



School District 622
NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

SCHOOL BOARD MEETING

Regular Meeting

**August 25, 2015
6:00 PM**

Board Members:

Caleb Anderson, Director
Theresa Augé, Chair
Amy Coborn, Director
Steve Hunt, Vice Chair
Nancy Livingston, Clerk
Becky Neve, Director
Michelle Yener, Treasurer

Superintendent:

Christine Osorio

622 Education Center
2520 East 12th Avenue
North St. Paul, Minnesota 55109

District Mission Statement:

A community collaborative dedicated to educating and empowering all learners to excel in our changing world.

**SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 622
North St. Paul-Maplewood-Oakdale**

**Regular Meeting
August 25, 2015
6:00 PM**

District Education Center, 2520 East 12th Avenue, North St. Paul

A G E N D A

I. Call to Order and Pledge of Allegiance

II. Approval of the Agenda

III. Public Comment

An opportunity for public to comment on items pertaining to the agenda. Speakers shall complete a registration card, state their name and address, and will have between two and four minutes, depending on the number of speakers, to speak on an agenda topic. The Public Comment section of the meeting shall last no longer than thirty minutes.

IV. Consent Agenda

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The Consent Agenda consists of routine items that are acted on in a single, consolidated motion without Board discussion. Board members have the option of pulling items off the Consent Agenda if they wish to discuss them or consider them individually.

****I recommend that the consent agenda items, listed below, be approved as presented.***

- | | |
|--|----|
| A. Minutes of July 21 Work Study Session | 8 |
| B. Minutes of July 28, 2015 Board Mini Retreat | 11 |
| C. Minutes of August 18, 2015 Special Meeting | 12 |
| D. Minutes of August 18, 2015 Work Study Session | 21 |
| E. Routine Personnel | 23 |

Under the Employment section of Routine Personnel, you will be taking action on the hiring of Eric Mjolsness, who is the new Assistant Principal

at Maplewood. Eric will be at the meeting, so Troy will introduce him to you.

F. Disbursements 27

V. Reports

A. Superintendent - *Osorio*

1. July 28, 2015 Board Mini Retreat Recap

Our Board Mini retreat began with a 90 minute session with consultant and author, Dennis Cheesebrow of Teamworks. During this portion, we discussed Education Leadership System (ELS) and learned about ways to increase efficiency and communication. Next Board members joined in a short activity using the book Strengths Finder. We discussed ways to maximize our individual strengths to improve group efficacy. Next we had a short discussion on plans for Board Professional Development and ideas for improving the Superintendent evaluation process. Finally the group discussed roles and communication strategies for Levy planning.

2. Levy Update 30

Much progress has been made with Levy Communication. Our informational levy webpage has gone live and can be found at www.isd622.org/levy2015. Attached are handouts that have been developed to share information with the Community.

B. School Board

1. District 916 - *Augé/Gray* 34

Theresa will give you an overview of District 916's new K - 8 learning environment in Lake Elmo, and Keith will share a brief update on alternate pathways for licensure.

VI. Discussion

A. Student Services - *McIntyre*

1. Prairie Care

Here are Cory's comments on PrairieCare:

"PrairieCare is a privately-owned clinician led organization providing outpatient clinic, intensive outpatient program (IOP), partial hospital program (PHP) and inpatient services to the Twin Cities metro area. PrairieCare has been providing specialized psychiatric services for all ages in the Twin Cities since 2005. PrairieCare is a University of Minnesota Medical School Affiliate and has locations in Brooklyn Park, Chaska, Edina, Maple Grove, Rochester, Woodbury.

Friday, August 14th marked the official groundbreaking for PrairieCare Maplewood. The new 14,000 square foot facility in Maplewood will provide services for children and teens including outpatient clinic services and partial hospitalization programming (PHP). ISD 622 will partner with PrairieCare to provide the educational component for the PHP.

The Partial Hospitalization Program (PHP) provides multi-specialty mental health treatment through group, individual, and family therapy sessions. These intensive treatment options focus on thorough assessment and symptom stabilization while working on healthy living skills.

PrairieCare Maplewood is anticipated to open to clients in March/April of 2016. The program will serve up to 30 students in grades K-12 and it is anticipated it will run Monday through Friday from 8:45 a.m. to 3:45 p.m. and the length of stay averages 16-18 treatment days. It is likely the program will be staffed with 2 special education teachers and 2 paraprofessionals from 622 for the educational component of the program.

PrairieCare uses a research based educational model that optimizes learning while receiving psychiatric care. Students will receive

instruction that is focused on academic needs while incorporating social and emotional learning. School district staff will manage any changes to educational programming necessary for ongoing success while at PrairieCare."

VII. Action Items

A. Business Office

1. Acknowledgment of Contributions -C. Anderson 39

**I recommend that the list of contributions, with a year to date total of \$ 119,410.14 be accepted with appreciation.*

2. Use of New Voting System: Ramsey County - R. Anderson 41

Both Ramsey and Washington County have purchased new voting systems. Ramsey County has purchased the Hart Verity and Washington County the ES&S DS200. The old systems for both counties had outlived their design life, and it was difficult or impossible to obtain spare parts. In addition, the operating system was old and beyond the support of the software provider.

**It is the recommendation of the Director of Business Services to approve the Resolutions Adopting the Use of the New Voting Systems for both Ramsey and Washington County.*

3. Use of New Voting System: Washington County - R. Anderson 42

4. Resolution Establishing School District Election Official - R. Anderson 43

Whenever we conduct an election, the school board designates an individual to serve as our election official to oversee all election duties.

**I recommend that the resolution appointing the Executive Secretary of Business Services to serve as the School District Election Official be approved.*

B. School Board

1. Set Agenda for September 22, 2015 Reflection Study Session

Our September 22 reflection study session date and time have been

set, but we need to take action on the location and agenda.

Caleb, Nancy and Amy attended MSBA's Summer Seminar in August. They will take a moment to share their reflections from the event.

At our August 18 work study session, we discussed our board officer succession plan, Policy G-010, and the procedures that accompany the policy. Board members indicated they would like to have further conversation on this topic at a future meeting. We'll spend some time revisiting these items.

I shared my draft 2015-2016 Superintendent Goals with you at the August 18 work study session. After hearing your suggestions, I've tweaked them a bit and I would like to present them to you for your review.

**I recommend that the September 22, 2015 reflection study session take place in Room 202 of the District Education Center and include the following agenda items: 1)Check In; 2)MSBA Summer Seminar Reflections; 3)Board Officer Succession Plan; 4)2015-2016 Superintendent Goals; 5)Adjourn.*

VIII. Board Communications

IX. Future Board Meeting Dates

A. September 22, 2015 Reflection Study Session 5:00 p.m. (Room 202)

B. September 22, 2015 Business Meeting 6:00 p.m. (Board Room)

X. Adjourn

IV. CONSENT AGENDA

The Consent Agenda is designed to expedite the handling of routine and miscellaneous official business of the School Board. The entire agenda may be adopted by the Board in one motion. The motion for adoption is not debatable and must receive unanimous approval. By request of an individual Board member, an item can be removed from the Consent Agenda and placed upon the regular agenda for consideration and action.

