



## INDEPENDENT SCHOOL DISTRICT 719

4540 Tower Street SE  
Prior Lake, Minnesota 55372

### Regular School Board Meeting Minutes of the Board of Education

Per board policy 203, Board Chair Wolf called for anyone wishing to address the board during the open forum segment on the board agenda regarding items not on the current agenda and no one spoke during the open forum.

The regular meeting of the Board of Education of Independent School District 719 was called to order by Board Chair Wolf, in the board room at the District Services Center on April 9, 2018 at 7:00 p.m.

Chair Wolf led the Pledge of Allegiance.

Board Members Present: Enger, Frantz, Hanson, Ruelle, Shimek, Wolf, Student Rep Anderson

Board Members Absent: Director Sorensen

Administration Present: Assistant Superintendent Holmberg, Executive Director of Human Resources Mons, Executive Director of Business Services Cink

A motion was made by Melissa Enger, seconded by Stacey Ruelle, to approve the agenda, as presented.  
Motion carried: 6 – 0

A motion was made by Stacey Ruelle, seconded by Ben Hanson, to approve the consent agenda, as follows:

- a. Check/wire transfer disbursement summary
  - b. Wire transfer, EFT and ACH banking activity
  - c. Bank reconciliation statement for February 2018
  - d. Approval of school board minutes as follows:
    - March 26, 2018 – Regular Meeting
    - March 26, 2018 – Study Session
  - e. Resignations, terminations and non-renewals as follows:
    1. Kathleen Adair - ECSE Teacher - EW (effective June 8, 2018)
    2. Danielle Bliss - Child Nutrition Helper - TO (effective March 23, 2018)
    3. Danielle Bliss - Kids' Company Assistant - FH (effective March 23, 2018)
    4. William Butler - Custodian - GD (effective March 30, 2018)
    5. Darian Jackson - ECSE Teacher - EW (effective June 8, 2018)
    6. Ryan Kasl - Special Ed Coordinator - DSC (effective June 30, 2018)
    7. Heather Mallett - Special Education Teacher - RR (effective June 8, 2018)
    8. Lindsay Meuwissen - Special Education Teacher - RR (effective June 8, 2018)
    9. Pam Moran - Student Support Para (Special Ed) - HO (effective March 30, 2018)
    10. Chrise Olsson - Intervention Specialist - RR (effective June 8, 2018)
    11. Nicole Scheu - 2nd Grade Teacher (MTS) - WW (effective immediately)
    12. Megan Schiltz - Child Nutrition Helper - HS (effective March 30, 2018)
    13. Denise Schmidt - Building Secretary - Bridges (effective March 30, 2018)
    14. Bailey Stanard - Kids' Company Assistant - JP (effective March 16, 2018)
    15. Kristine Swan - Child Nutrition Helper - HS (effective April 13, 2018)
  - f. Designated District Controller Michelle Seifert as the Identified official to access MDE secure website for 2018-19.
- Motion carried: 6 – 0

Member Hanson introduced the following resolution and moved its adoption:

**RESOLUTION FOR ACCEPTANCE OF GIFTS** *(full resolution on file at the district office)*

The motion for adoption of the foregoing resolution was duly seconded by Member Enger and upon vote being taken thereon, the following voted in favor thereof: Enger, Frantz, Hanson, Ruelle, Shimek, Wolf

The following voted against the same: none

The foregoing resolution was approved this 9th day of April 2018.

**LAKER PRIDE \* SPECIAL RECOGNITION \* LAKER SHOWCASE**

In honor of the celebration of Music in our School Month in March, middle school 8<sup>th</sup> grade students Josh Evans and Preston Mack played solos using SmartMusic software. The music program is under the direction of Brian Melody.

Executive Director of Human Resources Mons presented candidates for employment.

