

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, September 14, 2017**, beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room.

1. PUBLIC COMMENT

None.

2. CALL TO ORDER

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

3. ROLL CALL OF ATTENDANCE

Present: Kevin Donovan; Julie McGraw; Lucy Payne; Stacey Stout; Superintendent Mark Larson, ex officio; and Emma Shores, school board student representative. Absent: Mike Chevalier; Judy Schwartz.

4. APPROVAL OF THE AGENDA

Donovan moved to amend the agenda by adding Policy 509 - Enrollment of Nonresident Students to item 10.B. Stout seconded. Carried 4-0. McGraw moved, Stout seconded, approval of the agenda. Carried 4-0.

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

School Board Chair Lucy Payne noted the \$56,693.52 in donations and expressed the school board/district's formal thank you. Donovan moved, Stout seconded, approval of the actions recommended on the consent agenda. Carried 4-0.

A. Approval of Donations/Grants Totaling \$56,693.52

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 Mahtomedi Youth Shooting Sports to Mahtomedi High School Archery Team - \$1,576.42
2. From Mahtomedi Area Educational Foundation (MAEF) to Mahtomedi High School SMART Amp Integration Program, Chromebooks, Cart and Stylus

Pens - \$13,903.35

3. From Mahtomedi Area Educational Foundation (MAEF) to Mahtomedi Middle School Social Studies Libraries - \$4,900.00
4. From Mahtomedi Area Educational Foundation (MAEF) to Mahtomedi Middle School National Board Certification - \$1,025.00
5. From Mahtomedi Area Educational Foundation (MAEF) to O.H. Anderson Elementary School Art/Media - \$1,363.00
6. From Mahtomedi Area Educational Foundation (MAEF) to Wildwood Elementary School Ipad and Apps - \$2,431.35
7. From Mahtomedi Area Educational Foundation (MAEF) to O.H. Anderson Elementary Literacy Centers - \$6,225.00
8. From Mahtomedi Area Educational Foundation (MAEF) to O.H. Anderson Elementary Math Centers - \$3,343.10
9. From Mahtomedi Area Educational Foundation (MAEF) to O.H. Anderson Elementary Artist in Residence - \$3,500.00
10. From Mahtomedi Area Educational Foundation (MAEF) to Mahtomedi Middle School Ukulele Program - \$3,065.00
11. From Mahtomedi Area Educational Foundation (MAEF) to Mahtomedi Middle School White Board Walls - \$1,225.95
12. From Mahtomedi Parent Teacher Organization (PTO) to O.H. Anderson Elementary Paper/ Copy Usage - \$150.00
13. From Mahtomedi Parent Teacher Organization (PTO) to O.H. Anderson Elementary Brain Pop Software - \$7,885.35.
14. From Mahtomedi Parent Teacher Organization (PTO) to O.H. Anderson Elementary Discovery Education Streaming - \$1,600.00
15. From Mahtomedi Parent Teacher Organization (PTO) to O.H. Anderson Elementary Third Grade Activities - \$1,000.00
16. From Mahtomedi Parent Teacher Organization (PTO) to O.H. Anderson Elementary Forth Grade Activities - \$1,000.00
17. From Mahtomedi Parent Teacher Organization (PTO) to O.H. Anderson Elementary Fifth Grade Activities - \$1,000.00
18. From Mahtomedi Area Educational Foundation (MAEF) to Kathy Mackin - Teacher of the Year - \$500.00
19. From Mahtomedi Area Educational Foundation (MAEF) to the Welcome Back Staff Appreciation Lunch - \$1,000.00

6. PRESENTATIONS/RECOGNITION

A. Student/Staff/Community Recognition

None

7. REPORT FROM STUDENT REPRESENTATIVE

School Board Student Representative Emma Shores introduced herself as the new student representative and reported on the following events at Mahtomedi High School: upcoming homecoming events, Student Leadership Council's preparations for a carwash and the Pink Out Football Game to support the Randy Shaver's Tackle Cancer Foundation and this year's start of Lunch and Learn with the first meeting of clubs welcoming the new ninth grade students.

