

Minutes of Regular Meeting

The Board of Education Mahtomedi Public Schools

A **Regular** meeting of the Board of Education of the Mahtomedi Public Schools was held **Thursday, November 17, 2016**, beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room.

1. CALL TO ORDER

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

2. ROLL CALL OF ATTENDANCE

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

3. APPROVAL OF THE AGENDA

Donovan moved, Chevalier seconded, approval of agenda. Carried 4-0.

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

School Board Chair Lucy Payne noted the \$14,809.60 in donations and expressed the school district's formal thank you. Chevalier moved, Stout seconded, approval of the actions recommended on the consent agenda. Carried 4-0.

A. Approval of Donations/Grants Totaling \$14,809.60

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 The St. Paul Foundation to Mahtomedi Girls' Soccer Team - \$2,232.05
2. From Christian and Anne Schwab to Mahtomedi Glee Club \$1,000
3. From Mahtomedi PTO to O.H. Anderson Elementary School Third Grade Field Trips - \$1,000
4. From Mahtomedi PTO to O.H. Anderson Elementary School Fourth Grade Field Trips - \$1,000

5. From Mahtomedi PTO to O.H. Anderson Elementary School Fifth Grade Field Trips - \$1,000
6. From Mahtomedi PTO to Wildwood Elementary School First Grade Field Trips - \$1,498
7. From Mahtomedi PTO to Wildwood Elementary School Office Paper - \$150
8. From Wells Fargo Matching Gifts Program to Mahtomedi Middle School Miscellaneous Donations - \$65
9. Christopher And Mary Rollinger to Mahtomedi Glee Club - \$50
10. Mahtomedi PTO to Mahtomedi Middle School Incentives & Celebrations - \$4,000
11. From Wells Fargo Matching Gifts Program to Wildwood Elementary School Miscellaneous Donations - \$105
12. From Mahtomedi PTO to O.H. Anderson Elementary School Print Making & Art Supplies - \$995.55
13. From Mahtomedi PTO to Wildwood Elementary School Climb Theatre - \$1,304
14. From Wildwood Elementary School Students to Adopt a Book Program - \$400

5. PRESENTATIONS/RECOGNITION

A. Student/Staff/Community Recognition

The following students and staff were recognized by the school board and administration:

- Former School Board Member: Mary Jo Deters, who resigned May 27, 2016, was recognized for her contributions to the school board. During her 6 ½ years of service, Deters served as treasurer, vice chair/clerk, was on the Facilities, Finance and Personnel Committees and represented the school district at the Association of Metropolitan School Districts (AMSD), Integration District: Educational Equity Alliance (EEA) formerly with East Metro Integration district 6067 (EMID), Minnesota School Boards Association (MSBA) Legislative Liaison (Alternate), Minnesota State High School League (MSHSL), and Technology and Information Educational Services (TIES) (Alternate). School board members and Superintendent Larson thanked Deters for her commitment to the Mahtomedi School District. Deters received an engraved school bell in recognition of her years of service.
- Tee It Up For Caden - Not Present: Mark Hronski and Lisa Hronski.
- Mahtomedi Middle School Drama – Not Present: Marilyn Walsh.
- American Choral Director's Association of Minnesota State 7-8 Grade Honor Choirs: Cassie Kasper and Saale Pearson.

- Mahtomedi Cross Country Team State Qualifiers: Lily Engebretson and Melanie Pankow.
- Mahtomedi High School Girls' Tennis Team - State Champions: Isabel Birkeland, Emily Cooper, Alexi Harrod, Erin Hoffman, Sarah Hoffman, Grace Riermann, Maggie Riermann. Not Present: Coach Kathy Alex, Emily Fraser, Chloe Irvine, Emily Ostrand, Olivia Paradise, Annika Sougstad, Lauren Splett and Anna Stutz.
- NE Metro 916 - Career and Technical Program October Student of the Month – Not Present: Blake Tschida.

B. Mahtomedi Middle School Update

Mike Neubeck, Mahtomedi Middle School Principal, reviewed last year's MCA scores ranking Mahtomedi Middle School the top metro middle school in Math and Science and 7th in Reading and updated school board members on this year's staff efforts to individualize learning for increased success in reading with a special work zone for special education students and targeted services for those who need extra support. New this year are: 6th Grade Writer's Workshop, class room libraries, afterschool academic/social support with counselors, increased use of technology for student recognition and communication. Assistant Principal Su Sorenson started an inclusive program to display the flags of the students' or their parents' birth counties in the middle school common areas. Neubeck also commented on the many middle school activities that included the Fall Magazine Sale Fundraiser which raised \$20,000 in profits to be used to purchase a classroom set of virtual goggles to enhance learning.

Dennis Dobson, MMS Social Studies Teacher, reported on the Summer curriculum writing project he completed with co-teacher Bob Merthan. They developed a more modern curriculum starting with the 2000 presidential election relating it to this year's election and 9-11 as it happened by using interactive technology and activities. Their goal is to actively engage students by showing them how history relates to them.

