

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, December 14, 2017**, 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 7:08 p.m. by Chair Lucy Payne.

3. ROLL CALL OF ATTENDANCE

Present: Mike Chevalier; Kevin Donovan; Julie McGraw; Lucy Payne; Judy Schwartz; Stacey Stout (present from a remote location by speaker phone 8:03 p.m.–8:42 p.m.); Superintendent Mark Larson, ex officio; and Emma Shores, school board student representative.

4. APPROVAL OF THE AGENDA

Donovan moved, Schwartz seconded, approval of agenda. Carried 5-0.

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

School Board Chair Lucy Payne noted the \$4,321.85 in donations and expressed the school district's formal thank you. Chevalier moved, Schwartz seconded, approval of the actions recommended on the consent agenda. Carried 5-0.

School Board Vice Chair/Clerk Julie McGraw requested the school board be involved in the hiring of Principal Mark Hamre's replacement after his retirement.

A. Approval of Donations/Grants Totaling \$4,321.85

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. Cash Donation to Mahtomedi High School Engineering - \$200.00
2. From Mahtomedi PTO to Wildwood Elementary Ink Cartridges - \$148.23
3. From Mahtomedi PTO to Wildwood Elementary Apps for Chromebooks - \$119.28
4. From Mahtomedi PTO to Wildwood Elementary 1st Grade Field Trip - \$1,325.00
5. From Mahtomedi PTO to Wildwood Elementary Standup Desk for the Nurse's Office - \$159.99
6. From Mahtomedi PTO to O.H. Anderson Elementary Art Supplies - \$248.40
7. From Securian Foundation Matching Funds to O.H. Anderson Elementary Student Supplies - \$200.00
8. From Mahtomedi PTO to O.H. Anderson Elementary iPads and Cases - \$940.47
9. From Mahtomedi PTO to O.H. Anderson Elementary Codeybot Robots - \$509.97
10. From Mahtomedi PTO to Wildwood Elementary Climb Production - \$370.00
11. From Mahtomedi PTO to Wildwood Elementary iTunes Apps - \$100.51

6. PRESENTATIONS/RECOGNITION

A. Student/Staff/Community Recognition

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

- Mahtomedi Girls Soccer Team - Class A State Champions: Megan Clements, Stephanie Comfort, Megan Lisowy, Sonia Meyer, and Coach David Wald. Not Present: Katelyn Bradley, Erika Broten, Makaya Firminger, Sydney Freking, Hannah Goralnick, Lauren Heinsch, Hannah Loughlin, Mickenzie Mireault, Payton Nelson, Grace Padelford, Sydney Panek, Dana Searles, Audrey Sexson, Abigail Shultz, Sydney Staedt, Josephine Underwood, Ava Vander Louw and Anna Wagner.
- Mahtomedi Middle School Honors Choir Participants: Alicia Cepress and Kimberly Hoffman. Not Present: Aleksa Atkinson.
- Wildwood Lions Club Peace Poster Winner - Not Present: Sounali Moua.

B. Community Education Update

Cathy Wyland, Director of Mahtomedi Community Education, updated school board members on: 2016-2017 Annual Report submitted to the MN Department of Education, Fiscal Year 2017 Community Education Fund 04 audit results, adjusted philosophy in serving adults/seniors by offering more programming, facility improvements and events reported in the White Bear Press Newspaper, White Bear

Lake Magazine and on the Suburban Community Cable TV. Wyland invited school board members to attend the Community Book Read – *A Good Time for the Truth: Race in Minnesota* on January 30 at 6:30 p.m. in the Mahtomedi High School Fine Arts Center with School Board Treasurer Kevin Donovan as moderator.

7. REPORT FROM STUDENT REPRESENTATIVE

A. Emma Shores, Student Representative

School Board Student Representative Emma Shores reported on the following events at Mahtomedi High School: winter break, winter sports, Student Leadership Council's semiannual Parents' Night Out fundraiser to purchase holiday gifts given to St. Paul School District's Jackson Elementary kindergarten students and the middle and high school band & choir concerts, including the Mall of America's Clouds Concert.

8. APPROVAL OF MINUTES

A. November 9, 2017 - Regular Meeting

Schwartz moved, Chevalier seconded, approval of the minutes from the November 9, 2017, school board meeting. Carried 5-0.

9. DISCUSSION/INFORMATION ITEMS

A. Calendar of Events

The Calendar of Events was reviewed.