Therefore, the following resolution is recommended:

BE IT RESOLVED by the School Board of Independent School District No. 622 that Consent Agenda Items, IV.A. through IV.F., be approved as written, and a copy of the agenda items is attached to the minutes.

MOTION:

SECOND:

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**REGULAR MEETING
SCHOOL BOARD
July 21, 2015**

Chair Augé called the meeting to order at 4:31 p.m. with the following present: Chair Augé, Vice Chair Hunt, Clerk Livingston, Treasurer Yener, Directors Anderson, Coborn, and Neve. Absent: Superintendent Osorio.

Others present were: Randy Anderson, Director of Business Services; Bob Biddick, Director of Technology; Keith Gray, Director of Human Resources; Terri Johnson, Director of Community Education; Cory McIntyre, Director of Student Services; Troy Miller, Assistant Superintendent; and Kim Cavallaro, Administrative Assistant.

The meeting opened with the Pledge of Allegiance led by Troy Miller.

Augé noted that Osorio was absent and that Miller would be acting superintendent for the meeting.

Neve moved and Livingston seconded the following motion, which carried:

THAT the agenda be approved as presented.

During the Public Comment portion of the meeting, Ben Jarman addressed the Board with comments regarding the Initial Operating Referendum Resolution Setting the Election.

Livingston moved and Neve seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following Consent Agenda Items, IV.A. through IV.H., be approved as written, and a copy of the agenda items is attached to the minutes.

Miller shared a levy report. He discussed the District's financial history and outlook; programming challenges and opportunities; and how District 622 compares to surrounding districts.

Hunt moved and Anderson seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

<u>Donor</u>	<u>Item and/or Amount</u>	<u>Purpose</u>
Target Corporation	\$500.00	Castle School Use
ECMC Group, Inc.	\$32,816.00	Maplewood Middle School
ECMC Group, Inc.	\$72,500.00	Go Grant! Maplewood Middle School
Kelly Kruzel	\$1,000.00	Harmony Learning Center Music Program
Kelly Kruzel	\$50.00	Harmony Learning Center - Supplies for Mr. Sahli's Classroom
Cowern PTG	18 Fintie Apple Ipad cases (valued at \$215.82)	Cowern Elementary - Cases for iPads
Susan Purvis	\$20.00	Gladstone - Meals on Wheels
Truist	\$42.32	Gladstone - Meals on Wheels

Coborn moved and Anderson seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the school board adopt a resolution calling for a referendum election in November 2015 revoking the current authorization and replacing it with a new authorization with an increase of \$900 per pupil unit. This new authorization will have a duration of ten years with a factor for inflation.

Coborn moved and Yener seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the school board adopt a resolution calling for a Capital Projects referendum election in November of 2015 with authorization of approximately \$3,000,000 per year to fund the purchase, installation, and maintenance of software and technology for school instruction.

Neve moved and Livingston seconded the following resolution, which carried:

BE IT RESOLVED that the School Board of Independent School District #622 hereby adopts Policy EM-020.34, Workload Limits for Certain Special Education Teachers.

Augé asked the Board to set the agenda and location for the July 28, 2015 Board Mini-Retreat. Yener moved and Anderson seconded the following motion, which carried:

THAT the July 28, 2015 Board Mini-Retreat be held in Room 202 of the District Education Center and includes the following agenda items: 1)Call to Order/Welcome; 2)Governance Review & Expectations on Superintendent/Board Relationships; 3)Levy Planning; 4)Board Goals; 5)Adjourn.

Augé asked the Board to set a Special Meeting to take proposed action on election resolutions. Yener moved and Neve seconded the following motion, which carried:

THAT a Special Meeting be set for August 18, 2015 at 4:30 p.m. in the Board Room of the District Education Center and includes the following agenda item: Election Resolutions.

Augé asked the Board to set the time, location and agenda for the August 18, 2015 Work Study Session. Anderson moved and Livingston seconded the following motion, which carried:

THAT the August 18, 2015 Work Study Session begin at approximately 4:45 p.m. or immediately following the August 18, 2015 Special Meeting in Room 202 of the District Education Center and include the following agenda items: 1)Call to Order; 2)Policy G-010; 3)Policy G-021; 4)Success Measures; 5)Capitol View Center; 6)Adjourn.

During Board Communications, the following items were shared:

- ✓ Coborn invited everyone to attend the 622 Education Foundation's Annual 5K Family Fun Run/Walk that takes place on July 25 at 9:00 a.m. and begins in the Polar Arena parking lot. She shared information on the event.
- ✓ Neve also commented on the Fun Run/Walk and mentioned how her family likes to attend every year.
- ✓ Hunt acknowledged his board colleagues and offered his appreciation to them for the opportunity to share his thoughts on the levy.
- ✓ Livingston invited the audience to attend ISD 622's Summer Theatre production, "Anything Goes" this weekend and added that the production uses talent from students, alumni, and the community. She also clarified that the State is funding ACTs; they are just not mandating them.
- ✓ Anderson thanked the administrative team for keeping the office running smoothly during Osorio's absence.
- ✓ Augé commented on the Veteran's Memorial that is being constructed on Margaret Street across from the District Education Center. She shared information for board members regarding their upcoming mini-retreat and explained an opportunity for them to apply to be a MSBA Delegate.

Livingston moved and Hunt seconded the following motion, which carried:

THAT the meeting be adjourned.

The meeting adjourned at 5:21 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**MINI RETREAT
SCHOOL BOARD
July 28, 2015**

Chair Augé called the meeting to order at 4:05 p.m. with the following present: Chair Augé, Vice Chair Hunt, Clerk Livingston, Treasurer Yener, Directors Coborn, Neve, and Superintendent Osorio. Arriving at 4:07 p.m: Director Anderson.

Others present were: Dennis Cheesebrow and Kim Cavallaro.

In the audience: Rory Sanders.

Dennis Cheesebrow from TeamWorks International led the Board through a discussion on governance review and expectations of superintendent and school board relationships.

Osorio led the group through an activity using the book “Strengths Finder.” Board members shared their strengths and each picked one to discuss.

The group discussed methods to share communication and touched on the format of the superintendent’s evaluation.

A general levy discussion took place which included the roles and responsibilities of the board, administration and others and a timeline for the levy process.

The meeting adjourned at 8:16 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**SPECIAL MEETING SESSION
SCHOOL BOARD
August 18, 2015**

Chair Augé called the meeting to order at 4:30 PM with the following present: Chair Augé, Vice Chair Hunt, Clerk Livingston, Treasurer Yener, Directors Coborn, Neve, and Superintendent Osorio. Arriving at 4:36 PM: Director Anderson.

Others present were: Randy Anderson, Cory McIntyre, Troy Miller, and Kim Cavallaro.

Yener moved and Coborn seconded the following resolution, which carried:

**RESOLUTION RELATING TO REVOKING THE EXISTING
REFERENDUM REVENUE AUTHORIZATION OF THE
SCHOOL DISTRICT AND APPROVING A NEW AUTHORIZATION,
APPROVING A CAPITAL PROJECT LEVY AUTHORIZATION,
AND CALLING AN ELECTION THEREON.**

BE IT RESOLVED by the School Board of Independent School District No. 622, State of Minnesota, as follows:

1. On August 27, 2013, the Board adopted a resolution entitled "RESOLUTION TO CONVERT REFERENDUM AUTHORITY. In order to create more transparency, the Board hereby rescinds that resolution effective for taxes payable in 2016 and thereafter. The clerk is authorized and directed to submit a copy of this resolutions to the Minnesota Department of Education as soon as practicable after its adoption.

