

Minutes of Regular Meeting

The Board of Education Mahtomedi Public Schools

A **Regular** of the Board of Education of Mahtomedi Public Schools was held **Thursday, October 24, 2019**, 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 Lucy Payne

3. ROLL CALL OF ATTENDANCE

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

4. APPROVAL OF THE AGENDA

Schwartz moved, Stout seconded, approval of agenda. Carried 6-0.

5. APPROVAL OF THE CONSENT AGENDA - See #15 for Consent Agenda Items

School Board Director Judy Schwartz noted the \$13,338.75 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 \$13,338.75

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 Tillges Electric, LLC to Mahtomedi High School Boys Hockey - \$1,000.00
2. From Veterans Truck & Trailer Service to Mahtomedi High School Boys Hockey - \$3,000.00
3. From Craig & Karen Roberts to Mahtomedi High School Boys Hockey - \$1,500.00

4. From Rogosheske, Rogosheske & Atkins, PLLC to Mahtomedi High School Boys Hockey - \$1,000.00
5. From The Lorentz Law Firm, PA to Mahtomedi High School Boys Hockey - \$1,000.00
6. From Mahtomedi Chiropractic Clinic to Mahtomedi High School Boys Hockey - \$800.00
7. From API Group, Inc. to Mahtomedi High School Boys Hockey - \$1,000.00
8. From Lallak's Delivery Service, Inc. to Mahtomedi High School Boys Hockey - \$1,000.00
9. From Catherine A. Pieper to Mahtomedi High School Boys Hockey - \$800.00
10. From Joseph Allaben & Donna Sommerfeldt to Mahtomedi High School Tennis - \$500.00
11. From Amy Kelly to Mahtomedi Elementary Schools Snack Program - \$1,000.00
12. From Mahtomedi Parent Teacher Organization (PTO) to O.H. Anderson Elementary T- Shirts - \$738.75

6. CLOSE MEETING

McGraw moved, Donovan seconded, approval to close meeting. Carried 6-0. Meeting closed at 7:01 p.m.

- A. Discussion of personnel matter in closed session, pursuant to Minn. Stat. § 13D.05, Subd. 2(b).

7. OPEN MEETING

Donovan moved, Schwartz seconded, approval to open meeting. Carried 6-0. Meeting opened at 7:16 p.m.

8. PRESENTATIONS/RECOGNITION

- A. Student/Staff/Community Recognition

There were no presentations/recognition this month.

9. REPORT FROM STUDENT REPRESENTATIVE

- A. School Board Student Representative Clare Fritsch reported on the following events at Mahtomedi Schools: Wildwood Elementary PTO Fun Run, Kindergarten Fall Frolic, Kindergarten field trips to the apple orchard/fire station and positive peer mentoring; O.H Anderson Elementary PTO Fun Run, Nature Trail Day, Grade 4 Base

Camp field trip and the first Student Council meeting; Mahtomedi Middle School dance, Fall choir concert and the October “Step It Up” fundraiser; Mahtomedi High School College 101 Series, the Pink Out Football Game raising over \$2,500 for the Randy Shaver Tackle Cancer Fund, Fall choir concert and the Girls’ Soccer Team making it to the State Tournament.

10. DISCUSSION/INFORMATION ITEMS

A. Board Member Calendar

The Board Member Calendar was reviewed.

B. First Quarter Financial Update and October Enrollment

Bill Menozzi, Director of Business Services, gave an update on the first quarter of the 2019-2020 fiscal year, which included a budget summary comparison of the current year with the two previous years. The total percentage of budget spent in the general, food service and community services funds is comparable across the years. A draft of the audited expenditures from the 2018-2019 fiscal year was also shown. Menozzi updated school board members on the October 2019 student enrollment in comparison to last year’s actual enrollment and the 2019-2020 budgeted enrollment numbers. The October 2019 student enrollment is 3280.