A motion was made by Ben Hanson, seconded by Lee Shimek, to approve the candidates for employment as follows:

Certified:

- Linda Anderson – 1st Grade Teacher (MTS) – FH (leave of absence)
- Michael Getchell – Algebra & Pre-Calculus Teacher (MTS) – HS (leave of absence)
- Theresa Lewis – Science (Chemistry) Teacher (MTS) – HS (leave of absence)
- Michael Roiger – 2nd Grade Teacher (MTS) – WW (leave of absence)
- Maryann Stilwell – Kindergarten Teacher (MTS) – GW (leave of absence)

Coaches:

- Keith Lillquist – MS Track Coach – TO/HO (resignation)
- Mark Nelson – Head Boys Volleyball Coach – HS (new position)
- Derrick Schluck – B Squad Boys Lacrosse Coach – HS (resignation)

Educational Support Staff:

- Alyssa Altendorf – Kids' Company Assistant – RR (resignation)
- Danielle Bliss – Kids' Company Assistant – GD (resignation)
- Nikki Carmody – Kids' Company Assistant – GD (resignation)
- Claire Coffman – Kids' Company Assistant – FH (resignation)
- Kelly Gramlow – Student Support Para (Special Ed –EBD) – FH (resignation)
- Ellen Humbert – Student Support Para (Special Ed) (Archery) – CE (new position)
- Tristan Jenks – Pool Employee- CE (reassignment)
- Keri Kuboushek – Special Education Secretary – TO (resignation)
- Marie McKowen – Kindergarten Para (MTS) – GW (new position)
- Duane Pell – Custodian (PT) – HS (new position)
- Kelsey Simonette – Student Support Para (Special Ed) (Chess) – GW (new position)
- Jessica Turek – Kids' Company Assistant (Preschool) – JP (resignation)
- Nikki Varcoe – Kids' Company Assistant – RR (resignation)
- 2018 Summer Swim Program – Employee Re-hires

Motion carried: 6 – 0

Executive Director of Human Resources Mons presented 2018 district retirements.

A motion was made by Mary Frantz, seconded by Stacey Ruelle, to approve the following retirements with gratitude for the years of service to the district:

- Nancy Duehn - 4th Grade Teacher - JP (33 years of service)
- Christine Furney - Music Teacher - JP (30 years of service)
- Katie Geske - Music Teacher - FH (32 years of service)
- Becky Gillette - Music Teacher - GD/JP (24 years of service)
- Ann Gulstad - Speech Language Pathologist - EW (23 years of service)
- Mary Kauzlarich - 2nd Grade Teacher - FH (21 years of service)
- Mary Kay Lien - FACS Teacher - HS (41 years of service)
- Kathy Lowry - Peer Coach - Dist. (33 years of service)
- Cindy Oistad - Math Teacher - HO (39 years of service)
- Gina Pitera - Occupational Therapist - GW/WW (21 years of service)

Motion carried: 6 – 0

*(All retirees will be honored at a District Retirement Celebration on May 17, 2018)*

Executive Director of Human Resources Mons presented leaves of absence.

A motion was made by Mary Frantz, seconded by Ben Hanson, to approve the following leaves of absence, as presented:

1. Nathan Dapper - Social Studies Teacher - TO (intermittent family leave - February 20-June 8, 2018)
2. Katherine Dunklee - Spanish Teacher - HS (family leave 2018-19)
3. Cora Grissom - Child Nutrition Site Manager - TO (maternity leave - August 20-October 31, 2018)
4. Jillian Magnusson - EL Teacher - JP/FH (maternity/family leave - August 27-November 16, 2018)
5. Laura Schluck - Special Education Teacher - GW (medical/maternity - March 30-June 8, 2018)
6. Julie Smith - B-3 Speech Language Pathologist - EW (.4 family leave 2018-19 school year)
7. LeAnn Weikle - 1st Grade Teacher - JP (FMLA April 2-20, 2018)

Motion carried: 6 – 0

Executive Director of Human Resources Mons presented a new job description for approval.

A motion was made by Lee Shimek, seconded by Ben Hanson, to approve the following job description:

- Assistant Director of Special Education

Motion carried: 6 - 0

Executive Director of Human Resources Mons presented a licensed staffing request for 2018-19.

A motion was made by Stacey Ruelle, seconded by Ben Hanson, to approve the following licensed staffing for 2018-19:

- Elementary Classroom FTE (2.0) = \$125,000
- Elementary Specialist FTE (.4) = \$25,000
- Middle School FTE (5.5) = \$343,750
- High School FTE (.55) = \$34,375
- Special Education FTE (4.0) = \$330,000

Motion carried: 6 – 0

Assistant Superintendent Holmberg and Director of Operations/Transportation Dellwo presented a facilities planning and construction update. District administration, along with the Finance, Facilities and Long Range Planning Committee, recommended rejecting Bid Pack #4 due to the bid amounts exceeding our construction budget and taking action to re-bid Bid Pack #4 to include renovations at Five Hawks and Glendale.

