



School District 622
NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

SCHOOL BOARD MEETING

Regular Meeting

**August 23, 2016
6:00 PM**

Board Members:

Caleb Anderson, Director
Theresa Augé, Director
Amy Coborn, Chair
Steve Hunt, Vice Chair
Nancy Livingston, Director
Becky Neve, Clerk
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 23, 2016
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

6

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 19, 2016 Business Meeting **7**

B. Minutes of August 9, 2016 Work Study Session **11**

C. Routine Personnel **12**

D. Bid Awards **18**

E. Disbursements **21**

F. Designation of Official with Authority to Authorize MDE Secure Websites **24**

Last year MDE released its External User Access Recertification system,

which replaced the Superintendent Authorization Forms with a single system that provides information and control over who has external access to MDE secure systems. Each district must designate an identified official to assign job duties and authorize external user access. Last year's designee was Technology Director Bob Biddick, and I am recommending that he continue in this role.

V. Reports

A. Superintendent - Osorio

1. Strategic Plan Update

2. Levy Update

25

B. School Board - Coborn

1. Superintendent's Evaluation

You evaluated me at a closed session in July. Statute requires you to give a summary of that evaluation at the next board meeting. Amy will share an executive summary of my evaluation at this meeting.

VI. Action Items

A. Business Office

1. Acknowledgement of Contributions - Hunt

44

**I recommend that the Board accepts with appreciation the contributions presented for a 2016-2017 total of \$23,155.12.*

B. Human Resources - Gray

1. Non Unit Hourly Approval

45

Although this group is not represented by a union, the Board must approve of the compensation given to these employees.

The Board has established a parameter of subtracting the cost of lanes from the Teacher's Association settlement to establish the total settlement limit for all non-teaching groups. The total percentage target is 2.60. This settlement is within that established parameter.

It provides lump sum payments in each year of the contract to those hourly employees that worked at least 1040 hours for the 2014-15 and 2015-16 school years, and are on staff as of September 15, 2016. Hourly rates will not increase; and health insurance caps were not increased in year one, and by 1% in year two for those that qualify for insurance.

**I recommend that the Non-Unit Hourly Compensation be approved.*

2. Registered Nurse (BSN) Pay

46

The District is having extreme difficulty in recruiting nursing staff. One of the barriers to be able to generate vibrant nursing pools appears to be hourly pay and benefits. Average hourly rates in the Twin Cities range from \$30 - \$35. Family health insurance coverage has been consistently mentioned by potential candidates as the reason for not taking the job. This proposal will allow the District to stay competitive in the nursing market.

**I recommend that the Registered Nurse (BSN) Pay resolution be approved.*

C. School Board

1. Set Agenda, Time & Location of September 27, 2016 Reflection Study Session

We have the date of the September 27, 2016 reflection session set as well as a start time of 5:00 p.m., but we need to take action on the agenda and location. Suggested agenda items include: Ice Breaker; Superintendent Check In; Reports (Committees, Liaisons, Training, Conferences); and Reflections from the 2016 Board Retreat (items such as public engagement, superintendent's evaluation process, NSBA, and progress from action decided at the Board Retreat). Due to the opportunity for discussion, I would like to suggest a start time of 4:30 p.m. to allow as much time as possible for conversation.

**I recommend that the September 27, 2016 Reflection Study Session*

begin at 4:30 p.m. in Conference Room 202 of the District 622 Education Center and include the following agenda items: 1)Ice Breaker; 2)Superintendent Check In; 3)Reports; and 4)Reflections from the 2016 Board Retreat.

VII. Board Communications

VIII. Future Board Meeting Dates

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
&
CLOSED SESSION
SCHOOL BOARD
July 19, 2016**

Chair Coborn called the meeting to order at 5:01 p.m. with the following present: Chair Coborn, Vice Chair Hunt, Clerk Neve, Treasurer Yener, Directors Anderson, Augé, Livingston, and Superintendent Osorio.

Others present were: Keith Gray, Director of Human Resources; Randy Anderson, Director of Business Services; and Kim Cavallaro, Administrative Assistant.

The meeting opened with the Pledge of Allegiance led by Steve Hunt.

Neve moved and Hunt seconded the following motion, which carried on a 7 - 0 vote:

THAT the agenda be approved as presented.

The Consent Agenda was considered. Augé requested that Item IV.G. be removed for discussion. Augé moved and Anderson seconded the following resolution, which carried on a 7 - 0 vote:

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

R. Anderson provided additional information on Consent Agenda Item IV.G., Previous Awarded Bid Rejection & Award to Next Lowest Bidder, and noted that the vendor of the previously awarded bid asked to withdraw, therefore allowing the District to award the project to the next lowest bidder. Yener moved and Anderson seconded the following resolution, which carried on a 7 - 0 vote:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following Consent Agenda Item, IV.G., be approved as written, and a copy of the agenda item is attached to the minutes.

During the Superintendent's Report, Osorio discussed the levy fact sheet as well as the Measurement Team and Action Team timelines for the Strategic Plan.

Livingston moved and Anderson seconded the following resolution, which carried on a 7 - 0 vote:

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>
J L Holdings	\$250.00	John Glenn CREED Program
Grand Knight of the Council	\$1,406.41	Community Bridge
Robert Malm	\$100.00	Meals on Wheels
Ron Sushak	T-shirts for Community Bridge t-ball/softball tournament (valued at \$161.50)	Community Bridge
M.E. Hafner	\$200.00	Meals on Wheels - to honor Gigi Fitzpatrick
Vadnais Heights Lions Club	\$1,000.00	Meals on Wheels
Mike and Allison Hughes	8 paintings (valued at \$1,500.00)	Tartan Theater
Cowern PTG	Electronic sign (valued at \$15,000.00)	Cowern Elementary School

Livingston moved and Hunt seconded the following resolution, which carried on a 7 - 0 vote:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the 2015-2017 the North St. Paul-Maplewood-Oakdale Association for Nutrition Services Master Agreement be approved.

Settlement Summary

	2015-2016	2016-2017
Salary Schedule Improvement	0% schedule improvement	0% schedule improvement with off schedule lump sum payments equivalent to \$.675/hour as agreed
Health Insurance Cap	No Change	Single \$587.77 and \$523.12 Family \$1306.93 and \$1163.17/month

Total		2.60
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Neve moved and Augé seconded the following resolution, which carried on a 7 - 0 vote:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the 2015-2017 Non-Unit package outlined below be approved.

Non-Unit Summary

	2015-2016	2016-2017
Salary Schedule	0% with one time lump sum payments	0% with one time lump sum payments
Health/Vision Insurance Caps	No Increase	Single \$636.02/month Family \$1492.94/month
Total		2.60

Coborn asked the Board to set the agenda, time and location for the August 9, 2016 work study session. Neve moved and Livingston seconded the following motion, which carried on a 7 - 0 vote:

THAT the August 9, 2016 Work Study Session begins at 4:30 p.m. in Conference Room 202 of the District 622 Education Center and contain the follow agenda items: 1)Ice Breaker; 2)Superintendent Check In; and 3)Achievement Briefing.

During Board Communications, the following items were shared:

- ✓ Augé reported that she has received inquiries regarding school safety and has mentioned that the topic is a levy initiative. She also reported that the July Tartan Joint Powers meeting has been postponed until August so that a quorum can be attained.
- ✓ Anderson said that he had attended the Beaver Lake playground dedication and observed how it provides an opportunity of mixed used for all children despite disabilities and limitations. He mentioned that he appreciated the corporate sponsorships and work from the City and school staff.
- ✓ Livingston echoed Anderson’s remarks on the Beaver Lake playground and added that is an awesome asset for the community. She gave a shout out to Ruth Paisley for her three years of hard work to make the playground a reality.

- ✓ Coborn added her comments about the playground as well, and thanked all of the people who worked so hard on the project. She mentioned that it would be a great comparison to show before and after photos of the venture.