B. Second Reading of Policies

Superintendent Mark Larson reviewed with school board members the following policies which all contain revisions or modifications recommended by MSBA: Policy 509 - Enrollment of Nonresident Students, Policy 620 - Credit for Learning, Policy 903 - Visitors to School District Property and Facilities and those required by change in Minnesota State Statute: Policy 614 - School District Testing Plan and Procedure, Policy 721 - Uniform Grant Guidance Regarding Federal Revenue Sources, Policy 805 - Waste Reduction and Recycling. Dr. Larson discussed with school board members Policy 620 – Credit for Learning regarding what other school district's policies are for weighted grades for PSEO courses. School Board Chair Lucy Payne requested information on the number of credits students typically earn when taking a PSEO course at Century College, Bethel College, Northwestern University and the University of Minnesota. The policies have been reviewed by the policy committee

and administration and will be brought back for a third reading/approval at the January 4 school board meeting.

10. ACTION ITEMS

A. Truth-in-Taxation Presentation

Bill Menozzi, Director of Business Services, presented information regarding the proposed levy payable in 2018 and the tax impact for residents. Menozzi discussed the Truth in Taxation law, property tax background, legislative changes that affect the 2018 levy, general fund changes in basic per pupil allowance, school district funds, fiscal year 2017-2018 budget, revenue and expenditure budgets for all funds, proposed tax levy payable in 2018, and property tax comparisons – pay 2017 versus pay 2018.

1. Truth-in Taxation Public Comment

None.

2. Approval to Certify Levy for 2018

McGraw moved, Donovan seconded, approval to certify levy for 2018. Total certified levy amount \$13,625,084.83. Carried 5-0.

B. Approval of the Revised 2017 - 2018 Budget

Bill Menozzi, Director of Business Services, presented on the 2017-2018 revised budget and the 2018-2019 budget forecast which included: current and projected revenues and expenditures, changes in fund balance and student enrollment. The estimated June 30, 2018 unassigned general fund balance is 5.79%, which is below the district's policy to maintain an 8% unassigned general fund balance and is due in part to a lower than expected student count. Superintendent Larson stated School District Policy 714 – Fund Balance procedures will be implemented to stabilize the district's financial position. Donovan moved, Chevalier seconded, approval of the revised 2017-2018 budget. Carried 5-0.

C. School Start Times for 2018 -2019

Superintendent Mark Larson recommended the school board table changing school start times until the 2019-2020 school year and in the interim period: severely limit middle and high school student activities before 8:00 am. (any before school activities would require the approval of the building principal), whenever possible avoid AP/CIS classes first hour, all electronic homework submissions due at 10:00 p.m. (in the event of late games/practice accommodations with the student and

teacher can be arranged), official school practice activities (athletic or artistic) end by 9:00 p.m., continue sleep education in health classes at both the middle school and high school, assess students for sleep deprivation when dealing with behavioral issues, provide training for those (counselors, PBIS specialists, etc.) where necessary and no final exams first period at the high school. McGraw moved, Chevalier seconded, Failed 0-6.

Payne moved, McGraw seconded, a resolution to support the middle and high school administration/staff to continue to examine/research innovative ways to address/improve student sleep and school start times and report back to the school board in one year. Schwartz moved to amend the resolution to report back to the school board in 18 months by the July 2019 school board retreat, Donovan seconded. Carried 6-0.

D. Minnesota School Board Association (MSBA) Special Education Resolutions

Superintendent Mark Larson reviewed two MSBA recommended Special Education Resolutions with school board members. The first resolution is to fully fund Special Education services at the state level and the second at the federal level. Donovan moved, McGraw seconded approval of the Special Education Resolutions. Carried 5-0.

11. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

School Board Director Mike Chevalier reported on the December AMSD meeting which included: a discussion with two new state representatives on the election processes and starting with a common goal to bring opposing sides together.

Chevalier mentioned all school board members are invited to the Second Annual School Board Members of Color meeting on January 10 from 4:00-6:00 p.m. at the Minneapolis Hilton Hotel.

B. Minnesota State High School League (MSHSL)

School Board Director Mike Chevalier reported the MSHSL has hired a new Executive Director—Erich Martens, does not allow the use of drones at state tournaments and recommends school districts develop their own drone use policy, the MSHSL media broadcast contract with KSTC—TV/Channel 45 has been extended to 2021 and the Student Transfer/Ad Hoc Committee is recommending that the Athletic Director and Principal of the sending and receiving schools agree on varsity eligibility.

C. Mahtomedi Area Educational Foundation (MAEF)

School Board Vice Chair/Clerk Julie McGraw reported the teacher/staff grants application window is from November 1 – January 22, the student scholarship application window opens on December 15 and MAEF is looking for nominations for the Hill Awards.

