Face Coverings/Mask policy. Such corrective action will be consistent with the law and regulations, School District policies and handbooks, and any relevant collective bargaining agreements.

### **Physical Distancing Mitigation Strategies**

- A minimum of three feet of physical distancing in learning spaces will be used whenever possible.
- Outdoor spaces for learning and activities will be used whenever possible.
- Cohorts of students will be used whenever possible.
- Alternative entrances and exits in order to minimize large-scale interactions.
- Visitors and volunteers will be limited.

### **Cleaning and Sanitizing**

- Hand washing and respiratory etiquette practices will be followed.
- Buildings and school buses will follow a regular sanitizing and cleaning schedule based on activities.

### **Reporting Positive Cases & Quarantines**

- Students and staff should stay home when ill or showing COVID-19 symptoms as outlined in the [MDH Decision Tree](#).
- Students and staff who test positive for COVID-19 will be quarantined following the MDH Decision Tree.
- Unvaccinated staff and students will be quarantined following the MDH Decision Tree if there is a positive COVID-19 case in their household.
- Students who are deemed close contacts within the school setting will not be quarantined if all involved students were properly wearing masks during the close contact period.

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- Families will receive notification of positive cases in their child’s classroom(s).

### Vaccinations

- While not required, it is highly recommended that all eligible staff and students who are present in school buildings be vaccinated against COVID-19.
- No individual will be excluded from in-person learning based solely upon that individual’s vaccination status.

**NOW, THEREFORE, BE IT RESOLVED**, by the School Board of Independent School District No. 832 as follows:

Section 1: The Superintendent is hereby directed to implement the following health and safety measures to open the 2021-2022 school year:

### Face Coverings/Masks

- Face coverings are REQUIRED for all people (students, staff, and visitors) while inside our school and district buildings regardless of vaccination status.
- Face coverings are REQUIRED for all persons while on school buses. All people are required by the [CDC order](#) to wear face coverings on all public transportation conveyances (airports, public buses, etc.), including school buses.
- Face coverings are not required outdoors.
- “Face covering” means a paper or disposable mask, a cloth face mask, a scarf, a neck gaiter, or other face covering that: 1) covers the nose and mouth completely; 2) fits snugly against the face without gaps; 3) is secured over the nose and mouth; and 4) allows for breathing without restriction. Masks with exhalation valves or vents are not permitted. Single layer scarves and neck gaiters are not recommended.
- Consistent with CDC and MDH guidance, the School District’s face covering mandate does not apply to:
  - a. Individuals who cannot wear a mask or cannot safely wear a mask because of a disability as defined by state and federal law; or
  - b. Individuals for whom wearing a mask would create a risk to workplace health, safety, or job duty as determined by relevant workplace safety guidelines or federal regulations;
- Consistent with prior directives from the State of Minnesota:
  - a. Staff may remove masks when working alone, including when alone in an office, classroom, vehicle, cubicle with walls at least face level when social distancing is maintained, or in other enclosed work areas;
  - b. When vaccinated staff are serving students in settings where seeing a person’s lips is necessary, staff are strongly encouraged to wear a clear face mask. If they do not have access to a clear face mask, they can choose to wear a face shield and provide at least 6 feet of physical distance between themselves and the students they serve.
  - c. Staff, students, and other persons present indoors in a school setting may temporarily remove masks in the following situations:
    - i. When actively engaged in an athletic game, scrimmage, or competition subject to any rules, regulations, requirements, or guidance issued by the Minnesota State High School League for activities under its administration;
    - ii. When eating or drinking;
    - iii. During performances involving singing, acting, public speaking, or playing musical instruments that make wearing a mask difficult or impracticable; or
    - iv. In response to requests to verify an identity for lawful purposes.
- The School District will take corrective action for any violation of its Face Coverings/Mask policy. Such corrective action will be consistent with the law and regulations, School District policies and handbooks, and any relevant collective bargaining agreements.

### Physical Distancing Mitigation Strategies

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- Cohorts of students will be used whenever possible.
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- Visitors and volunteers will be limited.

### Cleaning and Sanitizing

- Hand washing and respiratory etiquette practices will be followed.
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### Reporting Positive Cases & Quarantines

- Students and staff should stay home when ill or showing COVID-19 symptoms as outlined in the [MDH Decision Tree](#).
- Students and staff who test positive for COVID-19 will be quarantined following the MDH Decision Tree.
- Unvaccinated staff and students will be quarantined following the MDH Decision Tree if there is a positive COVID-19 case in their household.
- Students who are deemed close contacts within the school setting will not be quarantined if all involved students were properly wearing masks during the close contact period.
- Families will receive notification of positive cases in their child's classroom(s).

