

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, April 13, 2017**, beginning at 7:00 PM in the Mahtomedi District Education Center – Community Room.

1. CALL TO ORDER

Meeting called to order at 7:03 p.m. by Chair Lucy Payne.

2. ROLL CALL OF ATTENDANCE

Present: Mike Chevalier; Kevin Donovan; Julie McGraw; Lucy Payne; Judy Schwartz; Stacey Stout; Superintendent Mark Larson, ex officio and Student Representative Audrey Anfang.

3. APPROVAL OF THE AGENDA

Payne moved to amend the agenda by adding date of the special meeting to the end of the agenda. Stout seconded. Carried 6-0. Schwartz moved, Donovan seconded, approval of the agenda. Carried 6-0.

4. APPROVAL OF THE CONSENT AGENDA - See #14 for Consent Agenda Items

School Board Chair Lucy Payne noted the \$18,864.91 in donations and expressed the school board/district's formal thank you. Schwartz moved, Stout seconded, approval of the actions recommended on the consent agenda. Carried 6-0.

A. 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 Tim Lundgren Inc. to Mahtomedi Archery Team - \$300.00
2. From Jeffrey & Mary Hughes to Mahtomedi Archery Team - \$100.00
3. From Carole Trucking Inc. to Mahtomedi Archery Team - \$200.00
4. From Veterans Truck & Trailer Services to Mahtomedi Archery Team - \$500.00
5. From Carlson Building Maintenance to Mahtomedi Archery Team - \$250.00
6. From Various Cash Donations to Seussical Jr. Mahtomedi Middle School

Play Concessions - \$624.12

7. From Wells Fargo Matching Gifts to Mahtomedi Middle School Student Needs - \$60.00
8. From Wells Fargo - Matching Gifts to Wildwood Elementary Student Needs - \$105.00
9. From Saint Paul Foundation to Mahtomedi High School Girls' Soccer - \$5,000.00
10. From Mahtomedi Education Association to Mahtomedi High School Celebration of Excellence - \$500.00
11. From Susan Morton Moor Clark to Mahtomedi High School Celebration of Excellence - \$50.00
12. From Newton & Alice Smith to Mahtomedi High School Celebration of Excellence - \$130.00
13. From Jethro's Enterprises Inc. to Mahtomedi High School Celebration of Excellence - \$50.00
14. From Steven & Karen Wolgamot to Mahtomedi High School Celebration of Excellence - \$500.00
15. From Mahtomedi Area Educational Foundation to Mahtomedi High School Celebration of Excellence - \$500.00
16. From Rogosheske, Rogosheske & Atkins, PLLC to Mahtomedi High School celebration of Excellence - \$100.00
17. From S.E. Weddell to Mahtomedi High School Celebration of Excellence - \$130.00
18. From W.W. Liquor Inc. to Mahtomedi High School Celebration of Excellence - \$250.00
19. From Janice & Dale Johnson to Mahtomedi High School Celebration of Excellence - \$500.00
20. From John Belisle to Mahtomedi High School Celebration of Excellence - \$250.00
21. From Mahtomedi PTO to Wildwood Elementary Literacy Library - \$4,929.71
22. From Mahtomedi PTO to Wildwood Elementary Literacy Library Binders & Bins - \$3,563.43
23. From Mahtomedi PTO to Wildwood Elementary Smartboard Bulbs - \$272.65

5. PRESENTATIONS/RECOGNITION

A. Student/Staff/Community Recognition

The following students were recognized by the school board and administration:

