

School District 197  
West St. Paul-Mendota Heights-Eagan Area Schools  
Meeting and Work Session  
Tuesday, February 18, 2025  
ISD 197 District Office, Mendota Heights, MN

A meeting of the School Board of Independent School District 197 was held Tuesday, February 18, 2025, at the ISD 197 District Office, 1897 Delaware Avenue, Mendota Heights, MN, beginning at 5:00 p.m. pursuant to due notice.

Chair Larsen called the meeting to order at 5:00 p.m. The following School Board members were present: Tim Aune, Marcus Hill, Sarah Larsen, Byron Schwab, Morgan Steele, Jon Vaupel, and Randi Walz. Superintendent Peter Olson-Skog was present. Student Representative Nawal Hassan was present and Patrick Bohmbach was absent.

Also present for the meeting was Peter Mau, Assistant Superintendent; Sara Lein, Director of Special Services; Cari Jo Drewitz, Director of Curriculum, Instruction and Assessment; Jason Stegeman, Director of Finance; Tye Michaels, Director of Human Resources; Mark Fortman, Director of Operations; Dave Sandum, Director of Technology; Sara Blair, Director of Communications; and Lisa Grathen, Director of Community Education.

### **Agenda**

*It was moved by Mr. Schwab and seconded by Mr. Aune to approve the main agenda as presented.*

*Aye: Tim Aune, Marcus Hill, Sarah Larsen, Byron Schwab, Randi Steele, Jon Vaupel, Randi Walz. Nay: none.*

*The motion carried (7-0).*

### **Consent Agenda**

*It was moved by Ms. Steele and seconded by Mr. Vaupel to approve the consent agenda items as presented:*

- Approval of Minutes of the February 3, 2025 Regular School Board Meeting
- Approval of Personnel Recommendations
- Approval of Continuation of Alternative Teacher Professional Pay System and Teacher Development and Evaluation System Programs
- Final Reading of Policy 601, School District Curriculum and Instruction Goals
- Final Reading of Policy 604, Instructional Curriculum
- Administrative Review of Policy 710, Extracurricular Transportation
- Approval of Joint Powers Agreement between Dakota County and School District 197 for Worksite Wellness
- Approval of Field Trip for Two Rivers High School Model United Nations Students

*Aye: Tim Aune, Marcus Hill, Sarah Larsen, Byron Schwab, Randi Steele, Jon Vaupel, Randi Walz. Nay: none.*

*The motion carried (7-0).*

## **Comments to the School Board**

No one was in attendance to provide comments to the School Board.

## **American Indian Parent Advisory Committee Update**

Peter Mau, Assistant Superintendent; Kevin Sheridan, Educational Equity Coordinator; Nell Barri, American Indian Cultural Liaison; and Nicole McMahon, AIPAC Chair, presented an update from the American Indian Parent Advisory Committee (AIPAC). Minnesota Statute requires that all Minnesota districts with 10 or more American Indian students have an AIPAC. This committee serves in an advisory role to the school district and helps ensure that American Indian students receive culturally relevant and equitable educational opportunities. The AIPAC must meet and vote on concurrence or non-concurrence, meaning that the AIPAC concurs or does not concur that the School Board and district are compliant with MN Statutes and that they are meeting the needs of American Indian students. The AIPAC has submitted its vote of non-concurrence and submitted their recommendations for improvement:

- Recommend the school district complete the self-assessment rubric and provide updates to the team twice per year
- Recommend the curriculum team work with the advisory team to provide data and resources related to reading and math
- Recommend the school district hire a PT American Indian Liaison to focus on elementary students and families

The administration will support the board in developing responses to the recommendations and submitting them, in writing, to the AIPAC within 60 days.

## **Achievement and Integration Budget Update**

Peter Mau, Assistant Superintendent, and Kevin Sheridan, Educational Equity Coordinator, presented an update on the Achievement & Integration (A&I) budget. The purpose of the A&I program is to pursue racial and economic integration, increase student achievement, create equitable educational opportunities, and reduce academic disparities based on students' diverse backgrounds. The overall budget of \$1,131,522.88 requires that at least 80% be spent on direct student services, no more than 20% on professional development, and no more than 10% on administrative costs. Use of the funds must align with the goals and strategies outlined in the approved plan. To be eligible for funds, School District 197 must partner with another school district, which is St. Paul Public Schools, on integration efforts. Initiatives funded by A&I include Parent Academy; AVID (Advancement Via Individual Determination); Cultural Liaisons and interpreting/translating services; Magnet Schools; and student groups. Specific goals include:

- Enrolling at least 30% of Black, American Indian and Hispanic high school student in at least one rigorous course (AP, CIS, and Concurrent Enrollment)
- Increasing the percentage of licensed staff of color from 6% to 9%
- Increasing the four-year graduation rate for Hispanic students from 78% to 84%

Administration does not plan on adding many new projects or programs in the 2025-2026 school year due to anticipated increases in salary and benefits.