### Vaccinations

- While not required, it is highly recommended that all eligible staff and students who are present in school buildings be vaccinated against COVID-19.
- No individual will be excluded from in-person learning based solely upon that individual's vaccination status.

Section 2: The Superintendent is hereby authorized, after consultation with the School Board Chair and notification to the School Board, to select and implement different health and safety measures for the School District or any specific school buildings without School Board action if the Superintendent reasonably believes that prompt implementation of different health and safety measures is necessary, and that constraints of time and public health considerations render it impractical to hold a School Board meeting to approve the implementation. The health and safety measures selected and implemented by the Superintendent shall continue in effect unless and until the School Board, in consultation with the Superintendent and appropriate school district staff and public health officials, deems it in the best interest of the School District and its students to implement different health and safety measures.

Section 3: The Superintendent monitors district and community data and regularly consults with local public health. The Superintendent will provide regular updates to the School Board. The School Board will regularly review and consider local and community data and the School District's efforts to implement COVID-19 related educational and public health guidance issued by the MDE and the MDH, respectively.

Vosooney moved, McGraw seconded. Roll Call Vote: Donovan-Aye, McGraw- Aye, Payne- Aye, Reagan-Aye, Stout-Aye, Vosooney- Aye.  
Carried 6-0

## C. Approval of Resolution Relating to 2021-2022 Open Enrollment

Superintendent Barbara Duffrin recommended to close grade levels K-5 and 7-12.

### RESOLUTION RELATING TO 2021-22 OPEN ENROLLMENT (CLOSING SOME GRADES)

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WHEREAS the State of Minnesota has established an enrollment options program permitting students to attend nonresident districts (Minnesota Statutes §124D.03), and

WHEREAS the State of Minnesota has also established criteria for school districts to approve or deny open enrollment applications based upon capacity of a program, excluding special education services; class, or school building (Minnesota Statutes § 124D.03 Subdivision 6), and

WHEREAS the school board seeks to maintain continuity of programs, curriculum, and services through consistent student enrollment and recognizes that sufficient student enrollment ensures high quality course offerings for resident students as well as students enrolling under the enrollment options program, and

BE IT THEREFORE RESOLVED that the superintendent be authorized to approve children who have a sibling(s) that currently attend(s) and children of employees as per Minnesota Statutes §124D.03 Subdivision 5a. where grade capacity and class size permits additional student enrollment, and

BE IT FURTHER RESOLVED that the School Board is directing the administration to use open enrollment to be fiscally responsible and efficient in the areas of staffing, use of space and configurations, with the following goals:

- The goal for elementary schools is to have class sizes below the Metropolitan Educational Cooperative Service Unit (ECSU) average.
- The goal for the middle school is to adhere to the middle school model.
- The goal for the high school is to follow the recommendations of the right size study of approximately 1200 students, and

BE IT THEREFORE RESOLVED that open enrollment be closed in grades K-5, and 7-12 for the 2021-22 school year.

McGraw Moved, Reagan seconded. Carried 6-0.

## 11. SCHOOL BOARD COMMITTEE REPORTS

### A. Association of Metropolitan School Districts (AMSD) Board

Tony Vosooney, School Board Director, reported the AMSD Hybrid Meeting this last month was to say goodbye to outgoing and newer members. Received update from the Special Session and update from the Minnesota State learning survey that captured experience from educators, families and students. Key takeaways, students did learn last year, supporting adult health, desire for in-person learning and technology was not an issue except at local levels. Update on the Cruz-Guzman case that led into the Reimagine Minnesota work.

### B. Mahtomedi Area Educational Foundation (MAEF)

School Board Vice Chair/Clerk Julie McGraw reported that she was unable to attend the last meeting but Vosooney did attend on her behalf. Vosooney reported that the date for Legacy Night is April 2, 2022 at Inwood Oaks.

### C. Minnesota School Boards Association (MSBA) Legislative Liaison



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School Board Chair Lucy Payne reported that Advocacy Tour will be via Zoom and is on the calendar. Denise Dittrich is still interested in the board advocating the Instructional Hour piece and asked if we wanted to draft another resolution that aligns with our strategic plan. Vosooney said he would assist in the drafting of another resolution. Julie McGraw expressed a resolution to put forward about the hockey program. MSBA delegates assembly have been selected; Donovan and Payne were selected and Vosooney was put on as an alternate.

