

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, January 7, 2021**, beginning at 7:00 PM. Due to the declared health pandemic and declared state of emergency, this school board meeting was held by conference call or interactive technology in accordance with Minnesota State Statute 13D.021. This meeting was live streamed and recorded.

1. PUBLIC COMMENT

Acting School Board Chair Lucy Payne shared a summary of the public comment emails the board received since the last school board meeting. Public comment emails topics included: resuming fulltime in-person learning for all students; holding a school board town hall/public forum meeting on learning models; allowing public comment virtually on Zoom; core classes being held every day; request for longer summaries of public comment emails; request for clarification of the purpose of the Truth in Taxation hearing; the impacts of distance learning on students; and staff transition days.

2. CALL TO ORDER BY TEMPORARY CHAIRPERSON

Meeting called to order at 7:09 p.m. by Acting 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 and Ismail Bah, school board student representative.

4. APPROVAL OF THE AGENDA

Donovan moved, McGraw seconded, approval of agenda. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0.

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

McGraw moved, Vosooney seconded, approval of the actions recommended on the consent agenda. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0.

6. ORGANIZATIONAL MATTERS

A. Swearing in of School Board Members

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Superintendent Barbara Duffrin swore in Lucy Payne, Kelly Reagan, Stacey Stout and Tony Vosooney. Reagan was elected, Payne and Stout were reelected to the school board in November. Vosooney was appointed to fill a vacancy in December.

B. Election of Chairperson

Donovan moved to nominate Lucy Payne as chairperson. All those voting in favor thereof: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0.

C. Election of Clerk/Vice Chair

Donovan moved to nominate Julie McGraw as clerk/vice chair. Reagan moved to nominate Stacey Stout as clerk/vice chair. School board members discussed splitting the position of clerk and vice chair. Donovan and Reagan withdrew their nominations. Donovan moved to nominate Stacey Stout as vice chair. All those voting in favor thereof: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0. Payne nominated Julie McGraw as clerk. All those voting in favor thereof: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0.

D. Election of Treasurer

Donovan nominated Tony Vosooney as treasurer. All those voting in favor thereof: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0.

E. Salaries of Board Members and Officers (Review of Policy 202.1-School Board Compensation)

Donovan moved, Vosoony seconded, to raise school board compensation to the average of the 916 member school districts. Compensation will be chair \$5,979; vice chair \$5,500; clerk \$5,457 treasurer \$5,443; and other members \$5,350. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0.

F. Consideration of Board Member Appointments for 2021

McGraw moved, Stout seconded, a slate approval of school board committee appointments. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0.

Facilities Committee
Finance Committee
Personnel Committee
Policy Committee
AMSD Governing Board

Kevin Donovan/Julie McGraw/Kelly Reagan
Julie McGraw/Stacey Stout/Tony Vosooney
Kevin Donovan/Lucy Payne//Stacey Stout
Kevin Donovan/Lucy Payne/Tony Vosooney
Tony Vosooney

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MSBA Legislative Committee Liaison	Lucy Payne
MSHSL- MN State High School League	Kelly Reagan
Integration District (EEA)	Kevin Donovan
Mahtomedi Area Educational Foundation	Julie McGraw
Metro ECSU	Lucy Payne
N.E. Metro 916 Governing Board	Kevin Donovan
Community Education Advisory Council	Julie McGraw
District Curriculum Advisory Council	Kelly Reagan
Elementary PTO	Tony Vosooney
Gifted & Talented Advisory Board	Stacey Stout
Special Education Committee	Kelly Reagan

7. PRESENTATIONS/RECOGNITION

A. Student/Staff/Community Recognition - None.

8. REPORT FROM STUDENT REPRESENTATIVE

Ismail Bah, Student Representative, reported Mahtomedi High School students are registering for classes for the 2021-2022 School Year.

9. DISCUSSION/INFORMATION ITEMS

A. Board Member Calendar

The Board Member Calendar was reviewed.

B. Summary of the December 10, 2020 Closed Meeting - Superintendent's Mid-Year Review

The school board met on December 10 in closed session to conduct the mid-year evaluation of Superintendent Barbara Duffrin. In summary, School Board Chair Lucy Payne stated the school board unanimously felt Superintendent Duffrin's work has been remarkable during this difficult year due to the pandemic and expressed the school board's gratitude.

10. ACTION ITEMS

A. Approval of Donations/Grants Totaling \$4,792.88

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.