C. Minnesota Student Survey

Lynne Viker, Assistant Superintendent of Learning, explained the MN Student Survey is administered every 3 years to students in grades 5, 8, 9, & 11 with over 81% of MN Public Schools participating in 2019. The survey identified areas to celebrate and areas that need improvement. Susan Prather, O.H. Anderson Elementary Principal, reported over 92% of fifth grade students never felt harassed or bullied because of their race, religion or gender and credited this to the use of the Second Step Bullying Prevention Curriculum and the Social Emotional Learning Curriculum. Pam McCabe, O.H. Anderson Elementary School Counselor, reported they are making intentional connections with all students, providing interventions for kids without connections and increasing positive recognitions to improve students feeling that adults/teachers listen, care and are interested in them. Carol Hokanson, Social Emotional Learning (SEL) Specialist, reported common PK- 5 behavior expectations and a process of respect, responsibility and the right to learn have been implemented to improve student agreement that the school rules are fair. Mike Neubeck, Mahtomedi Middle School Principal, reported over 92% of eighth grade students feel safe at school and credited this to Zephyr Time, team/class meetings, visible presence of staff and high expectations. Neubeck stated the Second Step Program, minute meetings with counselors, lunch groups for at risk students, staff training and focused classroom instruction that is engaging and responsive to student needs/backgrounds have been implemented to improve students feeling that

adults/teachers listen, care and are interested in them. The staff motto this year is “Making a Difference by Making Connections”. To raise awareness of activities outside of the school day the weekly newsletter to parents promotes Mahtomedi Middle School’s plays/musicals, clubs, dance/activities events and Community Education Middle School programs. Justin Hahn, Mahtomedi High School Associate Principal, reported 97% of ninth/eleventh grade students feel safe at school and credited this to the school resource officer, secure entry, new standard response protocol for emergency situations, a connected community and a visible, alert and caring staff. Hahn stated flex time, the Links Crew program, positive recognition, individual ninth grade learning plans with counselors and building staff creating purposeful connections with students in improving students feeling that teachers are interested in them as a person. Work being done by SADD (Students Against Destructive Decisions), Link Crew, the Wellness Center, North Homes School Based Counseling, Terry Trautman, Mental Health Resource Coordinator and Julie Rolling, Licensed Professional Counselor, are all providing help for students that are feeling depressed or anxious. Kael Bacon, Restorative Practices Specialist, explained the Restorative Practice three step process: accountability/responsibility for an action, acknowledging harm was done and restoration of the harm; and a consequence/educational piece to build relationships between, students, staff and parents. Hahn also addressed the rise in student vaping and the move from punitive consequences to restorative accountability with the help of School Resource Officer Justin McDonough and the Washington County Youth Service Bureau.

11. ACTION ITEMS

A. Approval of the World's Best Workforce Plan

Lynne Viker, Assistant Superintendent of Learning, reported on the Mahtomedi School District’s World’s Best Workforce Plan for the 2019-2020 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. New to the WBWF Plan this year are: building goals for each school; LETRS (Language Essentials for Teachers of Reading and Spelling) Training; and Grade 11 ACT Test Results will be measured against the MN State Colleges and University (MNSCU) System. The WBWF 2018-2019 school year report highlighting past goals/progress and the complete WBWF 2019-2020 plan can be found on the school district website. It will be submitted to the MN Department of Education (MDE) by December 15. McGraw moved, Donovan seconded, approval of the 2019-2020 World's Best Workforce Plan. Carried 6-0.

B. Approval of the 2020 School Board Meeting Schedule

Chevalier moved, Stout seconded approval of the 2020 school board meeting schedule. Carried 6-0.

C. Approval of Resolution to Non-renew Annual Coaching Contract

1. Robert Heagle

Schwartz moved, Chevalier seconded, approval of the resolution to non-renew the Girls' Softball coaching contract for Robert Heagle. Carried 6-0.

12. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

Superintendent Barbara Duffrin reported on a presentation on the US Census. The Census impacts 55 federally funded programs that affect schools. Only the US Census Bureau uses the data, as it is protected for 72 years. Duffrin encouraged everyone to participate on the official Census Day, April 1, 2020. There was also a presentation on how MN property taxes impact school districts and how citizens can qualify for a property tax refund.

B. Mahtomedi Area Educational Foundation (MAEF)

School Board Vice Chair/Clerk Julie McGraw reported on the last MAEF meeting which included a speaker from St. Andrews Community Resource Center presenting on the needs of the community, especially the homeless, and on Morning with MAEF at Mahtomedi High School. Upcoming events include the December 6 Tree of Light Community Celebration and a chef prepared dinner for 10 winners from last April's MAEF Gala. School Board Chair Lucy Payne also thanked MAEF for their "Fund a Need" support of the "Mental Health Overview" community presentation held at Mahtomedi Middle School.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

Lucy Payne, School Board Chair, reported Julie McGraw and Kevin Donovan will be delegates at the upcoming MSBA Delegate Assembly. Registration for the January Leadership Conference has opened. Tony Pierce, Director of Student Support Services, and teachers from Passages will be presenting on the Mahtomedi Passages Transition Program and she and Superintendent Duffrin will be presenting on alternative ways to highlight/recognize school quality in districts beyond their test scores.