2. (a) The Board hereby determines and declares that it is necessary and expedient for the school district to revoke its existing referendum revenue authorization of \$489.86 per adjusted pupil unit and to replace that authorization with a new authorization of \$1,389.86 per adjusted pupil unit. As provided by law, the ballot question must abbreviate the term "per adjusted pupil unit" as "per pupil." The additional revenue will be used to finance school operations and the property tax portion thereof will require an estimated referendum tax rate of approximately 0.21344% of the referendum market value of the school district for taxes payable in 2016, the first year it is to be levied. The proposed referendum revenue authorization would increase each year by the rate of inflation and be applicable for ten (10) years, beginning with taxes payable in 2016, unless otherwise revoked or reduced as provided by law. For this purpose, the rate of inflation shall be the annual inflationary

increase calculated under Minnesota Statutes, Section 126C.17, Subdivision 2, paragraph (b). The question on the approval of this referendum revenue authorization shall be School District Question 1 on the school district ballot at the special election held to approve said authorization.

If the new referendum revenue authorization is approved by the voters of the school district, the existing \$489.86 per adjusted pupil unit authorization shall be revoked effective for taxes payable in 2016.

(b) The board also finds and determines that it is necessary and expedient for the school district to submit a capital project levy authorization to fund technology to the voters for their approval. The proposed authorization for technology will be in the amount of 3.665% times the net tax capacity of the school district. The proposed capital project levy authorization will raise approximately \$3,000,000 for taxes payable in 2016, the first year it is to be levied, and would be authorized for ten years. The estimated total cost of the projects to be funded by the proposed capital project levy authorization is approximately \$30,000,000. If approved by the voters, the proceeds of the capital project levy shall be used only as authorized in Minnesota Statutes, Section 126C.10, Subd. 14. The money raised by the capital project levy authorization will be used to provide funds for the acquisition, installation and maintenance of technology and technology systems and for training and directly related personnel costs. The program will be commenced prior to November 1, 2020, which date is not more than five (5) years from the date of the special election authorizing the approval of the capital project levy authorization. The question on the approval of the capital project levy authorization shall be School District Question 2 on the school district ballot at the special election held to approve said authorization. The passage of School District Question 2 is contingent on the passage of School District Question 1 as specified above or herein.

2. The ballot question shall be submitted to the qualified voters of the school district at a special election, which is hereby called and directed to be held on Tuesday, November 3, 2015, between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.

3. Pursuant to Minnesota Statutes, Section 205A.11, the school district polling places and combined polling places and the precincts served by those polling places, as previously established and designated by school board resolution for school district elections not held on the day of a statewide election, are hereby designated for this special election. Because the City of Maplewood will be holding its municipal elections on November 3, 2015, the voters of the school district who reside in the City of Maplewood, Precincts 4 to 15, will vote at their regular city polling places.

4. The clerk is hereby authorized and directed to cause written notice of said special election to be provided to the county auditor of each county in which the school district is located, in whole or in part, and to the Commissioner of Education, at least seventy-four (74) days before the date of said election. The notice shall specify the date of said special election and the title and language for each ballot question to be voted on at said special election.

The clerk is hereby authorized and directed to cause notice of said special election to be posted at the administrative offices of the school district at least ten (10) days before the date of said special election.

The clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the school district at least four (4) days before the date of said special election and to cause two sample ballots to be posted in each polling place and combined polling place on election day. The sample ballot shall not be printed on the same color paper as the official ballot.

The clerk is hereby authorized and directed to cause notice of said special election to be published in the official newspaper of the school district, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of the election.

The notice of election so posted and published shall state the question to be submitted to the voters as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

The clerk is hereby authorized and directed to cause the rules and instructions for use of the optical scan voting system to be posted in each polling place and combined polling place on election day.

The clerk is hereby authorized and directed to cause a notice of the election to be mailed by first class mail to each taxpayer in the school district at least fifteen (15) but no more than thirty (30) days prior to the date of the special election. The notice shall contain the required projections and the required statement specified in Minnesota Statutes, Section 126C.17, subdivision 9, paragraph (b). The clerk is also directed to cause a copy of this notice to be submitted to the Commissioner of Education and to the county auditor of each county in which the school district is located in whole or in part at least fifteen (15) days prior to the day of the election.

The clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this special election and generally to cooperate with election authorities conducting other elections on that date.

5. The clerk is further authorized and directed to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form and instructions as may be necessary to accommodate the use of an optical scan voting system:

SPECIAL ELECTION BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 622 (NORTH ST. PAUL-MAPLEWOOD-OAKDALE)

NOVEMBER 3, 2015

INSTRUCTIONS TO VOTERS:

To vote, completely fill in the oval(s) next to your choice(s) like this: .

To vote for a question, fill in the oval next to the word "Yes" on that question.
To vote against a question, fill in the oval next to the word "No" on that question.

SCHOOL DISTRICT QUESTION 1 REVOKING EXISTING REFERENDUM REVENUE AUTHORIZATION; APPROVING NEW AUTHORIZATION

The board of Independent School District No. 622 (North St. Paul-Maplewood-Oakdale) has proposed to revoke the school district's existing referendum revenue authorization of \$489.86 per pupil and to replace that authorization with a new authorization of \$1,389.86 per pupil. The proposed new referendum revenue authorization would increase each year by the rate of inflation and be applicable for ten years, beginning with taxes payable in 2016, unless otherwise revoked or reduced as provided by law.

- Yes** Shall the school district's existing referendum revenue authorization be revoked and the increase in the revenue proposed by the board of Independent School District No. 622 be approved?
- No**

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU
ARE VOTING FOR A PROPERTY TAX INCREASE.**

**SCHOOL DISTRICT QUESTION 2
APPROVAL OF CAPITAL PROJECT LEVY
AUTHORIZATION TO FUND TECHNOLOGY**

The school board of 622 (North St. Paul-Maplewood-Oakdale) has proposed a capital project levy authorization to fund technology in the amount of 3.665% times the net tax capacity of the school district. The proposed authorization will raise approximately \$3,000,000 for taxes payable in 2016, the first year to be levied, and would be authorized for ten years. The estimated total cost of the projects to be funded over that time period is approximately \$30,000,000. The money raised by this authorization will provide funds for the acquisition, installation and maintenance of technology and technology systems and for training and directly related personnel costs.

Yes

If School District Question 1 is approved, shall the capital project levy authorization to fund technology proposed by the board of Independent School District No. 622 be approved?

No

**BY VOTING "YES" ON THIS BALLOT QUESTION, YOU
ARE VOTING FOR A PROPERTY TAX INCREASE.**

Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

6. If the school district will be contracting to print the ballots for this special election, the clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer, at the request of the election official, shall furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

7. The clerk is hereby authorized and directed to provide for testing of the optical scan voting system within fourteen (14) days prior to the election date. The clerk shall cause notice of the time and place of the test to be given at least two (2) days in advance by publishing the notice of testing once in the official newspaper and by causing the notice to be posted in the office of the County Auditor, the administrative office of the school district, and the office of any other local election official conducting the test.