D. Minnesota School Boards Association (MSBA) Delegate Assembly

School Board Vice Chair/Clerk Julie McGraw reported on December 1 & 2 Delegate Assembly which included: a presentation from the FBI on cyber security, the review of 21 resolutions with 3 of the 4 Mahtomedi school board legislative resolutions regarding School District Consolidation, Data Requests and ESSA and the World's Best Workforce were approved.

E. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Treasurer Kevin Donovan reported on the upcoming January 11 & 12 MSBA Winter Conference with workshop/round table presentations from: O.H. Anderson Elementary–Mathematical Mindset (Kirsten Bouwens, Donna Forbes and School Board Sponsor: Stacey Stout); Mahtomedi High School–Using Process Oriented Guided Inquiry Learning for Students and Instructors (Kathe Nickleby, Jim Lane and School Board Sponsor: Kevin Donovan); Mahtomedi Middle School -The Many Uses of Technology at Mahtomedi Middle School (Mike Neubeck, Jim Anderson and School Board Sponsor: Lucy Payne); Wildwood Elementary–Tool Box Project Social/Emotional Skills (Mark Hamre , Joe Pendleton and School Board Sponsor: Judy Schwartz); O.H. Anderson Elementary–Technology in the Elementary Specialist Classes (Kirsten Bouwens, Beth Erlenborn and School Board Sponsor: Mike Chevalier).

School Board Treasurer Kevin Donovan will also co-host a round table discussion on the Foundations of an Education Foundation and School Board Chair Lucy Payne will co-host a workshop on Every Student Succeeds Act (ESSA): Future Design Work Group Recommendations on the State's academic assessment system.

F. Education Equity Alliance (EEA)

School Board Treasurer Kevin Donovan reported on Fall EEA Advisory Council meeting with the N. St. Paul- Maplewood- Oakdale School District and included a power point from the meeting in the board packet with information on their mission, goals, student programming, staff development, intended outcomes, along with a spreadsheet comparing the two districts equity work to create an equitable education for all students.

G. Northeast Metro 916 Board

School Board Director Judy Schwartz stated the Talking Points are included in the packet

H. School Board Subcommittee Reports

None

I. Other Items/Reports

None

12. SUPERINTENDENT'S REPORT

Superintendent Mark Larson reported on the following: the Leadership Cohort Meeting with the focus on personalized learning, innovation and leadership capacity and incorporating the ABC's of Autonomy-Belonging-Competency for all staff and students; the Chamber of Commerce Business and Educators Meeting with Century College, White Bear Lake and Mahtomedi School Districts to help students explore career opportunities in the area; the AMSD Reimagine MN Conference with 47 metro area school districts and over 200 education leaders, advocates, students and community members all with the common goal of creating a lasting equity and excellence in education to see all, serve all and support all. Dr. Larson stated today was the fifth anniversary of the Sandy Hook Elementary shooting and we need to continue the important work to keep all students safe.

13. ADJOURNMENT

Donovan moved, Chevalier seconded, adjournment. Carried 5-0. Meeting adjourned at 9:02 p.m.

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

A. Approval of Treasurer's Report

B. Approval to Pay Bills

1. Check Register 02 - Check No. 397155 to 397471 and 80008979 to 80009092
2. Check Register 05 - Check No. 50000496 to 50000498

C. Approval of Wire Transfer Transactions

D. Personnel

1. Approval of Contracts and Work Agreements

- a. Melissa Hanley - Lunch/Recess Paraprofessional - O.H. Anderson Elementary (11/27/2017)

- b. Jeanne Kiel - Building Registered Nurse - Mahtomedi Middle School (12/4/2017)
 - c. Dawn Mizinski - Lunch/Recess Paraprofessional - O.H. Anderson Elementary (11/27/2017)
- 2. Approval of Leaves of Absence
 - a. Susan Hjelle - Special Education Paraprofessional - Wildwood Elementary (3/1/2018 - 6/7/2018)
- 3. Approval of Resignations/Retirements/Terminations
 - a. Mark Hamre - Elementary Principal - Wildwood Elementary (6/29/2018)
 - b. Alycia Holmquist - Lunchroom Paraprofessional - O.H. Anderson Elementary (12/6/2017)
 - c. John Petronek - Fifth Grade Teacher - O.H. Anderson Elementary (6/8/2018)
 - d. Kathy Wilhelmson - Paraprofessional - Wildwood Elementary (12/22/2017)

JULIE MCGRAW, CLERK