A motion was made by Ben Hanson, seconded by Lee Shimek, to approve the authorization to re-bid Bid Pack #4 to include the renovations at Five Hawks and Glendale, as presented.

Motion carried: 6 – 0

Board Chair Wolf read a proclamation proclaiming the week of May 7-11 2018 as National Teacher Appreciation Week and May 8, 2018 as National Teacher Appreciation Day in PLSAS.

Board Chair Wolf read a proclamation proclaiming the week of April 30-May 4, 2018 at Child Nutrition Employee Week in PLSAS.

Board Chair Wolf read a proclamation proclaiming the week of April 16-20, 2018 as Volunteer Appreciation Week in PLSAS.

Board Chair Wolf reviewed the process for the written performance review and appraisal for the evaluation of the superintendent. An evaluation timeline was shared. Links to the evaluation survey will be provided to board and administration on April 24, 2018. The superintendent's goal achievement for 2017-18 will be provided at the study session on April 23, 2018.

## POLICY

The board recommended keeping both Policy 523 and Policy 420 as follows:

- Policy 523: Educational and Medical Needs of Students with Communicable Diseases, Infectious Conditions and Sexually Transmitted Infections
- Policy 420: Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions

These two policies will be brought back to the board on May 7, 2018 for a final read.

Policies were presented for a second and final reading. The policies were approved as a group.

A motion was made by Mary Frantz, seconded by Stacey Ruelle, to approve the following policies:

- Policy 501: Weapons
- Policy 502: Search of Student Lockers, Desks, Personal Possessions and Student's Person
- Policy 503: Student Attendance
- Policy 504: Student Dress and Appearance
- Policy 506.1: Bullying Prohibition
- Policy 506.3: Breathalyzer
- Policy 513: Curriculum Acceleration
- Policy 529: Staff Notification of Violent Behavior by Students
- Policy 532: International Students

Motion carried: 6 – 0

## REPORTS

### Superintendent's Report

*Our mission is to educate all learners to reach their full potential as contributing and productive members of our ever-changing global community.*

Superintendent Staloch reported on the following:

- Report on MCA and ACT testing in the high school, testing currently underway in the elementaries and testing soon to start at the middle school level.
- Community Crisis Response Team to hold their annual meeting on Wednesday. Outcomes will be shared at the board study session on April 23<sup>rd</sup>.
- Thank you event for stakeholders (Partners in Education – PIE) to be held on May 30<sup>th</sup> from 4:30 to 6:00 pm. Details will be shared when finalized.

### Administrative Reports

- Assistant Superintendent Holmberg reported on an Educational Equity workshop on April 6<sup>th</sup> with Sharroky Hollie facilitating. Board members Melissa Enger and Lee Shimek were in attendance.

### Board Reports

- Director Enger reported on a Special Education Advisory Council meeting with the topic of assessments and an overview on early intervention B-3.
- Treasurer Ruelle reported on S.E.E. Day at the Capitol where there was an opportunity to talk to legislators regarding the school safety levy and LTFM discussion.
- Vice-Chair Shimek reported on a community education advisory council meeting where 2018-19 preliminary budgets were presented.
- Director Frantz reported on following King Tec on Twitter and their placing 2<sup>nd</sup> at Worlds, attending the SouthWest Metro board meeting with the topic of percentages of special education funding and attending a city council meeting regarding tribal relations training with SMSC.

- Student Rep Anderson reported on a recent NHS service project where students packaged food for local food shelves, attendance at the State Convention where they received an outstanding organization award and spring sports.

A motion was made by Melissa Enger, seconded by Ben Hanson, to close the meeting in accordance with the Open Meeting Law (Minn. Stat. 13D.03) for the purpose of discussing negotiation strategy.

Motion carried: 6 – 0

Meeting closed at 8:21 p.m.

A motion was made by Stacey Ruelle, seconded by Mary Frantz, to open the meeting.

Motion carried: 6 – 0

Meeting re-opened at 8:37 p.m.

A motion was made by Lee Shimek, seconded by Stacey Ruelle, to adjourn.

Motion carried: 6 – 0

Meeting adjourned at 8:39 p.m.

Lee Shimek, Clerk  
Independent School District 719  
4540 Tower Street SE  
Prior Lake, MN 55372

LS/mw