8. The clerk is hereby authorized and directed to cause notice of the location of the counting center or the places where the ballots will be counted to be published in the official newspaper at least once during the week preceding the week of the election and in the newspaper of widest circulation once on the day preceding the election, or once the week preceding the election if the newspaper is a weekly.

9. As required by Minnesota Statutes, Section 203B.121, the Board hereby establishes a ballot board to process, accept and reject absentee ballots at school district elections not held in conjunction with the state primary or state general election or that are conducted by a municipality on behalf of the school district and generally to carry out the duties of a ballot board as provided by Minnesota Statutes, Section 203B.121 and other applicable laws. The ballot board must consist of a sufficient number of election judges trained in the handling of absentee ballots. The ballot board may include deputy county auditors and deputy city clerks who have received training in the processing and counting of absentee ballots. The clerk or the clerk's designee is hereby authorized and directed to appoint the members of the ballot board. The clerk or the clerk's designee shall establish, maintain and update a roster of members appointed to and currently serving on the ballot board and shall report to the Board from time to time as to its status. Each member of the

ballot board shall be paid reasonable compensation for services rendered during an election at the same rate as other election judges; provided, however, if a staff member is already being compensated for regular duties, additional compensation shall not be paid for ballot board duties performed during that staff member's duty day.

10. The duties of the school district ballot board are hereby delegated to the Ramsey County ballot board and the Washington County ballot board, as applicable, for the school district special election, to the extent provided in the agreements with those counties.

11. The duties of the clerk relating to the conduct of the special election, including but not limited to publication and posting requirements, preparation of ballots, and appointment and employment of election judges, are hereby delegated to Ramsey County Elections and the County Auditor of Washington County, as applicable, to the extent provided in the agreements with those counties.

12. The election must be canvassed by the Board between the third and tenth day following the election.

13. If the capital project levy authorization proposed in School District Question 2 is approved, a capital project referendum account shall be created as a separate account in the general fund of the school district. All proceeds from the capital project levy must be deposited in the capital project referendum account. Interest income attributable to the capital project referendum account must be credited to the capital project referendum account. Money in the capital project referendum account may be used only for the costs of acquisition and betterment of the approved projects. The funds in the capital project referendum account may be accumulated and not be expended until sufficient funds are available, may be accumulated and not be expended until additional funds from a bond issue are available, or may be expended on an ongoing basis for approved project costs. Any funds remaining in the capital project referendum account that are not applied to the payment of the costs of the approved projects before their final completion shall be transferred to the school district's debt redemption fund.

14. The School District clerk shall make all Campaign Financial Reports required to be filed with the school district under Minnesota Statutes, Section 211A.02, and received on or after May 17, 2014, available on the school district's website. The clerk must post the report on the school district's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The school district must make a report available on the school district's website for four years from the date the report was posted to the website. The clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

Neve moved and Hunt seconded the following motion, which carried:

THAT the meeting be adjourned.

The meeting adjourned at 4:45 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**WORK STUDY SESSION
SCHOOL BOARD
August 18, 2015**

Chair Augé called the meeting to order at 4:50 p.m. with the following present: Chair Augé, Vice Chair Hunt, Clerk Livingston, Treasurer Yener, Directors Anderson, Coborn, Neve, and Superintendent Osorio.

Others present were: Randy Anderson, Kim Cavallaro, Khriisslyn Goodman, Jo McCabe, Cory McIntyre, and Troy Miller.

In the audience: Ben Jarman, Rory Sanders, and Courtney Stock.

Osorio and Data, Literacy and Program Evaluation Coordinator Khriisslyn Goodman, shared a history of District 622's current Success Measures; what next steps could look like; and how new Success Measures could be reported on at future board meetings.

Augé, R. Anderson, and McIntyre presented an overview of District 916's Capitol View Center. They discussed the purpose of the facility and shared a sampling of student profiles; District 916's decision on whether to remodel or rebuild Capitol View; and the lease levy tax impacts for District 622 residents.

Osorio shared updates on the 2015 levy referendum that will go before voters on November 3. She reported on the ongoing work that is taking place and factual information regarding financial status of the District.

Policy G-021, Board Officers, Committees, and Liaisons was discussed as to whether or not the policy and procedure should be revised to keep the board officer succession plan. Board members suggested a continued conversation and this topic will be revisited at the September 22, 2015 reflection study session

Osorio reviewed her draft superintendent goals for 2015-2016 and asked for Board feedback. This will be an agenda item at the September 22, 2015 reflection study session.

Discussion took place on board professional development. Board members considered opportunities for continued board development work for an upcoming retreat and for the 2015-2016 school year.

The meeting adjourned at 8:30 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

