

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, **November 15, 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 (arrived 7:02 p.m.); 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

Payne moved, Donovan seconded, approval of agenda. Carried 5-0.

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

School Board Chair Judy Schwartz noted the \$13,573.40 in donations and expressed the school district's formal thank you. Payne moved, McGraw seconded, approval of the actions recommended on the consent agenda. Carried 5-0.

A. Approval of Donations/Grants Totaling \$13,573.40

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 Teachers' Luncheon to Mahtomedi Angel Fund - \$134.00
2. From Michael and Marie Newcome to Mahtomedi Middle School Parent Association - \$500.00
3. From Mahtomedi Parent Teacher Organization to O.H. Anderson Elementary Nature Trail - \$355.40

4. From Mahtomedi Parent Teacher Organization to O.H. Anderson Elementary Classroom Art - \$736.15
5. From Mahtomedi Parent Teacher Organization to O.H. Anderson Elementary Stop Bullying Kits - \$627.00
6. From Bell Bank Mortgage to Wildwood Elementary Snack Program - \$1,000.00
7. From Mahtomedi Parent Teacher Organization to Wildwood Elementary Music Materials - \$238.00
8. From Mahtomedi Parent Teacher Organization to Wildwood Elementary Second Grade Seesaw License Program - \$500.00
9. From Mahtomedi Parent Teacher Organization to Wildwood Elementary Smartboard Bulbs - \$255.35
10. From Mahtomedi Parent Teacher Organization to Wildwood Elementary Sound System - \$4,739.00
11. From Mahtomedi Parent Teacher Organization to Wildwood Elementary iPad Covers - \$898.50
12. From Mahtomedi Parent Teacher Organization to Wildwood Elementary End of Year Concert - \$100.00
13. From Mahtomedi Parent Teacher Organization to Wildwood Elementary Kindergarten, First and Second Grade Field Trips - \$3,000
14. From Mahtomedi Parent Teacher Organization to Wildwood Elementary Paper Donantion - \$150.00
15. From Wells Fargo Community Support to O.H. Anderson Elementary Student Needs - \$240.00
16. From James and June Smith to Early Childhood Special Education - \$100.00

6. PRESENTATIONS/RECOGNITION

A. Student/Staff/Community Recognition

There were no recognitions this month.

B. Mahtomedi Area Educational Foundation (MAEF) Annual Fall Fund Drive

Fall Fund Drive Co-Chair Kristi Skillings reported the MAEF Fall Fund Drive is underway with a goal of raising \$55, 000 and encouraged school board members and the community to donate. Skillings also thanked the school board and community for their continued support.

7. REPORT FROM STUDENT REPRESENTATIVE

- A. Luke Wisniewski, Student Representative, reported on the following events at Mahtomedi Schools: Wildwood Elementary PTO Fun Run fundraiser, Kindergarten Fall Frolic, Pine Tree Apple Orchard field trip and First Grade Pumpkin Math; O.H. Anderson PTO Nature Trail Day/Fun Run Fundraiser and Fourth Grade Base Camp field trip; Mahtomedi High School Fall/Winter Sports with the Girls Soccer Team placing first at the State Tournament, Halloween festivities, Student Leadership Council's food drive and shelving of 1,817 pounds of food at the Mahtomedi Area Food Shelf, the National Honors Society's blood drive, the mock election, US History students heard from local veterans and the Fall Play - *Once on This Island*.

8. APPROVAL OF MINUTES

- A. October 11, 2018 - Regular Meeting

Donovan moved, Payne seconded, approval of the minutes from the October 11, 2018, school board meeting. Carried 6-0.

- B. October 25, 2018 - Study Session

Donovan moved, Payne seconded, approval of the minutes from the October 25, 2018, school board study session. Carried 6-0.

9. DISCUSSION/INFORMATION ITEMS

- A. Calendar of Events

The Calendar of Events was reviewed.

