

Minutes of Regular Meeting

Board of Education Mahtomedi Public Schools

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

1. CALL TO ORDER BY TEMPORARY CHAIRPERSON

Judy Schwartz, acting as temporary chairperson, called the meeting to order at 7:03 p.m.

2. ROLL CALL OF ATTENDANCE

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

3. APPROVAL OF THE AGENDA

Deters moved, Donovan seconded, approval of agenda. Carried.

4. APPROVAL OF THE CONSENT AGENDA - See #15 for Consent Agenda Items

Temporary School Board Chair Judy Schwartz noted the \$44,970.93 in donations and expressed the school district's formal thank you. Donovan moved, Deters seconded, approval of the actions recommended on the consent agenda. Carried.

5. ORGANIZATIONAL MATTERS

A. Election of Chairperson

Donovan moved, Deters seconded, to nominate Lucy Payne as chairperson. All those voting in favor thereof: Chevalier, Deters, Donovan, McGraw and Schwartz. Approval of Lucy Payne as chairperson. Carried.

B. Election of Clerk/Vice Chair

Donovan moved, Deters seconded, to nominate Julie McGraw as clerk/vice chair. All those voting in favor thereof: Chevalier, Deters, Donovan and Schwartz. Approval of

Julie McGraw as clerk/vice chair. Carried.

C. Election of Treasurer

Deters moved, Chevalier seconded, to nominate Kevin Donovan as treasurer. All those voting in favor thereof: Chevalier, Deters, McGraw and Schwartz. Approval of Kevin Donovan as treasurers. Carried.

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

Donovan moved, Deters seconded, approval to be compensated the average of the 916 member school districts. Compensation will be chair \$5,715; clerk/vice chair \$5,276; treasurer \$5,222; and other members \$5,138. Carried.

E. Consideration of Board Member Appointments for 2016

Temporary Chair Judy Schwartz discussed school board committee assignments and made the following appointments:

Facilities Committee	Mike Chevalier/Mary Jo Deters/Julie McGraw
Finance Committee	Kevin Donovan/Julie McGraw/Judith Schwartz
Personnel Committee	Mary Jo Deters/Kevin Donovan/Lucy Payne
Policy Committee	Mike Chevalier/ Lucy Payne/ Judith Schwartz
AMSD Governing Board	Mike Chevalier/Lucy Payne (alternate)
Integration District	Mary Jo Deters/Lucy Payne (alternate)
Mahtomedi Area Educational Foundation	Julie McGraw/Mike Chevalier (alternate)
Metro ECSU	Lucy Payne
MSBA Legislative Committee Liaison	Kevin Donovan/Lucy Payne (alternate)
MSHSL	Mike Chevalier
916 Governing Board	Judith Schwartz
TIES	Lucy Payne/Mary Jo Deters (alternate)
Elementary PTO	Mike Chevalier
Community Education Advisory Council	Kevin Donovan
District Curriculum Advisory Council	Judith Schwartz
Special Education Committee	Mike Chevalier

6. PRESENTATIONS/RECOGNITION

A. Student/Staff/Community Recognition

1. Volunteer Recognition

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

- a. Passage of the Operating Levy Volunteers: Andrea Ciegelski, Scott

Singer, Absent: Chuck DeCoster, Alex Rogochevski.

- b. Open Enrollment Task Force Volunteers: Andrea Ciegelski, Kevin Donovan, Megan J. Hamm-Reitan, Bern Hapke, Mark Larson, Rochel Manders, Julie McGraw. Absent: Bridget Bruner, Timothy DeWuske, Al Fletcher, Lee Johnson, Dawn Maslowski, Tim Mitchell, Jean Oswald, Lucy Payne, Jason Walker, Phil Watkins.
- c. Strategic Planning Committee Volunteers: Mary Jo Deters, Bern Hapke, Mark Larson, Judson Marshall, Judith Schwartz, Scott Singer, Susan Sorenson, Lynne Viker, Cathy Wyland. Absent: Kristeen Anderson, Adam Beyer, Julie Conzemius, Dawn Dworak, Mark Hamre, Loren Langan, Virginia Mancini, Kelly Olsen, Paula Tansom.
- d. District Finance Committee Volunteers: Jerry Freeman, Kerri Mitchell. Absent: Fred Nehrer.

- B. Becky Anderson, Family and Consumer Science teacher, updated the school board and administration on the current Culinary Arts I & II courses which include cooking methods, safety & sanitation and healthy eating. New FACS courses for the 2016-2017 school year are Baking and Pastries (baking methods, food decorating, candy making) and Essential Skills for Life (financial planning, career exploration, consumer rights). Potential Future FACS courses include: Molecular Gastronomy, Sports Nutrition and Teacher Cadet. Current FACS students impressed the school board and volunteers by catering the Volunteer Reception before the school board meeting.
- C. Beth Rehfuss, College in the Schools Anatomy & Physiology teacher, presented on this new CIS course where students build their understanding of the material through process oriented guided inquiry learning, in depth dissection labs in collaboration with the University of MN and Biomedical Industry research with an emphasis on technology. The students are teaming with Mahtomedi High School's Fab Lab Toy Engineering Class to create an educational medical toy. Students can earn four University of MN semester credits upon completion of the course.
- D. Tiffany Moore, American Sign Language teacher, presented on the new immersive ASL I course using the university level curriculum "Signing Naturally." Students build a receptive and expressive vocabulary through signing songs, creating videos with Google Classroom, participating in study groups and learning from the Guthrie Theater's interpreted performances. ASL II & III will be offered in the 2016-2017 school year with plans for ASL IV in 2017-2018.

7. 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.

