

Minutes of Regular Meeting

Board of Education Mahtomedi Public Schools

A **Regular** of the Board of Education of Mahtomedi Public Schools was held **Thursday, December 13, 2018**, 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 7:00 p.m. by Chair Judy Schwartz.

3. ROLL CALL OF ATTENDANCE

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

4. APPROVAL OF THE AGENDA

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

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

School Board Chair Judy Schwartz noted the \$3,306.25 in donations and expressed the school district's formal thank you. Donovan moved, Chevalier seconded, approval of the actions recommended on the consent agenda. Carried 6-0.

A. Approval of Donations/Grants Totaling \$3,306.25

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 Math Workshop - \$297.00
2. From Greater White Bear Lake Community Foundation to Wildwood Elementary Woods & Wetlands Project for Binoculars - \$900.00

3. From Mahtomedi Parent Teacher Organization (PTO) to O.H. Anderson Elementary for Computer Mice - \$143.64
4. From Mahtomedi Middle School Parent Association to Mahtomedi Middle School Student Needs - \$100.00
5. From Mahtomedi Middle School Parent Association to Mahtomedi Middle school Student Needs - \$900.00
6. From Mahtomedi Parent Teacher Organization (PTO) to O. H. Anderson Elementary Media Supplies - \$965.61

6. PRESENTATIONS/RECOGNITION

A. Student/Staff/Community Recognition

1. Volunteer Service and Creating an Innovative Outdoor Classroom at Wildwood Elementary

Lynne Viker, Assistant Superintendent of Learning, introduced Julie Comfort, elementary Science, Technology, Engineering and Math (STEM) Specialist. Comfort reported on the new innovative outdoor classroom that she helped build with Mahtomedi High School Senior Luigi Viggiano and Mahtomedi Garden Club Member Jeanne Zlonis. Zlonis also helped write the grant for a set of classroom binoculars from the Greater White Bear Lake Community Foundation. The students helped spread mulch donated by Woodchuck Tree Service and plant wildflower seeds. Viker and Comfort presented certificates of appreciation to Zlonis and Viggiano thanking them for their service.

2. Mahtomedi High School Fall Sports and Activities Highlights

Aaron Forsythe, Activities Director, updated school board members on the Fall Athletic Season which included 434 student athletes and 90 coaches. Highlights included: Girls' Tennis Team - Metro East Conference Champions; Boys' Soccer Team - Metro East Conference Champions and Section 4A Champions; Football Team - Suburban Grey District Champions; Girls' Swim and Dive Team - Section 4A runner-up and State Qualifier and Girls' Soccer Team - Section 4A and State Champions. Forsythe explained the MN State High School League's "Why We Play Initiative" which focuses on a student centered transformational approach to education based coaching.

B. Community Education Update

Cathy Wyland, Mahtomedi Area Community Education Director, updated school board members on: 2017-2018 Annual Report submitted to the MN Department of Education (MDE), Fiscal Year 2018 Community Education Fund 04 audit results, facility improvements and events reported in the White Bear Press Newspaper and on

Suburban Community Cable TV. Wyland invited school board members to attend The Many Faces of the White Bear Lake Area programs and associated events, which is a collaborative effort with the White Bear Lake School District, the White Bear Lake Area Historical Society, the Greater White Bear Lake Community Foundation and others. The complete schedule is available on the Mahtomedi School District website under Community Education/Community Events.

7. REPORT FROM STUDENT REPRESENTATIVE

A. Luke Wiswinski, Student Representative

Luke Wisniewski, Student Representative, reported on the following events at Mahtomedi Schools: Wildwood Elementary Como Zoo visit, Pacer Puppet Show, Pajama Day, Kindergarten Friends & Family Day; Wildwood and O.H. Anderson Elementary Hour of Code and Saints North Roller Skating events; O.H. Anderson Elementary Turkey Bingo and 3rd Grade in house “History Comes to Life” field trip; Mahtomedi Middle School Choir and Band Concerts; Mahtomedi High School Winter Sports, Janitorial & Lunch Staff Appreciation Day, Choir and Band Concerts and the Student Leadership Council’s Parents’ Night Out fundraiser.

8. APPROVAL OF MINUTES

A. November 15, 2018 - Regular Meeting

McGraw moved, Chevalier seconded, approval of the minutes from the November 15, 2018, school board meeting. Carried 6-0.

