

# 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, February 27, 2020**, 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 7:01 p.m. by Chair Lucy Payne.

### 3. ROLL CALL OF ATTENDANCE

Present: Mike Chevalier; Kevin Donovan; Julie McGraw; Lucy Payne; Judy Schwartz; Stacey Stout; Superintendent Barbara Duffrin, ex-officio and Clare Fritsch, school board student representative.

### 4. APPROVAL OF THE AGENDA

Donovan moved, Chevalier seconded, approval of agenda. Carried 6-0.

### 5. APPROVAL OF THE CONSENT AGENDA - See #13 for Consent Agenda Items

School Board Director Judy Schwartz noted the \$9,929.87 in donations and expressed the school district's formal thank you. Schwartz moved, McGraw seconded, approval of the actions recommended on the consent agenda. Carried 6-0.

#### A. Approval of Donations/Grants Totaling \$9,929.87

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 3M Matching Donations - C. Tarnowski to Mahtomedi Middle School Student Needs - \$500.00
2. From Mahtomedi Parent Teacher Organization (PTO) to O.H. Anderson Elementary Guided Reading - \$2,337.58

3. From Mahtomedi Parent Teacher Organization (PTO) to O.H. Anderson Elementary Chromebooks - \$3,983.96
4. From Mahtomedi Parent Teacher Organization (PTO) to O.H. Anderson Elementary Storage for Chromebooks - \$224.99
5. From Brian and Jamie Dillig to Early Childhood Student Needs - \$1,000.00
6. From Mahtomedi Parent Teacher Organization (PTO) to Wildwood Elementary Ross Sutter Concerts - \$900.00
7. From Mahtomedi Parent Teacher Organization (PTO) to Wildwood Elementary Art Supplies - \$580.11
8. From Mahtomedi Parent Teacher Organization (PTO) to Wildwood Elementary Nurse Supplies - \$140.71
9. From Mahtomedi Parent Teacher Organization (PTO) to Wildwood Elementary Computer Apps, STEM Book - \$262.52

## 6. PRESENTATIONS/RECOGNITION

### A. Student/Staff/Community Recognition

1. Administrative Retirement - Community Education Director Dr. Cathy Wyland

Superintendent Barbara Duffrin presented Dr. Cathy Wyland, Community Education Director, with a bell and congratulated her on her 31 years in public education. Duffrin thanked Wyland for significantly raising the quality and participation in Mahtomedi Community Education programming and for building positive community partnerships with her commitment, integrity and humor.

Superintendent Duffrin welcomed Kate Andersen as Mahtomedi's new Community Education Director.

## 7. REPORT FROM STUDENT REPRESENTATIVE

- A. Clare Fritsch, Student Representative, reported on the following events at Mahtomedi Schools - Wildwood Elementary: first grade health fair, dental visit and field trip to the Minneapolis Institute of Art; O.H. Anderson Elementary: Emoji/Meme Day, Famous Person Day, Zoo-mobile visit; Both Elementary Schools had a February Book Fair, March Read Across American Week Events and Music Programs; Mahtomedi Middle School: Ski Club Events, Band Solo/Ensemble Performances, Choir Concert, *Junie B. Jones Jr.-The Musical* and a Band Festival in Monticello; Mahtomedi High School: counselor meetings/course registration for the 2020-2021 School Year, Spirit Week/Pep-fest, Silverbelle Dance, Winter

Sports, *Know the Truth*-Substance Abuse Awareness/Prevention Presentation, Choir Concert and ACT Testing.

## 8. DISCUSSION/INFORMATION ITEMS

### A. Board Member Calendar

The Board Member Calendar was reviewed.

### B. First Reading of Policies

Superintendent Barbara Duffrin discussed with school board members the following policies: Policy 419-Tobacco Free Environment, Policy 504-Student Dress and Appearance, Policy 532-Use of Peace Officers and Crisis Teams to Remove Students with IEP's from School District Grounds, Policy 601-School District Curriculum and Instruction Goals, Policy 603-Curriculum Development, Policy 616-School District System Accountability. All of these policies have been reviewed by the administration and the Policy Committee. Some have MSBA recommended changes and some have administrative recommended changes. They will be brought for a second reading/approval at the March 26 regular school board meeting.

### C. Summary of the January 23, 2020 Closed Meeting - Superintendent's Midyear Review

School Board Chair Lucy Payne gave a summary of Superintendent Duffrin's midyear review, which included a school board survey and a self-evaluation on set goals. Payne stated the school board is very satisfied and pleased with the work Superintendent Duffrin is doing and they are excited for the work to continue in the coming years.

