

**MINUTES
BOARD OF EDUCATION
St. Cloud Area School District 742
St. Cloud, Minnesota
September 18, 2024**

A meeting of the Board of Education of St. Cloud Area School District 742 was held on Wednesday, September 18, 2024, at the District Administration Office, 1201 South 2nd Street, Waite Park, Minnesota.

The meeting was called to order at 6:31 p.m. by Chair Shannon Haws with the following Board Members present: Scott Andreasen, Natalie Copeland (Ringsmuth), Al Dahlgren, Zach Dorholt, Monica Segura-Schwartz, Heather Weems.

I. APPROVAL OF BOARD MEETING AGENDA

Moved by Andreasen, seconded by Copeland to approve the Board Meeting agenda.

On roll call, the following voted “aye”: Andreasen, Copeland, Dahlgren, Dorholt, Haws, Segura-Schwartz, Weems. Motion carried.

II. CONSENT AGENDA

Moved by Andreasen, seconded by Copeland to:

Approve the minutes from meetings on August 7, 2024 and August 21, 2024.

Approval of Bills and other Financial Transactions in the grand total amount of \$6,875,678.30.

Approve the following personnel changes pursuant to relevant laws and appropriate provisions of negotiated agreements between the Board of Education and exclusive representatives. For new hires, the indicated rates are consistent with current negotiated agreements and Board approved rates of pay. All rates/salaries listed do not include fringe benefits.

LICENSED STAFF

Rehire

Anne Baker, Pre-K Teacher, Talahi Community School and Quarryview Education Center, effective for the 2024-2025 school year, Lane BA+40, Pay Level 6 (.8 FTE of a full-time contract) with a salary of \$53,141.60.

Extended Contract

Harley Simondet, Counselor, Apollo High School, effective for the 2024-2025 school year, Lane MA, Pay Level 2 (10 days of a full-time contract). Ms. Simondet's salary for this assignment will be \$3,216.05.

Richard Larson, Counselor, Apollo High School, effective for the 2024-2025 school year, Lane MA+20, Pay Level 11 (10 additional days of a full-time contract). Mr. Larson's salary for this assignment will be \$4,397.03.

Jessica Glieden, Counselor, Apollo High School, effective for the 2024-2025 school year, Lane MA+20, Pay Level 9 (10 additional days of a full-time contract). Ms. Glieden's salary for this assignment will be \$4,215.51.

Stephanie Ottmar, Counselor, Apollo High School, effective for the 2024-2025 school year, Lane MA, Pay Level 11 (10 additional days of a full-time contract). Ms. Ottmar's salary for this assignment will be \$4,002.81.

Gretchen Van Hauen, Counselor, Apollo High School, effective for the 2024-2025 school year, Lane MA+40, Pay Level 11 (10 additional days of a full-time contract). Ms. Van Hauen's salary for this assignment will be \$4,884.43.

Andrea Telega, Media Specialist, Apollo High School, effective for the 2024-2025 school year, Lane MA+40, Pay Level 11 (10 additional days of a full-time contract). Ms. Telega's salary for this assignment will be \$4,884.43.

Christine Benson, Family & Consumer Science Teacher, Tech High School, effective September 3, 2024 through November 26, 2024, Lane MA, Pay Level 7 (.2 FTE of a full-time contract). Ms. Benson's salary for this assignment will be \$4,830.51.

Shawn Anderson Jr., Counselor, Tech High School, effective for the 2024-2025 school year, Lane MA, Pay Level 5 (10 additional days of a full-time contract). Mr. Anderson's salary for this assignment will be \$3,590.65.

Jennifer Schad, Counselor, Tech High School, effective for the 2024-2025 school year, Lane MA+40, Pay Level 11 (10 additional days of a full-time contract). Ms. Schad's salary for this assignment will be \$4,884.43

Megan Galligan, Counselor, Tech High School, effective for the 2024-2025 school year, Lane MA+30, Pay Level 8 (10 additional days of a full-time contract). Ms. Galligan's salary for this assignment will be \$4,326.97.