8. APPROVAL OF MINUTES

A. August 10, 2017 - Regular Meeting

McGraw moved, Donovan seconded, approval of the minutes from the August 10, 2017, school board meeting. Carried 4-0.

B. August 31, 2017 - Study Session

McGraw moved, Donovan seconded, approval of the minutes from the August 31, 2017 school board study session. Carried 4-0.

9. DISCUSSION/INFORMATION ITEMS

A. Calendar of Events

The Calendar of Events was reviewed.

B. New Staff

Nicole Flesner, Human Resource Supervisor, reported on the new staff at each of the schools and the hiring process.

C. 2017 American College Test (ACT) and Minnesota Comprehensive Assessment (MCA) Data

Lynne Viker, Director of Learning and Accountability, reported on 2017 Minnesota Comprehensive Assessment (MCA) test results for math, reading and science compared to the 2016 results, how our results compared to neighboring districts and what districts made the top 10. The Mahtomedi School District's test scores dropped slightly in comparison to the 2016 scores in math/science and went up in reading, but remained in the top ten metro districts, with scores well above the state average. The Mahtomedi Public School District was #1 in math, #5 in reading and the #1 school

district in the state for the fourth year in science. Viker also reported on the Grade 11 ACT - American College Testing results with 79% of students in Math and 85.6 % students in Reading meeting the Century College or ACT benchmark. Beth Sneden, Professional Development and Special Education Supervisor, reported on student support which included: support staffing, support services, co-located agency support, programming supports and the student support committee. Sneden stated the goal is to be more proactive than just reactive in meeting the social and emotional needs of Mahtomedi students.

D. Student Enrollment

Dr. Mark Larson, Superintendent, updated the school board members on the opening of school enrollment numbers, class sizes and the percentage of open enrollment students. The personnel committee will now also monitor, examine and evaluate student enrollment with district administration, staff and possibly community members. Board members requested data on class size ranges for the middle school and high school.

E. Preliminary Budget Preview

Bill Menozzi, Director of Business Services, reviewed with school board members the preliminary 2017 pay 2018 levy which has an increase of less than one percent, the preliminary budget and levy timeline and next week's school district audit. The preliminary 2017 pay 2018 levy will be brought for board approval at the September 28 Study Session/Special Meeting and the 2016-2017 audit at the November School Board Meeting.

10. ACTION ITEMS

A. Approval of the 2017-2018 World's Best Workforce Plan

Lynne Viker, Director of Learning and Accountability, reported on the Mahtomedi School District Strategic Plan - World's Best Work for the 2017-2018 school year. Viker highlighted the changes to the plan which included: adding a staff development plan/report, a new civics exam, a new assessment advisory committee, adding a process to insure students have access to effective and diverse teachers, a board approved gifted and talented identification process, early entrance for kindergarten and first grade process and a convergence insufficiency disorder and dyslexia screening and identification process. The complete plan can be found on the school district website. It will be submitted to MDE by October 1 for approval. Donovan moved, Stout seconded, approval of the 2017-2018 World's Best Work Force Plan. Carried 4-0.

B. Approval of Policies with recommended MSBA changes or MDE Civil Rights Review changes

Superintendent Mark Larson recommended the approval of the following policies with recommended changes from the Minnesota School Board Association (MSBA) and the MN Department of Education (MDE) Civil Rights Review: Policy 102-Equal Educational Opportunity, Policy 401-Equal Employment Opportunity, Policy 402-Disability Nondiscrimination, Policy 405-Veteran's Preference, Policy 414-Mandated Reporting of Child Neglect or Physical or Sexual Abuse, Policy 513-Student Promotion, Retention and Program Design, Policy 515-Protection and Privacy of Pupil Records, Policy 521-Student Disability Nondiscrimination, Policy 522-Student Sex Nondiscrimination, Policy 524-Technology Acceptable Use and Safety, Policy 525-Violence Prevention (Applicable to Student and Staff), Policy 603-Curriculum Development, Policy 604-Instructional Curriculum. Stout moved, Donovan seconded, approval of the policies with recommended MSBA changes or MDE Civil Rights Review changes. Carried 4-0.