9. DISCUSSION/INFORMATION ITEMS

A. Calendar of Events

The Calendar of Events was reviewed.

B. Revised 2018 - 2019 Budget

Bill Menozzi, Director of Business Services, discussed the Revised 2018-2019 Budget with school board members. Menozzi stated the budget shows a decrease of \$127,251 in revenue due to a decrease in state aid because of a lower than expected student count and in federal aid due to special education funding; an estimated increase of \$653,234 in expenditures due to salaries and benefits, purchased services including PSEO costs, TIES dissolution, transportation of homeless and special education students, utilities and a capital project levy spend down for a planned data warehouse for a total deficit of \$780,485. The school board will vote to approve the revised budget at the January 10 school board meeting.

10. ACTION ITEMS

A. Approval of Exterior Insulation Finishing System (EIFS) Project Bid

Julie Osterbauer, Supervisor of Building and Grounds, explained the need for the Exterior Insulation Finishing System (EIFS) projects at Mahtomedi Middle School, Mahtomedi High School and the Chautauqua Fine Arts Center (CFAC) as the current material is at the end of its life span. The cost of the repairs will be covered by the district's Long Term Facility Maintenance (LTFM) fund. Osterbauer requested approval to award the combination bid of \$570,000 to Atomic Sheet Metal of Vadnais Heights, MN. Donovan moved, Payne seconded, approval to award the EIFS Project Bid from Atomic Sheet Metal. Carried 6-0.

B. Approval of the 2018-2019 World's Best Workforce (WBWF) Plan

Lynne Viker, Superintendent of Learning, reported on the Mahtomedi School District's World's Best Workforce Plan for the 2018-2019 school year. Viker explained the five goals required by State statute which are: all students are ready to start kindergarten, all third graders can read at grade level, all achievement gaps between students are closed, all students are ready for career and/or post-secondary education, all students graduate from High School and what the district is doing to reach those goals. The WBWF 2017-2018 school year report highlighting past goals and progress and the complete WBWF 2018-2019 plan can be found on the school district website. It was submitted to MDE in December. Payne moved, Donovan seconded, approval of the 2018-2019 World's Best Workforce Plan. Carried 6-0.

C. Truth-in-Taxation Presentation

Bill Menozzi, Director of Business Services, presented information regarding the proposed property tax levy payable in 2019 and the tax impact for residents. Menozzi discussed the levy comparisons for all funds from 2017 pay 2018 to the preliminary and proposed 2018 pay 2019 amounts, revenues and expenditures for all funds for the current school year's 2018-2019 budget, the variables that cause tax increases or decreases, the referendum market value 15 year history and property tax comparisons of pay 2018 versus pay 2019.

1. Truth-in Taxation Public Comment

None.

2. Approval to Certify 2018 Pay 2019 Levy

McGraw moved, Donovan seconded, approval to certify 2018 Pay 2019 Levy. Total certified levy amount \$14,714,057.31. Carried 6-0.

11. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

School Board Director Mike Chevalier reported on the last AMSD Board Meeting where the AMSD's legislative platform and position papers were approved. AMSD Government Affairs Consultants Kris Amundson and Lori Grivna presented on the upcoming legislative session and encouraged members to reach out to their representatives. AMSD Director of Communication & Advocacy Troy Melhus gave an update on the use of social media.

B. Mahtomedi Area Educational Foundation (MAEF)

School Board Vice Chair/Clerk Julie McGraw reported MAEF's budget and a few sponsorships were approved at the last meeting and the Fall Fund Drive is still under way. McGraw thanked the school board for their donations and 100% participation.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Director Lucy Payne reported on the MSBA Delegate Assembly and that this is Julie McGraw's last year as a delegate. New delegates will be elected for next year for a two year term and any board member interest should apply. Payne explained MSBA is moving toward professional development webinars and if you sign up for one a link will be provided to view it at any time. The next Metro Area Coffee is tomorrow in Roseville and MSBA's Day at the Capitol is March 25, 2019.

School Board Vice Chair/Clerk Julie McGraw reported 100 delegates attended the December 1 Delegate Assembly and voted on 22 legislative resolutions on education funding to school start times, with an unanimous vote on Resolution #2 urging the legislature to adopt one predictable and equitable special education funding formula which eliminates the cap and returns transportation to a fully funded revenue source. The complete list of the legislative resolution can be found on the MSBA's website.

