

Minutes of Regular Meeting

Board of Education Mahtomedi Public Schools

A **Regular** meeting of the Board of Education of the Mahtomedi Public Schools was held **Thursday, June 23, 2022** beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room.

1. COMMENTS TO THE BOARD

The following members of the public spoke to the board regarding the following topics :

Kim Ficcadenti	MESP Contract Negotiations
Beth Ketzner	MESP Contract Negotiations
Barb Black	School Policies
Jessica Carlson	School Policies
Nick Wojtowicz	School Policies

2. CALL TO ORDER

Meeting was called to order at 7:12 p.m. by Chair Stacey Stout

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL OF ATTENDANCE

Present: Paul Donna, Kevin Donovan, Julie McGraw, Lucy Payne, Kelly Reagan, Stacey Stout and Barb Duffrin, Superintendent ex-officio.

5. APPROVAL OF THE AGENDA

McGraw motioned, Donovan seconded; Approval of Agenda. Carried 6-0.

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

Reagan motioned, McGraw seconded; Approval of Consent Agenda. Carried 6-0

7. PRESENTATIONS/RECOGNITION

A. There are no presentations

8. REPORT FROM STUDENT REPRESENTATIVE

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A. There is no report

9. SUPERINTENDENT'S REPORT

Superintendent Barbara Duffrin reported on the following items around the district including the Mahtomedi High School Class of 2022 commencement where former School Board Student Representative, Toluwalase Akintola gave the class speech. Duffrin also spoke about the new Mahtomedi Alumni website for alumni to connect and network, the Wildwood Walk for Graduates, Passages and Preschool Graduation. Duffrin then talked about the Community Education summer programming including food truck Fridays and Dragon Boat Racing. Duffrin then highlighted the 2021-2022 Family Survey and the O.H. Anderson Project Update. Duffrin also reminded the board that the Secondary Redesign Schedule is being postponed in able to have more discussion.

8. DISCUSSION/INFORMATION ITEMS

A. Board Member Calendar of Events

The Board Member Calendar was reviewed.

B. Second Reading of Policies -200 Series

Superintendent Barb Duffrin spoke about the process of reviewing School Board Policies and how each policy tries to align with MSBA policies, then goes through the Policy Committee for discussion, then two readings with the School Board before approval. This evening the second reading of Policies were reviewed with Duffrin specifically highlighting Policy 203.2 relating to the Order of the School Board meeting and taping comments to the board. Policy 208 Section 5 Part B in regards to how School Board Minutes would still be available on the website and at each school building by request. Policy 205 Section 4 B, regarding Open and Closed minutes with the recording of the votes. Duffrin then spoke on Policy 210 Section 2 about redundancy in school board members making a sale, lease or contract and having personal financial interest. The statute of limitations is also in question due to a bill to up the dollar amount and possibly having the language change that the board would follow the law. The final reading of policies will be July 14, 2022 where the policies will be asked for approval.

9. ACTION ITEMS

A. Approval of Donations/Grants for May 2022 totaling \$ 5787.33.

The use of these funds will be to further the mission of the school district

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and are used towards the wishes of the donor.

1. Box Tops for Education to Mahtomedi Middle School - \$30.20.
2. Next Generation Finance to Mahtomedi High School – Finance Class - \$1000.00.
3. MAEF to Wildwood Elementary – Music Program - \$1080.65.
4. MAEF to Mahtomedi Middle School – Band Activity Fund - \$540.32.
5. MAEF to Mahtomedi Middle School – Choir Activity Fund - \$540.33.
6. MAEF to Mahtomedi High School – Band Activity Fund - \$540.32
7. MAEF to Mahtomedi High School – Choir Activity Fund - \$540.32
8. MAEF to O.H. Anderson Elementary – Music Program \$1080.65.
9. Blackbaud Giving Fund to Mahtomedi Middle School – Grant - \$60.00
10. Dashby Holdings to Mahtomedi High School – Celebration of Excellence - \$250.00
11. Blackbaud Giving Fund to Mahtomedi High School – Grants - \$124.54.

Donovan motioned, Donna seconded, Approval of Donations/Grants for May 2022 Totaling \$5,787.33. Carried 6-0

B. Approval of Long-Term Facilities Maintenance (LFTM) Ten Year Plan

Jeff Priess, Director of Finance & Facilities and Adam Gemuenden, Building and Ground Supervisor, requested approval of the LFTM Ten Year Expenditure Plan. LTFM program estimated funding is \$1,360,000.00. Priess reminded that Board that the plan can be revised at anytime.

Donovan motioned, McGraw seconded; approval of Long-Term Facilities Maintenance (LFTM) Ten Year Plan. Carried 6-0.

C. Approval of Northeast Metropolitan Intermediate District 916 LTFM 10 Year Plan

Jeff Priess, Director of Finance & Facilities, recommended approval of the annual Northeast Metropolitan Intermediate School District 916's LTFM Budget Resolution to authorize the 916 School District LTFM plan since District 916 does not have levy authority. The plan was approved by the 916 Board and Priess mentioned Mahtomedi's share is just over \$9000 of District 916's \$277,000.