Kevin Donovan, School Board Treasurer, discussed with school board members Item I. - Administration of Open Enrollment Program and Item J. - Enrollment as a Resident in Policy 509 - Enrollment of Nonresident Students. Donovan moved to replace the current Policy 509 – Enrollment of Nonresident Students with the MSBA Model Policy 509 – Enrollment of Nonresident Student (which does not contain Items I. or J.), Payne seconded. Failed 0-4. Donovan moved to remove Item J. Enrollment as a Resident from Policy 509 - Enrollment of Nonresident Students, Stout seconded. Carried 4-0. The policy committee will review Item I. Administration of Open Enrollment Program at the October 12 Policy Committee Meeting.

Julie McGraw, School Board Vice Chair/Clerk, requested students' final online report cards remain available to parents (Policy 515 - Protection and Privacy of Pupil Records). The secondary students' grades are available on their transcripts and the Technology Department is working to have the elementary report cards remain available in ParentVue. McGraw also inquired how the new Civics Exam will be reported on students' transcripts (Policy 604-Instructional Curriculum). Lynne Viker, Director of Learning and Accountability, reported she will be researching what is required by the MN Department of Education (MDE) and what other school district will be doing for the class of 2021.

C. Approval of Minnesota School Board Association (MSBA) Legislative Resolutions

Lucy Payne, School Board Chair, reviewed with school board members and the administration a resolution brought from the Every Student Succeeds Act (ESSA) Future Design Group regarding improvements to the State's Academic Assessment System which includes five recommendations: 1. Features of the Accountability Assessment System (Transparent, Informative, Actionable), 2. Alignment of the Academic Assessments, 3. Reduce Length of the Academic Assessments, 4. Revisions to State Legislation, 5. Educator Support and Professional Learning. Superintendent

Mark Larson reviewed three other resolutions regarding School District Consolidation, Data Requests and changes to the MSBA Nondiscrimination Policy and recommended approval of all four of the MSBA Legislative Resolutions to be submitted to MSBA by September 29th. McGraw moved, Donovan seconded Approval of Minnesota School Board Association (MSBA) Legislative Resolutions. Carried 4-0. Julie McGraw, School Board Vice Chair/Clerk, was elected to the MSBA Delegate Assembly and will be voting on the resolutions that MSBA will approve to bring to the state legislature.

11. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

Superintendent Mark Larson reported on the recent AMSD meeting where Dr. Bill Morris of the Morris Leatherman Company shared an overview of the upcoming levies and bonds for 20 other metro districts. The new board members and superintendents were introduced.

Julie McGraw, School Board Vice Chair/Clerk, reported on two upcoming meetings the board members may be interested in attending: Education Funding Workshop on September 26 at the Eisenhower Community Center and the Creating Gender Inclusive Schools Workshop on October 24 at TIES.

B. Mahtomedi Area Educational Foundation (MAEF)

Julie McGraw, School Board Vice Chair/Clerk, reported on the August MAEF meeting where an overview of the support provided for Mahtomedi Schools in 2016-2017 was presented: \$49,000 in scholarships for over 30 students, \$11,584 in Sponsorships and \$128,433 in Grants. McGraw encouraged the community to donate to the upcoming Fall Fund Drive and to attend the MAEF Up North Signature Party on September 14.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Treasurer Kevin Donovan spoke about the upcoming MSBA Fall Advocacy Tour on September 19-20, the Pre-Delegate Assembly on November 18, the Delegate Assembly on December 1-2 and about the resolution process. Donovan congratulated Julie McGraw, School Board Vice Chair/Clerk, on her third year as a delegate for the MSBA Delegate Assembly.

D. Northeast Metro 916 Board

Two documents are included in the packet: 916 Message to Staff and Charlottesville's Resources for All Staff.

E. School Board Subcommittee Reports

None.