## **First Reading of Policy 416, Drug and Alcohol Testing**

Tye Michaels, Director of Human Resources, presented a first reading of Policy 416, Drug and Alcohol Testing. The district's current policy was reviewed against MSBA's model policy. Based on this review, several changes were recommended. The title of the policy includes the words "cannabis testing" and that language has been added throughout the policy. The general statement of the policy expands on the various forms of cannabis. More federally mandated language was added for school bus drivers. Cannabis testing language was

added as well as a new section required by recent change in legislation as it relates to oral fluid testing. The legal references were updated. This policy will be brought back to a future board meeting for a second reading.

### **First Reading of Policy 418, Drug Free Workplace/Drug Free School**

Tye Michaels, Director of Human Resources, presented a first reading of Policy 418, Drug Free Workplace/Drug Free School. The district's current policy was reviewed against the MSBA model policy. Based on this review, several changes were recommended. Due to statute changes, the term "cannabinoids" has been added throughout the policy. Several changes were made based on statute language. The legal references were updated. This policy will be brought back to a future board meeting for a second reading.

### **First Reading of Policy 524, Internet and Electronic Resources Acceptable Use and Safety**

Dave Sandum, Director of Technology, presented a first reading of Policy 524, Internet and Electronic Resources Acceptable Use and Safety. The school district continues to use a modified version of the MSBA model policy in order for it to include up-to-date technology tools (such as cloud-based systems) and cover our localized technology environment in which students are using district devices on and off school property. In 2024, the Minnesota Legislature enacted a law requiring that school districts adopt a policy on students' possession and use of cell phones. A section has been added to the policy relating to the rules and procedures regarding student possession and use of cell phones in schools. While the School Board doesn't approve administrative procedures, the following summarizes the expectations including in the procedures:

- High School: Students may only use cell phones before school, at lunch, during passing periods, and after school. Cell phones will not be used for instructional purposes.
- Middle Schools: Cell phones and related items must be turned off and put away from 8:45am until 3:20pm. Cell phones may not be used, seen, or heard during the school day.
- Elementary Schools: All electronic devices brought to school are to be silenced and kept in a student's backpack or locker or given to a teacher to store during the school day. Making phone calls, receiving phone calls, sending text messages, or reading text messages during the school day is prohibited.

This policy will be brought back to a future board meeting for a second reading.

### **School Based Health Center Update**

Sara Lein, Director of Special Services, presented an update on the planned Two Rivers High School School-Based Health Center (SBHC). According to Minnesota statute, a SBHC is located in or near a school facility, serves students first, ensure equity by turning no child away for their ability to pay, insurance coverage or immigration status. There are several of these centers throughout the United States that serve over 6.3 million students in over 10,500 schools. The centers use a multidisciplinary model that imbeds school health services with center services. In addition to school nurses, school counselors, school social workers and school-linked mental health, students also have access to primary care, outside mental health, oral health and vision services. The Planning Team meets monthly and the advisory team will meet again in March. Grant recipients will be announced in April. The team will finalize a memorandum of understanding with Riverland Community Health and planning us underway for a shared space in the health office at Two Rivers High School. The plan is to start with immunizations and athletic/activity physicals.

### **Discussion on the Proposed 2025 School Board Goals**

Board member Jon Vaupel presented the proposed 2025 School Board goals for review. Based on the achievement of the 2024 goals and the board's self-evaluation results, the board planning committee has drafted a proposed set of goals for 2025. They include:

- Host state legislators in the school district to share district legislative priorities
- Provide each board member with the opportunity to identify a key resource/journal/organization to share

- with the board related to current trends or topics in education
- Engage in regular development sessions to better understand district professional development, best practices in board governance and other topics of interest
  - Review the current Superintendent Evaluation Rubric, compare it with other existing rubrics and determine if any changes are warranted
  - Update the *Board Roles, Standards, and Expectations* document to specifically address what non-partisanship looks like in the role of a board member
  - Strengthen the board’s commitment to community engagement
  - Create a proposal for how the family, staff and student survey data should be presented to the School Board and be shared with the community

Board members suggested minor changes. These goals will be revised and brought back to a future meeting for approval.

**Adjournment**

*It was moved by Mr. Schwab and seconded by Mr. Vaupel to adjourn the meeting at 7:14 p.m.*

*Aye: Tim Aune, Marcus Hill, Sarah Larsen, Byron Schwab, Randi Steele, Jon Vaupel, Randi Walz. Nay: none.*

*The motion carried (7-0).*

The next regularly scheduled School Board meeting of Independent School District 197 will be on Monday, March 3, 2025 at 6:00 p.m. It will be held at the City of Mendota Heights Council Chambers, 1101 Victoria Curve, Mendota Heights, MN.

Upon approval by the School Board, official minutes will be available at the District Office, 1897 Delaware Avenue, Mendota Heights, and on the district website. The full meeting materials are available for public inspection at the administrative offices of the school district and on the district website.

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Sarah Larsen  
School Board Chair

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Jon Vaupel  
School Board Clerk