1. From Mahtomedi Parent Teacher Organization (PTO) to Wildwood Elementary - Ellison SureCut DieCuts - \$217.88
2. From Kramer-Berg American Legion Post 507 to Mahtomedi Middle School Youth Athletics/Activities - \$1,075.00

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3. From Kramer-Berg American Legion Post 507 to Mahtomedi Community Education Senior Programs/ Scoop - \$2,000.00
4. From 3M Foundation to Mahtomedi District Office Volunteer Matching Grant - \$500.00
5. From Kramer-Berg American Legion Post 507 to Mahtomedi High School Choir - \$500.00
6. From 3M Foundation to Mahtomedi Community Education Volunteer Matching Grant - \$500.00

Donovan moved, Vosooney seconded, approval of donations/grants totaling \$4,792.88. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0.

B. Approval of the Learning Model Change from Distance Learning to Hybrid Learning for Grades 6-12 at Mahtomedi High School and Mahtomedi Middle School

Superintendent Barbara Duffrin reported the Regional Support Team (MDH, MDE and local public health officials) have updated their internal training on how to guide schools about learning model changes. The county COVID-19 case numbers continue to inform learning model decisions for school districts as an indicator of risk and of predicted staffing impact. The district also works with Washington County Public Health to examine both county and school community data. When the district changed to the Distance Learning Model case numbers were over 50 and trending up, now cases are trending downward, which is an indicator for changing to a Hybrid Learning Model at the secondary level. Other indicators include our instructional capacity and that COVID-19 protocols are able to support returning to a Hybrid Learning Model. Duffrin stated we are not experiencing current county or school community outbreaks. The 14-day case rate per 10,000 residents in Washington County for December 6-19 was 68.37 and for December 13-26 was 44.49. The updated district dashboard shows eight student and staff positive cases in the last two weeks and zero staff quarantined due to close contact or a positive test. The Regional Support Team supports a return to a Hybrid Learning Model for Mahtomedi High School and Middle School. New State requirements include a staggered safety start (no more than three grades at a time), recommended wearing of both face masks and shields, COVID-19 saliva testing and mandatory staff planning days. Return dates to Hybrid Learning Model: Grades 6-9 on January 19, Grade 12 on January 27, Grades 10-11 on February 1. Mahtomedi Middle School Principal Mike Neubeck and Mahtomedi High School Principal Justin Hahn reported on their school schedule and the operational improvements made in the areas of rigor, engagement, academic support, connections/relationships and mental health. District administration will continue to monitor county/school community cases, close contact quarantines and staffing capacity. McGraw moved, Donovan seconded, approval of the learning model change from Distance Learning to Hybrid Learning for Grades 6-12 at Mahtomedi High School and Mahtomedi Middle School. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0.

11. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

Kevin Donovan, School Board Director, reminded school board members the virtual AMSD Legislative Preview Meeting is tomorrow, January 8.

B. Mahtomedi Area Educational Foundation (MAEF)

School Board Clerk Julie McGraw reported the new MAEF Marketing Manager is Jen Palmer. Grant requests for E-Books and standing desks at O.H. Anderson Elementary; Apple TV's and pens at Mahtomedi High School; and requests for ten more Angel Fund Hot Spots have been approved. The deadline for senior scholarships has been extended until March 15.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Chair Lucy Payne reported the MSBA January Leader Newsletter is available online, with details on the January Leadership Conference. Payne is running for reelection to the MSBA Board of Directors for District 6. The Districts' will meet/caucus virtually on January 21. Stacey Stout will be receiving the Directors' Award on January 30, as she has completed 100 or more hours (points) of attendance at MSBA/NSBA sponsored meetings and activities within a four-year period of time. Payne encouraged new officers to attend the upcoming Officer Training Workshops. The next virtual Coffee & Conversation Meeting will be on February 5.

D. Northeast Metro 916 Board

Kevin Donovan, School Board Director, reported N.E. Metro 916's Organizational Meeting will be held on January 13. Several board members are working closely with the search firm to find the next superintendent. Staff is working on a safe return to school for students. The board heard a report on the "Grow Your Own Program" at the University of MN, St. Thomas University and others to help Paraprofessionals become Special Education Teachers. Donovan will be attending an upcoming Restorative Practice Training.