D. Northeast Metro 916 Board

Kevin Donovan, School Board Director, reported on a new staff member at WELS North: Steve, the therapy dog, is a Great Pyrenees who is part of the animal assisted interactive team trained to work with children and adults with physical disabilities and medical conditions. The N.E. Metro 916 October 2nd Board Meeting Talking Points were email to school board members.

E. School Board Subcommittee Reports

None.

F. Other Items/Reports

Stacey Stout, School Board Treasurer, reported on the last Community Education Advisory Council meeting which included a presentation from Power Up. The Fall brochure is out and the Winter brochure will be coming in December. Upcoming events include: Community Luncheon on November 6, TEDx Mahtomedi Event on November 10, MahtoREADi on November 25, Community Luncheon on December 4 and the Tree of Light and Remembrance Ceremony on December 6.

13. SUPERINTENDENT'S REPORT

Superintendent Barbara Duffrin reported on The Student Conference she attended, which was sponsored by the Minneapolis Foundation and supported by AMSD (Reimagine MN), Forbes Solutions, YouthLens360, ISD 622 and others. Twenty-six Mahtomedi High School students joined over 1200 metro area students to have student lead conversations about an education system that serves everyone on an equal, equitable and integrated basis in the future; and on “Morning with MAEF” with student presentations showcasing the arts, sciences, extracurricular areas and on our student leaders in the Mahtomedi Community. Superintendent Duffrin also introduced Grace Newman and Teri Schifsky, winners of the “Champions for Change Award” for their mental wellness project last year at Mahtomedi Middle School. They will be recognized by the MN Association for Children’s Mental Health at their November 1 Gala. Duffrin announced Trish Haugh, Second Grade Teacher at Wildwood Elementary, has received the distinguished honor of becoming a recipient of the Presidential Award for Excellence in Mathematics and Science Teaching (PAEMST).

14. ADJOURNMENT

Stout moved, McGraw seconded, adjournment. Carried 6-0. Meeting adjourned at 8:41 p.m.

15. CONSENT AGENDA ITEMS (Items Approved Under #5)

A. Approval of Minutes

Minutes – October 24, 2019

1. September 26, 2019 - Regular Meeting
 2. October 10, 2019 - Study Session
- B. Approval of Treasurer's Report
None.
- C. Approval to Pay Bills
1. AP Check Register - Check No. 405422 to 405721 and 9800010894 to 9800010955
- D. Approval of Wire Transfer Transactions
- E. Personnel
1. Approval of Contracts and Work Agreements
 - a. Danielle Borowski - Early Childhood Special Education (ECSE) Paraprofessional - District Education Center (9/30/2019)
 - b. Jody Briske - English Language Learner (ELL) Paraprofessional - O.H. Anderson Elementary (9/23/2019)
 - c. Jenna Glasow - Special Education Paraprofessional - Wildwood Elementary (10/8/2019)
 - d. Sarah Jeatran - Elementary Reading Teacher (LTS) - O.H. Anderson Elementary (1/2/2020 - 3/13/2020)
 2. Approval of Resignations/Retirements/Terminations
 - a. Andrew Arcand - Custodian - Mahtomedi High School (9/25/2019)
 - b. Barbara Onofrey - Special Education Paraprofessional - Wildwood Elementary (9/30/2019)
 - c. Christina Saxton - Special Education Paraprofessional - Mahtomedi High School (10/15/2019)
- F. Approval of Assurance of Compliance with State and Federal Law Prohibiting Discrimination
Completed and submitted electronically on the MN Department of Education Website by Nicole Flesner, Human Resource Supervisor.
- G. Approval of the Revised 2019-2020 School District Calendar
March 24, 2020 - ACT Testing Day for 11th Grade Students (No School for 9th, 10th and 12th Grade Students).

JULIE MCGRAW, CLERK