10. ACTION ITEMS

- A. Approval of Exterior Insulation Finishing System (EIFS) Project Advertisement for Bids

Bill Menozzi, Director of Business Services, requested approval to advertise for bids for the Exterior Insulation Finishing System (EIFS) projects at Mahtomedi Middle School, Mahtomedi High School and the Chautauqua Fine Arts Center (CFAC). The cost of the repairs will be covered by the district's Long Term Facility Maintenance Budget. Donovan moved, McGraw seconded, approval of EIFS Project advertisement for bids. Carried 6-0.

- B. Approval of 2017-2018 Audit

Bill Menozzi, Director of Business Services, introduced Jim Eichten, Managing Partner with Malloy, Montague, Karnowski and Radosevich (MMKR) certified public

accountants, who presented the audit report for 2017-2018. Eichten provided the audited financial statements and gave school board members and administrators an overview of the school district's revenues and expenditures, the change in students served, the general fund financial position and shared the opinion and findings. The auditor issued a clean opinion on the district's financial statements with one limited segregation of duties, which is common for the size of the district. For the first time the Mahtomedi School District will be submitting a Comprehensive Annual Financial Report to the Association of School Business Officials International for consideration of the Certificate of Excellence in Financial Reporting designation. This enhanced report is another step towards increased transparency and accountability in financial management. Chevalier moved, Stout seconded, approval to certify the 2017-2018 audit. Carried 6-0.

C. Approval of Resolutions Canvassing Returns of Votes of the School District General Election and Authorizing Issuance of Certificates of Election and Directing School District Clerk to Perform Other Election Duties

At the general election held on November 6, 2018, three school board seats were open for four-year terms. The vote totals were as follows: Julie McGraw – 4,771, Kevin Donovan – 4,459, Mike Chevalier – 3,350 and Gary Bauman – 2,576. School Board members Chevalier, Donovan and McGraw were reelected. Terms will begin January 7, 2019. Stout moved, Payne seconded, approval of the resolution canvassing returns of votes of school district general election. Carried 6-0.

D. Approval of Resolution Canvassing Returns of Special Election

The school board reviewed the referendum revenue authorization results of the special election held in conjunction with the general election on November 6, 2018. The ballot question received approval of a majority of the votes cast with 4,315 yes votes (55.10%) and 3,516 no votes (44.90%). Payne moved, Stout seconded, approval of resolution canvassing returns of votes of the school district special election. Carried 6-0.

E. Approval of the Revised 2019 School Board Meeting Schedule

Superintendent Barbara Duffrin explained the changes to the 2019 school board meeting schedule which included: no study sessions in January, July, November and December and switching the study sessions to the second Thursday of the month and the regular school board meetings to the fourth Thursday of the month. This year there will be a school board retreat on January 24. Donovan moved, McGraw seconded approval of the revised 2019 school board meeting schedule. 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 with guest speakers Lucy Payne and Alex Liuzzi from the Professional Educator & Licensing Standards Board (PELSB); Kevin Rupp (Rupp, Anderson, Squires & Waldspurgen PA) speaking on the Janus fair share fees and unrequested leaves of absence; and the presentation of the AMSD Friend of Public Education Award to Senator Sandy Pappas and Senator Julie Rosen.

B. Mahtomedi Area Educational Foundation (MAEF)

School Board Vice Chair/Clerk Julie McGraw reported the Fall Fund Drive is underway; the Morning with MAEF Event highlighted how MAEF is supporting students at Mahtomedi High School; the 30th Anniversary Party was a great success; MAEF's Audit was completed with a clean opinion from the auditors and the Weekend Backpack Food Program is growing. MAEF is accepting teacher grant applications from November 1 – January 14, student scholarship applications from December 15 – February 11, Carol Fargo Performing Arts scholarships from February 1 - March 31 and Vo-Tech scholarship applications will be accepted through April 19. McGraw reminded board members the Tree of Lights Ceremony is December 7 and MAEF Legacy Night is March 30, 2019.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Director Lucy Payne is sending out an email update after each MSBA Board Meeting to school board members and the administration. Payne stated Julie McGraw is the a delegate for the upcoming Delegate Assembly and Mahtomedi will be well represented at the January MSBA Leadership Conference with four Round Table presentations and two School Excellence Showcase exhibits: Student Media Broadcasts and Community Education Senior Programing.

