



INDEPENDENT SCHOOL DISTRICT 719

4540 Tower Street SE
Prior Lake, Minnesota 55372

Regular School Board Meeting Minutes of the Board of Education

The regular meeting of the Board of Education of Independent School District 719 was called to order by Board Chair Shimek, via audio/video conferencing on May 4, 2020 at 7:00 p.m.

Chair Shimek led the Pledge of Allegiance.

Board Members Present: Jonathan Drewes, Melissa Enger, Mary Frantz, Michael Nelson, Stacey Ruelle, Lee Shimek, Enrique Velázquez, Student Council Representative Isabelle Boelter

Administration Present: Superintendent Staloch, Assistant Superintendent Holmberg, Executive Director of Human Resources Quiram, Executive Director of Business Services Cink, District Administrators

During the open forum portion of the agenda, per board policy 203, Board Chair Shimek noted that no comments were received prior to noon regarding an item not on the current agenda.

A motion was made by Melissa Enger, seconded by Mary Frantz, to approve the agenda.

Motion carried: 7 – 0

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

A. Financial items moved to June 8, 2020

B. Approval of school board minutes as follows:

- Board study session – April 13, 2020
- Board regular meeting – April 13, 2020
- Board study session – April 27, 2020

C. Personnel Items:

1. Resignations, terminations and non-renewals as follows:

- Kylee Erickson - Spanish Teacher - TO (effective June 5, 2020)
- Madeline Herold - Special Education Teacher - RR (effective June 5, 2020)
- Tracey Magnuson - Dean of Students - GW/FH (effective June 17, 2020)
- David Schild Muller - Lacrosse Coach - HS (effective immediately)
- Midori Spinks - Child Nutrition Helper - HS (effective April 10, 2020)

2. Candidates for employment as follows:

Certified Staff

- Mary Kauzlarich – 2nd Grade Teacher (MTS) – FH (leave of absence)

Coaching Staff

- Grace Mattox – B Squad Girls Lacrosse Coach – HS (resignation)
- Jordan Ward – B Squad Boys Lacrosse Coach – HS (resignation)

Educational Support Staff

- None

3. Leaves of absence as follows:

- Courtney Anderson - English Teacher - TO (maternity leave September 12-November 1, 2020)
- Erin Zimmer-Borger - Social Studies Teacher - HS (maternity leave - September 14-December 7, 2020)

4. District retirements with gratitude for years of service to the district, as follows:

- Ida Clark – Kids' Company Assistant – JP (26 years of service)
- Laura Macblane – Special Education Teacher – HS (10 years of service)

We will be honoring these colleagues at a virtual District Retirement Celebration on May 21, 2020 at PLHS.

Motion carried: 7 – 0

Member Drewes 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 Velázquez and upon vote being taken thereon, the following voted in favor thereof: Drewes, Enger, Frantz, Nelson, Ruelle, Shimek, Velázquez

The following voted against the same: none

The foregoing resolution was approved this 4th day of May 2020.

LAKER PRIDE * SPECIAL RECOGNITION * LAKER SHOWCASE

- We celebrated School Board Student Council Representative Isabelle Boelter for serving on the board this past year.
- We celebrated Bridges Area Learning Center with a presentation by Bridges Coordinator Dave Brown and Teacher Melissa Olson.

Executive Director of Human Resources Quiram presented staff reductions as follows:

Member Stacey Ruelle introduced the following resolution and moved its adoption:

RESOLUTION APPROVING LAYOFF OF CERTAIN COMMUNITY EDUCATION EMPLOYEES

WHEREAS, as a result of changes to educational programs due to the COVID-19 pandemic and financial limitations, the District needs to reduce positions and expenditures in various areas served by the District;

WHEREAS, the administration notified the employees listed below of their layoff on April 25, 2020.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 719, Prior Lake-Savage as follows:

1. That the layoffs, effective May 1, 2020, of the following positions are approved:
(complete list available at the district office)
2. These layoffs shall remain in effect through the end of the 2019-2020 school year, specifically June 30, 2020.