Employment

First Name	Last Name	Employed as	Building	Effective	Pay Rate	Per
George	Ashfield	Boys Football Coach	North	8/10/15	\$5,022.81	assignment
Dawn	Beardsley	Intervention EA	Carver	9/8/15	\$14.57	hour
Jesse	Bennig	Resource Teacher	North	8/31/15	\$42,074.00	year
Diane	Berlin	PT Bus Driver	Bus Garage	9/8/2015	\$19.00	hour
Amanda	Bomgren	Title 1 Teacher	Oakdale	8/31/15	\$21,405.65	year
Dillon	Brennan	SPED Building Para	Webster	9/8/15	\$14.18	hour
Jill	Brown	Behavior Intervention Specialist	Tartan	9/1/2015	\$21.85	hour
Leah	Bullock	Grade 2 Teacher	Castle	8/31/15	\$36,798.00	year
Thomas	Cappelen	Boys Football Coach	North	8/10/15	\$5,409.18	assignment
Jacquelyn	Chamberlin	Physical Therapist	Physical Therapist	8/31/15	\$24,589.60	year
Beth	Dodge	School Psychologist	Cowern/Weaver	8/31/15	\$58,324.00	year
Cynthia	Dunham	Enrollment Clerk (Gr. 4, 11 mo.)	DEC	7/20/15	\$16.36	hour
Sarah	Farber	Pre-K Instructor (.8 FTE)	Beaver Lake	8/19/2015	\$35,200.00	year
Tina	Gschlecht	Parent Volunteer Coordinator	Eagle Point	8/17/2015	\$13.80	hour
Brittany	Halverson	Math Intervention EA	Webster	9/8/15	\$13.33	hour
Sharon	Hansen	Math Intervention EA	Eagle Point	9/8/15	\$13.33	hour
Sadia	Hassan	Math Intervention EA	Richardson	9/8/15	\$13.33	hour
Clarissa	Herrera	Before School Monitor	Oakdale	9/8/15	\$13.35	hour
Clarissa	Herrera	Intervention EA	Oakdale	9/8/15	\$13.47	hour
Alonso	Jaque-Pino	Bicultural Liaison	Carver	7/28/2015	\$21.85	hour
Alonso	Jaque-Pino	Intervention EA	Carver	9/8/15	\$13.82	hour
Tiffany	Jendro	Adv. Conn. SN CC Para	Cowern	8/31/15	\$15.55	hour
April	Johnson	Math Intervention EA	Oakdale	9/8/15	\$13.47	hour
Jasmine	Jones	Building EA	Carver	9/8/15	\$13.82	hour
Colleen	Jungbauer	Math Intervention EA	Carver	9/8/15	\$14.72	hour
Anne	Kapping	Misc Activities	Tartan	6/8/2015	\$17.25	hour
Laura	Kaschmitter	Math Intervention EA	Castle	9/8/15	\$13.82	hour
Matthew	Kiefer	Social Studies Teacher	Maplewood Middle	8/31/15	\$41,608.00	year
John	Kliethermes	Boys Football Coach	North	8/10/15	\$4,765.23	assignment
Jeffrey	Libby	Choreographer	Tartan	6/29/15	\$300.00	assignment
Dana	Maney	ECSE Program Supervisor	DEC	7/31/2015	\$98,000.00	year
Belinda	Manolis	ELL Teacher	Webster	8/31/15	\$32,805.50	year
Jennifer	Martin	Grade 6 Teacher	John Glenn	8/31/15	\$33,286.40	year
Scott	Mason	Misc Activities	Tartan	6/8/2015	\$17.25	hour
Darla	McDonough	SPED Building Para	North	9/8/15	\$18.35	hour
Eric	Mjolsness	Middle School Assistant Principal	Maplewood Middle	8/10/15	\$106,312.96	year
Greg	Moltzan	Industrial Technology Teacher	Tartan	8/31/15	\$53,611.00	year
Andy	Navis	Boys Football Coach	North	8/10/15	\$4,765.23	assignment
Eve	Nievenski	Kindergarten Teacher	Oakdale	8/31/15	\$41,608.00	year
Zachary	Pettit	Adv. Conn. SN CC Para	Skyview Elementary	8/31/15	\$14.85	hour
Amanda	Pfarr	Adv. Conn. Program Asst.	Cowern	8/31/15	\$15.00	hour
Rebecca	Pratts	Misc Activities	Tartan	6/8/2015	\$17.25	hour
Jerome	Scheidler	Multiple Needs Teacher	Next Step	8/31/15	\$57,692.00	year
Matthew	Sieberg	Para Music Asst.	North	9/8/15	\$18.28	hour
Judith	Stein	Intervention EA	Cowern	9/8/15	\$16.12	hour
Laura	Tiede	French Teacher	North/Tartan High	8/31/15	\$45,129.60	year
Janna	Todd	CID Teacher	Skyview Middle	8/31/15	\$43,064.00	year
Nancy	Wohnoutka	Grade 3 Teacher	Castle	8/31/15	\$48,645.00	year
Rebecca	Zabinski	PBIS Specialist	Maplewood Middle	8/31/2015	\$45,900.00	year

Status Change						
First Name	Last Name	From	To	Effective	Pay Rate	Per
Daniel	Adney	PT Arena Worker	PT Arena Supervisor	8/3/2015	\$11.04	hour
Robert	Brisbin	FT Driver/Custodian/Warehouse	FT Driver/Custodian	7/1/2015	\$21.75	hour
Sara	Brown	CREED Para	MN Para	9/8/2015	\$15.19	hour
Barbara	Buresh	Classroom EA .10	Intervention EA .11	9/8/2015	\$13.82	hour
Jennifer	Crnobrna	Para	CID Teacher	8/31/2015	\$40,405.00	year
Robyn	Engen	SPED Building Para	MN Para	9/8/2015	\$16.85	hour
Karen	Fruci	Building EA	Intervention EA	9/8/2015	\$17.12	hour
Nancy	Gustafson	Enrollment Clerk (Gr. 4, 11 mo.)	Student Services Clerk (Gr. 4, 12 mo.)	7/20/2015	\$18.99	hour
Christina	Harrington	Adv. Conn. SN Para	CE AC 10 Month Site Manager	8/26/2015	\$27,500.00	year
Barbara	Harshman	1:1 SPED Para	MN Para	9/8/2015	\$14.85	hour
Candace	Leuthe	MN Para .25	FAN Para .27	9/8/2015	\$15.19	hour
Lori	McNamara	Student Services Clerk (Gr. 4, 12 mo.)	Activities Director's Secretary (Gr. 5, 12 mo.)	7/6/2015	\$24.08	hour
Steven	Micko	Adv. Conn. CC Para .23	Adv. Conn. CC Para .10	8/31/2015	\$11.65	hour
Amanda	Pfarr	Adv. Conn. Program Asst. .25	Adv. Conn. Program Asst. .33	8/31/2015	\$15.00	hour
Linda	Rich	ABE Instructor Hourly	ABE Instructor Year Round (.9 FTE)	7/1/2015	\$47,543.76	year
Carol	Seidenkranz	Social Worker .50	Social Worker 1.0	8/31/2015	\$72,905.00	year
Shannon	Smith	FAN Para .25	Para Job Coach .13	9/8/2015	\$15.44	hour
Jill	Wells	Behavioral Intervention Specialist	Grade 1/2 Split Teacher	8/31/2015	\$36,798.00	year
Donna	Wert	SPED Building Para	MN Para	9/8/2015	\$18.60	hour
Ying (May)	Yang	Building EA .24	Building EA .15	9/8/2015	\$16.66	hour

Leave of Absence					
First Name	Last Name	Assignment	Building	Leave Type	Dates
Rachel	Schumann	ECSE Para/Adv. Conn. CC Para	Beaver Lake/Eagle Point	Child Care	9/18/15 - 11/27/15

Resignation

First Name	Last Name	Assignment	Building	Effective
Andrew	Berreth	CID Para	Skyview Middle	7/12/2015
Colleen	Cahanes	CREED Para	Skyview Elementary	8/5/2015
Cheryl	Engstrom	Para Lunch Monitor	Tartan	7/30/2015
Debra	Givot	RN-BSN	Harmong/John Glenn/Maplewood	8/3/2015
Rhonda	Grimes	Adv. Conn. SN CC Para	Cowern	7/15/2015
Rhonda	Grimes	SPED Building Para	Fairview	7/15/2015
Sherry	Hemauer	RN-BSN	Beaver Lake	7/27/2015
Martin	Jurgensen	CID Para	Skyview Middle	8/18/2015
Mary	Kadela	MN Para	John Glenn	8/10/2015
Paige	Kamrath	Intervention EA	Webster	7/28/2015
Diane	Klein	Office Coordinator (Gr. 6, 12 mo.)	Tartan	8/31/2015
Katie	Malek	ECSE Para	Gladstone	8/17/2015
Daniel	Morrison	Para Lunch/Playground Monitor	Cowern	8/13/2015
Trude	Petersen	PT Bus Driver	Bus Garage	8/24/2015
Cheryl	Peterson-Schurke	Para Music Asst.	Tartan	7/21/2015
Chelsea	Radzwon	Food Service Assistant III	North	7/16/2015
Alison	Raveling	Behavior Intervention Assistant	Tartan	7/27/2015
Fachon	Romero	Behavior Intervention Specialist	Webster	8/9/2015
Trisa	Stromquist	Licensed Health Asst.	Harmony	7/22/2015
Aaron	Taft	Behavior Intervention Specialist	Cowern	8/3/2015
Angelica	Torrabla-Olague	Youth Programs Coordinator	DEC	7/14/2015
Janelle	Walters	Para Lunch/Playground Monitor	Cowern	8/17/2015

