



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 one person 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 December 10, 2018 at 7:07 p.m.

Chair Wolf led the Pledge of Allegiance.

Board Members Present: Frantz, Hanson, Ruelle, Shimek, Wolf, Student Council Rep Isabelle Boelter

Board Members Absent: Enger, Sorensen

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

A motion was made by Stacey Ruelle, seconded by Lee Shimek, to approve the agenda, as presented.

Motion carried: 5 - 0

Executive Director of Business Services Cink reviewed the proposed 2018 payable 2019 levy certification. Cink reported that the proposed increase was 1.75%.

The board opened the meeting up to questions and comments regarding the district's budget and general comments about the district. No residents addressed the board. The levy was set later in this meeting.

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

- a. Check/wire transfer disbursement summary
- b. Wire transfer, EFT and ACH banking activity
- c. Building bond investment reports
- d. Bank reconciliation statement for October 2018
- e. Approval of school board minutes:
 - * Regular Board Meeting - November 5, 2018
 - * Special Board Meeting - Canvass of Election Returns - November 9, 2018
 - * Board Study Session - November 19, 2018
- f. Resignations, terminations and non-renewals, as follows:
 1. Joe Deutsch - Assistant Nordic Ski Coach (.50) - HS (effective immediately)
 2. Neil Engler - 9th Grade Baseball Coach - HS (effective immediately)
 3. Patricia Erickson - Child Nutrition - WW (effective November 8, 2018)
 4. Sadie Erke - Child Nutrition - HO (effective November 30, 2018)
 5. Meghan Fulton - Assistant Speech Coach - HS (effective immediately)
 6. Nate Gutshall - Assistant Football Coach - HS (effective immediately)
 7. Robert Harder - Assistant Soccer Coach - HS (effective immediately)
 8. Sophia Harr - Campus Supervisor - HS (effective November 14, 2018)
 9. Ben Meacham - B Squad Baseball Coach - HS (effective immediately)
 10. Allan Miller - Custodian - HS (effective November 27, 2018)
 11. Chelsea Morrison - Kids' Company - JP (effective November 14, 2018)
 12. Takuma Padilla - 9th Grade Baseball - HS (effective immediately)
 13. Kevin Panzer - Nordic Ski Coach (.50) - HS (effective immediately)
 14. Jessica Salentre - Lunchroom Supervisor - HS (effective November 30, 2018)

15. Will Sandifer - B Squad Basketball Coach - HS (effective immediately)
16. Will Sandifer - 9th Grade Football Coach - HS (effective immediately)
17. Dane Schad - 10th Grade Softball Coach - HS (effective immediately)
18. Erin Simon -9th Grade Softball Coach - HS (effective immediately)
19. Jacqueline Smith - Kids' Company - GW (effective November 28, 2018)
20. Victoria Wright - Senior Advisor (50%) - HS (effective immediately)

Voting in favor: Hanson, Ruelle, Shimek, Wolf

Voting against: Frantz

Motion carried: 4 - 1

Member Frantz 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 Ruelle, and upon vote being taken thereon, the following voted in favor thereof: Frantz, Hanson, Ruelle, Shimek, Wolf

The following voted against the same: none

The foregoing resolution was approved this 10th day of December 2018.

LAKER PRIDE * SPECIAL RECOGNITION * LAKER SHOWCASE

- Honored our school board members and thanked them for their dedication and service to Prior Lake-Savage Area Schools: Rich Wolf, Ben Hanson, Todd Sorensen
- The Good News from Behind The Scenes: Highlighting district staff for "above and beyond" efforts. Facilities Coordinator Gina Fern, District Inside Maintenance Paul Hadden, District Outside Maintenance Matt Garrison and PLHS Lead Custodian Dave Baumbach were honored.

Executive Director of Human Resources Mons presented candidates for employment.

A motion was made by Mary Frantz, seconded by Stacey Ruelle, to approve the candidates for employment as follows:

Certified:

- Emily Nelson – Guidance Counselor- HS (resignation)
- Lori Parker – ECSE Coordinator (.5 FTE) (LTS) – EW
- Karen Slattery – Kindergarten Teacher (MTS) – RR (leave of absence)

Coaches:

- Martin Davis – Assistant Robotics FRC (50%) Coach – HS (resignation)
- Joseph Deutsch – Nordic Ski Head Coach (Half-Time) (.50) – HS (resignation)
- Taylor Elasky – Softball Coach B-Squad/10A – HS (resignation)
- Mark Esch – Assistant Football Coach (Varsity) – HS (new position)
- Suzi Furber – Assistant Girls Basketball Coach – HS (new position)
- Joel Kanz – Assistant Girls Hockey Coach (JV) – HS (resignation)
- Stephen Klugherz – Assistant Boys Swim Coach (Diving) – HS (resignation)
- Chris Gaudette – Head Mock Trial Coach (50%) – HS (resignation)
- Tiffany Harsted – Gymnastics Coach (33%) Spotter – HS (resignation)
- Allen Iversen – Head Baseball Coach – HS (resignation)
- Jon Miller – Assistant Boys Basketball Coach – HS (new position)
- Mark O'Connor – Assistant Nordic Ski Coach (Half Time) (.50) – HS (resignation)
- Nicole Rydell – Senior Class Advisor (50%) – HS (resignation)