Kathryn Jesperson, Counselor, Tech High School, effective for the 2024-2025 school year, Lane MA, Pay Level 5 (10 additional days of a full-time contract). Ms. Jesperson's salary for this assignment will be \$3,590.65.

Erin Bloch, Counselor, Tech High School, effective for the 2024-2025 school year, Lane MA+40, Pay Level 11 (10 additional days of a full-time contract). Ms. Bloch's salary for this assignment will be \$4,884.43.

Jonathan Froelich, Media Specialist, Tech High School, effective for the 2024-2025 school year, Lane MA, Pay Level 8 (10 additional days of a full-time contract). Mr. Froelich's salary for this assignment will be \$3,778.16.

Justin Kilanowski, Mathematics Teacher, Tech High School, effective September 15, 2024 through December 15, 2024, Lane MA+30, Pay Level 6 (.2 FTE of a full-time contract). Mr. Kilanowski's salary for this assignment will be \$775.06.

Leave of Absence

Mary Barron-Traut, Language Arts Teacher, McKinley-ALC, effective September 3, 2024 through September 18, 2024.

Megan Merchant, SPED DAPE Teacher, Quarryview Education Center, effective October 23, 2024 through January 21, 2025.

Mary Mulbah, Community Ed Teacher, Quarryview Education Center, effective September 16, 2024 through October 16, 2024.

NON-LICENSED STAFF

New Hire

Julie Schmitz, Girls' Volleyball Coach, North Junior High School, effective September 3, 2024, with an annual stipend of \$2,399.

Hannah Swanson, SPED Behavior Instructional Paraeducator, Madison Elementary School, effective September 5, 2024, at an hourly rate of \$20.50.

Laura Ritsche, SPED Instructional Paraeducator, Apollo High School, effective September 11, 2024, at an hourly rate of \$18.50.

Trizia Recilles, SPED Instructional Paraeducator, Talahi Community School, effective September 12, 2024, at an hourly rate of \$18.50.

Siti Haji, Early Childhood Instructional Paraeducator, Madison Elementary School, effective September 9, 2024, at an hourly rate of \$18.50.

Natalie Hassett, SPED Instructional Paraeducator, Talahi Community School, effective September 5, 2024, at an hourly rate of \$18.50.

Steven Martin, Assistant Engineer, Lincoln Elementary School, effective September 10, 2024, at an hourly rate of \$16.85.

Amanda Lindsay-Ruhland, Dean of Students, McKinley-ALC, effective August 22, 2024, with an annual salary of \$50,000.

Rehire

Virginia Sakamoto Dos Santos, Custodian Substitute, District Wide, effective September 12, 2024, at an hourly rate of \$16.85.

Courtney Hogan, SPED Instructional Paraeducator, Discovery Community School, effective September 12, 2024, at an hourly rate of \$18.50.

Rachel Mockros, Girls' Volleyball Coach, South Junior High School, effective September 4, 2024, with an annual stipend of \$3,023.

Natasha Villette-Smelter, Clerical Class III (12-Month), District Administration Office, effective September 5, 2024, at an hourly rate of \$21.24.

Andrew Bibeau, SPED Instructional Paraeducator, Westwood Elementary School, effective September 5, 2024, at an hourly rate of \$18.50.

Leave of Absence

Carrie Meyer, Kitchen Facilitator, Apollo High School, effective July 29, 2004 through October 22, 2024.

Hamdi Hassan, SPED Instructional Paraeducator, South Junior High School, effective October 10, 2024 through November 22, 2024.

Tyesha Warren, Behavior Instruction Paraeducator, Madison Elementary School, effective September 3, 2024 through October 1, 2024.

Adam Molde, Computer Programmer, District Administration Office, effective October 21, 2024 through January 2, 2025.

Rahmo Aden, Behavior Instruction Paraeducator, North Junior High School, effective September 3, 2024 through November 12, 2024.

Marijana Gerdes, Systems Coordinator, District Administration Office, effective October 20, 2024 through January 13, 2025.

Patricia Gunderson, SPED Instructional Paraeducator, SCSU C02 Program, effective September 3, 2024 through October 7, 2024.