The following members of the audience spoke to the school board about:

A School Petition to create a central Washington County School District by consolidating the Mahtomedi School District #832 and the Stillwater School District #834, Bob Zick

Proposed Private Ice Arena on School District Property, Request for Information, Larry Lanoux

8. REPORT FROM STUDENT REPRESENTATIVE

School Board Student Representative Acadia Hegedus reported on the following events at Mahtomedi High School: this year's Silverbelle Winter Formal Dance will have a Star Wars theme, Parents Night Out raised \$1600 for gifts for Jackson Elementary students, winter sports, ECO Club plastic water bottle sculpture to promote reusable bottles.

9. APPROVAL OF MINUTES

A. December 10, 2015 - Regular Meeting

Donovan moved, Chevalier seconded, approval of the minutes from the December 10, 2015, regular school board meeting. Carried.

10. DISCUSSION/INFORMATION ITEMS

A. Calendar of Events

Temporary Chair Judy Schwartz reviewed the calendar of events.

11. ACTION ITEMS

A. Approval of Operating Practices

Superintendent Mark Larson recommended that the school board adopt the Mahtomedi School Board and Superintendent Leadership Team Operating Practices that were reviewed at the December 10, 2015, school board study session. The four expectations are 1) How we relate to one another (unity, conflict and decision making), 2) How we communicate (boundaries, transparency, being informed), 3) How we govern (roles, responsibilities and expectations), and 4) How we conduct meetings (meeting protocol/process and participation). Donovan moved, Chevalier seconded, approval of the Operating Practices. Carried.

B. Approval of Policies

Chevalier moved, Deters seconded approval of the following policies:
701 Establishment and Adoption of School District Budget, 701.1 - Modification of

School District Budget, 702 – Accounting, 703 - Annual Audit, 704 - Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System, 705 – Investments, 707 - Transportation of Public School Students, 708 - Transportation of Nonpublic School Students, 709 - Student Transportation Safety Policy, 710 - Extracurricular Transportation, 711 - Video Recording on School Buses, 712 - Video Surveillance Other Than on Buses, 713 - Student Activity Accounting, 720 - Vending Machines, 799 - Purchase of and Payment for Goods and Services, 801 - Equal Access to School Facilities for Secondary Students, 807 - Health and Safety Program, 898 - Vandalism, 899 - Closing of Schools, 902 - Use of School Facilities, 904 - Distribution of Materials on School District Property by Non-School Persons, 904 – Procedures, 905 – Advertising, 906 - Community Notification of Predatory Offenders, 920 - Advisory Committees Involving Citizens. Carried.

C. 2015-2016 School Calendar Revisions

Chevalier moved, Deters seconded, approval of the 2015-2016 school calendar revisions: October 14, 2015 no school due to a power outage at Mahtomedi High School and Middle School, February 19, 2016 Mahtomedi Middle School conferences changed to a staff development day. Carried.

12. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

None

B. Integration District: Educational Equity Alliance (EEA)

School Board Director Mary Jo Deters reported on a SEED (Seeking Educational Equity & Diversity) Event: Black Students Matter held on December, 21, 2015.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Treasurer Kevin Donovan reported on the upcoming MSBA Annual Conference on January 14-15, 2016 and on the MSBA Executive Board Members trip to Washington D. C. on January 22-27, 2016 to lobby elected officials on special education funding and to thank them for the passage of the Reauthorization Bill.

D. Northeast Metro 916 Board

School Board Chair Judy Schwartz reported on the upcoming 916 Foundation benefit.

E. Other Items/Reports

School Board Members Mary Jo Deters and Julie McGraw reported on the Facilities Meeting held on December 17, 2015. The committee is reviewing the data on safety, accessibility and traffic flow for proposed improvements to sidewalks, parking lots and lighting to be paid for with Abatement Bonds.

13. SUPERINTENDENT'S REPORT

Superintendent Mark Larson reported on the following: Mahtomedi High School ninth grade students were the cover story of the AMSD January newsletter reporting on their field trip to the Science Museum's exhibit "Race Are We So Different", Wildwood Elementary students holiday sing-a-long, O.H. Anderson Elementary Exploradome, Mahtomedi Middle School students' service learning projects: holiday decorations for St. Andrew Village and Kash for Kids, Mahtomedi Area Educational Foundation (MAEF) Fall Fundraising participation prize of substitute teaching for a teacher at each of the schools. Mahtomedi High School Baseline on Health and Wellness project through student focus groups and a pilot survey to develop an effective all student survey.

14. ADJOURNMENT

Chevalier moved, Deters seconded, adjournment. Meeting adjourned at 8:25 p.m. Carried.

15. CONSENT AGENDA ITEMS (Items Approved Under #4)

A. Approval of Treasurer's Report

B. Approval to Pay Bills

1. Check Register 02 - Check No. 389985 to 390353 and 80006729 to 80006851

2. Check Register 05 - Check No. 50000345 to 50000352

C. Approval of Wire Transfer Transactions

D. Approval of Donations/Grants Totaling \$44,970.93

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

F. 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*

G. Designation of Legal Counsel: *Karen Kepple at Northeast Metro 916; Larkin Hoffman; Ratwik, Roszak, and Maloney; and others as needed*

H. Designation of Financial Advisor: *Springsted, Inc.*

I. Approval of Resolution Providing Limited Authorization for Superintendent and Business Manager to Sign Contracts

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

K. Authorization to Approve and Pay Vendors before School Board Meetings and Use

Wire Transfers

L. Approval of the Revised 2016 School Board Meeting Schedule

M. Personnel

1. Approval of Contracts and Work Agreements

a. Robert Plombon - Accounting Supervisor - District Office (12/28/2015)

2. Approval of Resignations/Retirements/Terminations

a. Mark Scherer - Paraprofessional - Wildwood Elementary (12-23-2015)

JULIE MCGRAW, CLERK