Termination

First Name	Last Name	Assignment	Building	Effective
Tyler	Abrahamson	Enrichment Instructor	District-Wide	7/28/2015
Nii Anyetei	Akofio-Sowah	Misc Activities	North High School	8/4/2015
Tei	Akofio-Sowah	Enrichment Instructor	District-Wide	7/28/2015
Joni	Anderson	Misc Activities	Tartan High School	7/28/2015
Yared	Assefa	Enrichment Instructor	District-Wide	7/28/2015
Claire	Baetzold	Pool Guard	District-Wide	6/30/2015
Claire	Baetzold	Water Safety Instructor	District-Wide	6/30/2015
Megan	Bartel	Enrichment Instructor	District-Wide	7/28/2015
Luke	Bickford	Enrichment Instructor	District-Wide	7/28/2015
Grimson	Burgos	Enrichment Instructor	District-Wide	7/28/2015
Jan	Caballero	Enrichment Instructor	District-Wide	7/28/2015
Sandra	Christiansen	Enrichment Instructor	District-Wide	7/28/2015
Tom	Cooper	Phy Ed/Health Teacher	Skyview Middle/John Glenn	8/14/2015
Krista	Crandall	Middle School Pool Guard	John Glenn Middle School	7/1/2015
David	Deutschman	Grade 4 Teacher	Weaver	7/20/2015
Miranda	Godfread	French Teacher	North High School	7/28/2015
Zang	Her	Enrichment Instructor	District-Wide	7/28/2015
Kristen	Howe	Enrichment Instructor	District-Wide	7/28/2015
Dennis	Hruby	Misc Activities	Tartan High School	8/11/2015
Mark	Junod	Social Studies Teacher	Tartan High School	8/10/2015
Thomas	Kloos	Enrichment Instructor	District-Wide	7/28/2015
Mary	Krech	SLD Teacher	North/Tartan	7/15/2015
Jared	Lyle	Misc Activities	Tartan High School	5/25/2015
Jada	Mitchell	Enrichment Instructor	District-Wide	7/28/2015
Bianchi	Muriel	ELL Teacher	Weaver	7/27/2015
Ronald	Nelson	Head Engineer		7/1/2015
Barbara	Pierre Louise	Enrichment Instructor	District-Wide	7/28/2015
Kelley	Pribyl	EBD Resource Teacher	Carver	7/27/2015
Teresa	Suckow	Chaperone	North High School	7/21/2015
Teresa	Suckow	Misc Activities	North High School	7/21/2015
Christine	Sullivan	Bus Monitor	Bus Garage	7/23/2015
Jacob	Teske	Enrichment Instructor	District-Wide	7/28/2015
Courtney	Wiley	Enrichment Instructor	District-Wide	7/28/2015
Lyncy	Yang	Misc Activities	North High School	7/6/2015
Tateng	Yang	Enrichment Instructor	District-Wide	7/28/2015
Kerry	Zawisliak	Test Proctor	Tartan High School	7/17/2015

IV. F. DISBURSEMENTS

State statutes require school boards to provide for payment of just claims and also require that a list of electronic fund transfers be submitted to the school board at its next regular meeting. This action will authorize payment of audited and allowable claims, purchase of investments, transfers to the payroll account, and transactions by electronic fund (wire) transfers.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following disbursements and transfers be approved:

General Fund	\$	2,653,027.00
Food Service		85,274.00
Community Service		136,194.00
Building		135,252.00
Debt Redemption		0.00
Trust		23,233.00
OPEB Benefits Trust		0.00
		<hr/>
A/P Checks Disbursed (06-01-15 thru 06-30-15)	\$	3,032,980.00
Payroll Disbursed - Net (07-01-15 thru 07-31-15)	\$	902,716.00
Wire Transfers (07-01-15 thru 07-31-15)	\$	9,849,526.00
Investments on 08-14-15	\$	34,452,476.00

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

INVESTMENTS

DEPOSITORY	TYPE	RATE	PURCHASED	MATURES	AMOUNT
MSDLAF OTHER FUNDS	MM	0.02%	(BALANCE AT 08-14-15)		\$104,171.00
P M A SECURITIES OPERATING FUNDS	VARIOUS	0.04%	(BALANCE AT 08-14-15)		\$8,055,290.00
P M A SECURITIES AAC 2015	VARIOUS	0.04%	(BALANCE AT 08-14-15)		\$9,487,458.00
P M A SECURITIES OPEB BONDS	VARIOUS	0.04%	(BALANCE AT 08-14-15)		\$15,108,737.00
ASSOCIATED BANK EQUITY INVESTMENTS	EQUITY	1.30%	(BALANCE AT 07-31-15)		\$1,696,820.00
					<u>\$34,452,476.00</u>

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

WIRE TRANSFERS

07-01-15 thru 07-31-15

DATE	FROM	TO		REASON
07/01/15	PREMIER BANK	DELTA DENTAL	\$133,888.00	MONTHLY PAYMENT
07/01/15	PREMIER BANK	STATE OF MINN.	\$95,878.00	PAYROLL TAX
07/07/15	PREMIER BANK	ANNUITY COMPANIES	\$404,893.00	PAYROLL PAYABLES
07/07/15	PREMIER BANK	HEALTH PARTNERS	\$294,376.00	HEALTH CLAIMS
07/09/15	P M A	PREMIER BANK	\$750,000.00	A/P - P/R*
07/10/15	PREMIER BANK	BANKCARD	\$5,626.00	CREDIT CARD FEE
07/10/15	PREMIER BANK	JP MORGAN	\$500,723.00	P-CARD PURCHASES
07/13/15	P M A	PREMIER BANK	\$2,500,000.00	A/P - P/R*
07/13/15	PREMIER BANK	HEALTH PARTNERS	\$258,743.00	HEALTH CLAIMS
07/14/15	P M A	MSDLAF	\$50,000.00	A/P P-CARD
07/14/15	PREMIER BANK	CORPORATE HEALTH	\$233,190.00	FLEX PROCESSING
07/15/15	P M A	PREMIER BANK	\$1,500,000.00	A/P - P/R*
07/15/15	PREMIER BANK	I R S	\$268,311.00	PAYROLL TAX
07/16/15	PREMIER BANK	STATE OF MINN.	\$42,061.00	PAYROLL TAX
07/20/15	PREMIER BANK	HEALTH PARTNERS	\$107,698.00	HEALTH CLAIMS
07/20/15	PREMIER BANK	STATE OF MINN.	\$20,904.00	UC TAX
07/22/15	P M A	PREMIER BANK	\$750,000.00	A/P - P/R*
07/22/15	PREMIER BANK	ANNUITY COMPANIES	\$184,175.00	PAYROLL PAYABLES
07/27/15	PREMIER BANK	HEALTH PARTNERS	\$194,711.00	HEALTH CLAIMS
07/29/15	P M A	PREMIER BANK	\$1,275,000.00	A/P - P/R*
07/31/15	PREMIER BANK	CORPORATE HEALTH	\$30,432.00	FLEX PROCESSING
07/31/15	PREMIER BANK	I R S	\$248,698.00	PAYROLL TAX
07/31/15	PREMIER BANK	MISCELLANEOUS	\$219.00	MISCELLANEOUS
		TOTAL	<u>\$9,849,526.00</u>	