The motion for the adoption of the foregoing resolution was duly seconded by Member Jonathan Drewes and upon vote being taken thereon, the following voted in favor thereof: Jonathan Drewes, Melissa Enger, Mary Frantz, Michael Nelson, Stacey Ruelle, Lee Shimek, Enrique Velázquez

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

Member Jonathan Drewes introduced the following resolution and moved its adoption:

RESOLUTION APPROVING LAYOFF OF CERTAIN SECRETARIAL EMPLOYEES

WHEREAS, as a result of changes to educational programs due to the COVID-19 pandemic and financial limitations, the District needs to reduce positions and expenditures in various areas served by the District;

WHEREAS, Article IX of the 2018-2020 collective bargaining agreement between the District and the Prior Lake-Savage Secretaries Federation, contains seniority and bumping provisions in the event of layoffs;

WHEREAS, the administration notified the affected employees and the bumping process was completed before May 1, 2020.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 719, Prior Lake-Savage as follows:

1. That the layoff of the following secretaries is approved effective May 1, 2020:

| | |
|-------------------|--|
| Johnson, Jenna | Secretary - ECFE |
| Kraft, Lisa | Secretary - Kids' Company |
| Miller, Julie | Secretary - ECFE |
| Nopola, Ann-Marie | Secretary - Community Education Receptionist |
| Schaff, Debra | Secretary - Facilities Scheduler |
| Tribby, Debra | Secretary - ECFE/Early Childhood Screening Assistant |

2. These layoffs shall remain in effect through the end of the 2019-2020 school year, specifically June 30, 2020.

The motion for the adoption of the foregoing resolution was duly seconded by Member Mary Frantz and upon vote being taken thereon, the following voted in favor thereof: Jonathan Drewes, Melissa Enger, Mary Frantz, Michael Nelson, Stacey Ruelle, Lee Shimek, Enrique Velázquez

and the following voted against the same: none
whereupon said resolution was declared duly passed and adopted.

Member Stacey Ruelle introduced the following resolution and moved its adoption:

RESOLUTION APPROVING LAYOFF OF CERTAIN MSEA BARGAINING UNIT EMPLOYEES

WHEREAS, as a result of changes to educational programs due to the COVID-19 pandemic and financial limitations, the District needs to reduce positions and expenditures in various areas served by the District;

WHEREAS, pursuant to Article XI of the 2018-2020 collective bargaining agreement between the District and the Minnesota School Employees Association Paraeducators, the administration notified the employees listed below of their layoff on April 25, 2020.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 719, Prior Lake-Savage as follows:

1. That the layoffs, effective May 11, 2020, of the following ECFE Assistants is approved:

| | |
|-----------------------|----------------|
| Bernhardt, Andrea | ECFE Assistant |
| Crnecki, Amy | ECFE Assistant |
| Dicke, Chris | ECFE Assistant |
| Elvin, Mousumi | ECFE Assistant |
| Goetsch, Brenda | ECFE Assistant |
| Lezer, Mary | ECFE Assistant |
| Merkel, Sheri | ECFE Assistant |
| Olson Theis, Kimberly | ECFE Assistant |
| Rausch, Nancy | ECFE Assistant |
| Savoy, Rita | ECFE Assistant |
| Tremmel, Denise | ECFE Assistant |
| Wilson, Gina | ECFE Assistant |

2. These layoff shall remain in effect through the end of the 2019-2020 school year, specifically June 30, 2020.

The motion for the adoption of the foregoing resolution was duly seconded by Member Enrique Velázquez and upon vote being taken thereon, the following voted in favor thereof: Jonathan Drewes, Melissa Enger, Mary Frantz, Michael Nelson, Stacey Ruelle, Lee Shimek, Enrique Velázquez

and the following voted against the same: none
whereupon said resolution was declared duly passed and adopted.

