

Minutes of Regular Meeting

The Board of Education Mahtomedi Public Schools

A **Regular Meeting** of the Board of Education of Mahtomedi Public Schools was held **Thursday, November 12, 2020**, beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room, 1520 Mahtomedi Avenue, Mahtomedi, Minnesota 55115

1. PUBLIC COMMENT

School Board Chair Lucy Payne shared a summary of over 100 emails sent to the school board since October 22, which included community members perspectives, additional resources, and ideas on face to face, hybrid and distance learning. Community members shared concerns about safety, wellness, mental health, academic learning, teacher health, and the future of our students. The board also received emails regarding athletics, the open board seat applicants, and the high school student/staff work on anti-racism education.

2. CALL TO ORDER

Due to the declared health pandemic and declared state of emergency, this school board meeting was held by conference call or interactive technology in accordance with Minnesota State Statute 13D.021. This meeting was live streamed and recorded.

Meeting called to order at 7:08 p.m. by Chair Lucy Payne.

3. ROLL CALL OF ATTENDANCE

Present: Kevin Donovan; Julie McGraw; Lucy Payne; Judy Schwartz (exited 7:37 p.m.); Stacey Stout; Superintendent Barbara Duffrin, ex-officio and Ismail Bah, school board student representative.

4. APPROVAL OF THE AGENDA

McGraw moved, Schwartz seconded, approval of agenda. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Stout-Aye, Schwartz-Aye. Carried 5-0.

5. APPROVAL OF THE CONSENT AGENDA - See #13 for Consent Agenda Items

Donovan moved, McGraw seconded, approval of the actions recommended on the consent agenda. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Stout-Aye, Schwartz-Aye. Carried 5-0.

6. PRESENTATIONS/RECOGNITION

A. Student/Staff/Community Recognition

1. School Board - Mike Chevalier

Superintendent Barbara Duffrin virtually presented Mike Chevalier with an engraved school bell for his six years of service on the Mahtomedi School Board. Duffrin and school board members thanked Chevalier for the perspective and enthusiasm he brought to the board and for all of his work to support the district's students, staff and community.

B. A Device for Every Learner

Patrick Crothers, Technology Coordinator, updated school board members on the Device for Every Learner Program. The purpose of the program is to deliver an equitable connection to teaching and learning by providing common devices, technology tools and support to all students/staff. The district has provided 605 iPads, 1,860 Chromebooks and 60 Hotspots to students/staff. The Technology Department along with the Media Specialists have responded to 110 student online help form requests and 955 staff help desk requests since September 1. Families and students were surveyed regarding their experience under their current learning model. Results showed over 90% of students are confident users of Chromebooks/iPads and with Google Classroom or Seesaw. Staff results showed high confidence in device use, growth in technology skills and Google Classroom, but felt more training and exploration time is needed. The Technology Department is creating a video library, providing more in person training and supporting growth in exploring transformational technology skills. Next steps include a district-wide learning management system, inventory management, a system for evaluating online resources and a future Capital Projects Levy for Technology.

C. Zephyr Wellness

Tony Pierce, Director of Student Support Services, updated school board members on the Zephyr Wellness Program, which has and will be offering "Community Conversations" with presentations from experts on various wellness topics. Advanced Trauma Consulting is providing free debriefing sessions for staff with, along with a Mahtomedi Middle School training: "Resilience and Self-Care in a Pandemic." North Homes Children and Family Services is providing collocated mental health support/therapy for preschool through Grade 12 students, along with district staff. Funding assistance is provided if needed by the Mahtomedi Educational Foundation (MAEF) and The Greater White Bear Lake Community Foundation. A fall survey of students and staff revealed 88% of middle school students and 71% of high school students feel they have the resources and support they need for their mental wellness, while only 56% of staff feel they do. Pierce stated the district is seeking feedback to identify the causes of stress and responding by making adjustments and building a system of structured daily supports. The district will also provide in-person learning opportunities for

high need special education students and other students who require academic or social/emotional support and intervention during Distance Learning 2.0.