* TO COVER ACCOUNTS PAYABLE OR PAYROLL CHECKS



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

Top 10 Operating Levy Facts

- 1 All school districts in Minnesota – including District 622 – have an operating levy in place to support student learning. District 622’s operating levy of \$913 per student, which was approved by voters in 2011, is the lowest among the top 20 largest districts in the Twin Cities metro area.
- 2 In Question #1, District 622 is seeking an increase of \$900 per student, which will enable the district to maintain class sizes for math and reading, provide additional support services to meet student needs, and build college and career pathways.
- 3 In Question #2, District 622 is asking for voter approval of a \$3 million technology levy that will provide dedicated funding to support important bandwidth and infrastructure improvements as well as increased safety and security measures.
- 4 District 622 is committed to providing our students with an equitable education. By maintaining reasonable class sizes, we can support math and reading at all levels and ensure our students are ready to learn higher-level content.
- 5 District 622 believes every student has the right to an education that meets his or her individual learning needs. Additional operating levy funds will enable the district to provide more support to address each student’s needs including struggling learners, students in the academic middle, and those who require advanced coursework.
- 6 Additional funding will enable the district to prepare our students for life after high school. From learning a trade such as welding, construction, or biotechnology, to earning college credit via the College in the Schools program, we want to prepare our students with the skills and knowledge they need to be successful in the post-secondary pathway of their choice.
- 7 The state of Minnesota recently provided District 622 with an increase in funding of 1.7% for 2015-16. However, this increase comes after years of inadequate funding. In fact, since 2009, the state of Minnesota has increased our funding an average of 0.86% per year while the rate of inflation has increased 1.91% per year.
- 8 If voters approve the November 3 operating levy increase, the average homeowner in our school district will pay \$23.34 per month in levy-related taxes. Voter approval of the operating levy will place the district in middle of the largest metro districts while providing an additional \$10 million to fund our students’ basic educational needs.
- 9 District 622 is committed to using public funds wisely and consistently demonstrates strong financial accountability. Since 2005, the district has cut more than \$32 million from its budget including teachers, nurses, administrators, support staff, transportation, classroom supplies, athletics, music, and custodial. The district has intentionally tried to keep the cuts out of the classroom. However, in light of recent budget cuts, any additional reductions will directly impact student learning.
- 10 By setting aside funds specifically for technology, District 622 takes a well-planned, budget-conscious approach to funding the computers, servers, software, bandwidth, training, support, and safety-related systems that are core to the district’s infrastructure. Approval of the tech levy will cost the average homeowner an additional \$5.75 per month.

We want you to have accurate information before you go to the polls on November 3. For more information about the operating levy referendum, to submit a question online, or to calculate the tax impact for your property, visit www.isd622.org/levy2015.

November 3 Levy Information

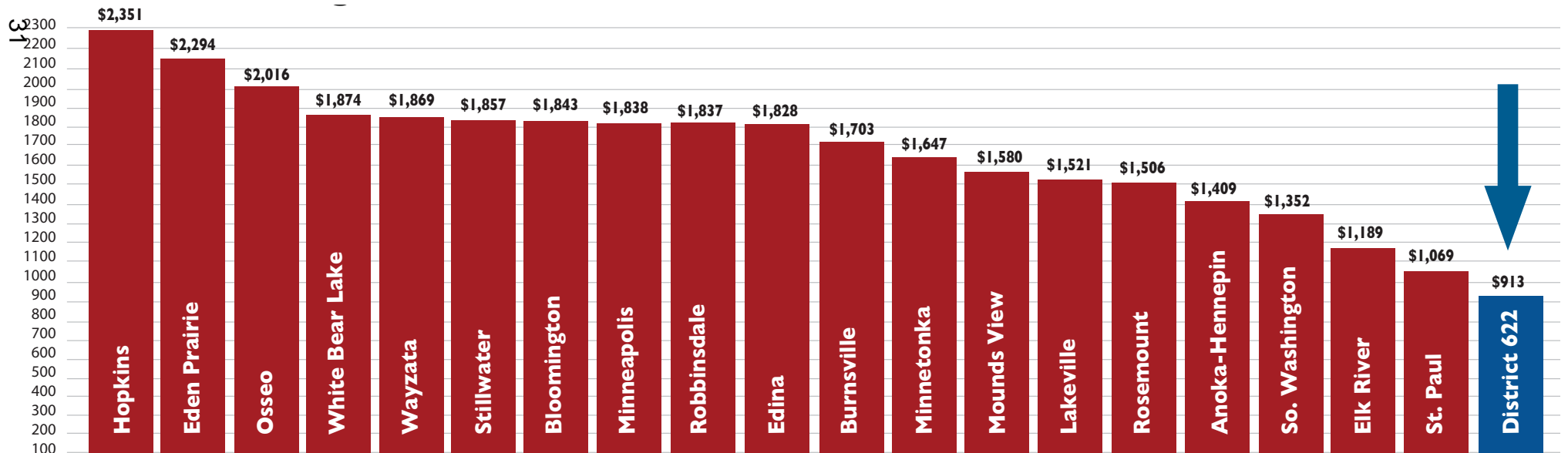
District 622 Seeks Voter Approval of Two-Question Operating Levy

Question #1: District 622 is seeking an increase of \$900 per student to:

- Maintain class sizes for math and reading
- Provide additional support services to meet student needs
- Build college and career pathways to prepare students for life after high school

Question #2: District 622 is asking for voter approval of a \$3 million technology levy that will provide dedicated funding to support important bandwidth and infrastructure improvements as well as increased safety and security measures.

Largest Metro Districts – Referendum Per Student 2015-2016



Source: MDE, includes \$424 in Local Option Revenue

Current

For more information, visit www.isd622.org/levy2015



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

November 3, 2015 Operating Levy Staff Guidelines

The District 622 School Board has voted to hold a November 3, 2015 operating levy referendum. Minnesota political campaign laws are very clear that no school district funds can be used to promote a YES or NO vote for a referendum, or for an individual candidate or position. The school district may (and will) use funds to provide factual information so voters can make informed choices.

All informational materials prepared or distributed with the use of school district funds must be approved by the superintendent's office. The goal of the district's informational campaign is to keep district residents informed and provide accurate information in a neutral manner. Please use the guide (see reverse) regarding what staff members may or may not do with regard to the operating levy referendum. If you have questions, please contact Christine Osorio at cosorio@isd622.org or 651.748.7411.