Educational Support Staff:

- Lilia Borge – Child Nutrition Assistant – HS (reassignment)
- Michelle Callahan – Student Support Para (Special Ed) (MTS) – HO (leave of absence)
- Christopher Dunn – Custodian – HS (resignation)
- Daniel Englert – Kids' Company Assistant – EW (reassignment)
- Heather Gray – Health Aide (RN/LPN) (Elementary) (MTS) – EW (leave of absence)
- Chris Henderson – Student Support Para (Special Ed) – Community Ed Robotics – GW (reassignment)
- Cesar Marin – Custodian – WW (reassignment)

- Melissa Matlock – Health Aide (RN/LPN) (Elementary) (MTS) – EW (leave of absence)
- Debbie Maxfield – Student Support Para (ECSE) – EW (resignation)

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- Sheila Nissen – Student Support Para (ECSE) – EW (resignation)
- Julie Reick – Child Nutrition Site Manager – RR (resignation)
- Jessica Salentre – Campus Supervisor (additional hours) – HS (resignation)
- Jessica Schell – Student Support Para (Special Ed) – Lifeskills Setting III – GD (new position)
- Abigail Smith – High School Student for Youth Programming – dist. (new position)
- Juanita Ville – Campus Supervisor – HS (reassignment)
- Megan Woldstad – Kids' Company Assistant – JP (resignation)

Motion carried: 5 - 0

Executive Director of Human Resources Mons presented leaves of absence.

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

1. Chelsea Block - Kindergarten Teacher - JP (maternity leave - April 6-June 3, 2019)
2. Natalie Espe - Social Studies Teacher - HS (maternity leave - April 26-June 7, 2019)

Motion carried: 5 – 0

Executive Director of Human Resources Mons presented district retirements.

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

1. Darla Bauchle - Physical Education Teacher - HS (17 years of service)
2. John Larson - Physical Education Teacher - District Elementaries (30 years of service)
(They will both be honored at our District Retirement Celebration in May, 2019)

Superintendent Staloch presented a resignation for board approval.

A motion was made by Mary Frantz, seconded by Stacey Ruelle, to approve the resignation of Executive Director of Human Resources Mons, as presented.

Motion carried: 5 – 0

Superintendent Staloch presented the Executive Director of Human Resources candidate for approval.

A motion was made by Lee Shimek, seconded by Mary Frantz, to approve the appointment of James Quiram as the new Executive Director of Human Resources, as presented.

Motion carried: 5 – 0

Superintendent Staloch presented a revised job description for approval.

A motion was made by Stacey Ruelle, seconded by Mary Frantz, to approve the revised job description for the Executive Director of Human Resources, as presented.

Motion carried: 5 – 0

The truth in taxation portion of the agenda took place at 7:00 p.m. Executive Director of Business Services Cink requested board action on the final levy certification.

A motion was made by Ben Hanson, seconded by Stacey Ruelle, to adopt 2018 payable 2019 final levy certification at a 1.75% increase, as presented.

Motion carried: 5 – 0

Executive Director of Business Services Cink presented the final 2018-19 budget for approval.

A motion was made by Lee Shimek, seconded by Ben Hanson, to approve the 2018-19 budget, as presented.

Motion carried: 5 – 0

Executive Director of Business Services Cink presented the open enrollment recommendation for 2019-20.

Member Hanson introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO OPEN ENROLLMENT

WHEREAS the school board seeks to maintain continuity of programs, curriculum, and services through consistent student enrollment, and

WHEREAS the school board recognizes that sufficient student enrollment ensures high quality course offerings for resident students as well as students enrolling under the enrollment options program, and

WHEREAS the State of Minnesota has established an enrollment options program permitting students to attend nonresident district (Minnesota Statute §124D.03), and

WHEREAS the State of Minnesota has also established criteria for school districts to approve or deny open enrollment applications based upon capacity of a program, class, or school building (Minnesota Statute §124D.03 Subdivision 6).

WHEREAS, in accordance to Minnesota Statute §124D.03, Subdivision 2, a board may, by resolution, limit the enrollment for nonresident pupils in its schools or programs according to this section to a number not less than the lessor of:

- One percent of the total enrollment at each grade level in the district excluding kindergarten in 2019-20;

BE IT THEREFORE RESOLVED that open enrollment guidelines are as follows:

- Restrict open enrollment to 75 students in kindergarten for the 2019-20 school year
- Limit open enrollment to 1% new students in each grade level 1-12.