Chelsea Anderson, SPED Instructional Paraeducator, Apollo High School, effective September 25, 2024 through January 2, 2025.

Resignation

Ashley Roberts, Custodian, Tech High School, effective September 3, 2024.

Corey Short, Level 4 Advanced SPED Instructional Paraeducator, InStep (Katherine Johnson Education Center), effective June 28, 2024.

Olivia Goedert, Level 4 Advanced SPED Instructional Paraeducator, InStep (Katherine Johnson Education Center), effective September 10, 2024.

Fatumo Abdi, SPED Instructional Paraeducator, Westwood Elementary School, effective May 31, 2024.

Laniya Thomas, SPED Instructional Paraeducator, Talahi Community School, effective September 12, 2024.

Gelle Maalim, Custodian, Kennedy Community School, effective September 6, 2024.

Stormy Sommers, SPED Instructional Paraeducator, South Junior High School, effective May 31, 2024.

Feyzi Figueroa Santiago, Human Resources Benefits Coordinator, District Administration Office, effective August 9, 2024.

Layla Hurre, Kitchen Helper, South Junior High School, effective May 31, 2024.

Maymun Daud, EL Programs Instructional Paraeducator, South Junior High School, effective May 31, 2024.

Kathleen Kudrna, SPED Instructional Paraeducator, Oak Hill Community School, effective May 24, 2024.

Rachael Obregon, SPED Instructional Paraeducator, Oak Hill Community School, effective September 17, 2024.

Princess Blayee, SPED Instructional Paraeducator, South Junior High School, effective May 31, 2024.

Madeline Kulus, SPED Instructional Paraeducator, Talahi Community School, effective June 28, 2024.

Fartun Ali, SPED Instructional Paraeducator, Talahi Community School, effective September 18, 2024.

Hajo Daud, Early Childhood SPED Instructional Paraeducator, Quarryview Education Center, effective September 4, 2024.

Candy Weis, Custodian, North Junior High School, effective August 30, 2024.

Katrina Lam, SPED Instructional Paraeducator, Kennedy Community School, effective August 21, 2024.

Retirement

Bernard Umerski, Van Driver, District Services Building, effective September 13, 2024, after 7 years of service in District 742.

The Administration recommends acceptance of the following grant awards and donations:

1. Donations to Apollo High School:
 - \$250 from American Red Cross Blood Services for 2024 American Red Cross “Young Minds Save Lives” Scholarship
 - \$300 from Richard and Leslie Wildtraut for Varsity Boys’ Basketball
 - \$150 from Matthew and Jennifer Perkins for Boys’ Basketball

2. Donations to Clearview Elementary School:
 - 24 student backpacks with school supplies and 1 string bag with miscellaneous school supplies from Quanex Building Products
 - 500 Teacher/Parent Communicator Folders from Horace Mann for student success and partnership with families

3. Donations to Discovery Community School:
 - Miscellaneous school supplies from Park Industries
 - Miscellaneous school supplies from Cetera Financial Group

4. Donation to Kennedy Community School:
 - \$750 from St. Joseph Y2K Lions Club for classroom supplies

5. Donation to Lincoln Elementary School:
 - \$1,109.05 from Coborn’s More School Rewards for support of students

6. Donations to Madison Elementary School:
 - \$1,314.50 from Atonement Lutheran Church for use during the 24-25 school year
 - \$570.38 from Coborn’s Incorporated for general use
 - \$833 from Coborn’s Inc. for Celeste Hains’ classroom programming

7. Donation to McKinley-ALC:
 - \$98.07 from Coborn’s for student rewards

8. Donations to North Junior High School:
 - 130 (\$10 gift cards) from Westwood Church for staff appreciation
 - School supplies from Knights of Columbus 5548 Auxiliary for students in need
 - \$1,314.50 from Atonement Lutheran Church for student needs
 - \$305.80 from Coborn’s Inc. for PBIS Student Incentives