For information, visit www.isd622.org

Staff Guidelines During 2015 Election

EMPLOYEES MAY:

- Answer factual questions about the issues
- Express personal opinion about issues when asked
- Volunteer to work with a citizens' committee during non-work hours, including hosting neighbor meetings and/or writing editorials or letters to the editor
- Contribute personal funds to a campaign
- Wear personal symbols of expression (e.g., buttons, shirts, etc.) as long as they comply with other district policies
- Display campaign signs and posters on personal property (home, cars, etc.)
- Speak at public meetings or attend campaign events during non-work hours. Participation in such activities during regular work hours requires use of personal or vacation time.
- Teachers may discuss with students or parents the political process or election issues to the extent such discussion is directly related to the curriculum
- Support good citizenship by encouraging eligible voters to vote on November 3

EMPLOYEES MAY NOT:

- Tell others to vote YES or NO while working
- Use school/classroom newsletters, staff mailboxes, or district e-mail to promote a YES or NO vote or advocate for a candidate or position
- Voice an unsolicited opinion on an issue
- Conduct volunteer campaign duties during the regular work day
- Contribute school district funds, supplies, or equipment to a campaign
- Display campaign posters or signs on school property
- Participate in campaign activities during the regular work day
- Use school-collected, non-public information (e.g., classroom lists or contact information to which only a staff member would have access)
- Discuss with students any campaign issues or advocate a position unrelated to the curriculum
- Use any type of grading incentive to encourage or require voting or political activity

NEW K-8

COMPASSIONATE, CREATIVE AND CHILD CENTERED LEARNING ENVIRONMENT

34





New K-8 Educational Philosophy

- The focus on creative arts will provide students a palette of activities that will:
 - allow our students to grow academically, socially, and personally, while tapping into their creativity
 - allow our unique learners to access core content academics in creative ways
 - provide a calming and creative atmosphere
 - connect educational philosophies to the arts, helping our students build relationships between their inner and outer worlds
 - give our students tools for communication, appropriate emotional release, & self-regulation
 - utilize the Compassionate School Model

Mission

Northeast Metro Intermediate School District 916 responds to the unique needs of students, educators and school districts with innovation, quality and trusted experience.

Pankalo Education Center

Meaning behind “Pankalo”: all, complete +
beauty

“Empowering students through creativity”

Mission

Northeast Metro Intermediate School District 916 responds to the unique needs of students, educators and school districts with innovation, quality and trusted experience.



Why Pankalo Education Center?

- *Child Centered*
- *Supporting learning and enhancing cognitive abilities*
- *Facilitating identity formation and self-esteem*
- *Fostering a physically and emotionally safe, non-judgmental, and fun environment*
- *Respecting individual limitations and achievements*
- *Facilitating individual expression and communication with other people*
- *Increasing body awareness, spontaneity, creativity and a healthy self-image*

Mission

Northeast Metro Intermediate School District 916 responds to the unique needs of students, educators and school districts with innovation, quality and trusted experience.



STAFFING PROCESS

- Assistant Manager selected in January 2015
- Meeting will be held with interested staff March 2016
- Potential staff will be identified in April 2016
- Program staff will be assigned in April 2017

VII. A. 1. ACKNOWLEDGEMENT OF CONTRIBUTIONS

Minnesota Statute 123B.02 permits school boards to “...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof.”

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

<u>Donor</u>	<u>Item and/or Amount</u>	<u>Purpose</u>
Truist	\$42.32	Gladstone Meal on Wheels
Christa Waymire	\$50.00	Harmony Learning Center Pilot Program
Christine Osorio	\$25.00	ISD 622 Welcome Back BBQ
Kim Cavallaro	\$25.00	ISD 622 Welcome Back BBQ
Steve Hunt	\$25.00	ISD 622 Welcome Back BBQ
Becky Neve	\$25.00	ISD 622 Welcome Back BBQ
Amy Coborn	\$25.00	ISD 622 Welcome Back BBQ
Michelle Yener	\$25.00	ISD 622 Welcome Back BBQ
Theresa Auge	\$25.00	ISD 622 Welcome Back BBQ
Nancy Livingston	\$25.00	ISD 622 Welcome Back BBQ
Randy Anderson	\$40.00	ISD 622 Welcome Back BBQ
Christa Waymire	\$50.00	Harmony Learning Center Pilot Program (Mr. Trexel)
Susan Purvis	\$30.00	Gladstone Meals on Wheels
Kinney Family Foundation	\$10,000.00	Community Bridge
Knights of Columbus	\$1,838.74	Community Bridge
Pam Ryan	100 new hardcover read- aloud books (valued at \$750.00)	Cowern Elementary School
Wells Fargo Matching Gift Program	\$230.76	Castle Elementary School

Costco Wholesale

\$25.00 gift card

Richardson Art Library

MOTION:

SECOND:

Total fiscal year 2015-2016 monetary contributions: \$119,410.14

VII. A. 2.

ISD 622
North St. Paul - Maplewood - Oakdale
RESOLUTION ADOPTING THE USE OF NEW VOTING SYSTEM
RAMSEY COUNTY

WHEREAS, Minnesota Statutes § 206.58, subdivision 1 authorizes school districts to use voting systems at their elections, subject to the approval of the County; and

WHEREAS, Ramsey County has authorized the use of the Hart Verity voting system for the city and school district general election to be conducted on November 3, 2015 and all elections conducted thereafter;

NOW, THEREFORE, BE IT RESOLVED, that the Hart Verity voting system is hereby authorized for use in all elections conducted in the North St. Paul-Maplewood-Oakdale School District on November 3, 2015 and thereafter; and

BE IT FURTHER RESOLVED, that the School District Clerk is directed transmit a copy of this resolution to the Ramsey County Elections Office; and

BE IT FURTHER RESOLVED, that the School District Clerk is directed to provide information to the voters concerning the use of the new voting system; and

BE IT FURTHER RESOLVED, that the School District Clerk shall make the new voting system available for demonstration to the voters at one or more locations in the School District prior to the November 3, 2015 election.

Adopted by the _____ this _____ day of _____, 2015.

School Board Chair
North St. Paul-Maplewood-Oakdale Schools

VII. A. 3.

**North St. Paul-Maplewood-Oakdale School District
RESOLUTION ADOPTING THE USE OF NEW VOTING SYSTEM
WASHINGTON COUNTY**

WHEREAS, Minnesota Statutes §206.58, subdivision 1 authorizes school districts to use voting systems at their elections, subject to the approval of the County; and

WHEREAS, Washington County has authorized the use of the ES&S DS200 voting system for the city and school district general election to be conducted on November 3, 2015 and all elections conducted thereafter;

NOW, THEREFORE, BE IT RESOLVED, that the ES&S DS200 voting system is hereby authorized for use in all elections conducted in the North St. Paul-Maplewood-Oakdale School District on November 3, 2015 and thereafter; and

BE IT FURTHER RESOLVED, that the School District Clerk is directed transmit a copy of this resolution to the Washington County Elections Office; and

BE IT FURTHER RESOLVED, that the School District Clerk is directed to provide information to the voters concerning the use of the new voting system; and

BE IT FURTHER RESOLVED, that the School District Clerk shall make the new voting system available for demonstration to the voters at one or more locations in the School District prior to the November 3, 2015 election.

Adopted by the _____ this _____ day of _____, 2015.

School Board Chair
North St. Paul-Maplewood-Oakdale Schools

VII. A. 4. APPOINT SCHOOL DISTRICT ELECTION OFFICIAL

In order to conduct a successful school district election, it is necessary for one individual to be responsible for all related election duties.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District 622 that the duties of school district election official be fulfilled by the Executive Secretary of Business Services.

MOTION:

SECOND: