

# Minutes of Regular Meeting

## The Board of Education Mahtomedi Public Schools

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A **Regular** meeting of the Board of Education of Mahtomedi Public Schools was held **Thursday, April 14, 2016**, beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room.

### 1. CALL TO ORDER

Meeting called to order at 7:00 p.m. by Chair Lucy Payne.

### 2. ROLL CALL OF ATTENDANCE

Present: Kevin Donovan; Julie McGraw; Lucy Payne; Judy Schwartz; Superintendent Mark Larson, ex officio and Student Representative Acadia Hegedus. Absent: Mike Chevalier and Mary Jo Deters.

### 3. APPROVAL OF THE AGENDA

Schwartz moved, Donovan seconded, approval of the agenda. Carried 4-0.

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

School Board Chair Lucy Payne noted the \$11,304.93 in donations and expressed the school board/district's formal thank you. Donovan moved, McGraw seconded, approval of the actions recommended on the consent agenda. Carried 4-0.

### 5. PRESENTATIONS/RECOGNITION

#### A. Student/Staff/Community Recognition

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

- National Honor Society Community Thread Award Recipients:  
Kelsey Halverson, Elizabeth Ward and Eric Kvasnicka
- Mahtomedi High School Robotics Team Members: Kyle Bissionette, Nathan Haugen, Ben Dohmeier, Jack Kalkman, Paxton Berger, Kyle Larson, Gavin Zemke, Melvin Coleman. Not Present: Jonah Northwood, Josh Nordling, Wyndham John, Thomas Zellmer, Tyler Doering, Austin Holweger, Ethan Wilke, Thomas Atkins, Ryan Doering, Dylan Kitt and

Adam Vlieger.

- Chick Evans Caddie Scholarship Recipient: Kyle Hinseth
- Minnesota State High School League AAA Award - Berit Thorson and Eric Kvasnicka

#### B. Mahtomedi Area Educational Foundation

Jen Ruhland, MAEF Operations Director and Mike Connolly, MAEF Vice President, updated the school board on the disbursement of over \$114,000 in teacher grants and area sponsorships with an additional \$50,000 in student scholarships to be presented to 39 Mahtomedi High School Students at the May 11, 2016 Scholarship Night. Connolly reported 440 teachers, staff and community members attend the MAEF's Legacy Night fundraiser on April 9, 2016 raising \$225,000.

#### C. Community Education Overview

Cathy Wyland, Mahtomedi Area Community Education Director, presented an update to the school board on the Mahtomedi Area Community Education 2015-2016 goals which include: developing a community education team, reviving community lunches, reestablishing some community ties/projects, improved data collection/evaluations and expanding opportunities for families in early childhood. One new community event this year was the sweetheart dance for preschool – second grade with 190 attendees and the Tree of Life project raised \$10,000 for the Mahtomedi Area Food Shelf.

#### D. 9th Grade Science Curriculum Changes -New Robomatter Engineering Addition

Hans Harlane, Mahtomedi High School Science Teacher, presented to the school board on the new VEX Robotics curriculum used in the ninth grade Science and Engineering course, where students learn Robot C programming language to build and program robots. Harlane explained students in Mahtomedi elementary and middle schools are exposed to engineering and coding, so curriculum at the high school level is becoming more advanced.

#### E. New Mahtomedi High School Physical Education Class Women and Weights/SpinBikes

Deb Driscoll, Mahtomedi High School Physical Education Teacher, presented to the school board on the new Fitness for Life course, which focuses on life time fitness activities vs. team sports. The course includes, spin bike exercise routines, weight lifting, step aerobics and yoga. Several of the spin bikes are kept in the weight room and utilized by other classes. There is also a weight lifting course just for female students.

F. College and Career Readiness Update  
New Minnesota Career Information Center (MCIC)

Jennina Boskovich, Mahtomedi Middle School Counselor and Ellen Cole, Mahtomedi High School College and Career Counselor presented to the school board on the Minnesota Career Information System (MCIS) from the Minnesota Department of Education to help students complete a career cluster inventory, an IDEAS interest survey, a course planner, a postsecondary school sort and financial aid sort. Students start exploring the MCIS in grade 7 and continue using the computer system each school year through grade 12 to prepare them for their postsecondary school choices with direct links to scholarship/grant applications.