9. Donation to Talahi Community School:
 - Books, school supplies, STEM materials for school support
10. Donation to Tech High School:
 - \$774.64 from Coborn’s, Inc. for More School Rewards
11. Donations to District 742 Instrument Drive:
 - Trumpet and Saxophone parts from Kelly Kiffmeyer
 - B6 Clarinet and Trumpet from Cathie Helminick
12. Donations to District 742 Administration Professional Development in August:
 - 27 cases of beverages from Bernick’s for August 5, 7, and 8
 - 12 dozen donuts from Kwik Trip for August 8
 - 9 dozen Panera Bread bagels and cream cheese from Horace Mann for August 5
13. Donations to District 742:
 - 250 Kids Meal Coupons from Panda Express for Youth Reading Rewards Program
 - 30 dozen donuts from Kwik Trip for Staff Appreciation

Approve the McKinley Addition and Renovation Project Change Order with Heartland Glass in the amount of +\$1,624.00.

On roll call, the following voted “aye”: Andreasen, Copeland, Dahlgren, Dorholt, Haws, Segura-Schwartz, Weems. Motion carried.

IV. DISCUSSION AND/OR ACTION ITEMS

A. (ACTION ITEM) – Approval of Preliminary Levy Certification

David Cooney, Controller, presented information regarding the 2024 Payable 2025 Preliminary Levy Certification.

Moved by Dahlgren, seconded by Segura-Schwartz to approve the 2024 Payable 2025 Preliminary Levy Certification.

On roll call, the following voted “aye”: Andreasen, Copeland, Dahlgren, Dorholt, Haws, Segura-Schwartz, Weems. Motion carried.

B. (DISCUSSION ITEM) – Final Levy Certification Announcement

David Cooney, Controller, announced the Final Levy Certification will take place at the regularly scheduled Board of Education meeting on December 18, 2024 at 6:30 p.m. at St. Cloud Area School District Administration Office, located at 1201 2nd Street South, Waite Park, MN 56387. There will be time for public testimony.

C. (DISCUSSION ITEM) – Enrollment Report

David Cooney, Controller, presented information regarding District 742 enrollment

D. (DISCUSSION ITEM) – 2024-2026 Strategic Communications Plan

Tami Deland, Director of Community Engagement and Communications, introduced the team from Captivate Media - Jake Sturgis, Founder and CEO, Chelsea Braudt, Marketing Communications Strategist, and Stan Alleyne, Lead Strategist, as they shared an overview of the Strategic Communications Plan for 2024-2026.

The agenda included: enrollment data and goals, overview of the work with focus groups which included families, students and staff, research and findings, key messages, video, customer service training, and recommendations and next steps.

Focus Group Positive Findings:

- Diversity and Inclusion
- Educational opportunities (Immersion and Honors Programs)
- Staff Relationships
- Athletics and Activities

Focus Group Room for Improvement Findings:

- Safety
- Declining Rigor
- Customer Service

Key messages:

- We are one district, bringing communities together to serve all students.
- Everyone belongs here. We welcome, love, and support all students, families, and staff.
- We offer a world of opportunities, empowering our students to create the future of their dreams including academic excellence, career and college pathways, language immersion programs, and a variety of athletics and activities.

Key messages in action:

- Marketing is not just billboards. It's about relationships and face-to-face communications.
- What do folks see, hear and feel when they enter front offices, schools and classrooms?
- What conversations are staff having with each other and in the community?

- How can you align your meetings with these key meetings?
- Everyone is a part of the enrollment growth team. We will give you tools throughout the year to help you share these messages.

Customer service training:

- Address reality/perceptions of safety.
- Evaluate/improve discipline practices plus support systems and address disparities.
- Improve district pride and live it.
- Develop and maintain feedback loop for continuous improvement.
- Improve transition to middle school by creating consistency across the district and changing the general narrative about middle school.

Recommendations and next steps:

- Improve support for new-to-country families by navigating the educational system and the district.
- Foster relationships in the community.
- Improve communication and community engagement strategy.
- Potential referendum communications plan.

Communications Plan for two plus years:

- Year 1: Implementation and development of initiatives (internal focus).
- Year 2: Continuation of initiatives developed in year one (with fewer new initiatives and focus shifts to external).
- Focus on proactive communications strategies.