C. Hanson Inspired Teacher Grant

Ryan Collins, Sixth Grade Social Studies Teacher, and Brooke Carlson, Mahtomedi Middle School Spanish teacher both recipients of the Hansen Inspired Teacher Grant reported to the school board how they used the grant last Summer. Collins used the grant to take a Historic Industries Tour to Grand Portage and Fort William (NW Company's fur trade), to the Iron Range (iron ore mining), to the MN Discovery Center (immigration) and to the Forest History Center (logging). Collins stated he is a firm believer of learning beyond the classroom and will incorporate the pictures and knowledge he gained from his travels into his classroom lessons. He often emails recommendations of places to visit to his students' parents so they can help make history come alive.

Brooke Carlson attended the Organic World Language (OWL) boot camp at Southern Oregon University in Ashland Oregon to enhance this method of teaching used in her classroom at every proficiency level. Carlson explained to the school board how the OWL methodology encourages speaking only the language being taught 90% of the time to help students learn to use the language through participation, practice and movement. Carlson gave classroom examples of her lesson plans. Both Collins and Carlson expressed their thanks to Jim Hansen for his generous donation, MAEF and MMS Administrators.

D. Passages Transition Program Update

Beth Sneden, Professional Development and Special Education Supervisor, Nicole Loch, Work Experience Teacher and Erin Schnyders, Passages Transition Program Teacher updated the school board on the opening of the new Passages Transition Program for 18 to 21 year old students for the 2016-2017 school year. The program is designed to help special education students with their postsecondary education, employment and independent living and social skills. The program partners with NE Metro 916, Century College and area businesses and community organizations. Loch commented on the well-attended open house on November 2nd and how the program is a benefit for the students, the district and the community and thanked the school board for their support.

6. 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.

None.

7. REPORT FROM STUDENT REPRESENTATIVE

A. Audrey Anfang, Student Representative

School Board Student Representative Audrey Anfang reported on the following events at Mahtomedi High School: Student Leadership Council's (SLC)– Olive Garden dinner during conferences and the upcoming Parents' Night Out event fundraisers for Jackson Elementary students, the recent election and the efforts of the Mahtomedi H.S. teachers to promote a caring and safe school environment, Coding Club, Winter Sports, the high school play - *You're a Good Man Charlie Brown*, Students Against Destructive Decisions' (SADD) Halloween Project, Students Advocating for Equity's (SAFE) positive impact and the new Lunch & Learn program.

8. APPROVAL OF MINUTES

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A. October 13, 2016 - Regular Meeting

Donovan moved, Stout seconded, approval of the minutes from the October 13, 2016, school board meeting. Carried 4-0.

B. October 27, 2016 - Study Session/Special Meeting

Donovan moved, Stout seconded, approval of the minutes from the October 27, 2016, school board study session/special meeting. Carried 4-0.

C. November 7, 2016 - Special Meeting Minutes

Donovan moved, Stout seconded, approval of the minutes from the November 7, 2016, school board special meeting. Carried 4-0.

9. DISCUSSION/INFORMATION ITEMS

A. Calendar of Events

The Calendar of Events was reviewed.

B. Family and Consumer Science (FACS) Curriculum Review

Lynne Viker, Director of Learning and Accountability, Becky Anderson, Mahtomedi High School FACS Teacher and Marianne Rana, Mahtomedi Middle School FACS Teacher presented to the school board the results of the Family and Consumer Science curriculum review. Viker explained with the help of MDE's Maxine Peterson's suggestions for making the program more viable and in line with current standards and class and community surveys the FACS program is bringing back real life skills to classes. Rana and Anderson explained the integrated curriculum through middle to high school skills for life courses including: sewing, cleaning, budgeting, balancing accounts, use of debit/credit cards, online safety, career exploration, job applications/interviews to picking a college. Culinary courses focus on nutrition, healthy eating and meal presentation. The goal is to prepare Mahtomedi students to become successful, independent individuals.

C. First Reading of Revised Policies 2016

Superintendent Mark Larson reviewed with school board members five policies with recommended MN School Board Association (MSBA) changes: Policy 102 - Equal Educational Opportunity, Policy 413 - Harassment and Violence, Policy 506 - Student Discipline, Policy 509 - Enrollment of Nonresident Students and Policy 520 - Student Surveys, along with the policy committee recommendations. The policies will be brought back for a second reading at the

December 8th school board meeting.

10. ACTION ITEMS

A. Approval of 2015-2016 Audit

Jim Eichten, of Malloy, Montague, Karnowski, Radosevich & Co., presented the audit report for 2015-2016. Eichten reviewed the audited financial statements, provided school board members and administrators with an overview of the school district revenues and expenditures for the past school year, and shared the opinion and findings. The auditor issued an unmodified opinion on the district's financial statements. Donovan moved, Stout seconded, approval of the 2015-2016 audit. Carried 4-0.