POINT OF INFORMATION

Kathe Nickleby, Mahtomedi High School Principal, introduced to the school board the district's new resource officer: Washington County Deputy Sheriff Justin McDonough. Officer McDonough has been visiting classrooms getting to know students and staff.

6. PUBLIC COMMENT

Visitors attending the meeting who wish to address the school board on any issue that is on the agenda may do so at this time. Please refer to the last page for the procedure that has been established for public comments.

None.

7. REPORT FROM STUDENT REPRESENTATIVE

School Board Student Representative Acadia Hegedus reported on the following events at Mahtomedi High School: spring sports, the robotics tournament, National Honor Society's Induction Ceremony, the Student Leadership Council's food drive, Spring Parents' Night Out, Eco Club's upcoming Zero Impact Week to reduce our carbon foot print and ACT testing.

8. APPROVAL OF MINUTES

A. March 10, 2016 - Regular Meeting

Donovan moved, Schwartz seconded, approval of the minutes from the March 10, 2016, regular school board meeting. Carried 4-0.

B. March 24, 2016 - Study Session

Schwartz moved, Donovan seconded, approval of the minutes from the March 24, 2016, school board study session with one amendment on Discussion Item #4.C

Activities Update – Activities Director updated the school board on the current protocols used to handle student and parent complaints changed to: he will present at a future meeting on a process to respond to student/parent complaints. Carried 4-0.

## 9. DISCUSSION/INFORMATION ITEMS

### A. Calendar of Events

Chair Lucy Payne reviewed the calendar of events.

### B. First Reading of Policies #613 and #715

#### 1. Policy 613 - Graduation Requirements

Policy 613 – Graduation Requirements. Superintendent Mark Larson reviewed changes in the graduation requirements policy which clarify and align with the Minnesota graduation requirements in terms of Science and Social Studies requirements.

#### 2. Policy 715 - Food Service Student Account Management

Policy 715 – Food Service Student Account Management is a new policy that clarifies the procedures for notifying families when the lunch account becomes low. The school board recommended removing the procedures from the policy.

### C. Second Reading of Annually Reviewed Policies and Policies #210, #509, #604 and #714

The following policies were brought for a second reading: 410-Family and Medical Leave, 413-Harassment and Violence, 414-Mandated Reporting of Child Neglect or Physical or Sexual Abuse, 415-Mandated Reporting of Maltreatment of Vulnerable Adults, 506-Student Discipline, 514-Bullying Prohibition, 522-Student Sex Nondiscrimination, 524-Technology Acceptable Use and Safety, 616-School District System Accountability, 806-Crisis Management, 210-Conflict of Interest, 509-Enrollment of Nonresident Students, 517-Fund Balance, 604-Instructional Curriculum. Superintendent Mark Larson noted no changes from the first reading.

## 10. ACTION ITEMS

### A. Approval of the Abatement Bond Set Sale Resolution

Superintendent Mark Larson explained the purpose of the bonds are to pay for of the costs of parking lot and ancillary surface improvement projects consisting of the removal and replacement of parking lot surfaces, curbs, gutters, sidewalks and exterior lighting at the Mahtomedi Middle School, Mahtomedi High School, O.H.

Anderson Elementary and the District Education Center. Dr. Larson recommended approval of the \$8,155,000 Abatement Bond Set Sale Resolution. Donovan moved, Schwartz seconded, approval of Abatement Bond Set Sale Resolution Carried 4-0.

B. Approval of the 2016 Mahtomedi School Pavement Reconstruction Advertisement for Bids

Superintendent Larson recommended approval to advertise for sealed bids in the White Bear Press and the District Website starting on April 20, 2016 with bid openings at 2:00 p.m. on May 4, 2016 at the Mahtomedi District Education Center. Schwartz moved, McGraw seconded Approval of the 2016 Mahtomedi School Pavement Reconstruction Advertisement for Bids. Carried 4-0.

