

# 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, August 10, 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 7:01 p.m. by Chair Lucy Payne.

### 3. ROLL CALL OF ATTENDANCE

Present: Mike Chevalier; Kevin Donovan; Julie McGraw; Lucy Payne; Judy Schwartz; Stacey Stout and Superintendent Mark Larson, ex officio.

### 4. APPROVAL OF THE AGENDA

Payne moved to amend the agenda by moving item 16.D. Consent Agenda Item Personnel-1) Approval of Contracts and Work Agreements to Item 10.C. McGraw seconded. Carried 6-0. Chevalier moved, Stout seconded, approval of the agenda. Carried 6-0.

### 5. APPROVAL OF THE CONSENT AGENDA - See #16 for Consent Agenda Items

McGraw moved, Chevalier seconded, approval of the actions recommended on the consent agenda. Carried 6-0.

A. Approval of Donations/Grants – None

### 6. PRESENTATIONS/RECOGNITION

A. There will be no presentations/recognition this month.

### 7. REPORT FROM STUDENT REPRESENTATIVE

- A. There will be no student representative report this month.

## 8. APPROVAL OF MINUTES

- A. July 13, 2017 - Regular Meeting

Donovan moved, McGraw seconded, approval of the minutes from the July 13, 2017, regular school board meeting. Carried 6-0.

## 9. DISCUSSION/INFORMATION ITEMS

- A. Calendar of Events

Chair Lucy Payne reviewed the calendar of events.

- B. 2017-2018 Budget and Financial Timeline

Bill Menozzi, Director of Business Services, discussed with school board members a projected budget and finance planning cycle for the fiscal year which runs from July 1 through June 30 and a budget calendar/timeline which includes budget tracking and future planning to provide clarity and improve understanding of the budget process, approval and upcoming events.

- C. Workshop Week Schedule (August 28 - August 31)

Lynne Viker, Director of Learning and Accountability, updated the school board members on the 2017-2018 Fall Workshop Week schedule which will include open house events at each of the schools and the district-wide welcome back event with keynote speaker, Mahtomedi Teacher of the Year, Kathryn Mackin, years of service awards and a staff appreciation lunch provided by the Mahtomedi Area Educational Foundation (MAEF) and the Mahtomedi Wellness Committee.

- D. Family Means

Beth Sneden, Professional Development and Special Education Supervisor, introduced Pat Rogers, from Family Means. Means explained Mahtomedi Public Schools and Family Means applied jointly for a five year mental health grant that allows students to receive mental health services on site during the school day (Co-located services). The Family Means therapist works with the student, the parents and the school staff and has been beneficial in helping to meet the mental health needs in Mahtomedi. Family Means and the Mahtomedi School District will apply for another five year grant starting in the Fall of 2018 with the hope of increased funding.

- E. Second Reading of Policies with recommended MSBA changes or MDE Civil Rights

Review changes

Superintendent Mark Larson discussed with school board members the following policies with recommended changes from the Minnesota School Board Association (MSBA) and the MN Department of Education (MDE) Civil Rights Review: Policy 102-Equal Educational Opportunity, Policy 401-Equal Employment Opportunity, Policy 402-Disability Nondiscrimination, Policy 405-Veteran's Preference, Policy 414-Mandated Reporting of Child Neglect or Physical or Sexual Abuse, Policy 513-Student Promotion, Retention and Program Design, Policy 515-Protection and Privacy of Pupil Records, Policy 521-Student Disability Nondiscrimination, Policy 522-Student Sex Nondiscrimination, Policy 524-Technology Acceptable Use and Safety, Policy 525-Violence Prevention (Applicable to Student and Staff), Policy 603-Curriculum Development, Policy 604-Instructional Curriculum. The policies were reviewed prior to this meeting by the administration, the Policy Committee and the school board. There have been no changes from the first reading. They will be brought for approval at the September 14 school board meeting.