What we can all do:

- Use key messages in existing and future communications.
- Execute your own audit of your building.
- Share stories of success – online and in-person.
- Correct misperceptions in and outside of the district (intentional and be proactive).
- Model and expect excellent customer service (more to come with training).

Board discussion included their appreciation of the presentation and the deep work they would like to see beyond the initial steps of this two-year plan. How can we retain the students and families we are losing and improve the community's awareness and image of the district and all it has to offer?

E. (DISCUSSION ITEM) - Proposed Revised Board Policy 520 – Student Surveys (Second Reading)

Dr. Jason Harris, Assistant Superintendent of Secondary Education, reviewed Proposed Revised Board Policy 520 – Student Surveys for a second reading. There were suggested changes. This policy will be brought back as an action item for the third reading at the October 2, 2024 Board meeting.

V. REPORTS

A. Superintendent's Report

Superintendent Laurie Putnam provided an update on events around the district including recognizing MN Representative Bernie Perryman attending tonight's Board meeting. She has been a steadfast support and advocate for the district, and we deeply appreciate her. Last year, Rep. Perryman helped pass funding through the Minnesota legislature for our Emergency Medical Service (EMS) programming and ambulance bay at Apollo.

Recently Dr. Putnam met with Senator Aric Putnam and the Minnesota Department of Education to review the guidelines surrounding the use of these funds which are for facility use only. CentraCare will also be a valuable partner in providing equipment and supplies, and we will also utilize grants for curriculum writing, training, and other related expenses. Construction will start in the next year or two with more information coming as the project evolves. Dr. Putnam and Joel Heitkamp, Executive Director of Operations, will be meeting with the Greater St. Cloud Safety Foundation next week to review our plans for the ambulance bay and EMS programming.

Lastly, Superintendent Putnam shared about a new endeavor called Future 100 as we are committed to making sure that every one of our students have a plan at graduation for a productive and successful future beyond high school. This year for the first time, we are bringing in volunteers from St. Cloud Chamber and Rotary, Boys and Girls Club, United Way, and some of our non-profits along with each of the three local higher education institutions. The volunteers will come in for 3 days to work with our students in small group settings to ensure all our high school students can either apply at one of our local higher education institutions with no fees, meet with a military recruiter or a local employer. This initial opportunity could then lead to future opportunities including mentoring and navigating next steps like housing, purchasing books, and visiting a campus. We will provide further updates as they are available.

B. Board of Education Standing Committee Reports

1. Al Dahlgren, Chair of the Board Finance and Audit Committee, noted the Committee met on September 13, 2024 and discussed the Referendum Update and the Preliminary Levy.
2. Monica Segura-Schwartz, Chair of the Board Personnel Committee, noted the Committee met on September 18, 2024 and discussed a few items:
 - The Committee discussed the next steps for bringing forward the Superintendent’s Contract for 2025-2028 for board approval. The personnel committee reviewed the proposal from the superintendent and will plan to bring it forward for board action on October 2, 2024.
 - The Committee reviewed proposed Board Policy 522 in alignment with the new Title IX regulations that went into effect on August 1, 2024.
 - The administration reviewed with the Committee any new reports of close family members of district leaders that are employed by the district as required by Board Policy 495 (Nepotism in Employment) Reporting.
 - The administration reported on its request for an administrative variance for principal licensure for Assistant Principal Jermika Craft due to concerns by PELSB with Mankato State University’s program design. Ms. Craft completed all requirements of her principal license through Mankato State University and the variance was issued pending resolution of the program concerns identified by PELSB to Mankato State University.

VI. FUTURE AGENDA ITEMS

Chair Haws noted the October 2, 2024 Board Meeting/Work Session topics will include:

- Review Minnesota Multi-Tiered Systems of Support (MN MTSS)
- 2023-2026 Strategic Plan Review
- Safe Water Presentation
- Schools Update
- Policy Readings

VII. ADJOURNMENT OF BOARD MEETING

Moved by Copeland, seconded by Andreasen to adjourn the Board meeting. All Board members stated “aye”. The Board meeting concluded at 8:49 p.m.

Zach Dorholt, Clerk

These minutes are not official until reviewed and approved by the Board of Education.