C. Personnel

1. Recommendation to Approve Contract Status for Licensed Personnel Moving from Probationary Status to Continuing Contract Status for the 2016-2017 School Year

- a. Erlenborn, Elizabeth
- b. Garrels, Chad
- c. Halsten, Chad
- d. Holmquist, Abigail
- e. Loch, Nicole
- f. McCabe, Pamela
- g. Moore, Tiffany (1.0 FTE - ASL)
- h. Morgan, Alyssa
- i. Rolling, Julie

Schwartz moved, McGraw seconded approval of contract status for licensed personnel moving from probationary status to continuing contract status for the 2016-2017 school year. Carried 4-0.

2. Recommendation to Approve Employment for Licensed Personnel Who will Continue to be on Probationary Status for the 2016-2017 School Year

- a. Anderson, Rebecca (.8 FTE)
- b. Boskovich, Jennina
- c. Cole, Ellen
- d. Freemyer, Katherine

- e. Giuliani, Lisa
- f. Harelstad, Laura
- g. Harlane, Hans
- h. Horihan, Beth
- i. Johnson, Bethany
- j. Joson, Kelsey
- k. Kizaur, Daniel
- l. Sansgaard, Jeff (.9 FTE)
- m. Stellmach, Maija
- n. Tantt, Jennifer
- o. Walker, Dawn
- p. Weber, Brittini
- q. Wilke, Kelly

McGraw moved, Donovan seconded, approval of employment for licensed personnel who will continue to be on probationary status for the 2016-2017 school year. Carried 4-0.

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

- a. Donohoe, David

Schwartz moved, Donovan seconded, approval of Resolution to Terminate and Nonrenew the Probationary Teaching Contract of David Donohoe. Carried 4-0.

- b. McCormick, Courtney (.2 FTE)

Schwartz moved, Donovan seconded, approval of Resolution to Terminate and Nonrenew the Probationary Teaching Contract of Courtney McCormick. Carried 4-0.

- c. Rebceovich, Phillip

Schwartz moved, Donovan seconded, approval of Resolution to Terminate and Nonrenew the Probationary Teaching Contract of Phillip Rebceovich. Carried 4-0.

4. Approval of Resolution Proposing to Place on Unrequested Leave of Absence

a. Hultgren, David (.6 FTE)

Donovan moved, McGraw seconded, approval of Resolution Proposing to Place David Hultgren on Unrequested Leave of Absence. Carried 4-0.

D. Approval of the 2016-17 and 2017-18 School District Calendars Revisions

Superintendent Mark Larson updated the school board on the recommended revisions to the district's calendars for:

2016-17: changing staff development day from Friday, Feb 24<sup>th</sup> to Friday, Feb 17<sup>th</sup>. Also changing Kindergarten all day conferences from Friday, Feb 24<sup>th</sup> to Friday, Feb 17<sup>th</sup> and evening Kindergarten conferences from Thurs, 23<sup>rd</sup> to Thurs, 16<sup>th</sup>. Friday 24<sup>th</sup> is changed to a school day.

2017-18: changing staff development day from Friday, Feb 23<sup>rd</sup> to Friday, Feb 16<sup>th</sup>. Also changing Kindergarten all day conferences from Friday, Feb 23<sup>rd</sup> to Friday, Feb 16<sup>th</sup> and evening Kindergarten conferences from Thurs, 22<sup>nd</sup> to Thurs, 15<sup>th</sup>. Friday, Feb 23<sup>rd</sup> is changed to a school day.

Dr. Larson explained these changes will allow for a longer holiday weekends and more flexibility for students, staff and families. A PTO member will be added to the calendar committee for the 2016-2017 school year. McGraw moved, Schwartz seconded, approval of the 2016-17 and 2017-18 School District Calendars Revisions. Carried 4-0.

E. Approval of Resolution Relating to 2016-2017 Open Enrollment (Window #2)

Superintendent Mark Larson reviewed with school board members current enrollment numbers and what is being projected for 2016-2017 school year and recommended approval of 6 Kindergarten students with sibling preference, leaving 77 on the waiting list, leaving the 95 students in grades first through fifth on the waiting list, approving 14 sixth graders leaving 10 on the waiting list and approving all 16 seventh through eleventh graders. Grade 12 remains closed. Donovan moved, Schwartz seconded, approval of Resolution Relating to 2016-2017 Open Enrollment (Window #2). Carried 4-0. The school board will review open enrollment again June.