Member Jonathan Drewes introduced the following resolution and moved its adoption:

RESOLUTION TERMINATING EMPLOYMENT OF CERTAIN COMMUNITY EDUCATION EMPLOYEES

WHEREAS, as a result of changes to educational programs due to financial limitations, the District needs to reduce positions and expenditures in various areas served by the District;

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 719, Prior Lake-Savage as follows:

1. That the employment of the following individuals is terminated effective July 1, 2020:

Youth Programs Coordinator – Carrie Dobie Puczko
Kids' Company/Wave Site Leader and Youth Programs Assistant – Amanda Juul
Kids' Company/Wave Assistant – Jordyn Graf
Kids' Company/Wave Assistant – Jessica V. Hawley

2. The administration is directed to notify each of these employees in writing that their employment has been terminated due to financial limitations.

The motion for the adoption of the foregoing resolution was duly seconded by Member Stacey Ruelle and upon vote being taken thereon, the following voted in favor thereof: Jonathan Drewes, Melissa Enger, Mary Frantz, Michael Nelson, Stacey Ruelle, Lee Shimek, Enrique Velázquez

and the following voted against the same: none
whereupon said resolution was declared duly passed and adopted.

Member Stacey Ruelle introduced the following resolution and moved its adoption:

RESOLUTION APPROVING LAYOFF OF CERTAIN SECRETARIAL EMPLOYEES

WHEREAS, as a result of financial limitations, the District needs to reduce positions and expenditures in various areas served by the District;

WHEREAS, insufficient work exists for the Community Education Services Secretary (Facilities Scheduler) and Community Education Services Secretary (Receptionist) positions;

WHEREAS, Article IX of the 2018-2020 collective bargaining agreement between the District and the Prior Lake-Savage Secretaries Federation, contains seniority and bumping provisions in the event of layoffs;

WHEREAS, the administration notified the affected employees and the bumping process took place before May 1, 2020.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 719, Prior Lake-Savage as follows:

That the layoff of the following secretaries is approved effective July 1, 2020:

Patty Kain, Student Services Secretary
Gina Marco, Student Services Secretary

The motion for the adoption of the foregoing resolution was duly seconded by Member Melissa Enger and upon vote being taken thereon, the following voted in favor thereof: Jonathan Drewes, Melissa Enger, Mary Frantz, Michael Nelson, Stacey Ruelle, Lee Shimek, Enrique Velázquez

and the following voted against the same: none
whereupon said resolution was declared duly passed and adopted.

Member Melissa Enger introduced the following resolution and moved its adoption:

RESOLUTION APPROVING LAYOFF OF SPECIAL NEEDS NURSE EMPLOYEE

WHEREAS, a Special Needs Nurse position is no longer needed due to a lack of students;

WHEREAS, Article XI of the 2018-2020 collective bargaining agreement between the District and the Minnesota School Employees Association Paraeducators contains seniority and layoff provisions in the event of an employee layoff.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 719, Prior Lake-Savage as follows:

That the following employee shall be placed on layoff status effective at the end of the 2019-2020 school year, specifically June 30, 2020:

Deanne Adams – Special Needs Nurse

The motion for the adoption of the foregoing resolution was duly seconded by Member Mary Frantz and upon vote being taken thereon, the following voted in favor thereof: Jonathan Drewes, Melissa Enger, Mary Frantz, Michael Nelson, Stacey Ruelle, Lee Shimek, Enrique Velázquez

and the following voted against the same: none
whereupon said resolution was declared duly passed and adopted.

Board Member Stacey Ruelle introduced the following resolution and moved its adoption:

RESOLUTION DISCONTINUING AND REDUCING EDUCATIONAL PROGRAMS AND POSITIONS

BE IT RESOLVED, by the School Board of Independent School District No. 719, Prior Lake-Savage as follows:

That the following program(s) and position(s) be discontinued effective at the end of the 2019-2020 school year:

1. Early Childhood Family Education positions – 1.73 FTE

The motion for the adoption of the foregoing resolution was duly seconded by Member Jonathan Drewes and upon vote being taken thereon, the following voted in favor thereof: Jonathan Drewes, Melissa Enger, Mary Frantz, Michael Nelson, Stacey Ruelle, Lee Shimek, Enrique Velázquez

and the following voted against: none
whereupon said resolution was declared duly passed and adopted.