F. Other Items/Reports

School Board Chair Lucy Payne report on the September TIES meeting which included: the changes over the last three years, a three year budget projection and the formation of a Technology Engagement Team. Payne thanked Patrick Crothers, Mahtomedi Technology Coordinator, for serving on the team.

12. SUPERINTENDENT'S REPORT

Superintendent Mark Larson reported on the following: kindergarten assessments, student busing/transportation and the new entrance for the Middle/High School. Superintendent Larson visited the new teachers' classrooms and observed a great start to the school year with students excited to be back.

13. ADJOURNMENT

Donovan moved, Stout seconded, adjournment. Meeting adjourned at 8:46 p.m. Carried 4-0.

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. 396181 to 396447 and 80008734 to 80008795
2. Check Register 05 - Check No 50000476 to 50000483

C. Approval of Wire Transfer Transactions

D. Personnel

1. Approval of Contracts and Work Agreements

- a. Danielle Carter - Special Education Paraprofessional - Mahtomedi Middle School (9/5/2017)
- b. Jessica Christopher - Preschool Associate - Mahtomedi Area Community Education (9/5/2017)
- c. Adam Conger - Instructional Technology Specialist - District-wide (8/29/2017)
- d. Erin Czaia - Language Arts Teacher (LTS) - Mahtomedi High School (9/8/17-12/15/17)
- e. Thomas Hatcher - Parking Lot/ Security - Mahtomedi High School (9/5/2017)

- f. Mary Jo Hei - Early Childhood Special Education (ECSE) Teacher (.4 FTE) - Mahtomedi ECSE (8/28/2017)
 - g. Holly Hillstrom - Reading Teacher (.2 FTE) - O.H. Anderson Elementary (8/28/2017)
 - h. Daniel Jaderholm - Social Studies Teacher (.6-.8 FTE) - Mahtomedi High School (8/28/2017)
 - i. April Lang - Receptionist/Secretary - Mahtomedi District Office (8/21/2017)
 - j. William Mauricio - Assistant to the Activities Director - Mahtomedi High School (8/14/2017)
 - k. Amy Schletty - Preschool Associate - Mahtomedi Area Community Education (9/5/2017)
 - l. Julie Stanton - Cleaner - Mahtomedi High School (8/16/2017)
 - m. Erika Storvick - Special Education Paraprofessional - Mahtomedi Middle School (9/5/2017)
 - n. Adrienne Stromberg - Reading Teacher (.2 FTE) - O.H. Anderson Elementary (8/28/2017)
 - o. Cari Whitmore - Parent Educator - Mahtomedi Area Community Education (8/28/2017)
 - p. Rebecca Wilson-Abbott - Early Childhood Special Education (ECSE) Teacher (.2 FTE) - Mahtomedi ECSE (8/28/2017)
2. Approval of Leave of Absence
- a. James Jensen - Head Custodian - Wildwood Elementary School (7/25/2017)
 - b. Ray Kirch - Director of Student Activities - Mahtomedi High School (8/29/2017 - 10/29/2017)
 - c. Laura Lorenz - Special Education Paraprofessional - Wildwood Elementary School (9/5/2017 - 10/31/2017)
 - d. Suzanne Shonbom Tessier - Language Arts Teacher - Mahtomedi High School (9/5/2017 - 12/15/2017)
3. Approval of Resignations/Retirements/Terminations
- a. Jill Dimitri - Preschool Associate - Mahtomedi Area Community Education (8/1/2017)
 - b. Holly Hillstrom - Paraprofessional - Wildwood Elementary (8/1/2017)
 - c. April Lang - Health Paraprofessional - Mahtomedi ECSE (8/14/2017)
 - d. Adrienne Stromberg - Paraprofessional - Wildwood Elementary (8/17/2017)
 - e. Margaret Wangensteen - Paraprofessional - Mahtomedi Middle School (8/4/2017)

E. Approval of Student Travel Request

1. Mahtomedi High School Choirs to Orlando Florida - November 29 - December 3, 2017.

JULIE MCGRAW, CLERK