- Mathcounts State Competition - Rahul Nath
- National Geography Bee (State Level) Qualifier - Nicolas Lorentz
- Lego League Robotics State Tournament - First Place TechnoZephs: Bennett Anderson, Razy Gantriis, Sam Kalkman, Zach Larson and Connor Zemke. Not Present: Grant Cegielski,
- Health Occupations Student Association National Competition in EMT & First Aid/CPR Events Qualifier - Mitch Bradley
- Mahtomedi High School Boys' Hockey Team: Dallas Duckson. Not Present: Sam Ayd, Charlie Bartholomew, Tommy Broten, Josh Campbell, Nikolai Dulak, Cullen Guzzo, Colin Hagstrom, Bailey Huber, Jeff Kneale, Dylan L'Alie, Michael Miller, Collin Mireault, Joe Paradise, Aiden Pearson, Luke Posner, Zach Roberts, Noah Skillings, Hunter Solman, Connor Stoker, Matt Vannelli and Managers: Abby Ardito, Erin Hoffman, Chase Sullivan, Mara Yapello

6. PUBLIC COMMENT

None.

7. REPORT FROM STUDENT REPRESENTATIVE

School Board Student Representative Audrey Anfang reported on the following events at Mahtomedi High School: Spring Sports, Spring Play-Legally Blonde, Prom-A Walk in Central Park, ACT and MCA testing, BonafideU Day, National Honor Society's Induction Ceremony and the Student Leadership Council's officer elections for the next school year.

8. APPROVAL OF MINUTES

A. March 9, 2017 - Regular Meeting

McGraw moved, Donovan seconded, approval of the minutes from the March 9, 2017, regular school board meeting. Carried 6-0.

B. March 23, 2017 - Study Session

Payne moved to amend the minutes by adding the language "the school board requested an implementation plan" to Discussion Item 4.B. Stout seconded. Carried 6-0. McGraw moved, Donovan seconded, approval of the minutes from the March 23, 2017, school board study session. Carried 6-0.

9. DISCUSSION/INFORMATION ITEMS

A. Calendar of Events

The Calendar of Events was reviewed.

B. Mahtomedi High School Lunch and Learn Program

Kathe Nickleby, Mahtomedi High School Principal, Courtney McCormick, Mahtomedi High School Engineering Program Coordinator, Matt Huss Mahtomedi High School Social Studies Teacher and Jodie Tester, Special Education Teacher, updated the school board on the new Lunch and Learn Program which started with a pilot program first semester one day per week and has expanded to four days per week second semester. The one hour lunch period is used by students to receive academic support, reduce stress, make up work, retake tests, finish homework/individual learning, receive career and college counseling and provide opportunities for students to connect over common interests or attend club meetings. This time is also used for guest speakers and grade level meetings. McCormick stated feedback from students and staff has been positive and they are continuing to collect data to improve the program.

C. District Management Group's Initial Findings and Steps Ahead

Superintendent Mark Larson discussed with school board members the District Management Group's (DMG) study on the Mahtomedi School District's student support services to better understand how struggling students are supported and ensure students in need receive the most effective services. Larson stated DMG's initial findings identified strengths and included five recommendations for improvement of which two have been prioritized for immediate attention. The first priority is to ensure schedules provide additional instructional time for all students who struggle so they can master grade-level content. The second priority is to expand social, emotional, and behavioral supports by improving consistency, increasing direct services to students, and providing more strategies to teachers. Next steps include forming teams of administrators, teachers and support staff to implement this work and strengthen systems in time for the start of the 2017-2018 school year.

10. ACTION ITEMS

A. Approval of Annually Reviewed Policies, New Policies and Policies with MSBA Recommended Changes

Schwartz moved, Donovan seconded, approval of policies: Policy 414 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse, Policy 514 - Bullying Prohibition, Policy 522 - Student Sex Nondiscrimination, Policy 524 - Technology Acceptable Use and Safety, Policy 616 - School District System Accountability, Policy 806 - Crisis Management, Policy 220 - School Board Use of Electronic Mail, Policy 808 - Namings, Policy 401 - Equal Employment Opportunity, Policy 402 - Disability Nondiscrimination, Policy 410 - Family and Medical Leave, Policy 415 - Mandated Reporting of Maltreatment of Vulnerable

Adults, Policy 503 - Student Attendance, Policy 529 - Staff Notification of Violent Behavior by Students and Policy 707 - Transportation of Public School Students. Carried 6-0.