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

THAT the meeting be adjourned.

The meeting adjourned at 5:24 p.m.

Chair Coborn call the Closed Session to order in Conference Room 202 at 5:32 p.m. for the purpose of evaluating the superintendent. Present were: Chair Coborn, Vice Chair Hunt, Clerk Neve, Treasurer Yener, Directors Anderson, Augé, Livingston, and Superintendent Osorio.

Osorio left the Closed Session at 6:26 p.m. The Board continued their dialogue, and at 6:58 p.m., Osorio returned to the room. A report of the Superintendent's Evaluation will be provided at the August 23, 2016 business meeting.

The Closed Session adjourned at 7:23 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 9, 2016**

Chair Coborn called the meeting to order at 4:32 p.m. with the following present: Chair Coborn, Vice Chair Hunt, Clerk Neve, Treasurer Yener, Director Augé, Livingston, and Superintendent Osorio. Absent: Directors Anderson and Livingston.

Others present were: Kim Cavallaro, Khrislyn Goodman, Peter Mau, and Troy Miller.

In lieu of an Ice Breaker, Coborn shared details about the August 30 Welcome Back Staff BBQ, an event hosted by School Board Members and funded by donations. She also mentioned the 2017 NSBA Conference which may have additional discussion at a future board meeting.

Osorio gave a Strategic Plan update and said that the Measurement Team and Action Teams are scheduled to meet for the first time on August 23 and 24. She also reported on the Levy and stated that factual information has been created which will be shared through numerous venues.

Khrislyn Goodman presented a brief District Data Overview which will be an expanded report at the September 27, 2016 Board Business meeting.

The meeting adjourned at 5:51 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
Sally	Anderson	Preschool EA	Beaver Lake	8/29/16	\$14.72	hour
Caitlin	Barnier	Grade 3 Teacher	Skyview Elementary	8/29/16	\$54,126.00	year
Dawn	Beardsley	Intervention EA	Carver	9/6/16	\$14.96	hour
Amy	Brown	Intervention Teacher (.40)	Webster	8/29/16	\$20,937.20	year
Jill	Brown	SPED Resource Teacher	Skyview Middle	8/29/16	\$38,099.00	year
Heather	Buchmayer	LPN	Cowern	8/29/16	\$21.55	hour
Catherine	Budzyn	School Liaison	Skyview Middle	9/6/16	\$15.40	Hour
Thomas	Cappelen	Boys Football - Assistant Coach	North	8/15/16	\$5,409.18	assignment
Brandon	Christensen	Boys Football - Assistant Coach	North	8/15/16	\$1,674.27	assignment
Paula	Clegg	Art Teacher	North	8/29/16	\$57,692.00	year
Kathryn	Cooley	Intervention Teacher (.49)	Carver	8/29/16	\$23,142.21	year
Sarah	Corbett	Grade 2 Teacher	Oakdale	8/29/16	\$46,086.00	year
Maria	Craig	Behavior Intervention Assistant	Tartan High School	8/29/16	\$21.85	Hour
Katherine	Cremons	Grade 3 Teacher	Oakdale	8/29/16	\$43,738.00	year
Bridgette	Crisp	MN Para	North	9/6/16	\$14.51	hour
Thomas	Crisp	PT Bus Driver Trainee	Bus Garage	8/1/16	\$17.07	Hour
Alexis	Croal	Grade 1 Teacher	Webster	8/29/16	\$39,399.00	year
Nancy	David	LPN	Oakdale	8/29/16	\$23.00	hour
Emily	Defenbaugh	PBIS Specialist	Skyview Middle	8/29/16	\$45,900.00	year
Joel	Dircks	Boys Football - Assistant Coach	North	8/15/16	\$4,636.44	assignment
Kylene	Dmochowski	SPED Resource Teacher	Maplewood	8/29/16	\$39,425.00	year
Jennifer	DonFrancesco	Grade 5 Teacher	Oakdale	8/29/16	\$50,399.00	year
Bethany	Fiagle	Grade 1 Teacher	Weaver	8/29/16	\$50,556.00	year
Kathryn	Fini	Girls Cross Country - Head Coach	North	8/15/16	\$5,280.39	assignment
Rachael	Franz-Morrison	Preschool EA	Beaver Lake	8/30/16	\$13.82	hour
Debra	Givot	RN-BSN	North	8/29/16	\$30.00	Hour
Margaret	Gleason	Grade 4 Teacher	Oakdale	8/29/16	\$41,608.00	year
Diane	Guenther	Speech Pathologist	Beaver Lake	8/29/16	\$63,030.00	year
Robert	Hackney	Boys Football - Assistant Coach	North	8/15/16	\$4,894.02	assignment
Karen	Hammel	EBD Teacher	Harmony	8/29/16	\$74,932.00	year
Sharon	Hansen	MTSS Intervention EA	Eagle Point	9/6/16	\$13.47	hour
Sadia	Hassan	MTSS Intervention EA	Richardson	9/6/2016	\$13.47	hour
Lindsay	Heagle	Grade 1 Teacher	Webster	8/29/16	\$41,991.00	year
Kris	Hedstrand	RN-BSN	Eagle Point/Beaver Lake/Gladstone	8/29/16	\$30.00	Hour
McKenzie	Hennessey-Purdy	PBIS Specialist	Cowern/Skyview Elementary	8/29/2016	\$45,900.00	year
Julie	Heroff	SIT Team Member	Beaver Lake	8/29/16	\$1,000.00	year
Tricia	Hughes	Director of Student Services	DEC	9/5/16	\$138,000.00	year
Salena	Jackson	CID Para	Skyview Middle	9/6/16	\$15.19	hour
Joe	Janquart	Boys Basketball - Head Coach	North	3/9/16	\$386.37	game
Alonso	Jaque-Pino	Intervention EA	Carver	9/6/16	\$14.05	hour
Adam	Johnson	Grade 5 Teacher	Weaver	8/29/16	\$39,399.00	year
Aec	Johnson	CREED Para	Tartan	9/6/16	\$15.19	hour