Board Member Michael Nelson introduced the following resolution and moved its adoption:

**RESOLUTION PROPOSING TO PLACE KIMBERLY GRAUPMANN AND
SAMANTHA DEHNKE-TURPIN ON LAYOFF STATUS**

BE IT RESOLVED by the School Board of Independent School District No. 719, Prior Lake-Savage as follows:

1. That it is proposed that teachers Kimberly Graupmann and Samantha Dehnke-Turpin be placed on layoff status without pay or fringe benefits, effective at the end of the 2019-2020 school year on June 30, 2020, pursuant to Article X, Subdivision 5 of the 2019-2021 collective bargaining agreement between the School District and the Prior Lake-Savage Education Association.
2. That written notice be sent to said teacher regarding the proposed placement on layoff status without pay or fringe benefits and shall be in substantially the following form:

NOTICE OF PROPOSED PLACEMENT ON LAYOFF STATUS

Dear [name]

You are hereby notified that at the regular meeting of the School Board of Independent School District No. 719 held on May 4, 2020, consideration was given to your placement on layoff status without pay or fringe benefits by Independent School District No. 719. A resolution was adopted by a majority vote of the Board, proposing your placement on layoff status effective at the end of the 2019-2020 school year on June 30, 2020, pursuant to Article X, Subdivision 5 of the 2019-2021 of the collective bargaining agreement with the Prior Lake-Savage Education Association based upon the ground of reduction of staff.

You are entitled to a hearing pursuant to Article XVI, Section 3, Subdivision 3 of the collective bargaining agreement if you so choose, provided that you make a request in writing within fourteen (14) calendar days after receipt of this notice. If no hearing is requested within such period, it shall be deemed acquiescence by you to the School Board's proposed action.

Yours very truly,

SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 719



Clerk of the School Board

3. That the ground or reason for the proposed layoff stated above is hereby adopted as fully as though separately set forth and resolved herein.

The motion for the adoption of the foregoing resolution was duly seconded by Member Jonathan Drewes and upon vote being taken thereon, the following voted in favor thereof: Jonathan Drewes, Melissa Enger, Mary Frantz, Michael Nelson, Stacey Ruelle, Lee Shimek, Enrique Velázquez

and the following voted against the same: none
whereupon said resolution was declared duly passed and adopted.

Executive Director of Human Resources Quiram presented an educational support staffing request. A motion was made by Melissa Enger, seconded by Michael Nelson, to approve the following position:

- Network Systems Technician (12 month-full time) – DSC - \$0

Motion carried: 7 – 0

Executive Director of Human Resources Quiram presented new and revised job descriptions. A motion was made by Jonathan Drewes, seconded by Michael Nelson, to approve the following job descriptions, as presented:

- Emergency Plans Coordinator
- Network Systems Technician

Motion carried: 7 – 0

Director of Assessment, Evaluation and District Implementation Goodman presented a recommendation to adopt Fastbridge Learning (FBL) and sunseting the Measures of Academic Proficiency (MAP) testing and AimswebPlus testing for students by the end of the current school year 2019-20. The proposal was reviewed at the study session in April.

A motion was made by Stacey Ruelle, seconded by Jonathan Drewes, to approve the recommendation to adopt Fastbridge Learning, as presented.

Motion carried: 7 – 0

Superintendent Staloch, Assistant Superintendent Holmberg, Executive Director of Business Services Cink and Executive Director of Human Resources Quiram presented 2020-21 budget adjustments. The board approved the 2020-21 budget parameters and reduction amount at the March 9, 2020 board meeting and reviewed preliminary staff input at the March 16, 2020 study session. The board reviewed and discussed budget recommendations at a study session on April 13, 2020, the regular meeting on April 13, 2020 and the study session on April 27, 2020.