B. Approval of Budget Reductions

Superintendent Mark Larson reported on budget reductions and the impact on staffing and programming. Larson stated the Legislation has not provided adequate funding for schools. In FY 2017-2018 the district must generate through budget reductions, revenue increases and budgetary adjustments approximately \$1,300,000. Larson discussed staffing budget reductions, open enrollment and class sizes with school board members. The school board requested administration prepare a comprehensive package of budget reductions, increase revenue options and budget reallocations for the April 27 study session. No action will be taken until the May 11 school board meeting.

C. Personnel

1. Approval of Resolution to Terminate and Nonrenew Probationary Teaching Contracts

- a. Hagen, Michael
- b. Seckora, Jennifer

Schwartz moved, Donovan seconded, approval of Resolution to Terminate and Nonrenew the Probationary Teaching Contracts. Carried 6-0.

D. Approval of the Revised 2017-2018 School District Calendar and the 2018-2019 School District Calendar

Superintendent Mark Larson updated the school board on the recommended revisions to the district's 2017-2018 calendar: moving the Mahtomedi Middle School curriculum night to September 18, 2017 and adding ACT testing with no school for seniors on April 3, 2017. McGraw moved, Schwartz seconded, approval of the revised 2017-2018 school district calendar and the 2018-2019 school district calendar. Carried 6-0.

E. Approval of Resolution Relating to 2017-2018 Open Enrollment (Window #2)

Superintendent Mark Larson reviewed with school board members current enrollment numbers and what is being projected for the 2017-2018 school year.

Larson recommended approval of all 20 students in sixth - eighth grades; approval of 1 ninth grader with sibling preference and 10 others, leaving 24 on the waiting list; wait listing 6 tenth graders and approval of 2 eleventh graders. Payne moved, Donovan seconded, approval of the Resolution relating to the

2017-2018 Open Enrollment (Window #2) for grades 6-11. Carried 6-0. Grade 12 remains closed.

Larson recommended approval of 20 kindergarten students with sibling or employee preference, leaving 46 on the waiting list; approval of 20 first graders leaving 2 on the waiting list; approval of 14 second graders at Wildwood Elementary. Chevalier moved, Schwartz seconded, approval of the Resolution relating to the 2017-2018 Open Enrollment (Window #2) for grades K-2. Carried 6-0.

Larson recommended approval of 4 third graders, 4 fourth graders and 5 fifth graders all with sibling preference. Payne moved, McGraw seconded, wait listing all 13 third-fifth grade students with sibling preference. Failed 3-3.

Schwartz moved, Chevalier seconded, approval of the Resolution relating to the 2017-2018 Open Enrollment (Window #2) for grades 3-5. Failed 3-3.

Payne moved, Schwartz seconded, creating a 2017-2018 Open Enrollment (Window #2.5) for grades 3-5 with discussion at the April 27 study session and action at the May 11 school board meeting. Carried 6-0.

11. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

School Board Director Mike Chevalier reported on AMSD's last meeting where updates on the legislative sessions, Every Student Succeeds Act (ESSA) Implementation and the Ad Hoc Committee on Integration and Equity were presented.

B. Integration District: Educational Equity Alliance (EEA)

None.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Treasurer Kevin Donovan reported on the MSBA Day at the Capitol. Superintendent Larson and School Board Vice Chair/Clerk Julie McGraw also attended and met with six legislators promoting funding for education.

D. Northeast Metro 916 Board

School Board Director Judy Schwartz reported the April 5 Talking Points are in the packet.

E. Other Items/Reports

Mahtomedi Area Educational Foundation (MAEF) – School Board Vice Chair/Clerk Julie McGraw reported on the March 27 meeting where Legacy Night was discussed. McGraw stated last Saturday's Legacy Night was a success and Scholarship Night is May 10.

Community Education Advisory Committee – School Board Director Stacey Stout reported the next Community Luncheon will be May 3 and the Summer Community Education Brochure is available.