April	Johnson	MTSS Intervention EA	Oakdale	9/6/16	\$14.05	hour
Martin	Jurgensen	Behavior Intervention Specialist	Castel	8/29/16	\$21.85	Hour
Norman	Kahler	Drivers Ed Instructor	District-Wide	6/24/16	\$25.26	hour
Sarah	Kennis	Science Teacher	John Glenn	8/29/16	\$38,000.00	year
John	Kliethermes	Boys Football - Assistant Coach	North	8/15/16	\$4,765.23	assignment
Emily	Knudsen	Grade 5 Teacher	Cowern	8/29/16	\$41,608.00	year
Lori	Kolberg	MTSS Intervention EA	Webster	9/6/16	\$13.82	hour
Jendalynn	Lanz	Youth Enrichment Instructor	Skyview Elementary	8/15/16	\$15.00	Hour
Katie	LeTourneau	Grade 2 Teacher	Cowern	8/29/16	\$36,798.00	year
Eric	Longtin	Boys Football - Head Coach	North	8/15/16	\$7,083.45	assignment
Jared	Lyle	Boys Football - Assistant Coach	North	8/15/16	\$4,636.44	assignment
Dominic	Mahon	Boys Football - Assistant Coach	North	8/15/16	\$5,280.39	assignment
Kayla	McDermot	Social Worker	Eagle Point/Beaver Lake	8/29/16	\$43,399.00	year
Joseph	Metcalf	Boys Football - Assistant Coach	North	8/15/16	\$1,674.27	assignment
Colin	Milan	Boys Football - Assistant Coach	North	8/15/16	\$1,200.00	assignment
Greg	Nash	Procurement & Capital Projects Supervisor	DEC	8/22/16	\$81,000.00	Year
Andrew	Navis	Boys Football - Assistant Coach	North	8/15/16	\$4,894.02	assignment
Tamra	Neblett	SPED Bldg Para	North	9/6/16	\$15.19	hour
Marsha	Nelson	Health Services Supervisor	DEC	8/15/16	\$90,000.00	Year
Andrea	Nickelson	PBIS Specialist	Castle/Eagle Point	8/29/16	\$45,900.00	year
Carolina	Olson	CID Teacher	Skyview Elementary	8/29/16	\$47,165.00	year
Jill	Paul	CE Marketing & Communications Specialist	DEC	8/16/16	\$48,000.00	year
Hillary	Pechacek	Behavior Intervention Assistant	Carver	8/29/16	\$21.85	Hour
Karen	Peterson	Enrichment Instructor	District-Wide	8/1/16	\$34.00	Hour
Jill	Pettit	Speech Pathologist	North	8/29/16	\$42,502.00	year
Chloe	Pierson	SPED Bldg Para	Prairie Care	8/29/16	\$15.91	hour
Diane	Pottratz	School Liaison	Skyview Middle	8/15/16	\$15.40	hour
Kimberly	Quayle	Occupational Therapist	Beaver Lake	8/29/16	\$65,614.50	year
Jody	Rademaker	MTSS Intervention EA	Carver	9/6/16	\$13.47	hour
Kara	Redding	Social Studies/AVID/FUEL Teacher (.87)	Tartan	8/29/16	\$43,983.72	year
Amanda	Richie	Misc Activities	Tartan High School	6/27/16	\$17.25	Hour
Alecia	Salo	RN-BSN Lead	District-Wide	8/29/16	\$31.44	Hour
Sally	Scheierl	Occupational Therapist	Castle/Oakdale	8/29/16	\$50,556.00	year
Jerome	Schwalbach	School Liaison	Skyview Middle	8/29/06	\$15.40	Hour
Pamela	Simanski	MTSS Intervention EA	Cowern	9/8/16	\$13.47	hour
Hannah	Skalbeck	Music Teacher (.75)	Maplewood	8/29/16	\$32,463.00	year
Carly	Smith	Grade 4/5 Split Teacher	Castle	8/29/16	\$41,608.00	year
Gary	Speese	High School Assistant Principal	North	8/8/16	\$102,112.77	year
Tessa	Stener	Behavior Intervention Specialist	Skyview Elementary	8/29/16	\$21.85	hour
Laurissa	Stevens	LPN	Carver	8/29/16	\$21.55	hour
Kelly	Strasser	SPED Resource Teacher	Carver	8/29/16	\$49,569.00	year
Daniel	Stumpf	Girls Tennis - Head Coach	North	8/15/16	\$5,280.39	assignment
Scott	Sturm	Boys Football - Assistant Coach	North	8/15/16	\$4,765.23	assignment

Roger	Sykes	Behavior Intervention Specialist	Carver	8/29/16	\$21.85	Hour
Bonnie	Sykora	ECSE Para	Beaver Lake/Gladstone	8/29/16	\$15.91	hour
Dave	Terry	Boys Cross Country - Head Coach	North	8/15/16	\$5,280.39	assignment
Beth	Thibodeau	MTSS Intervention EA	Cowern	9/8/16	\$13.33	hour
Dan	Torrez	SPED Resource Teacher	Carver	8/29/16	\$36,798.00	year
Jean	Tuckner	LPN	Weaver	8/29/16	\$23.00	hour
Shaun	Turner	Night Custodian	Beaver Lake/Tartan	8/8/16	\$17.08	hour
Leah	Usselman	DAPE Teacher	Castle/Cowern/Skyview Elem/Richardson	8/29/16	\$57,196.00	year
Kirsten	Van Rybroek	Math Teacher	John Glenn	8/29/16	\$53,234.00	year
Mai Nhia	Vang	Grade 3 Teacher	Weaver	8/29/16	\$43,685.00	year
Diane	Wales	After School Monitor	Webster	9/6/16	\$16.36	hour
Stefanie	Weiler	ECSE Teacher	Gladstone	8/29/16	\$36,798.00	year
Jacob	Wierstad	Boys Football - Assistant Coach	North	8/15/16	\$1,200.00	assignment
Jennifer	Wilson	Elementary Principal	Cowern	8/8/16	\$114,417.90	year
Alisha	Wislofsky	Preschool Instructor	Gladstone	8/29/16	\$44,000.00	Year
Viviane	Yang	LPN	Castle	8/29/16	\$24.00	hour
Theresa	Zack	Preschool EA	Gladstone	8/30/16	\$13.82	hour
Heather	Zebrowski	Language Arts Teacher (.60)	Skyview Middle	8/29/16	\$27,114.00	year

Status Change

First Name	Last Name	From	To	Effective	Pay Rate	Per
Pamela	Ahiers	FSIII (Cafeteria Assistant) Short Hours	FSIII (Cafeteria Assistant) Long Hours	8/15/16	\$17.15	hour
Kathleen	Brastad	Bldg EA .07	Bldg EA .10	9/6/16	\$14.72	hour
Barbara	Buresh	Intervention EA .16	Intervention EA .19	9/6/16	\$14.24	hour
Roxanne	Cocchiarella	FAN Para .27	CID Para .25	9/6/16	\$18.60	hour
Annette	Colter	1:1 SPED Para .25	Building EA .10	8/29/16	\$14.72	hour
Annette	Colter	Before School Monitor .02	Breakfast/Lunch/Playground Monitor .17	9/6/16	\$17.61	hour
Cynthia	Dunham	Enrollment Clerk (Gr. 4, 11 mo.)	Student Services Clerk (Gr. 4, 12 mo.)	9/8/16	\$17.08	hour
Mary	Fowler	LPN .20	LPN .19	8/22/16	\$22.80	hour
Gavin	Graham	School Liaison	CREED Para .33	9/6/16	\$15.91	hour
Patricia	Harper	ECSE Para .20	ECSE Para .10	8/29/16	\$14.51	hour
Julianne	Koster	LPN .15	LPN .16	8/22/16	\$18.50	hour
Alexyis	Nelson	Adv. Conn. CC Para .23	Adv. Conn. CC Para .10	9/6/16	\$11.65	hour
Anushka	Raza	ECSE Para .15	ECSE Para .20	8/29/16	\$14.51	hour
Shannon	Smith	Para Job Coach .13	Para Job Coach .25	9/6/16	\$16.16	hour
Joyce	Staebler	Adv. Conn. CC Para .11	Adv. Conn. SN CC Para .11	8/29/16	\$18.60	hour
Mary Jo	Syring	Intervention EA .31	Intervention EA .33	9/6/16	\$15.87	hour
Diane	Wales	Intervention EA .11	Intervention EA .17	9/6/16	\$14.72	hour
Janelle	Walters	Adv. Conn. SN CC Para & CC Para	FAN Para	9/6/16	\$14.85	hour
Jason	Walters	Teaching & Learning Programs Clerk (PT Gr. 5, 12 mo.)	Intervention & Federal Programs Secretary (PT Gr. 6, 11 mo.)	8/1/16	\$19.54	hour
Wendy	Wilcox-Garrity	.40 French Teacher	.42 French Teacher	9/6/16	\$23,430.12	year

Leave of Absence

First Name	Last Name	Assignment	Building	Leave Type	Dates
Katie	Carlsen	Intervention Teacher	Weaver	.60 Special	8/29/16 - 6/12/17
Rainbow	Espinosa	EL Teacher	North	.20 Child Care	8/29/16 - 6/12/17
Jennifer	Kiminski	Speech Pathologist	Skyview Elementary	.20 Special	8/29/16 - 6/12/17
Renae	Kiser	Instructional Coach	Eagle Point	.35 Special	8/29/16 - 6/12/17
Jasmin	Wheeler	FACS Teacher	Tartan	.20 Child Care	8/29/16 - 6/12/17