A motion was made by Jonathan Drewes, seconded by Stacey Ruelle to approve \$3,000,000 budget adjustments, as presented:

Additional Revenue Assumption Projections & Allocations

- \$200,000 MNCAPS (Add'l Students/Farmington Tuition Agreement Revenue)
- \$400,000 Special Education (Add'l Funding/Coding Rules Adjustment)

Additional estimated revenue: \$600,000

Recommended Budget Adjustments

- Health Insurance Rates increase to 8% Projected Savings: \$300,000
- Life Insurance and Long-Term Disability Insurance Projected Savings: \$120,000
- Transportation Projected Savings: \$250,000
- Restore Classroom Ratios: \$650,000
- Staff Vacancies Adjustment: \$290,000
- Reduce to Align Elem Dean Extended Day Contracts: \$30,000
- Administrative Adjustment: \$130,000
- Special Education Adjustment: \$455,000
- Operational Adjustments: \$175,000

Budget Adjustment Total: \$2,400,000

Total All Adjustments: \$3,000,000

A subsidiary motion was made by Melissa Enger, seconded by Mary Frantz, to postpone definitely the approval of the budget adjustments.

Voting in favor: Melissa Enger, Mary Frantz, Enrique Velázquez

Voting against: Jonathan Drewes, Michael Nelson, Stacey Ruelle, Lee Shimek

Motion failed: 3 – 4

Board Chair Shimek repeated the original motion to approve the \$3,000,000 budget adjustments, as presented.

Voting in favor: Jonathan Drewes, Michael Nelson, Stacey Ruelle, Lee Shimek

Voting against: Melissa Enger, Mary Frantz, Enrique Velázquez

Motion carried: 4 - 3

Director of Assessment, Evaluation and District Implementation Goodman presented the district stakeholder survey report. This was a report only. No board action was requested.

Executive Director of Business Services Cink requested approval to begin the issuance of 2020-21 purchase orders for supplies that are needed prior to the preliminary budget approval.

A motion was made by Stacey Ruelle, seconded by Jonathan Drewes, to approve the request, as presented.
Motion carried: 7 - 0

POLICY

Board Chair Shimek presented the following policy for a first reading:

- Policy 213: School Board Committees

The board reviewed on April 27. Second reading will take place on May 18, 2020 with board approval on June 8, 2020.

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:

- We mourn the loss of former Superintendent, Dr. Sue Ann Gruver who passed away April 28 leaving a legacy in PLSAS.
- John Bezek and his team have been working on graduation plans that include alternate options should we not be able to hold a traditional ceremony on May 28th.
- With the Governor's Executive Order requiring the extension of Distance Learning, we will keep all school district facilities and fields closed to the public until June 8.
- With extended Distance Learning underway, we are now focusing on end-of year details including refunds for certain items such as field trips. We are also making plans for letting staff and parents know what the protocols will be for picking up belongings and supplies, as well as moving classroom items. We are also looking ahead to how we might move forward with summer school options for students. All of this will be communicated as soon as possible to staff and parents.
- The district and PLSEA sponsored 2020 District Retirement Celebration will continue to be held this year. The celebration, in the form of a parade, will take place on May 21st, from 3:30 to 5:00 pm at Prior Lake High School.

Administrative Reports

- Assistant Superintendent Holmberg reported on waiting for guidance on elementary summer school programs and options, credit recovery and grading and assessment guidance from MDE. Teacher planning days were held on Friday and Monday of this week.

Board Reports

- Board Clerk Ruelle reporting on attending an AMSD meeting with breakout sessions discussing distance learning and equity. AMSD is hosting a virtual workshop on June 17th with the topics of equity and diversity.
- Board Treasurer Drewes reported on attendance at a district curriculum advisory meeting discussing parent feedback regarding distance learning and adjustments.
- Board Director Frantz attended the same meeting and added discussion with our Native American Cultural Liaison and district learning.
- Student Council Rep Boelter reported on Decision Day posts and recognitions. The Executive Board met with Dr. Bezek with discussion surrounding commencement. Isabelle also thanked the board for the guidance and support she has received throughout the year.

A motion was made by Stacey Ruelle, seconded by Velázquez, to adjourn.
Motion carried: 7 – 0

Meeting adjourned at 10:01 p.m.

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

SR/mw