7. REPORT FROM STUDENT REPRESENTATIVE

- A. Ismail Bah, Student Representative, reported on the following events at Mahtomedi Schools: the November online Scholastic Book Fair at Wildwood Elementary, O.H. Anderson Elementary and Mahtomedi Middle School; O.H.A. Turkey Bingo; Middle School Pajamas and Movie Day; Mahtomedi High School Student Leadership Council (SLC) Trick or Can Food Fundraiser, The SLC Anti-racism Committee's "This is Us Week" with the focus on LGBTQ Community, Sock Drive for the Harriett Tubman Center and the SLC Chipotle Restaurant fundraiser on November 30.

8. DISCUSSION/INFORMATION ITEMS

A. Board Member Calendar

The Board Member Calendar was reviewed.

B. Learning Model Surveys and Action Steps

Superintendent Barbara Duffrin, reported staff, students and families were surveyed in October on their experience under their current learning model. Each building used the data to recognize their strengths, areas for operational improvement and needed professional development. Scott Briske, Wildwood Elementary Principal, reported their strengths related to student understanding of the schedule, COVID-19 Health & Safety protocols, student and teacher relationships, technology and engagement. The areas for operational improvement included distance learning student relationships/engagement and increased staff technology training and support. Susan Prather, O.H. Anderson Elementary Principal, reported their strengths of five days of continuous learning with four in-person days, COVID-19 Health & Safety protocols, positive relationships with teachers and peers, creating independent learners and technology. The areas for operational improvement included more structure/engagement on home learning days, more support and social opportunities for struggling distance learning students, increase participation in specialist classes, increase rigor and differentiation and more communication/feedback. Mike Neubeck, Mahtomedi Middle School Principal, reported their strengths related to relationships and social emotional growth, technology, schedule structure and health and safety. The areas for operational improvement included more peer interaction, increased instructional rigor and engagement, more time for intervention/support, the week on/off class schedule, the 90-minute classes, clear expectations for Friday's schedule and more communication on how students are doing. Justin Hahn, Mahtomedi High School Principal, reported their strengths related to health and safety, technology, structure and connection/relationships between students and

staff. The areas for operational improvement included more academic support, staff technology training, the week on/off class schedule, the 90-minute classes, and clear expectations for Friday's schedule. Each principal discussed plans to improve the areas of concern and ongoing professional development for staff.

C. Safe Learning Plan Update

Superintendent Barbara Duffrin updated school board members on the rising COVID-19 case numbers released weekly by the MN Department of Health (MDE). The 14-day case rate per 10,000 residents in Washington County for October 11-14 was 39.30 and for October 18-24 was 59.57, (this count does not include the correctional facility case numbers in the county). The guidance from the MDH is to go to all Distance Learning for all students when case numbers are 50 or more. The current number of students and staff that have tested positive is 36, with 93 students and 14 staff quarantined due to close contact or a positive test. The district has a COVID-19 Dashboard that is updated each Friday on its website. Nicole Flesner, Human Resource Supervisor, reported an increase in staff close contacts requiring quarantines and there is a limited substitute teacher pool. Superintendent Duffrin reported on the Governor's recent executive order, which included allowing five instructional days to be used as planning days for improving a learning model or shifting to a new model. After meeting with the Regional Support Team and considering multiple indicators Duffrin wanted to let families know there may be a learning model change to distance learning for the middle school.

9. ACTION ITEMS

A. Approval of Donations/Grants Totaling \$1,446.01

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 Megan Gangl for a Staff Meal Regarding Bill Gangl's Memorial - \$250.00
2. From the Mahtomedi Parent Teacher Organization (PTO) to Wildwood Elementary Art Supplies - \$498.22
3. From the Mahtomedi Parent Teacher Organization (PTO) to O.H. Anderson Elementary Media e-Books - \$697.79

Donovan moved, McGraw seconded, approval of donations/grants totaling \$1,446.01. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Stout-Aye Carried 4-0.