## 9. ACTION ITEMS

### A. Approval of the Achievement and Integration Three Year Plan

Courtney McCormick, Teaching and Learning Coordinator, presented the Achievement and Integration 2020-2023 Three Year Plan. McCormick explained the purpose of the plan is to pursue racial and economic integration; increase student achievement; create equitable educational opportunities; and reduce academic disparities based on students' diverse racial, ethnic, and economic backgrounds in participating schools and districts. The plan was developed within the Minnesota Department of Education's (MDE) parameters to create the Mahtomedi School District's goals and collaborative goals with the N. St. Paul, Maplewood, Oakdale School District, along with input from the Education Equity

Alliance (EEA) Board. The four Mahtomedi School District goals are: 1. The MCA Reading economic-based proficiency gap at Mahtomedi Public Schools for students in grades 3-8 and 11 will decrease from 27.2 % in 2019 to 20 % in 2023; 2. The MCA Math race-based proficiency gap at Mahtomedi Public Schools for students in grades 3-8, and 11 will decrease from 14.1% to 10% or less in 2023. 3. Mahtomedi students in grades 8, 9, and 11 answering “extremely or almost always” to the statement “I accept people who are different than me” from the Minnesota Student Survey will increase from 59% in 2019 to 75% in 2023. 4. Mahtomedi Public Schools will increase the racial diversity of teaching staff from 0.9% in 2020 to 2% in 2023. The collaborative goals include participation on the EEA Advisory Board to develop cross-district learning for students, which will include student voice, racial equity and wellness workshops; building level collaborative opportunities; and shared academic learning opportunities. Staff will have shared professional development on racial equity and will work together to review strategies for continuous improvement. Donovan moved, McGraw seconded, approval of the Achievement and Integration Three Year Plan. Carried 6-0. The plan will be submitted to MDE for approval.

B. Approval of the 2019-2020 Revised Budget

Jeff Priess, Director of Finance and Operations, discussed the revised 2019-2020 General Fund Budget with school board members, which includes an increase in Special Education Aid due to the 2019 legislative changes, estimated revenue of \$41,992,189 and estimated expenditures of \$41,554,373, with a projected surplus of \$437,816. The June 30, 2019 unassigned fund balance was 4.2% and the June 30, 2020 unassigned fund balance is projected to be 5.2%. Chevalier moved, Stout seconded, approval of the 2019-2020 Revised Budget. Carried 6-0.

C. Approval of Policies

Superintendent Barbara Duffrin recommended approval of the following annually reviewed policies and those with minor MSBA changes. Schwartz moved, Chevalier seconded, approval of policies: Policy 404-Employment Background Checks, Policy 410-Family Medical Leave, Policy 413-Harassment & Violence, Policy 414-Mandated Reporting of Child Neglect or Physical or Sexual Abuse, Policy 415-Mandated Reporting of Maltreatment of Vulnerable Adults, Policy 421-Gifts to Employees, Policy 424-License Status, Policy 506-Student Discipline, Policy 510- School Activities, Policy 513-Student Promotion, Retention and Program Design, Policy 514-Bullying Prohibition, Policy 515-Protection and Privacy of Pupil Records, Policy 516-Student Medications, Policy 522-Student Sex Nondiscrimination, Policy 523-Policies Incorporated by Reference (Students), Policy 524-Technology Acceptable Use & Safety, Policy 534-Unpaid Meal Charges, Policy 602-Organization of School Calendar and School Day, Policy 615-Testing Accommodations, Modifications and Exemptions for IEP's, Section 504 and LEP Students, Policy 620-Credit for Learning, Policy 624-Online Learning

Options, Policy 703-Annual Audit, Policy 721-Uniform Grant Guidance Policy Regarding Federal Revenue Sources, Policy 806-Crisis Management, Policy 904-Distribution of Materials on School District Property by Non-School Persons. Carried 6-0.

McGraw made a motion to move Policy 902-Use of School Facilities: Appendix B-Indoor/Outdoor Athletic Facility Use Rules & Regulations from 8.B. to 9.C. for approval, Donovan seconded, approval of Policy 902-Use of School Facilities: Appendix B-Indoor/Outdoor Athletic Facility Use Rules & Regulations. Carried 6-0.

D. Approval of the Resolution Supporting Local Decision Making Authority for School Boards

School Board Vice Chair/Clerk Julie McGraw recommended approval of the resolution supporting local decision making authority for school boards. MSBA will add the resolution to a master list to be shared with MN legislators. McGraw moved, Stout seconded, approval of the Resolution Supporting Local Decision Making Authority for School Boards. Carried 6-0.

10. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

School Board Director Mike Chevalier reported on the 2020 AMSD Legislative Session Preview and the discussion with the legislative panel, which included members of the MN Senate and House Education Committees. Superintendent Duffrin reported the discussion centered around the proposed constitutional amendment to close the achievement gap.

B. Mahtomedi Area Educational Foundation (MAEF)

School Board Vice Chair/Clerk Julie McGraw encourage school board member to donate to the MAEF Legacy Night Gala and to order discounted early bird tickets by March 9, 2020. Superintendent Duffrin reported the MAEF Grant Committee reported on awarding this year's grants and the Scholarship Committee reported on this year's increase in student scholarships participation/applications.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Chair Lucy Payne reported on a great January Leadership Conference and the work being done to possibly revise the MSBA bylaws and articles of incorporation regarding the District Area Groups.