Resignation

First Name	Last Name	Assignment	Building	Effective
Amy	Adams	SPED Resource Teacher	North	8/3/16
Michael	Alexander	PBIS Specialist	Cowern/Skyview Elem	7/1/2016
Judith	Aubrecht	Social Worker	Richardson/Webster	8/1/16
Christopher	Black	EBD Para	Harmony	7/28/16
Isis	Buchanan	Elementary Principal	Carver	7/29/16
Kathryn	Bull	Building Supervisor	District Wide	7/26/2016
Deanne	Dick	Lunch Monitor	Skyview Middle	8/5/16
Bonita	Donnay	Social Studies Teacher	North	7/27/16
Bremt	Evander	SPED Resource Teacher	Skyview Middle	7/21/16
Laresa	Fitzgerald	Parent Volunteer Coordinator	Skyview Elementary	6/27/2016
Hillary	Fuhrman	Tubman Tutor	Tubman Shelter	3/15/2016
Katherine	Kermes	EL Teacher	Maplewood	7/13/16
Joanne	Kern	SPED Bldg Para	Skyview Elem	8/1/16
Elizabeth	Ly	OJT Student Worker	DEC	7/7/2016
Jamie	Mackie	Lunch/Playground Monitor	Castle	8/11/16
Paula	McGaughey	Breakfast/Lunch/Playground Monitor	Oakdale	7/28/16
Cory	McIntyre	Student Services Director	DEC	8/12/2016
Angie	Mullen	RN-BSN	Cowern/Carver/Webster	8/11/2016
Ruth	Paisley	ECFE Supervisor	Beaver Lake	9/9/2016
Hillary	Pechacek	AC Site Manager	Carver/Castle	8/26/2016
Karla	Rangitsch	Student Services Clerk (Gr. 4, 12 mo.)	DEC	8/5/16
Jennifer	Reillo	FAN Para	North	7/28/16
Clifford	Schmitz	PT Bus Driver	Bus Garage	8/12/2016
Tessa	Stener	CE AC Site Manager	Skyview	8/19/2016
Shane	Thompson	American Indian Education/Academic Advisor	DEC	8/12/2016
Robin	Zaban	SPED Resource Teacher	Webster	7/27/16

Termination				
First Name	Last Name	Assignment	Building	Effective
Marilee	Bahn	Test Proctor	District Wide	6/30/2016
Sheffie	Bailer	OJT Student Worker	District Wide	7/14/2016
Taylor	Champoux	AVID Tutor	North	7/1/2016
Dallasha	Harris-Thigpen	OJT Student Worker	District Wide	7/14/2016
Ebony	Kargbo	AVID Tutor	Skyview Middle	6/5/2016
Rachel	Mueller	Enrichment Instructor	District Wide	8/1/2016
Lori	Munter	Test Proctor	Tartan	6/30/2016
Ronald	Pearson	OJT Student Worker	District Wide	7/29/2016
Gerald	Ratliff	Enrichment Instructor	District Wide	8/1/2016
Pamela	Rickers	Enrichment Instructor	District Wide	8/1/2016
Brianna	Schankler	Enrichment Instructor	District Wide	8/1/2016
Jada	Simmons	Sound & Light Tech	District Wide	7/29/2016
Raelynn	Stillday	American Indian Liaison	District Wide	7/14/2016
Kalkifan	Tefera	OJT Student Worker	District Wide	7/29/2016
Antenha	Tena	Enrichment Instructor	District Wide	8/1/2016
May	Vang	Enrichment Instructor	District Wide	8/1/2016

III. D. BID AWARDS

Sealed bids were solicited as required by law for goods and services listed below. The bids were opened and tabulated by the Business Office and are recommended for award to the lowest responsible bidders. Bid tabulations are on file in the Business Office.

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

BE IT RESOLVED by the School Board of Independent School District No. 622 that contracts be awarded as follows:

<u>For</u>	<u>Vendor</u>	<u>#Bids</u>	<u>Fund</u>	<u>Amount</u>
Transportation Facility Roof Replacement - Long Term Facilities Maintenance - Award Base Bid	Berwald Roofing Company, Inc	3	01	\$ 161,808.00
District Education Center - Second Floor Carpet Replacement Project - Long Term Facilities Maintenance	REJECT ALL BIDS	2	01	\$ 0.00



THE GARLAND COMPANY, INC.

HIGH PERFORMANCE BUILDING ENVELOPE SOLUTIONS

3800 EAST 91ST. STREET • CLEVELAND, OHIO 44105-2197

PHONE: (216) 641-7500 • FAX: (216) 641-0633

NATIONWIDE: 1-800-321-9336

BRIAN SKOOG Phone: (612) 810-4336

E-Mail: bskoog@garlandinc.com

August 15, 2016

Mr. Mike Boland
Operations Supervisor
ISD 622 School District
2520 East 12th Avenue
North St. Paul, MN 55109
RE: 2016 Transportation Facility Roof Project Letter of Recommendation

Dear Mr. Boland,

On Wednesday August 10th, 2016 at 2:00 PM sealed bids were opened for the 2016 Transportation facility roof project at ISD 622, N. St Paul Public School District.

The low qualified bidding roof contractor for all roof areas is Berwald Roofing Company from N. St. Paul, MN. The lump sum bid amount for the roofing project from Berwald Roofing Company is \$161,808.

Berwald Roofing Company has submitted all of the required paperwork along with their bid form as required by the project specifications and the State of MN. Berwald Roofing Company is a qualified roof system installer for the manufacturer and has completed numerous successful installations for the N. St. Paul School District over the years.

If you have any further questions or require further assistance please feel free to contact me at 612-810-4336.

Thank you,

The Garland Company



ISD 622 - Transportation Facility 2016 Roof Project

Roof Bid Results

Wednesday August 10, 2016 2:00 PM

<u>COMPANY</u>	<u>Line Item #1</u> - Lump Sum Transportation Facility Reroof	<u>UNIT Price:</u> Deteriorated roof deck replacement
Peterson Bros. Roofing	\$171,350	\$8.95
Ettel and Franz Roofing	\$178,400	\$8.80
Berwald Roofing	\$161,808	\$6.50

III. E. 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	\$	2,301,148.00
Food Service		59,151.00
Community Service		165,682.00
Building		642,188.00
Debt Redemption		0.00
Trust		43,207.00
Internal Service Fund Health Insurance		41,307.00
OPEB Benefits Trust		3,655.00
		<hr/>
A/P Checks Disbursed (07-01-16 thru 07-31-16)	\$	3,256,338.00
Payroll Disbursed - Net (07-01-16 thru 07-31-16)	\$	1,296,952.00
Wire Transfers (07-01-16 thru 07-31-16)	\$	7,980,369.00
Investments on 08-16-16	\$	49,234,066.00

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

INVESTMENTS

DEPOSITORY	TYPE	RATE	PURCHASED	MATURES	AMOUNT
MSDLAF OTHER FUNDS	MM	0.36%	(BALANCE AT 08-16-16)		\$196,617.00
P M A SECURITIES OPERATING FUNDS	VARIOUS	0.61%	(BALANCE AT 08-16-16)		\$33,971,380.00
P M A SECURITIES OPEB BONDS	VARIOUS	2.53%	(BALANCE AT 08-16-16)		\$13,538,711.00
ASSOCIATED BANK EQUITY INVESTMENTS	EQUITY	1.41%	(BALANCE AT 08-16-16)		\$1,527,358.00
					<u>\$49,234,066.00</u>

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

WIRE TRANSFERS

07-01-16 thru 07-31-16

DATE	FROM	TO		REASON
07/01/16	P M A	HEALTH PARTNERS	\$227,425.00	MEDICAL CLAIM FEES
07/01/16	PREMIER BANK	DELTA DENTAL	\$127,040.00	MONTHLY PAYMENT
07/01/16	PREMIER BANK	STATE OF MINN.	\$97,820.00	PAYROLL TAX
07/05/16	PREMIER BANK	HEALTH PARTNERS	\$122,327.00	HEALTH CLAIMS
07/07/16	PREMIER BANK	ANNUITY COMPANIES	\$408,558.00	PAYROLL PAYABLES
07/07/16	PREMIER BANK	CORPORATE HEALTH	\$197,775.00	FLEX PROCESSING
07/11/16	PREMIER BANK	HEALTH PARTNERS	\$291,214.00	HEALTH CLAIMS
07/13/16	P M A	MSDLAF		A/P P-CARD
07/14/16	P M A	PREMIER BANK	\$975,000.00	A/P - P/R*
07/15/16	PREMIER BANK	I R S	\$252,906.00	PAYROLL TAX
07/18/16	PREMIER BANK	CORPORATE HEALTH	\$8,250.00	FLEX PROCESSING
07/18/16	PREMIER BANK	HEALTH PARTNERS	\$125,384.00	HEALTH CLAIMS
07/18/16	PREMIER BANK	STATE OF MINN.	\$39,289.00	PAYROLL TAX
07/22/16	PREMIER BANK	ANNUITY COMPANIES	\$163,802.00	PAYROLL PAYABLES
07/22/16	PREMIER BANK	CORPORATE HEALTH	\$10,663.00	FLEX PROCESSING
07/25/16	PREMIER BANK	HEALTH PARTNERS	\$280,612.00	HEALTH CLAIMS
07/25/16	PREMIER BANK	STATE OF MINN.	\$7,167.00	UC TAX
07/27/16	P M A	PREMIER BANK	\$1,500,000.00	A/P - P/R*
07/29/16	P M A	PREMIER BANK	\$1,900,000.00	A/P - P/R*
07/29/16	PREMIER BANK	CORPORATE HEALTH	\$8,921.00	FLEX PROCESSING
07/29/16	PREMIER BANK	I R S	\$229,551.00	PAYROLL TAX
07/29/16	PREMIER BANK	PITNEY BOWES	\$3,000.00	POSTAGE
07/31/16	PREMIER BANK	MISCELLANEOUS	\$3,665.00	MISCELLANEOUS
	P M A	PREMIER BANK	\$1,000,000.00	A/P - P/R*
		TOTAL	<u>\$7,980,369.00</u>	

* TO COVER ACCOUNTS PAYABLE OR PAYROLL CHECKS

III. G. DESIGNATION OF OFFICIAL WITH AUTHORITY TO AUTHORIZE MDE SECURE WEBSITES

Last year MDE released its External User Access Recertification system, which replaced the Superintendent Authorization Forms with a single system that provides information and control over who has external access to MDE secure systems.

When using the External User Access Recertification System, a district must designate the Identified Official with Authority to assign job duties and authorize external user access. The designation must be approved by the School Board and sent to MDE with the associated school board meeting minutes attached.

Therefore, the Superintendent of Schools recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that it designates Director of Technology Robert Biddick as the Identified Official with Authority to authorize user access to MDE secure websites for District 622.

MOTION:

SECOND:



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow



Operating Levy Request

November 8, 2016 Election



The District 622 Story

- Who are we?
- What is our financial situation?
- How do we compare?
- What is our levy history?
- What would a levy increase provide?
- How can voters learn more?



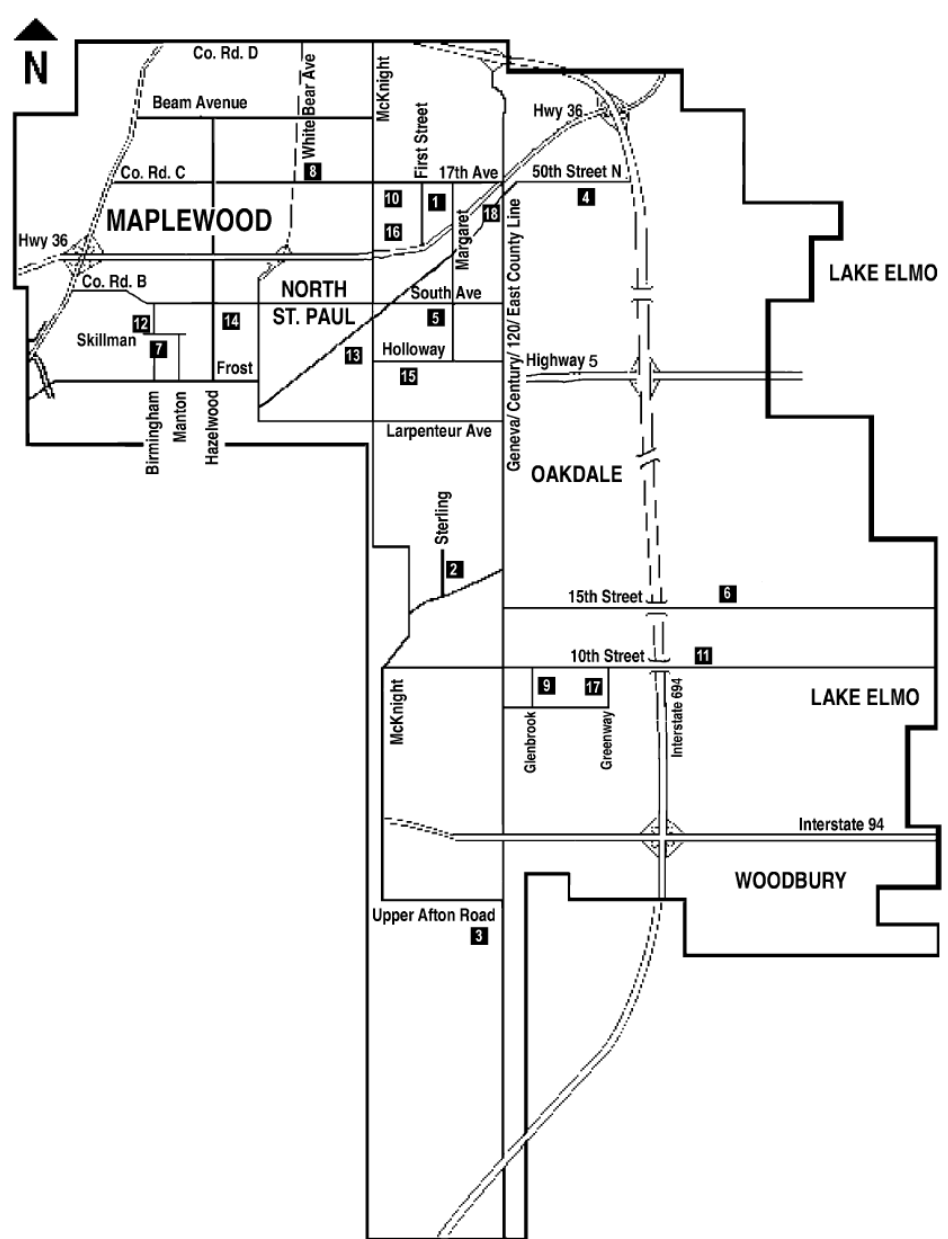
District 622

42 Square Miles

Ramsey and Washington Counties

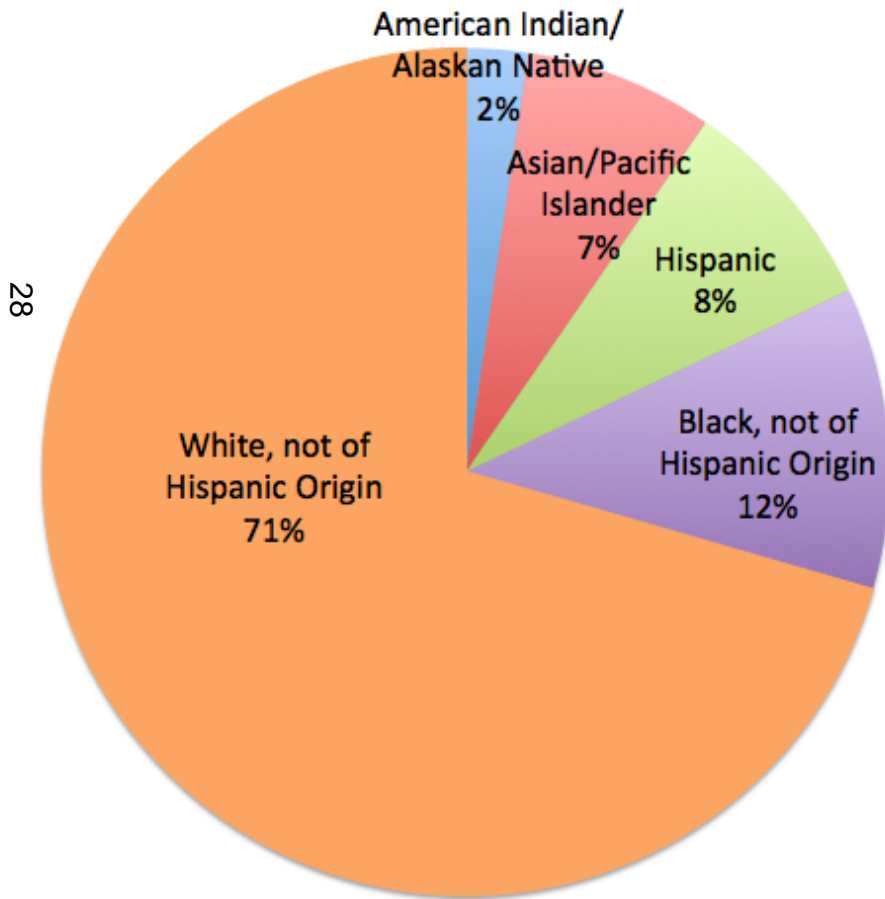
Includes all, or portions of, seven communities, including: North St. Paul, Maplewood, Oakdale, Lake Elmo, Landfall, Pine Springs and Woodbury

- ✓ 10,600 students
- ✓ 1,550 Staff
- ✓ 2 High Schools
- ✓ 3 Middle Schools
- ✓ 9 Elementary Schools
- ✓ Early Childhood Center, Special Education Transition Center and Senior Center

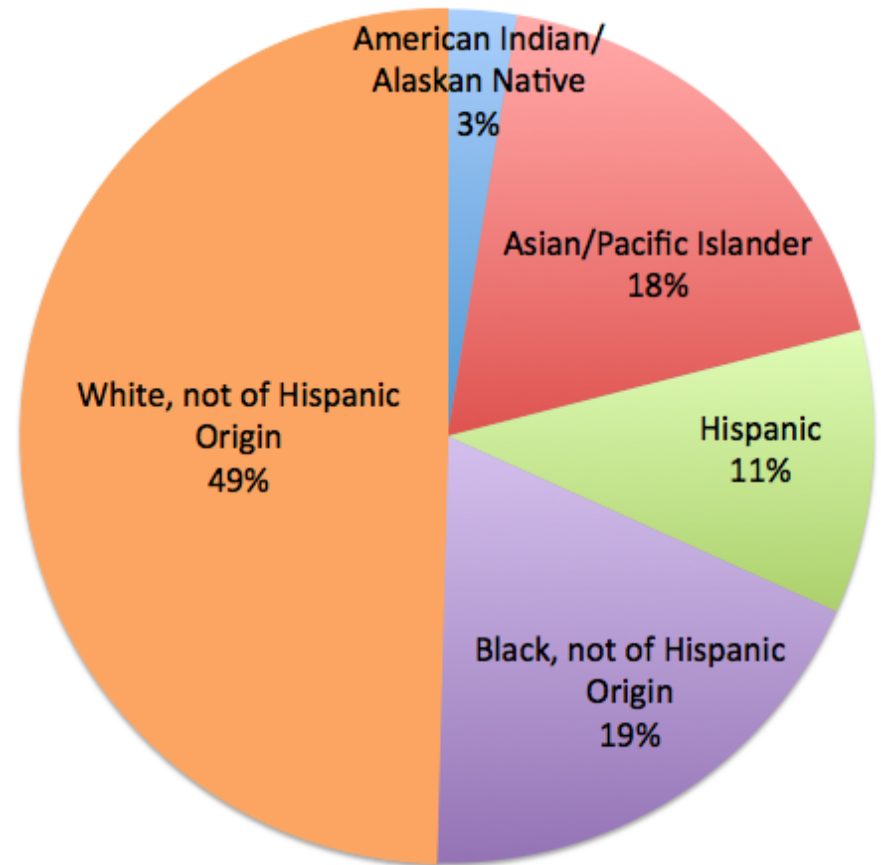


District 622 Demographics

Student Groups in Minnesota

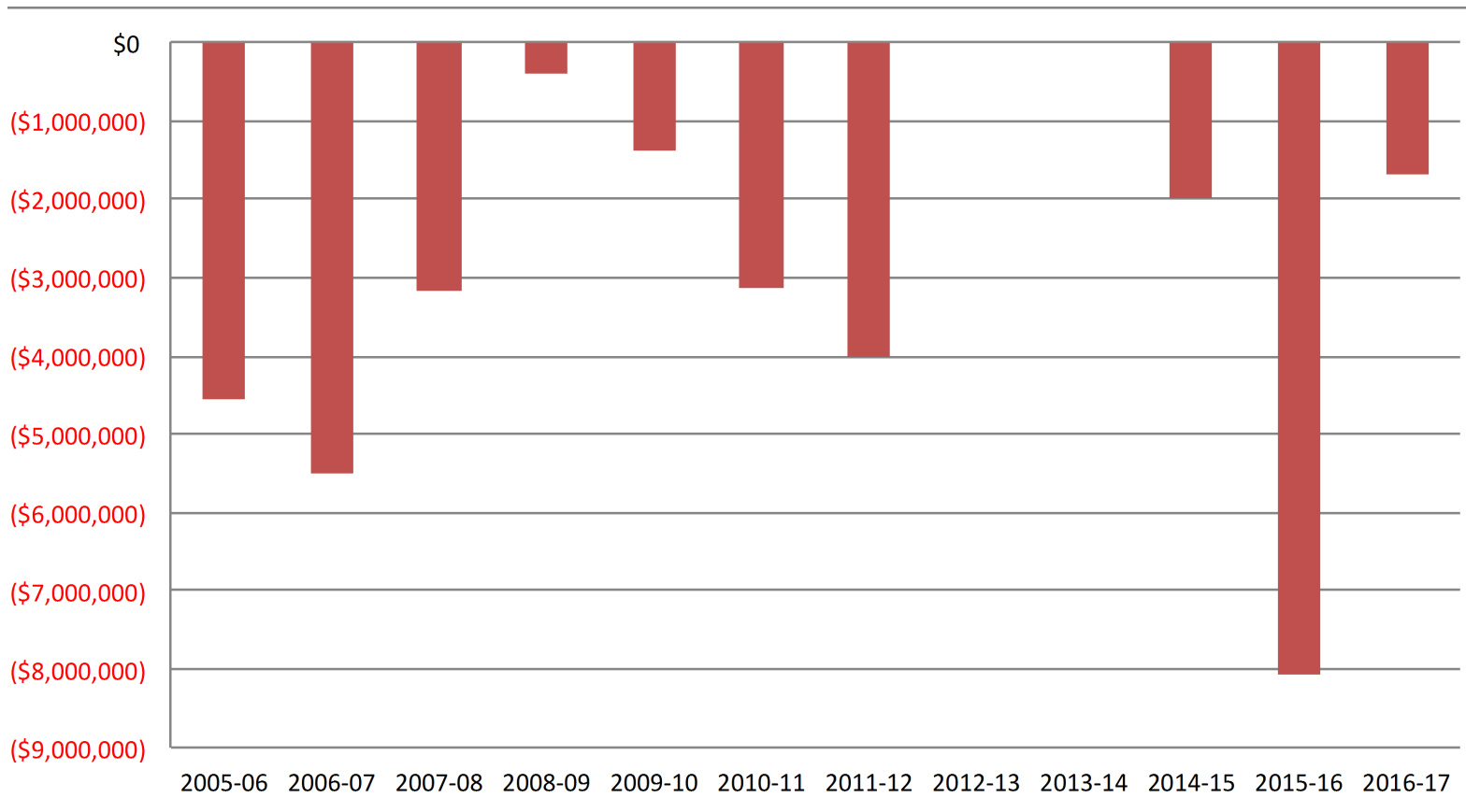


Student Groups in ISD 622



District 622 Budget Cut History

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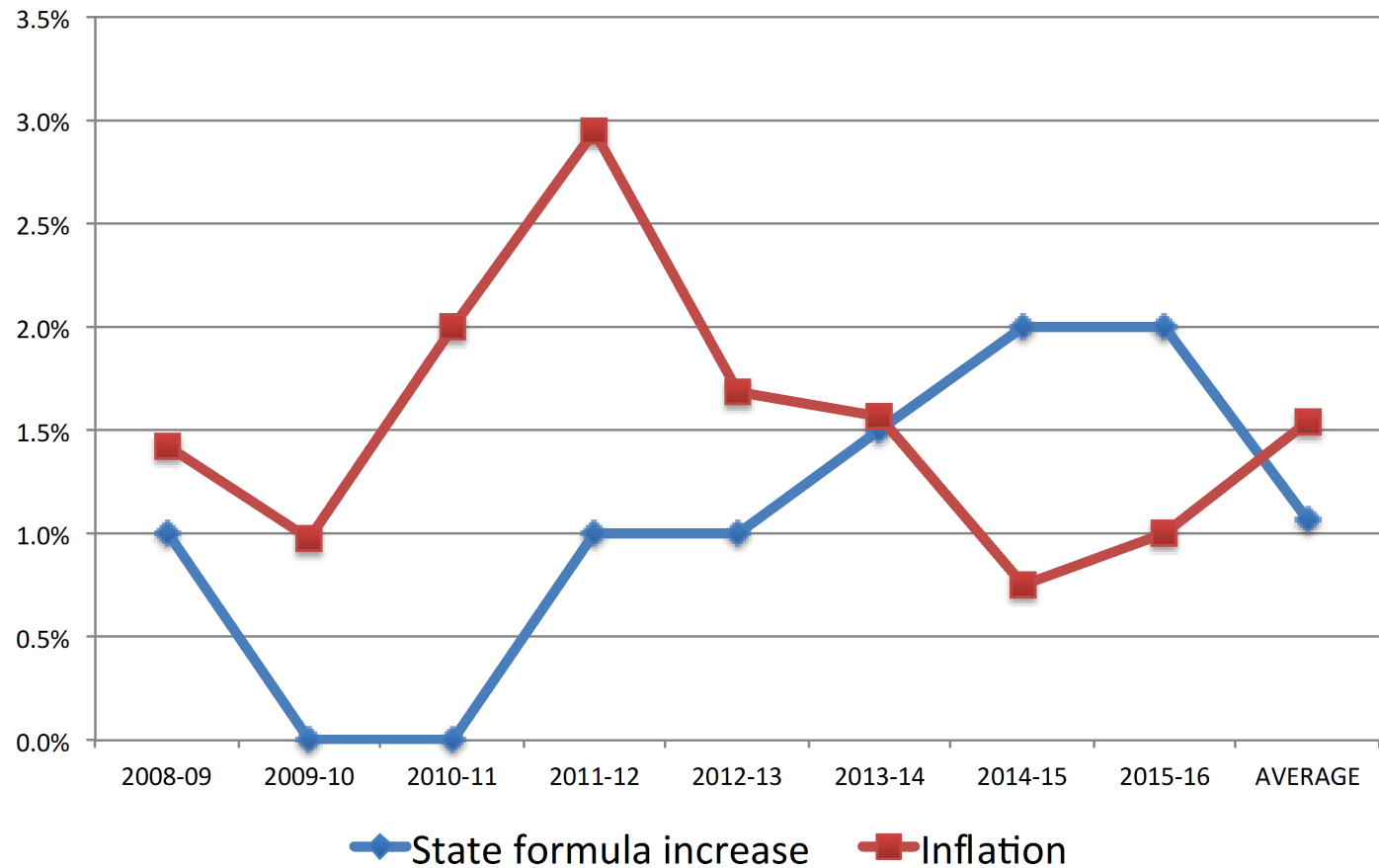
**Nearly \$34 million in cuts since 2005-06; almost \$10 million in 2015-16 and 2016-17 alone.
\$3.5 million in cuts projected annually starting 2017-18.**

What's Been Lost to Budget Cuts?

In the past two years:

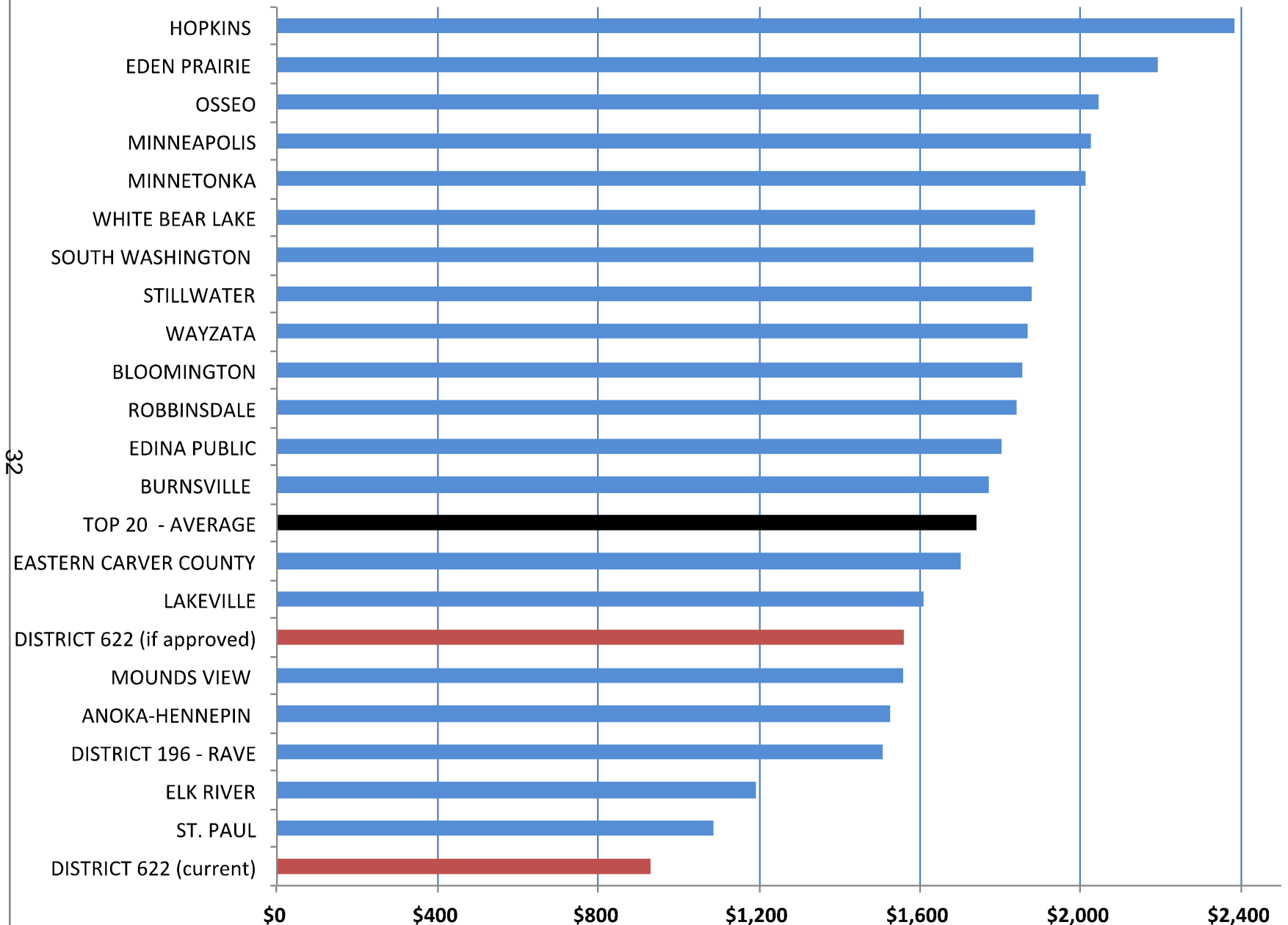
- eliminated more than 85 teaching positions
- reduced programs that support special education and struggling students
- cut technology staff and reduced technology spending
- eliminated positions in human resources, business office, transportation, custodians, high school administration, clerical
- reduced curriculum and technology budgets, leaving many classes with materials that are nearly a decade old

State Funding Gap



State funding has not kept pace with inflation, nor with increasing educational needs. Nearly all Minnesota school districts have operating levies to address this funding gap.

Largest Metro Area School Districts - Operating Levy Per Pupil



Source: MDE, includes \$424 in Local Option Revenue, 2016-17

Financial Accountability

- Worked together with employee groups to hold salary schedule increases at 0% for contract year 2015-17
- Received *MDE 2016 School Finance Award* for timely submission of financial data and accuracy in financial reporting
- Independent audit showed business operations are “well managed and consistent with national accounting standards”
- Implemented a self-insured health plan resulting in 1.1% premium reduction compared to national average 9.4% increase
- Negotiated:
 - 4.7% cost decrease in life insurance premiums
 - 20% cost decrease in long-term disability insurance premiums
 - \$150,000 in savings through vendor contracts
- Will save taxpayers approximately \$4.5 million in interest due to an upcoming bond refinancing by the school district



District 622 Levy History

- Nov 2002: Last levy increase (14 years ago)
- Nov 2011: Levy renewed by voters, no increase
- Nov 2015: Two levy questions, both failed

34

We listened!

After the 2015 levy defeat we:

- surveyed the community (*what matters to you?*)
- simplified our request (*one question not two*)
- reduced the levy amount (*cut levy increase by one-third*)



Operating Levy Increase Proposal

Increase levy by \$630 per student per year

- 10 year levy
- Includes annual inflation rate increase
- Would generate \$6.8 million per year, which is about 5% of the current operating budget
- Total District 622 operating levy would still be lower than average of top 20 metro area districts
- Tax impact on the average homeowner (\$190,000 value home) would be about \$15.60 per month



Referendum = Vote

- A referendum is a vote on a ballot question
- Because voters must approve the District 622 levy request, it is put on the November 8 ballot as a referendum question
- Ballot question legally required heading:

“School District Question 1: Approval of School District Referendum Revenue Authorization”



Why Increase Operating Levy?

Current Needs

Maintain Existing Academic Programs

37 Provide Support for Struggling Learners

Increase School Safety Measures

Expand Accelerated Learning Opportunities

Areas	What levy would support
Existing Academic Programs	Maintaining class sizes, course offerings, support and training for teachers
Struggling Learners	Direct instruction, interventions and small group support in math, reading and behavior for struggling learners
Student and School Safety	Additional mental health and behavior staff, anti-bullying training, safety and emergency upgrades, security cameras and more integrated system with local authorities
Accelerated Learning	Additional opportunities for advanced learners at all grade levels: skip grades in math, gain more college credit while in high school, increase program offerings and stay competitive with neighboring school districts

What if the levy request fails?

The school board has determined the lack of additional funding could result in:

- ✓ class size increases due to teacher cuts
- ✓ cuts to staff and programs that help struggling and advanced learners
- ✓ reduced support for academic and behavior interventions
- ✓ fewer electives at secondary level
- ✓ inability to invest in updated classroom technology
- ✓ reduced busing for middle school activities
- ✓ increased walking distance for students

District 622 Budget Challenge Summary

State funding has not kept up with inflation and student needs

No operating levy increase since 2002

40 Since 2005, we have cut nearly \$34 Million

Almost \$10 Million cut in 2015-16 and 2016-17 alone

Increasing the levy would provide funding to:
maintain **existing programs**, support **struggling learners**,
improve **student and school safety** and expand **accelerated
learning** opportunities

Questions?



41

www.isd622.org/levy2016

651-748-7629

levy@isd622.org



Extra Slides if Needed

Tax Impact - \$630 Per Pupil Increase

Taxable Market Value	Estimated Annual Tax Impact	Estimated Monthly Tax Impact
\$100,000	\$98.00	\$8.17
\$150,000	\$147.00	\$12.25
\$190,000 (average homeowner)	\$187.00	\$15.58
\$250,000	\$245.00	\$20.42
\$350,000	\$344.00	\$28.67
\$450,000	\$442.00	\$36.83

V. 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>
Cowern PTG	\$7,868.50	Cowern Elementary for 6 Motorola radios, 29 HP streams, 29 HP care packs
Arthur O. Haukland Post No. 1350	\$50.00	North High - Festival of Cultures
Matt and Pam Collova	Tumbleforms balance beam (valued at \$500); Preston Bolstar swing (valued at \$300) Moon swing (valued at \$275) Trampoline (valued at \$50) Air Pogo swing (valued at \$120) Mats (valued at \$150) Tunnel (valued at \$25)	Beaver Lake Early Childhood Special Education program
Truist	\$126.96	Meals on Wheels
Knights of Columbus	\$1,083.25	Community Bridge
Kinney Family Foundation	\$10,000.00	Community Bridge
Anonymous	\$1,000.00	L. C. Webster 4 th grade
Sandra Maki	Rubber stamps and stamping supplies (valued at \$750.00)	Community Education - Senior Programs
Tom Von Bische	Sight Word Bingo, Zingo, Portable Zingo, Toy Story Yahtzee (valued at \$40.00)	Castle Elementary
Michael Testa	\$50.00	Meals on Wheels
Susan Purvis	\$20.00	Meals on Wheels

MOTION:
SECOND:

Total fiscal year 2016-2017 monetary contributions: \$23,155.12

VI. B. 1. 2015-2017 NON-UNIT HOURLY

The Non-Unit Hourly group consists of non-teaching professionals that are specialists. A package that falls within the District’s budget and School Board’s parameters has been established. Non-Unit Hourly employees working in one eligible position at least 1040 hours during the 2014-15, 2015-16, and 2016-17 school years will receive a two year total package with all associated costs of 2.60%. Hourly rates will stay the same for all hourly employees. The proposed settlement is a two-year agreement covering the years 2015-16 and 2016-17 with lump sum payments in year one and two.

Therefore, the Director of Human Resources recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the 2015-2017 Non-Unit Hourly package outlined below be approved.

MOTION:

SECOND:

Non-Unit Hourly Summary

	<i>2015-2016</i>	<i>2016-2017</i>
Salary Schedule	0% on hourly rates with one time lump sum payments to those working at least 1040 hours for the 2014-15 and 2015-16 school years, and are on staff as of September 15, 2016.	0% on hourly rates with one time lump sum payments to those working at least 1040 hours for the 2015-16 school year, and are on staff as of September 15, 2016.
Health/Vision Insurance Caps	No Increase	1% increase in year 2 for those that qualify for insurance
Total		2.60

VI. B. 3. REGISTERED NURSE - BACHELOR'S DEGREE IN NURSING (BSN)
COMPENSATION

Recruiting and retaining quality nursing staff to serve our students is vitally important to the health and safety of our community's children. In order to stay competitive in today's market there is a need to re-examine the pay and benefits of the District's Registered Nurses (BSN).

Therefore, the Director of Human Resources recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that it establish a pay range for all Registered Nurse (BSN) positions of \$30-\$35 per hour and health insurance caps of \$636.02 for single and \$1250 for family coverage.

MOTION:

SECOND: