

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, June 24, 2021**, beginning at 7:00 PM in the Mahtomedi District Education Center-Community Room, 1520 Mahtomedi Avenue, Mahtomedi, Minnesota 55115.

1. PUBLIC COMMENT

None.

2. CALL TO ORDER

Meeting called to order at 7:02 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

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

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

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

6. PRESENTATIONS/RECOGNITION

A. Student/Staff/Community Recognition

1. Laura Eliason, Administrative Assistant to the Superintendent

Superintendent Barbara Duffrin presented Laura Eliason, Administrative Assistant to the Superintendent, with a classic school bell and thanked her for her 20 years of service in the district. She will retire on July 31.

2. Mike Neubeck, Mahtomedi Middle School Principal

Superintendent Barbara Duffrin presented Mike Neubeck, Mahtomedi Middle School Principal, with a classic school bell and thanked him for his 11 years of

service in the district. He has accepted the role of Superintendent in the Byron School District.

3. Julie Osterbauer, Supervisor of Buildings and Grounds

Superintendent Barbara Duffrin presented Julie Osterbauer, Supervisor of Buildings and Grounds, with a classic school bell and thanked her for her 29 years of service in the district. She will retire on June 30.

4. Lynne Viker, Assistant Superintendent of Learning

Superintendent Barbara Duffrin presented Lynne Viker, Assistant Superintendent of Learning, with a classic school bell and thanked her for her 16 years of service in the district. She will retire on June 30.

7. REPORT FROM STUDENT REPRESENTATIVE

None.

8. SUPERINTENDENT'S REPORT

Superintendent Duffrin congratulated the Class of 2021, the Mahtomedi Baseball Team on their State Championship and the students that qualified to compete in National History Day. Duffrin reported summer school protocols will be posted on the district website, along with new Community Education classes.

9. DISCUSSION/INFORMATION ITEMS

A. Board Member Calendar

The Board Member Calendar was reviewed.

B. Capital Projects Levy for Technology Update

Superintendent Barbara Duffrin, Director of Finance and Operations Jeff Priess and Technology Supervisor Patrick Crothers discussed the renewal of the Capital Projects Levy for Technology with school board members. The current voter approved Technology Levy expires in November 2021. The Technology Levy revenue is based on the district's net tax capacity or property values. The percentage has not changed since 2002. The recent community, family, teacher and student surveys all rated the district's technology opportunities for students/staff as excellent or good. The majority stated the ability to use computers and other technology effectively and efficiently is absolutely essential or very important for students today. Renewal is needed to fund/sustain classroom technology tools, technology support/training for students/staff, and infrastructure and data security. One time state and federal grants, donations from MAEF and the PTO will help fund new innovative ideas and projects. A renewal means

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no tax increase. Superintendent Duffrin stated it follows part of the district's strategic plan to be responsible stewards of all our resources. The school board reiterated their commitment to excellence in innovation and fiscal responsibility. The board will vote on a resolution to renew the Capital Projects Levy for Technology at the July 8 school board meeting.

10. ACTION ITEMS

A. Approval of Donations/Grants Totaling \$2,130.00

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.

Donovan moved, Stout seconded, approval of donations/grants totaling \$2,130.00. Carried 6-0.

B. Approval of the Long Term Facilities Maintenance (LTFM) Ten Year Plan

Julie Osterbauer, Supervisor of Buildings and Grounds, requested approval of the LTFM Ten Year Expenditure Plan. Approval ensures participation in the LTFM program with estimated funding of \$1,246,475 for the 2022-2023 School Year. Donovan moved, Vosooney seconded, approval of the Long Term Facilities Maintenance Ten Year Plan. Carried 6-0.

C. Approval of the Northeast Metropolitan Intermediate School District 916 Long Term Facility Maintenance (LTFM) Budget

Jeff Priess, Director of Finance and Operations, recommended approval of the annual Northeast Metropolitan Intermediate School District 916's LTFM Budget Resolution to authorize the 916 School District levy of \$142,000, with Mahtomedi ISD 832's estimated share of \$4,596 for fiscal year 2022-2023. Vosooney moved, McGraw seconded, approval of N.E. Metropolitan Intermediate School District 916's Long Term Facility Maintenance Budget Resolution. Carried 6-0.

D. Approval of the 2021-2022 Preliminary Budget

Jeff Priess, Director of Finance and Operations, reviewed with the school board members the budget assumptions for revenues/expenditures and the preliminary 2021-2022 budget, with a General Fund unassigned fund balance of approximately 9.33%. The funds the school board will be approving and their projected June 30, 2022 fund balances are: General Fund - \$5,027,173, Food Service Fund - \$174,241, Community Education Fund - \$702,132, Debt Service Fund - \$1,142,931, Internal Service Fund - \$48,469, OPEB Trust Fund - \$465,513, with a total for all funds of \$7,561,459. The grand total preliminary budget revenues are \$58,427,023 and the grand total preliminary budget expenditures are \$58,156,525. Priess gave an update on the E-12 Omnibus Bill

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that was just approved in the 2021 Legislative Session, which includes a FY22 basic formula increase of 2.45% and a FY23 basic formula increase of 2%. One time English Learners Cross-Subsidy Reduction Aid of \$4000 and Special Education Cross-Subsidy Reduction Aid of \$10,425. Final legislative funding authority will follow as part of the revised budget. Vossooney moved, McGraw seconded, approval of the 2021-2022 Preliminary Budget. Carried 6-0.

E. Approval of the Resolution Calling a Special Election to Fill a School Board Vacancy

Donovan moved, Reagan seconded approval of the resolution calling a special election to fill a school board vacancy. Carried 6-0.

F. Approval of the Resolution Establishing Dates for the Affidavits of Candidacy

McGraw moved, Reagan seconded approval of the resolution establishing dates for filing affidavits of candidacy. Carried 6-0.

G. Approval of the 2022-2023 School District Calendar

Superintendent Barbara Duffrin discussed the 2022-2023 School District Calendar with school board members. Stout moved, McGraw seconded approval of the 2022-2023 School District Calendar. Carried 6-0.

11. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

None.

B. Mahtomedi Area Educational Foundation (MAEF)

None.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Chair Lucy Payne reported the legislature did not pass the language regarding instructional hours, but the work regarding changing the statute language did raise awareness. The instructional hour language will remain part of the MSBA platform. Payne recommended board members consider submitting a resolution to MSBA again in the fall.

D. Northeast Metro 916 Board

None.

E. School Board Subcommittee Reports

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School Board Treasurer Tony Vosooney reported on the June 10 Facilities and Finance Committee meeting. Julie Osterbauer, Supervisor of Buildings and Grounds, reported on the LTFM ten year plan. This year St. Andrew's Church is redoing the road between the church and the high school, all district parking lots will be seal coated, and the Solar Agreement has saved the district over \$40,000. Jeff Priess, Director of Finance and Operations, reported on the 2021-2022 Preliminary Budget included the budget planning assumptions, the general fund history and the budget development process.

F. Other Items/Reports

School Board Director Kelly Reagan reported on the last Minnesota State High School League (MSHSL) meeting, which included a financial update. The MSHSL Board budgeted for 5.2 million, but expenditures were actually 7.2 million. Due to the COVID-19 Pandemic it was a difficult year, with many fall state tournaments cancelled. A Finance Advisory Committee made up of ten member districts was formed to develop a sustainable financial model. Initially fees may increase, but the goal is to reduce fees to \$160 per student per activity.

12. ADJOURNMENT

Reagan moved, Vosooney seconded, adjournment. Carried 6-0. Meeting adjourned at 8:49 p.m.

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

A. APPROVAL OF MINUTES

1. May 27, 2021 - Regular Meeting
2. June 10, 2021 - Study Session

B. Approval of Treasurer's Report

C. Approval to Pay Bills

1. AP Check Register - Check No. 411025 to 411281 and 9800012145 to 9800012200

D. Approval of Wire Transfer Transactions

E. Personnel

1. Approval of Contracts and Work Agreements

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- a. Adam Gemuenden - Facilities and Maintenance Manager - District-wide (7-1-2021)
- b. Kiana Johnson - Physics (LTS) - Mahtomedi High School (5/1/2021 – 6/11/2021)
- c. Jason Miller - Principal - Mahtomedi Middle School (7/1/2021)

2. Approval of Resignations/Retirements

- a. Laura Eliason - Administrative Assistant to the Superintendent - Mahtomedi District Office (7/31/2021)
- b. Elizabeth Kratzke - French Teacher - Mahtomedi High School (6/11/2021)
- c. Renee Vadnais - Registered Nurse - Wildwood Elementary School (6/10/2021)

3. Approval of Terminated Contracts

- a. Jody Minke - Special Education Paraprofessional - Wildwood Elementary School (6/10/2021)
- b. Andrew Werkhoven - Night Lead Custodian - Mahtomedi High School (6/3/2021)

F. Approval of the Revised 2021-2022 School District Calendar

G. Approval of the 2021-2022 Mahtomedi Public Schools Student and Family Handbook

H. Approval of the 2021-2022 Resolution for Membership in the Minnesota State High School League

JULIE MCGRAW, CLERK