D. Northeast Metro 916 Board

Judy Schwartz, School Board Chair, reported 916 Talking Points were included in the packet.

E. School Board Subcommittee Reports

None.

F. Other Items/Reports

School Board Director Kevin Donovan reported on last week's Education Equity Alliance (EEA) Advisory Council meeting with the N. St. Paul-Maplewood-Oakdale School District which is a partnership between the two districts focusing on equity work/programming. Donovan reported the two new coordinators, Lisa Thao and Courtney McCormick are leading the council's recommitment to align the group's mission. Along with parent members the council is considering adding student representatives.

School Board Treasurer Stacey Stout reported on Community Education events which included: the annual Tree of Lights Ceremony which raised \$12,000 for the Mahtomedi Area Food Shelf, the December Community Luncheon with 98 attendees and the Winter/Spring Mahtomedi Community Education Brochure will be mailed soon. Online registration opens December 20.

School Board Director Mike Chevalier reported on the last Parent Teacher Organization (PTO) meeting with presentations by Superintendent Duffrin on the district's upcoming strategic planning, by Communication Specialist Alice Seuffert on her role in the district and by Director of Student Support Services Tony Pierce on the district's Special Education plans.

12. SUPERINTENDENT'S REPORT

Superintendent Barbara Duffrin reported on several events she attended which included: the last PTO Parent Connect Meeting where she asked community members to join in the District's Strategic Planning starting this Spring; Mahtomedi's Hour of Code; a tour of the White Bear Lake Center for the Arts which will be holding a visual arts and writing contest for students; the Greater White Bear Lake Community Foundation's Grant Award Ceremony where Julie Comfort, STEM Specialist, was given a grant for a set of classroom binoculars and the Mahtomedi High School Modeling a Protein Story Team was given a grant to attend the Experimental Biology Conference in April; and the standing room only Mahtomedi Middle School Sixth Grade Choir Concert. Superintendent Duffrin thanked the community for all of their support. Duffrin also commented on the many awards/honors the Mahtomedi High School Musical *Once On This Island* received from Spotlight Education, a program of Hennepin Theatre Trust.

13. ADJOURNMENT

Chevalier moved, Stout seconded, adjournment. Carried 6-0. Meeting adjourned at 8:23 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. 400685 to 401027 and 80010000 to 80010097

2. Check Register 05 - Check No. 50000543 to 50000545

C. Approval of Wire Transfer Transactions

D. Personnel

1. Approval of Contracts and Work Agreements
 - a. Paraprofessional Contract (2017-2019)
 - b. Jennifer Lengyel - Kindergarten Teacher (LTS) - Wildwood Elementary (12/5/18)
2. Approval of Leaves of Absence
 - a. Audra Dircks-Haverman - Kindergarten Teacher - Wildwood Elementary (12/5/18-12/31/18)
3. Approval of Resignations/Retirements/Terminations
 - a. Cynthia Brey - Special Education Paraprofessional - Mahtomedi High School (12/21/18)
 - b. Heather Buchmayer - Special Education Licensed Practical Nurse (LPN) - Mahtomedi Middle School (11/14/18)
 - c. Charlene Hadlich - Lunchroom/Recess Paraprofessional - Wildwood Elementary (11/13/18)
 - d. Amanda Graetzer - Occupational Therapist (LTS .6FTE) - Wildwood Elementary (12/17/18)
 - e. Erika Storvick - English Language Learner (ELL) Paraprofessional - Mahtomedi Middle School (11/21/18)
 - f. Elizabeth Waldal - Community Education Associate - Wildwood Elementary (11/20/18)
 - g. Luanne Dean - Accounting Clerk - Mahtomedi District Office (12/31/18)

E. Approval of Student Travel Requests

1. Mahtomedi Nordic Ski Team Trip to Mesabi Invitational at Giants Ridge, Biwabik, MN - January 4-6, 2019
2. Mahtomedi Nordic Ski Team Trip to the Birkebeiner Ski Trails, Hayward WI - January 18-20, 2019
3. Mahtomedi High School Music Students' Trip to San Jose, Costa Rica, March 7-18, 2019
4. Mahtomedi Gymnastics Team Trip to St. Cloud Tech. Invitational, St. Cloud, MN - December 15-19, 2018

JULIE MCGRAW, CLERK