Mahtomedi Compensation Plan (MCP) Review on April 20th – School Board Treasurer Kevin Donovan will attend.

Parent Teacher Organization (PTO) Meeting – School Board Director Mike Chevalier reported Principal Mike Neubeck discussed student cell phone use at Mahtomedi Middle School.

District Curriculum & Assessment Advisory Meeting – School Board Chair Lucy Payne reported last year's curriculum reviews and this year's music implementations; current curriculum reviews with math research and best practices; gifted and talented review with recommended identification process and the 2017-2018 budget shortfalls were discussed.

12. SUPERINTENDENT'S REPORT

Superintendent Mark Larson reported on the following: substitute teaching for MAEF payroll deduction winners and meeting with the Gay Straight Alliance (GSA) group.

12.5 DATE OF SPECIAL MEETING

Payne moved, Schwartz seconded, to hold a special school board meeting on Tuesday, April 18, 2017 at 6:00 p.m. in the District Education Center's Board Room. Carried 6-0.

13. ADJOURNMENT

McGraw moved, Payne seconded, adjournment. Meeting adjourned at 9:20 p.m. Carried 6-0

14. CONSENT AGENDA ITEMS (Items Approved Under #4)

A. Approval of Treasurer's Report

B. Approval to Pay Bills

1. Check Register 02 - Check No. 394637 to 394975 and Check No. 80008232

to 80008348

2. Check Register 05 - Check No. 50000448 to 50000457

C. Approval of Wire Transfer Transactions

D. Approval to Designate Superintendent Mark Larson as the Identified Official with Authority to Authorize User Access to MDE Secure Websites for our Local Education Agency

This gives the Superintendent responsibility of assigning job duties to local education agency staff.

E. Approval of Student Travel Requests

1. Mahtomedi Middle School 8th Grade Trip to Washington D.C.–April 20-23, 2017

F. Personnel

1. Approval of Contracts and Work Agreements

- a. Ray Kirch - Director of Student Activities - Mahtomedi High School (2017-2018)
- b. Brian Skelly - Assistant to the Activities Director - Mahtomedi High School (3/27/2017)

2. Approval of Leaves of Absence

- a. Christina Boice-Mallach - School Psychologist - O.H. Anderson Elementary (2017-2018, .6 FTE LOA)
- b. Dee Brust - ELL Teacher - Wildwood Elementary (2017-2018, .7 FTE LOA)
- c. Elisabeth Haen - Language Arts Teacher - Mahtomedi High School (2017-2018, .2 FTE LOA)
- d. Kirstin Heagle - Science Teacher - Mahtomedi Middle School (2017-2018)
- e. Rebecca Hurd - Chemistry Teacher - Mahtomedi High School (2017-2018, .2 FTE LOA)
- f. Lorie Kaehler - Reading Teacher - O.H. Anderson Elementary (2017-2018, .3 FTE LOA)
- g. Sue Katzke - Math Teacher - Mahtomedi High School (2017-2018, .4 FTE LOA)
- h. Kim Loos - Special Education Teacher - Mahtomedi District Office (2017-2018, .9 FTE LOA)
- i. Paula Metling - Occupational Therapist - Wildwood Elementary (2017-2018)
- j. Alyssa Morgan - Math Teacher - Mahtomedi Middle School (2017-2018)
- k. Daniel Murphy - Science Teacher- Mahtomedi High School (2017-2018)
- l. Kimberly O'Connor - Data Coordinator - Mahtomedi District Office

(2017-2018)

3. Approval of Retirements

- a. Valerie Brass - Kindergarten Teacher - Wildwood Elementary (6/9/2017)
- b. Mary Jo Hei - Special Education Teacher - Mahtomedi Early Childhood Special Education (6/9/2017)
- c. Matthew Hoffman - Grade 1 Teacher - Wildwood Elementary (6/9/2017)
- d. Edie Schmidt - Grade 1 Teacher - Wildwood Elementary (6/9/2017)

JULIE MCGRAW, CLERK