McGraw motioned, Payne seconded; approval of Northeast Metropolitan Intermediate School District 916. Carried 6-0.

D. Approval of 2022-2023 Preliminary Budget

Jeff Priess, Director of Finance & Facilities, requested that the board adopt the Preliminary Budget for 2022-2023 presented by July 1, 2022. The data

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has had no changes since the July 9, 2022 Study Session. The General Fund unassigned fund balance of approximately 11.43%. The funds the school board will be approving and their projected June 20, 2023 fund balance are: General Fund - \$6,714,370, Food Balance - \$174,798, Community Education Fund - \$686,688, Building Construction Fund \$0 (due to O.H. Anderson Construction), Debt Service Fund - \$1,068,937, Internal Service Fund - \$ 47,795, OPEB Trust - \$24,246, with total for all funds of \$8,795,828. The grand total preliminary budget revenues are \$Enrollment is projected to be at 3,208 with the Basic Funding Formula at \$6,863. Basic General Education aid provides \$24,392,283 and 53% of total GH operating Revenue.

Donovan motioned, McGraw seconded; approval of the 2022-2023 Preliminary Budget. Carried 6-0.

E. Approval of the Resolution Establishing Dates for the Affidavits of Candidacy

Donna moved, McGraw seconded; approval of the Resolution Establishing Dates for Filing Affidavits of Candidacy. Carried 6-0

10. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

School Board Director Lucy Payne the next AMSD meeting will be held on August 5, 2022.

B. Mahtomedi Area Educational Foundation (MAEF)

Superintendent Barb Duffrin presented to the School Board a \$35,735 check from MAEF for Fund-A-Need. Duffrin was thankful for MAEF and the success of Legacy Night. Mornings with MAEF may also come back in the Fall.

C. Minnesota School Boards Association (MSBA) Legislative Liaison Presenter: Julie McGraw

School Board Clerk Julie McGraw reported on date of Leadership Conference that will be virtual on August 4, 2022.

D. Northeast Metro 916 Board Presenter: Kevin Donovan

School Board Director Kevin Donovan stated that he is still trying to get a

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date on the Student Built Home ribbon cutting. Donovan then reported that NE District 916 and Superintendent Val Rae Boe would like to give a presentation to this board on what is happening with Northeast Metro 916 Board.

E. Other Items/Reports

12. ADJOURNMENT

Donna motioned, Donovan seconded, adjournment. Carried 6-0. Meeting adjourned at 8:24 p.m.

14. CONSENT AGENDA ITEMS (Items Approved Under #6)

A. Approval of Minutes

1. May 26, 2022 – Regular Meeting
2. June 9, 2022 – Study Session

B. Approval of Treasurer’s Report

C. Approval to Pay Bills

1. AP Check Register – Check No. 414239 to 414549 and 9800012915 to 9800012976

D. Approval of Wire Transfer Transactions

E. Personnel

1. Approval of Contracts and Work Agreements

- a. Stephanie Groff – Community Education Secretary - .5 FTE (07/01/2022)

2. Approval of Leave of Absence

- a. Jennifer Seckora – Music Teacher – Wildwood Elementary (08/29/22-01/22/23)
- b. Brittini Stolp – Speech/Language Pathologist -.3 LOA – Wildwood Elementary (2022-2023)

3. Approval of Resignations

- a. Roy Anderson – Cleaner – Mahtomedi High School (06/09/2022)
- b. Tina Brown – Teacher Grade 1 – Wildwood Elementary (06/10/2022)
- c. Patrick Crothers – Technology Coordinator – District Wide (06/30/2022_
- d. Michelle Demars – Special Education

Paraprofessional- ECSE (06/09/2022)

- e. Jose Guillen – Custodian – O.H. Anderson Elementary (05/29/2022)
- f. Patricia Haugh – Elementary Math Teacher – Wildwood Elementary (06/10/2022)
- g. Karleen Yapello – Special Education Paraprofessional – Mahtomedi Middle School (06/09/2022)

4. Approval of Retirements

- a. Scott Regnier – Counselor – Mahtomedi Middle School (06/10/2022)

- F. Approval of the 2022-2023 Mahtomedi Public Schools Student and Family Handbook
- G. Approval of the 2022-2023 Resolution for Membership in the Minnesota State High School League
- H. Selection of Official School Publication: White Bear Press
- I. Selection of Official School District Depositories: *Associated Bank Corp, MN Trust, PMA Financial Network Inc., U. S. Bank of St. Paul, U. S. Bank of White Bear Lake, and designated depositories of the Minnesota School District Liquid Asset Fund*
- J. Designation of Legal Counsel: *Ratwik, Roszak, and Maloney; Rupp, Anderson, Squires and Waldspurger; and others as needed*
- K. Approval of Resolution Providing Limited Authorization for the Superintendent and Director of Finance & Operations to Sign Contracts
- L. Approval of Resolution Relating to Authorization and Use of Facsimile Signatures by School District Officers
- M. Authorization to Approve and Pay Vendors before School Board Meetings and Use of Wire Transfers

Kelly Reagan, CLERK