10. ACTION ITEMS

A. Approval of 2018 School Board Meeting Schedule

Chevalier moved, Schwartz seconded approval of the 2018 school board meeting schedule. Carried 6-0.

B. Approval of Resolution Relating to 2017-2018 Open Enrollment

**RESOLUTION RELATING TO 2017-2018 OPEN ENROLLMENT  
(Window #4 – August 1 Deadline)  
(CLOSING ALL GRADES)**

WHEREAS the State of Minnesota has established an enrollment options program permitting students to attend nonresident districts (Minnesota Statutes §124D.03), and

WHEREAS the State of Minnesota has also established criteria for school districts to approve or deny open enrollment applications based upon capacity of a program, class, or school building (Minnesota Statutes § 124D.03 Subdivision 6).

WHEREAS the school board seeks to maintain continuity of programs, curriculum, and services through consistent student enrollment and recognizes that sufficient student enrollment ensures high quality course offerings for resident students as well as students enrolling under the enrollment options program, and

WHEREAS open enrollment was closed February 9 to grade 12 and grades 3-5 for the 2017-2018 school year for those without a sibling(s) that currently attend(s)

or children of employees as per Minnesota Statutes § 124D.03 Subdivision 5A. due to anticipated enrollment and school building capacity, and

BE IT THEREFORE RESOLVED that the superintendent be authorized to approve, where grade capacity and class size permits, additional student enrollment from the waiting list, which includes children who have a sibling(s) that currently attend(s) and children of employees as per as per Minnesota Statutes § 124D.03 Subdivision 5A. and others.

BE IT THEREFORE RESOLVED that open enrollment now be closed in grades K-2 and 6-11 for the 2017-2018 school year.

**RECOMMENDATION:**

Kindergarten deny 47 students; Grade 1 accept 5 students; Grade 2 accept 3 students; Grade 3 deny 5 students; Grade 5 deny 6 students; Grade 6 accept 4 students; Grade 7 accept 6 students; Grade 8 accept 2 students; Grade 9 deny 17 students; Grade 10 deny 7 students; Grade 11 deny 5 students.

Schwartz moved, Chevalier seconded, approval of Resolution Relating to the 2017-2018 Open Enrollment Closing All Grades. Voting in favor thereof: Chevalier, Donovan, McGraw, Payne, Schwartz and Stout. Voting against: None. Carried 6-0.

C. Personnel

Superintendent Mark Larson explained to school board members the personnel positions listed for approval are replacing employees that have retired or left the district or are within the school district's approved budget for fiscal year 2018.

1. Approval of Contracts and Work Agreements

Donovan moved, Stout seconded approval of the contracts and work agreements. Carried 6-0.

- a. Lindsay Abraham - Early Childhood Family Education Associate - Mahtomedi Area Community Education (8/28/2017)
- b. Mary Belden - Media Paraprofessional - Mahtomedi Middle School (9/5/2017)
- c. Tarin Coberly - Spanish Teacher - Mahtomedi High School (8/28/2017)
- d. Susan Decker - Media Paraprofessional - Mahtomedi High School (9/5/2017)
- e. Bryce Ellefson - Chemistry Teacher - Mahtomedi High School (8/28/2017)
- f. Brent Evander - Special Education Teacher - Mahtomedi Middle School (8/28/2017)
- g. Amanda Graetzer - Occupational Therapist (LTS) - Wildwood Elementary (8/28/2017-11/8/2017)
- h. Holly Grams- School Psychologist - Mahtomedi Middle School (8/28/2017)