D. Northeast Metro 916 Board

School Board Director Kevin Donovan reported on the 916 Gala, which included a dessert auction, Rotary Table and a Fund a Need Drive to support the purchase of music equipment for Quora High School. Also discussed was the intended withdrawal of the St. Francis School District and students reporting to the board about their experiences while attending 916 programs.

E. School Board Subcommittee Reports

None.

F. Other Items/Reports

Stacey Stout, School Board Treasurer, reported on the last Community Education Advisory Committee Meeting where they discussed the many events offered. The Summer Brochure will be coming out in a couple of weeks. Dr. Cathy Wyland is retiring and Kate Andersen will take over as Director of Mahtomedi Community Education in March.

Stacey Stout, School Board Treasurer, requested school board members that are interested in attending the Parent Teacher Organization (PTO) Meetings at Wildwood Elementary and O.H. Anderson Elementary contact her for meeting dates and times.

Lucy Payne, School Board Chair reported on the District Curriculum Advisory Committee Meeting, which included an update from Patrick Crothers, Technology Coordinator, on the Technology Advisory Process taking place; discussion on the curriculum process with more staff and student voice; new high school course offerings; and a report from Lynne Viker, Assistant Superintendent of Learning, on the ongoing curriculum reviews.

School Board Vice Chair/Clerk Julie McGraw and School Board Chair Lucy Payne reported on the MN State High School League's Insideout Training they attended. The training is sponsored by the National Football Foundation and the MN Vikings. McGraw explained the training initiative is to move from the current "win at all costs" sports culture to developing students who will create a better humanity. Payne explained there will be future Insideout Trainings for Athletic/Activity Directors in April and for School Implementation Teams in August.

11. SUPERINTENDENT'S REPORT

Superintendent Barbara Duffrin reported on a successful Winter sports season with several teams making it into the State Competitions; Mahtomedi High School students being chosen for Honor's Band and Choir; the upcoming Mahtomedi Middle School play:

*Junie B. Jones Jr. The Musical*; Ashland Productions *The Grunch* with O.H. Anderson Elementary students; and Real World Design Challenge Teams heading to Nationals. Superintendent Duffrin noted “School Bus Driver Appreciation Day” and thanked the bus drivers for their work. Next week is “Read Across America Week” with visits from author Dawn Quigley and the MN Commissioner of Education Mary Cathryn Ricker, who will be reading to students at Wildwood Elementary. Superintendent Duffrin stated she is excited for the upcoming Zephyr Showcases before the School Board Meetings at 6:30 p.m. on March 26, April 23 and May 28, with students demonstrating/presenting on some of the in depth work they are doing.

## 12. ADJOURNMENT

Donovan moved, Stout seconded, adjournment. Carried 6-0. Meeting adjourned at 8:19 p.m.

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

### A. APPROVAL OF MINUTES

1. January 9, 2020 - Regular Meeting
2. January 23, 2020 - Study Session/Special Meeting
3. February 13, 2020 - Study Session

### B. Approval of Treasurer's Report

None.

### C. Approval to Pay Bills

1. AP Check Register - Check No. 406708 to 406969 and 9800011200 to 9800011281

### D. Approval of Wire Transfer Transactions

### E. Personnel

1. Approval of Contracts and Work Agreements
  - a. Kathryn Andersen - Director of Community Education - District-wide (3-24-2020)
  - b. Karen Anderson - Instructional Paraprofessional (LTS) - Wildwood Elementary (1/13/2020)
  - c. Shannon Bartels - Spanish Teacher (.7 FTE) - O.H.Anderson Elementary (1/13/2020)
  - d. Johanna Bert - Instructional Paraprofessional - Wildwood Elementary (2/11/2020)
  - e. Nathaniel Hendrickson - Language Arts Teacher (.15 FTE) - Mahtomedi High School (2/24/2020)
  - f. Molly Johnson - Lunch/Recess Paraprofessional - Wildwood Elementary (1/13/2020)

- g. Maria Kelly - Instructional Paraprofessional - O.H. Anderson Elementary (2/3/2020)
- h. David Schwartz - Lunch/Recess Paraprofessional - O.H. Anderson Elementary (2/3/2020)

2. Approval of Resignations/Retirements

- a. Tanya Larson - Media Paraprofessional - O.H. Anderson Elementary (1/24/2020)
- b. Dorothy Mattson - Occupational Theapist - Wildwood Elementary (6/8/2020)
- c. Makaylah Messetler - Cleaner (.5 FTE) - Mahtomedi High School (1/14/2020)

F. Student Overnight Trip Requests

- 1. Mahtomedi High School Varsity Baseball Team Spring Training in Florida - March 15-21, 2020
- 2. Modeling a Protein Story (MAPS) Teams to Experimental Biology Conference in San Diego, CA - April 3-7, 2020
- 3. Mahtomedi Eighth Grade Class Trip to Washington D.C. - April 16-19, 2020

JULIE MCGRAW, CLERK