B. Approval of Resolutions Canvassing Returns of Votes of the School District General Election and Authorizing Issuance of Certificates of Election and Directing School District Clerk to Perform Other Election Duties

At the general election held on November 8, 2016, three school board seats were open for four-year terms. The vote totals were as follows: Stacey Stout – 5,052, Judith Schwartz – 4573, and Lucy Payne – 4,509. School board member Payne was reelected, school board member Schwartz was reelected and appointed school board member Stout was elected. Terms will begin January 2, 2017. Chevalier moved, Stout seconded, approval of the resolution canvassing returns of votes of school district general election and authorizing issuance of certificates of election and directing school district clerk to perform other election duties. Carried 4-0.

11. SCHOOL BOARD COMMITTEE REPORTS

A. Facilities Committee Meeting

In Julie McGraw's absence School Board Director Mike Chevalier read a report submitted by School Board Vice Chair/Clerk Julie McGraw which stated: Abatement Bonds Phase I cost \$4.2 million (budgeted at \$4.68 million) and Phase II is estimated to cost \$2.977 million with an estimated \$780,000 given back to taxpayer's in levy debt services; Superintendent Mark Larson and Director of Business Services Rochel Manders will attend weekly construction meetings to oversee the Phase II construction completion timeline. Middle School Principal Mike Neubeck is working with Dave Rey with Anderson-Johnson Associates Inc. regarding traffic control and pedestrian safety. The school board has explicitly communicated to the administration safety is the top concern. An update will be given in January on the Phase II Option M plan details and pedestrian crossing.

B. Finance Committee Meeting

School Board Treasurer Kevin Donovan reported on the Finance Committee meeting discussion on enrollment numbers being down 50 students for the 2016-2017 school year from the target enrollment and possible use of the fund balance to cover costs, staff reductions for the 2017-2018 school year and the \$50,000 error above board parameters in the costing in the Paraprofessionals' contract. Several community members present offered to help review the budget going forward. This was reported to the full school board at the November 7th Special Meeting.

C. Association of Metropolitan School Districts (AMSD) Board

School Board Director Mike Chevalier reported on October 28th AMSD meeting which included electing a new member to the executive committee – Amy Jones from Mounds View Public Schools, a review of the draft legislative platform and approval the updated position papers and an update on Every Student Succeeds Act (ESSA) by Commissioner of Education Brenda Cassellius and others from MDE. AMSD Policy Conference on Improving Outcomes Cost-Effectively for Struggling Students was also attended by the administration and several school board members.

D. Integration District: Educational Equity Alliance (EEA)

None

E. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Treasurer Kevin Donovan reported on the pre-delegate assembly, the upcoming delegate assembly on December 2nd and 3rd with two of the 23 resolutions being considered from Mahtomedi School Board and the upcoming MSBA winter conference on January 12th and 13th with keynote speaker Alan Page, Page Education Foundation and former MN Viking and MN Supreme Court Justice.

F. Northeast Metro 916 Board

Talking Points are included in the packet.

G. Other Items/Reports

School Board Treasurer Kevin Donovan reported on the TIES Annual Meeting with an update on TIES new initiatives and a thought exchange exercise. Superintendent Mark Larson and Technology Coordinator Patrick Crothers also attended.

12. SUPERINTENDENT'S REPORT

Superintendent Mark Larson reported on the following: listening sessions being held at each of the schools and the District Education Center, the O.H. Anderson Elementary Student Council Elections, the High School letter writing assignment to a government organization (Mahtomedi School Board and Administration), the Presidential Election and the reminder message sent by High School Principal Kathe Nickleby to all families stating each and every student, staff and visitor to Mahtomedi Schools has the right to learn in a safe and welcoming environment. Superintendent Larson stated he is proud of the administration, staff and students' dignity, civility, decorum, and respect of each other so all students can learn and grow.

13. ADJOURNMENT

Donovan moved, Stout seconded, adjournment. Meeting adjourned at 9:30 p.m. Carried 4-0.

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

A. Approval of Treasurer's Report

No Treasurer's Report

B. Approval to Pay Bills

1. Check Register 02 - Check No. 393188 to 393529 and 80007758 to 80007862
2. Check Register 05 - Check No. 50000420 to 50000426

C. Approval of Wire Transfer Transactions

D. Personnel

1. Approval of Contracts and Work Agreements

- a. Kris Hedstrand - Building RN - Wildwood Elementary (10/24/2016)
- b. Brooke Hemenway - Building RN - Mahtomedi High School (11/1/2016)
- c. Elizabeth Waldal - Lunch Paraprofessional - Mahtomedi Middle School (9/6/2016)
- d. Amy Winter - Title I Tutor - St. Jude's of the Lake (10/10/2016)

2. Approval of Leave of Absence

- a. Kimberly O'Connor - Data Assessment Coordinator - Mahtomedi District Office (11/29/2016-2/14/2017)

3. Approval of Resignations/Retirements/Terminations

- a. KrisAnn McIntyre - Job Coach - Mahtomedi High School (10/28/2016)

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KEVIN DONOVAN, ACTING CLERK