Minutes – August 10, 2017

- i. Daniel Jaderholm - Social Studies Teacher (.6 FTE) - Mahtomedi High School (8/28/2017)
- j. Lisa Josephs - Lunch/Recess Paraprofessional - O.H. Anderson Elementary (9/5/2017)
- k. Gail Kowsky - Art Teacher - Mahtomedi Middle/High School - (8/28/2017)
- l. Jessica Kummer - Preschool Associate - Mahtomedi Area Community Education (8/28/2017)
- m. Amy Lemme - Media Paraprofessional - Wildwood Elementary (9/5/2017)
- n. Marcos Rodriguez - Special Education Paraprofessional - Mahtomedi High School (9/5/2017)
- o. Mindy Ruzynski - Due Process Paraprofessional - Mahtomedi High School (9/5/2017)
- p. Katelin Swisher - Grade 4 Teacher - O.H. Anderson Elementary (8/28/2017)
- q. Renee Vadnais - Building Registered Nurse - Wildwood Elementary (9/5/2017)

11. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

None

B. Integration District: Educational Equity Alliance (EEA)

None

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Treasurer Kevin Donovan reported on MSBA Summer Seminar, Phase I and Phase II School Board Training and the upcoming September 19 and 20 Advocacy Tour meetings. Donovan reminded school board members and administration legislative resolutions are due to MSBA by September 29, presentation ideas for the MSBA Winter Conference are due November 1 and the 2017 Delegate Assembly is December 1 and 2. School Board Chair Lucy Payne requested resolutions be brought for approval at the September 14 school board meeting.

D. Northeast Metro 916 Board

School Board Director Judy Schwartz reported the 916 Talking Points were included in the packet. Schwartz also encouraged board members to tour the new Pankalo Education Center.

E. Other Items/Reports

None

12. SUPERINTENDENT'S REPORT

Superintendent Mark Larson reported on the TIES Teamworks International Cohort focusing on personalized learning, innovative leadership practices and building leadership capacity; Optum Ignite Group's work on innovate ideas through crowd sourcing; the MSBA and MASA Summer Seminars; the completion of the Phase II Abatement Bond Projects with a tour for the White Bear Press; and the MDE Civil Rights Review. Dr. Larson thanked Patrick Crothers, Technology Coordinator, and his team for all of their work to make the district website compliant.

School Board Treasurer Kevin Donovan reported on the federal Every Student Succeeds Act (ESSA) and encouraged school board members to comment on MSBA's website regarding the testing requirements.

13. CLOSE MEETING

Donovan move to amend the purpose of the closed meeting from: Discussion of private educational data in closed session, pursuant to Minn. Stat. § 13D.05, Subd. 2(a) (3). to Confidential discussion attorney-client privilege in closed session, pursuant to Minn. Stat. § 13D.05, Subd. 3(b). Stout seconded. Carried 6-0. Donovan moved, Stout seconded, approval to close the meeting. Carried 6-0. Meeting closed at 8:25 p.m.

- A. Confidential discussion attorney-client privilege in closed session, pursuant to Minn. Stat. § 13D.05, Subd. 3(b).

14. OPEN MEETING

Chevalier moved, Schwartz seconded, approval to open meeting. Carried 6-0. Meeting opened at 9:06 p.m.

15. ADJOURNMENT

Chevalier moved, Schwartz seconded, adjournment. Meeting adjourned at 9:07 p.m. Carried 6-0.

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

- A. Approval of Treasurer's Report - None

- B. Approval to Pay Bills

1. Check Register 02 - Check No.395976 to 396180 and 80008677 to 80008733
2. Check Register 05 - Check No. 50000472 to 50000475

- C. Approval of Wire Transfer Transactions
  - 2. Approval of Leaves of Absence
    - a. Kimberly O'Connor - Data Coordinator (Amended to .5 LOA) - Mahtomedi District Office (2017 - 2018)
  - 3. Approval of Resignations/Retirements/Terminations
    - a. Brian Skelly - Assistant to the Activities Director - Mahtomedi High School (8/15/2017)
- E. Approval of the 2017-2018 Resolution for Membership in the Minnesota State High School League
- F. Approval of the Resolution Establishing Combined Polling Places for Multiple Precincts and Designating Hours During which the Polling Places will Remain Open for Voting for School District Elections not Held on the Day of a Statewide Election
- G. Approval of the Revised 2017 School Board Meeting Schedule

JULIE MCGRAW, CLERK