E. School Board Subcommittee Reports

School Board Clerk Julie McGraw reported on the Facilities Committee Meeting that was held prior to tonight's school board meeting. Julie Osterbauer, Supervisor of Buildings & Grounds, reported the district has received \$4,886 in community solar credits from Xcel Energy this year, with an estimated savings of \$850,000 in credits over 25 years. LED lighting projects at Mahtomedi High School and O.H. Anderson Elementary will cost \$86,625, after Xcel Energy rebates of \$44,007. The committee

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also heard a proposal for roofing/steel cladding projects at Mahtomedi Middle School and the Chautauqua Fine Arts Center.

F. Other Items/Reports – None.

12. SUPERINTENDENT'S REPORT

Aaron Forsythe, Associate Principal of Athletics & Activities, updated school board members on the return of high school sports, which included team practices starting this week and competitions resuming on January 14. Two spectators per participants will be allowed to attend events, with 25% capacity up to 150 people. School Plays may be in person or live streamed. Tony Pierce, Director of Student Support Services, reported on how the mental health supports have evolved to be more proactive through the Zephyr Wellness Program, an emphasis on connections and schedule adjustments, such as longer passing times. Students identified as needing more support are meeting with staff in small groups, along with school counselors, psychologists and behavior specialists. They are also connected with county/community resources if needed. Superintendent Duffrin ended by encouraging everyone to look at the updated district website and thanked Alice Seuffert, Communication Specialist, and Patrick Crothers, Technology Coordinator, for all their work launching the new website.

13. ADJOURNMENT

Stout moved, Reagan seconded, adjournment. Roll Call Vote: Donovan-Aye, McGraw-Aye, Payne-Aye, Reagan-Aye, Stout-Aye, Vosooney-Aye. Carried 6-0. Meeting adjourned at 9:34 p.m.

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

A. APPROVAL OF MINUTES

1. December 10, 2020 - Regular Meeting
2. December 22, 2020 - Special Meeting

B. Approval of Treasurer's Report

C. Approval to Pay Bills

1. AP Check Register - Check No. 409799 to 410032 and 9800011858 to 9800011921

D. Approval of Wire Transfer Transactions

E. Personnel

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1. Approval of Contracts and Work Agreements

a. Danielle Wyse - Kindergarten Teacher (LTS) - Wildwood Elementary School
(12/14/2020-1/27/2021)

2. Approval of Leave of Absence

a. Beth Hommes - Kindergarten Teacher - Wildwood Elementary School
(12/16/2020-1/27/2021)

3. Approval of Furloughed Personnel

a. Jerilyn Gluck - Facilities/Bookkeeper/MAC Registration 30 Hours/Week-
Community Education (12/1/2020)

b. Pamela Klinkhammer - Youth Athletics Coordinator - Community Education
- Furloughed (12/1/2020 - 1/3/2021)

c. Pamela Klinkhammer - Youth Athletics Coordinator 16 Hours/Week -
Community Education (1/4/2021)

d. Margaret Mesick - Adult/Senior Programming Coordinator 10 Hours/Week -
Community Education (1/19/2021)

e. Jana Swanson - Marketing/Adult Coordinator 10 Hours/Week - Community
Education (1/4/2021)

f. Julie Toppson - Secretary - Community Education- Furloughed (12/1/2020)

F. Selection of Official School Publication: *White Bear Press*

G. Selection of Official School District Depositories: *Associated Bank Corp, MN Trust, PMA Financial Network Inc., U. S. Bank of St. Paul, U. S. Bank of White Bear Lake, and designated depositories of the Minnesota School District Liquid Asset Fund*

H. Designation of Legal Counsel: *Ratwik, Roszak, and Maloney; Rupp, Anderson, Squires and Waldspurger; and others as needed.* Individuals authorized to contact legal counsel include the Board Chair, Superintendent, Assistant Superintendent of Learning, Director of Finance & Operations, Human Resources Supervisor, Director of Student Support Services and others with similar duties.

I. Designation of Financial Advisor: *Baker Tilly*

J. Approval of Resolution Providing Limited Authorization for the Superintendent and Director of Finance & Operations to Sign Contracts

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K. Approval of Resolution Relating to Authorization and Use of Facsimile Signatures by School District Officers

L. Authorization to Approve and Pay Vendors before School Board Meetings and Use Wire Transfers

M. Student Overnight Trip - Mahtomedi High School Trip to London, Paris and Barcelona - Spring Break 2022.

N. Approval of the Revised 2021 School Board Meeting Schedule (January 28 - School Board Retreat at 4:00 p.m. and Regular School Board Meeting at 7:00 p.m.)

JULIE MCGRAW, CLERK