B. Approval of the Date to Interview School Board Candidates to Fill the School Board Vacancy

The school board agreed to interview five finalists on November 19 at 5:30 p.m. McGraw moved, Stout seconded, approval of the date to interview school board candidates to fill the school board vacancy. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Stout-Aye Carried 4-0.

C. Approval of Resolutions Canvassing Returns of Votes of the School District General Election and Authorizing Issuance of Certificates of Election and Directing School District Clerk to Perform Other Election Duties

Payne moved, Stout seconded, approval of resolutions canvassing the returns of votes of the school district general election and authorizing issuance of Certificates of Election and directing school district clerk to perform other election duties. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Stout-Aye Carried 4-0.

D. Approval of Policies

Payne moved, Donovan seconded, approval of Policies: Policy 413 - Harassment and Violence, Policy 422 - Policies Incorporated by Reference and Policy 522 - Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Stout-Aye Carried 4-0.

10. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

School Board Vice Chair/Clerk Julie McGraw reported the last meeting included a review of the election results, with many school districts' referendums not passing. AMSD's legislative platform includes a hold harmless agreement to stabilize funding for schools by using last year's enrollment numbers. AMSD's Legislative Preview will be held on January 8.

B. Mahtomedi Area Educational Foundation (MAEF)

Kevin Donovan, School Board Director, reported the MAEF Fall Fund Drive is underway.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Chair Lucy Payne reported all of the school board members were part of the Governor's call. The next Greater MN Coffee and Conversation meeting will be held on November 20 and the MSBA Leadership Conference will be held virtually on January 14, 21 and 28.

D. Northeast Metro 916 Board

Regular Meeting Minutes –
Thursday, November 12, 2020

School Board Director Kevin Donovan reported Bellaire Education Center has been temporarily closed due to the COVID-19 spread. Three search firms submitted Request for Proposals to find a new superintendent. Donovan is on the Superintendent Search Task Force.

E. School Board Subcommittee Reports – None.

F. Other Items/Reports

School Board Treasurer Stacey Stout reported on the last PTO meeting. The Fun Run Fundraiser raised \$28,000; the upcoming Scholastic Book Fair will be held virtually; Strategic Games Video Series will be sent to families; and the Art Adventures will hold a Photo Contest.

School Board Treasurer Stacey Stout reported Community Education is still hosting activities and the Winter/Spring Brochure will be out Mid- December.

School Board Chair Lucy Payne reported on the District Curriculum Advisory Meeting. Roles and responsibilities were reviewed, along with the World's Best Workforce Plan. Career and Technical Course development and proposed new courses in theater and foods were discussed.

11. SUPERINTENDENT'S REPORT

Superintendent Barbara Duffrin announced the names of 11 student athletes that have signed letters of intent to play sports at the collegiate level. Duffrin also reported that Wildwood Elementary students and staff created a Veteran's Day connection wall to honor and share a story/picture of veterans in their families.

12. ADJOURNMENT

McGraw moved, Stout seconded, adjournment, Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Stout-Aye. Carried 4-0. Meeting adjourned at 10:18 p.m.

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

A. APPROVAL OF MINUTES

1. October 22, 2020 - Regular Meeting
2. November 2, 2020 - Special Meeting

B. Approval of Treasurer's Report

C. Approval to Pay Bills

Regular Meeting Minutes –
Thursday, November 12, 2020

1. AP Check Register - Check No. 409272 to 409582 and 9800011757 to 9800011811

D. Approval of Wire Transfer Transactions

E. Personnel

1. Approval of Leave of Absence
 - a. Joseph Nolan - Custodian - Mahtomedi Middle School (11/5/2020 - 1/13/2020)
2. Approval of Contracts and Work Agreements
 - a. Barbara Duffrin - Superintendent of Schools - District-wide (7/1/2021 -6/30/2024)

F. Approval of the Revised 2020 School Board Meeting Schedule - Addition of the November 2, 2020 Special Meeting and Removal of the Organizational Meeting on December 10, 2020

G. Approval of the Revised 2021 School Board Meeting Schedule - Moving the January Regular Meeting to January 7, 2020

JULIE MCGRAW, CLERK