### D. Northeast Metro 916 Board

Kevin Donovan, School Board Director, reported no new updates but has been sending updates through the Assistant to the Superintendent.

## 12. CLOSE MEETING

Stout moved, Donovan seconded. Approval to close meeting. Roll call vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0. Meeting closed at 8:35.

A. Discussion of Labor Negotiations or developments in a closed session, pursuant to Minn. Stat. § 13D.03- Teacher Contract Negotiations

## 13. OPEN MEETING

Vosooney moved, Reagan seconded, approval to open meeting. Roll call vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0. Meeting opened at 9:26

## 14. ADJOURNMENT

Vosooney moved, Regan seconded, adjournment. Roll call vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0. Meeting adjourned at 9:27.

## 15. CONSENT AGENDA ITEMS (Items Approved Under #5)

A. Approval of Minutes

1. July 8, 2021- Regular Meeting

B. Approval of Treasure's Report

C. Approval to Pay Bills

1. AP Check Register- Check No. 406969 to 407000 and 9800011281 to 9800011294

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### D. Approval of Wire Transfer Transactions

### E. Personnel

#### 1. Approval of Contracts and Work Agreements

- a. McGuinness Berriman - Lunch/Recess Paraprofessional - O.H. Anderson Elementary School - (9/7/2021)
- b. Taryn Bolea - Math Teacher (.9 FTE) - Mahtomedi Middle School (8/31/21)
- c. Emily Durenberger - Fourth Grade Teacher - LTS - O.H. Anderson Elementary (8/30/21 - 10/15/21)
- d. Brittnee Felix - Physical Education (.5 FTE) - Mahtomedi Middle School (8/30/2021)
- e. Jenna Glasow - Special Education Paraprofessional - Wildwood Elementary (9/7/2021)
- f. Jose Guillen - Custodian - O.H. Anderson Elementary (8/02/2021)
- g. Kris Hedstrand - Building RN - Wildwood Elementary School (9/7/2021)
- h. Luke Jochum - Custodian - Mahtomedi High School (7/15/2021)
- i. William Kornbaum - Social Studies Teacher - Mahtomedi Middle School (8/30/2021)
- j. Kelsey LaValle - Lunch/Recess Paraprofessional - Wildwood Elementary School (9/7/2021)
- k. Leslie Lovas - Administrative Assistant to Superintendent - District Office (08/16/2021)
- l. Elisabeth McCabe - Grade 5 Teacher - LTS - O.H. Anderson Elementary (8/30/2021)
- m. Kelly McKusick - Special Education Teacher - Mahtomedi Middle School (8/30/2021)
- n. Anna Miller - Science Teacher - Mahtomedi Middle School (8/30/2021)
- o. Marshall Murphy - Grade 2 Teacher - Wildwood Elementary School (8/30/2021)
- p. Daniel O'Brien - Custodian - Mahtomedi High School (8/12/2021)
- q. Leif Olson - Special Education Paraprofessional - Mahtomedi High School (9/7/2021)
- r. Rona Pasch - Preschool Associate - Community Education (8/26/2021)
- s. Tara Struve - FACS Teacher - Mahtomedi Middle School (8/30/2021)
- t. Laura Ward - Gifted and Talented Coordinator - District Wide (8/30/2021)
- u. Diana Wright - Adult/Secondary Enrichment Coordinator - Community Education (8/23/2021)

#### 2. Approval of Resignations/Retirements

- a. Lonnie Bohnen - Media Paraprofessional - Mahtomedi High

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School

(06/10/2021)

b. Bridget Dahlberg - Preschool Teacher - Community Education

(6/10/2021)

c. Christine Ficcadenti - Special Education Paraprofessional -  
Wildwood Elementary (6/10/2021)

d. Christine McKee - Instructional Paraprofessional - Mahtomedi  
Middle School (6/10/2021)

e. Susan Van Dale - Custodian - Mahtomedi Middle School  
(9/01/2021)

f. Jean Woodard - Special Education Paraprofessional - Mahtomedi  
High School (8/20/2021)

3. Approval of Terminations

a. Elizabeth Palvere - SPED Paraprofessional - O.H. Anderson  
Elementary (6/10/2021)

b. Amie Walden - Health Paraprofessional - Mahtomedi High School  
(6/10/2021)

F. Approval of the Annual Resolution Establishing Combined Polling  
Places for Multiple Precincts for School District Elections not held on the  
Day of a Statewide Election

\_\_\_\_\_, CLERK