F. Consolidation of the Mahtomedi and Stillwater School Districts

Superintendent Mark Larson discussed with school board members the Petition to consolidate Mahtomedi School District #832 and Stillwater School District #834 proposed by 50 residents of the Mahtomedi and Stillwater School District. Dr. Larson stated according to State Statue 123A.48 on consolidation if the board of either district rejects the plan, the proceedings are terminated and dismissed. All of

the Mahtomedi school board members agreed the Mahtomedi school district is the desired size and it is not in the best interest of the district to consolidate. Donovan moved, Schwartz seconded the resolution to formally reject the Petition to consolidate Mahtomedi School District #832 and Stillwater School District #834 thereby ending the proceedings. Carried 4-0.

## 11. SCHOOL BOARD COMMITTEE REPORTS

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

Superintendent Mark Larson and Treasurer Kevin Donovan will attend the AMSD Board Meeting on April 15, 2016.

### B. Integration District: Educational Equity Alliance (EEA)

None.

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

School Board Treasurer Kevin Donovan reported on the National School Board Association's (NSBA) annual conference in Boston this April that he attended with School Board Director Judy Schwartz and Superintendent Mark Larson and the legislative session.

### D. Northeast Metro 916 Board

School Board Director Judy Schwartz stated the 916 Talking Points are included in the board packet.

### E. Other Items/Reports

Lynne Viker, Director of Learning and Accountability, reported on the Curriculum Review Committee meeting.

## 12. SUPERINTENDENT'S REPORT

Superintendent Mark Larson spoke on the district goals to engage, challenge and inspire all students to achieve great things.

## 13. ADJOURNMENT

Donovan moved, Schwartz seconded, adjournment. Carried 4-0. Meeting adjourned at 8:51 p.m.



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. 390936 to 391259 and Check No. 80007018 to 80007155
2. Check Register 05 - Check No. 50000367 to 50000373

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. MMS 8th Grade - Washington D.C. - April 14-17, 2016
2. MHS AP Portfolio/National Art Honor Society - Chicago - April 14-15, 2016

F. Personnel

1. Approval of Contracts and Work Agreements

- a. Erika Anderson - Third Grade Teacher/Job Share with Danielle Baker - O.H. Anderson Elementary (2016-2017)
- b. Danielle Baker - Third Grade Teacher/Job Share with Erika Anderson - O.H. Anderson Elementary (2016-2017)
- c. Matthew Hoffman - First Grade Teacher/ Job Share with Edie Schmidt - Wildwood Elementary (2016-2017)
- d. Edie Schmidt - First Grade Teacher/Job Share with Matthew Hoffman - Wildwood Elementary (2016-2017)
- e. Jeffery Weber - Science Teacher (LTS) - Mahtomedi High School and Middle School (4/6/2016-6/10/2016)

2. Approval of Leaves of Absence

- a. Christina Boice - School Psychologist - O.H. Anderson Elementary - (2016-2017, .5 FTE LOA)
- b. Dee Brust - ELL Teacher - Wildwood Elementary (2016-2017, .7 FTE LOA)
- c. Debra Carlson - Early Childhood Special Education Teacher - ECSE - (2016-2017, .3 FTE LOA)
- d. Elisabeth Haen - Language Arts Teacher - Mahtomedi High School - (2016-2017, .2 FTE LOA)
- e. Rebecca Hurd - Chemistry Teacher - Mahtomedi High School (2016-2017, .2 FTE LOA)
- f. Lorie Kaehler - Reading Teacher - O.H. Anderson Elementary (2016-

- 2017, .3 FTE LOA)
- g. Susan Katzke - Math Teacher - Mahtomedi High School (2016-2017, .4 FTE LOA)
  - h. Kim Loos - Special Education - Mahtomedi District Education Center (2016-2017, .8 FTE LOA)
  - i. Tricia McCabe - ELL Paraprofessional - O.H. Anderson Elementary (9/6/2016-12/22/16)
  - j. Kimberly O'Connor - Data Assessment Coordinator - Mahtomedi District Office (2016-2017, .4 FTE LOA)

JULIE MCGRAW, CLERK