D. Northeast Metro 916 Board

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

Kevin Donovan, School Board Director, toured the Pankalo Education Center and encouraged other school board member to visit this remarkable program/center.

E. School Board Subcommittee Reports

None.

F. Other Items/Reports

School Board Director Stacey Stout reported on Community Education events which included: MahtoREADI Author Event; senior/adult activities such as bridge, games, Zuba and book club; Middle School babysitting classes and sewing classes for grades 3 and up; Early Childhood Preschool Screening and the Early Childhood Parent Advisory's Fall Family Fun Night with the grand opening of the new District Education Center's gym. Upcoming events include the November 4 *The Many Faces of the White Bear Lake Area - Original People: Dakota and Ojibwe* and the November 5 Community Luncheon.

School Board Vice Chair/Clerk Julie McGraw reported on the Special Education Advisory Board Meeting which included presentations from the Valley Friendship Club for children with disabilities, the Young Life Capernaum for teens and young adults with disabilities, the Mahtomedi Passages Program for special education students age 18-21 and the Mahtomedi Neurobiological Parent Group for parents of children with conditions such as ADHD, OCD, anxiety or autism, etc. McGraw also attended the screening of the documentary ANGST, a film addressing the causes, effects and treatments for anxiety at St. Andrew's Lutheran Church. The church holds an anxiety support group - Wellness Wednesdays at 2:45 p.m. each week.

School Board Vice Chair/Clerk Julie McGraw reported on the Gifted & Talented Advisory Board Meeting which highlighted the services provided in: Grades K-2 What I Need Now (WINN) time enrichment in reading and math; Grades 3-5 accelerated math and clustered/advanced literacy; Grades 6-8 accelerated math, science and Honors English. McGraw attended the 65th Annual National Association for Gifted Children Conference with Lynne Viker, Assistant Superintendent of Learning, where they attended the school leadership session on developing academic policies on acceleration.

School Board Vice Chair/Clerk Julie McGraw gave an update on the last School and City Leaders' meeting regarding the road work this Summer on County Road 12 from Willernie to Hilton Trail. Phase 2 will take place in 2021 with a possible stoplight on East Ave to help with traffic by the schools. The next School and City Leaders' Meeting is November 16.

12. SUPERINTENDENT'S REPORT

Superintendent Barbara Duffrin thanked the community for their support of the levy, the Citizens for Education Group and district staff, especially Bill Menozzi, Director of Business Services, and Alice Seuffert, Communication Specialist, for all their work to get out factual information regarding the levy. Duffrin commented on the engagement of the community members at the various district informational meetings.

Superintendent Duffrin highlighted several Zephyr Celebrations (notable recognitions for awards, appointments and activities in our school community) which included: Mahtomedi Boys Soccer Team for their Conference and Section Championships; Mahtomedi Girls Soccer Team for their Section and State Championships; Student Leadership Council (SLC) for raising \$6,000 for the Tackle Cancer Fund and 1,817

pounds of food for the Mahtomedi Area Food Shelf; and the National Honor Society (NHS) Vice President Lizzie Kangas and Secretary Luigi Viggiano for hosting and running this Fall's NHS Blood Drive with the Red Cross (102 students gave 77 pints of blood which will save 231 lives).

13. ADJOURNMENT

Payne moved, Stout seconded, adjournment. Carried 6-0. Meeting adjourned at 8:03 p.m.

14. 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. 399900 to 400684 and 80009913 to 80009999

2. Check Register 05 - Check No. 50000539 to 50000542

C. Approval of Wire Transfer Transactions

D. Personnel

1. Approval of Contracts and Work Agreements

a. Makaylah Messetler-Koller - Part Time Cleaner - Mahtomedi Middle School (11-5-2018)

2. Approval of Resignations/Retirements/Terminations

a. Harold Busson - Part Time Cleaner - Mahtomedi Middle School (10-31-2018)

E. Approval of Student Travel Requests

1. Mahtomedi High School Students Educational Tours Europe Trip to London, Paris and Barcelona - March 12 - 21, 2020.

2. Mahtomedi Boys' Basketball Tournament in Rochester, MN - December 27-28, 2018

JULIE MCGRAW, CLERK