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

and the following voted against the same: Frantz

whereupon said resolution was declared duly passed and adopted.

Facilities and Construction

Superintendent Staloch presented the new elementary school design for approval and requested permission to advertise for bid.

A motion was made by Stacey Ruelle, seconded by Mary Frantz, to approve the design and the advertising for bid for the new elementary, as presented.

Motion carried: 5 – 0

Director of Operations/Transportation Dellwo presented a construction update for the following buildings: Prior Lake High School, Jeffers Pond, Redtail Ridge, WestWood/Edgewood and Bridges Area Learning Center. This was a report only. No board action was requested.

Director of Communications Mussman presented the new elementary naming process and the committee roster for approval.

A motion was made by Stacey Ruelle, seconded by Lee Shimek, to approve the naming process and the committee roster for the new elementary as presented.

Motion carried: 5 – 0

Superintendent Staloch presented a strategic plan review report. This was a report only. No board action was requested.

Director of Teaching and Learning Schuttinger presented curriculum and course schedule changes for 2019-20. A motion was made by Stacey Ruelle, seconded by Mary Frantz, to approve the changes for 2019-20, as presented. Motion carried: 5 – 0

Superintendent Staloch presented a combined polling place resolution in accordance with the election law from the 2017 legislative session.

Board Member Lee Shimek introduced the following resolution and moved its adoption:

RESOLUTION ESTABLISHING COMBINED POLLING PLACES FOR MULTIPLE PRECINCTS AND DESIGNATING HOURS DURING WHICH THE POLLING PLACES WILL REMAIN OPEN FOR VOTING FOR SCHOOL DISTRICT ELECTIONS NOT HELD ON THE DAY OF A STATEWIDE ELECTION

BE IT RESOLVED by the School Board of Independent School District No.719, State of Minnesota, as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school district elections not held on the day of a statewide election. Each combined polling place must be a polling place that has been designated by a county or municipality. The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election: Set forth each combined polling place explaining which precincts are being served, such as: Combined Polling Place: Spring Lake Township Hall 20381 Fairlawn Avenue, Prior Lake, MN 55372

"This combined polling place serves all territory in Independent School District No. 719 located in Spring Lake Township, Sand Creek Township and Cedar Lake Township; Scott County, Minnesota."

*3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7 o'clock a.m. and 8:00 o'clock p.m.

4. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within thirty (30) days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

(If a combined polling place is changed, the change must be adopted at least ninety (90) days prior to the first election where it will be used unless that polling place has become unavailable for use.)

Note: A resolution must be adopted by December 31 of each year, and the combined polling places specified shall be the combined polling places for the following calendar year.

The motion for the adoption of the foregoing resolution was duly seconded by Board Member Frantz, and upon vote being taken thereon, the following voted in favor thereof: Frantz, Hanson, Ruelle, Shimek, Wolf and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

POLICY

Policies were presented for a second and final reading. The policies were approved as a group. A motion was made by Ben Hanson, seconded by Stacey Ruelle, to approve the following policies:

1. Policy 804: Energy Efficiency
2. 804: Guidelines
3. Policy 805: Waste Reduction and Recycling
4. Policy 806: Crisis Management Policy
5. Policy 809: Parking and Traffic Regulations
6. Policy 810: Health and Safety

Motion carried: 5 – 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:

- MNCAPS was honored as the recipient of the Willis E. Branning excellence in Youth Employment Services Award for Scott County. Erik Sill accepted the award presented by the Dakota-Scott Workforce Development Board.
- The Kindergarten Information Session will be held January 7, 2019 at 6:30 pm at Grainwood Elementary for all incoming 2019-20 kindergarten students. Online enrollment will be introduced this year and opens on January 17, 2019.
- 26 business students were inducted into PLHS Chapter of National Business Honor Society.

Administrative Reports

None

Board Reports

- Student Council Rep Isabelle Boelter updated the board on recent student council community service projects and the planning for the Sweethearts Dance.
- Board Treasurer Ruelle reported on American Education Week and school visits.
- Board Vice-Chair/Clerk Shimek reported on a community education meeting with trade and mental health as topics.
- Board Director Frantz reported on American Education Week, and attendance at the MSBA Delegate Assembly.
- Board Director Hanson reported on Wolf Ridge and the years of service for Coordinator Sandy Timmerman.
- Board Chair Wolf reported on American Education Week and his final meeting noting the accomplishments of the board and district.

A motion was made by Ben Hanson, seconded by Rich Wolf, to adjourn.

Motion carried: 5 – 0

Meeting adjourned at 9:18 p.m.

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

LS/mw