



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 Crosby, in the board room at the District Services Center on September 11, 2023 at 6:00 p.m.

Chair Crosby led the Pledge of Allegiance.

Board Members Present: Lisa Atkinson, Julie Bernick, Amy Bullyan, Amy Crosby, Mary Frantz, Jessica Olstad
Enrique Velázquez

Board Members Absent: None

Administration Present: Superintendent Thomas, Executive Director of Business Services Fredrickson,
Executive Director of Administrative Services Herman, Executive Director of
Academic Services Edwards, District Administrators

Per board policy 203, Board Chair Crosby called for anyone wishing to address the board during the open forum segment on the board agenda and five people spoke during this forum.

A motion was made by Julie Bernick, seconded by Jessica Olstad, to approve the agenda.
Motion carried: 7 – 0

The school resource officer (SRO) agreements with Prior Lake and Savage were presented by Superintendent Thomas.

A motion was made by Mary Frantz, seconded by Jessica Olstad, to approve the following:

- Memorandum of Understanding - Joint Powers Agreement with the City of Prior Lake

Voting in favor: Bernick, Bullyan, Crosby, Frantz, Olstad, Velázquez

Voting against: Atkinson

Motion carried: 6 - 1

A motion was made by Mary Frantz, seconded by Jessica Olstad, to approve the following:

- Memorandum of Understanding - Joint Powers Agreement with the City of Savage

Voting in favor: Bernick, Bullyan, Crosby, Frantz, Olstad, Velázquez

Voting against: Atkinson

Motion carried: 6 - 1

Director Atkinson requested item 8B. (Purchase Orders Exceeding \$25,000) be removed from the consent agenda and moved to new business.

A motion was made by Enrique Velázquez, seconded by Mary Frantz, to approve the consent agenda, as amended:

A. Financial Items:

- Check/Wire Transfer Disbursement Summary from August 2023
- Wire Transfer, EFT & ACH Banking Activity from August 2023
- PMA Financial from August 2023
- Monthly Wire Detail from August 2023
- Monthly Health/Dental Wire Detail from August 2023
- Monthly Check Detail from August 2023
- Monthly ACH Detail from August 2023

B. Financial report – provided when audit complete

C. Enrollment report

D. Approval of school board minutes as follows:

- Regular board meeting – August 14, 2023
- Board study session – August 28, 2023

E. Personnel Items:

1. Candidates for employment as follows:

Certified:

- Jacob Cooper – Science Teacher (Short Term Sub) – HS (resignation)
- Jacob Cooper – Science Teacher – HS (resignation)
- Megan Drew – DAPE Teacher – Dist. (reassignment)
- Meghan Erickson – 1st Grade Teacher – WW (resignation)
- Gina Hendrickson – Speech Language Pathologist (LTS) (.5 FTE) – Dist. (new position)
- Julianne Kinney – Core Studies (.2 FTE) – HS (reassignment)
- Myles Knutson – Differentiation Specialist (LTS) – Dist. (leave of absence)
- Jennifer Lyngstad – 4th Grade Teacher – HRE (resignation)
- Laura Lundquist – Daily Building Substitute Teacher – FH (reassignment)
- Mindy McCollow – Physical Education Teacher – HRE (resignation)
- Kristine Miller – DAPE Teacher (MTS) – Dist. (leave of absence)
- Perry Priest - .4 Math Teacher (MTS) – MNCAPS (leave of absence)
- Bridget Stob – Special Education Teacher (Resource) (MTS) – TOMS (leave of absence)
- Susan Tanberg – Physical Education Teacher – HRE (resignation)
- Carol Tombers – Art Teacher (LTS) – GD (leave of absence)
- Kenna West – 5th Grade Teacher – RR (resignation)
- David Wygant – Special Education Teacher (Resource) (MTS) – Bridges ALC

Coaches:

- Kyle Fearing – 9th Grade Boys Basketball Coach (9A) – HS (resignation)
- Zachary Hendrikson – Head Baseball Coach – HS (resignation)
- Kelly Nagle – 9th Grade Girls Soccer Coach – HS (reassignment)
- Melissa Pfeiffer – Girls Cross Country Middle School Coach – HS
- Terry Schaff – B Squad Boys Basketball Coach (10A) – HS (resignation)
- Jill Selchow – Girls MS Swim Coach – TOMS/HOMS (resignation)
- Josh Trifunov – 9th Grade Football Coach – HS (resignation)
- John Weber – Assistant Football Coach – HS (resignation)

Support Staff:

- Sarah Andrews – Kids' Company Student Support – Preschool Childcare– JP (resignation)
- Logan Baumer – Student Support Para (Special Ed) – TOMS (resignation)
- Saijal Bhakta – Human Resources Assistant – DSC (resignation)
- Kathleen Bores – Student Support Para (ECSE) (AM) – EW (new position)
- Kathleen Bores – Student Support Para (ECSE) (PM) – EW (new position)
- Kit Wa Chan – Child Nutrition – JP (reassignment)
- Jessica Cichy – Student Support Para (Special Ed) – HS (new position)
- Adriana de la Cadena Saenz – Testing Facilitator – Dist. (seasonal)
- Jessica Ekker - Student Support Para (Special Ed) – TOMS (resignation)
- Kathy Felch – Testing Facilitator – Dist. (seasonal)
- Katherine Geske – Testing Facilitator – Dist. (seasonal)
- Araceli Greener - Student Support Para (Special Ed) – GD (resignation)
- Hamza Hassan – Cultural Liaison – Somali/East African – Dist. (new position)

- Hodan Hassan – Noon Supervisor – GD (resignation)
- Kelley Johnke-Gerdes – Testing Facilitator – Dist. (seasonal)
- Sydney Johnston – Nature Preschool EC Teaching Assistant – JP (new position)
- Michelle Kieser – ECFE Assistant – EW (new position)
- Carolyn Kiminski – Student Support Para (Special Ed) – TOMS (resignation)
- Sara Knott – Kids' Company Student Support – After School – FH (resignation)
- Matthew Kuchera – Kids' Company Assistant/Noon SP – HRE (new position)
- Teresa Larson – Breakfast Supervisor – RR (resignation)
- Katherine Lewis – Noon Supervisor – FH (resignation)
- Bonnie Marquess – Child Nutrition – RR (resignation)
- Amanda Mason – Student Support Para (Special Ed) – TOMS (resignation)
- Annorah Mathys – Student Support Para (Special Ed) – Dist. (resignation)
- Ashley McCann – Student Support Para (Special Ed) – GD (resignation)
- Melissa Meyer – Student Support Para (Special Ed) – GD (resignation)
- Jean Munson - Testing Facilitator – Dist. (seasonal)
- Nichole O'Keefe – Child Nutrition – HS (resignation)
- Kristina Oltvedt – Kids' Company Student Support Para (Special Ed) – Dist.
- Chloe Perez – Student Support Para (Special Ed) – JP (resignation)
- Ismael Robles Vazquez – Student Support Para (Special Ed) – LODL (resignation)
- Jessica Schell – Lunchroom Supervisor – HOMMS (resignation)
- Eileen Schintgen – Lunchroom/Noon Supervisor – LODL (new position)
- Nicole Shaner – Testing Facilitator – Dist. (seasonal)
- Elisa Sheild – Student Support Para (Special Ed) – JP (resignation)
- Krystyna Soloviova – Kids' Company Assistant – LODL (resignation)
- Sherry Sorenson – Child Nutrition Assistant – WW (resignation)
- Kelley Stiele – Student Support Para (Special Ed) – EW (new position)
- Angela Stier – Child Nutrition – FH (reassignment)
- Alejandra Tapia – Child Nutrition – HS (reassignment)
- Lila Wallin – Kids' Company Student Support – Preschool Childcare – JP (resignation)
- Maiya Warner – Kids' Company Student Support – After School Program – GD (resignation)
- Ruby Watkins – Custodian (MTS) – TOMS (leave of absence)
- Joni Wendt – Custodian – Night Lead – TOMS (resignation)
- Hannah Wiggins - Testing Facilitator – Dist. (seasonal)
- Colette Williams - Testing Facilitator – Dist. (seasonal)
- Nicholas Willmert – Media Support Specialist – HOMMS (resignation)
- Eva Wolner – Student Support Para (Special Ed) - RR (resignation)

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

- Emily Archer - Speech Language Pathologist - Dist. (effective immediately)
- Sarah Arriaza - Spanish Teacher - TOMS (effective immediately)
- Lilia Borge - Child Nutrition Helper - HS (effective August 14, 2023)
- Molly Davison - Special Ed Para - WW (effective August 23, 2023)
- Araceli Greener - Kids' Company Assistant / Noon SP - LODL (effective August 28, 2023)
- Julia Guenther - Special Ed Para - TOMS (effective August 28, 2023)
- Stacey Hadley - Child Nutrition helper - TOMS (effective August 3, 2023)
- Gina Hendrickson - ECSE Para - EW (effective August 24, 2023)
- Teresa Hines - Child Nutrition Helper - HOMMS (effective August 24, 2023)
- Nicholas Hjerpe - Special Ed Para - HS (effective August 16, 2023)
- Mark Hunter - Campus Supervisor - TOMS (effective September 1, 2023)
- Janna Johnson - Human Resources Assistant - DSC (effective September 15, 2023)
- Oksana Kischun - Child Nutrition Helper - HOMMS (effective August 31, 2023)
- Angie Klugherz - Assistant Gymnastics Coach - HS (effective immediately)
- Elizabeth Leighton - 4th Grade Teacher - HRE (effective August 22, 2023)

- Sarah Little - Kids' Company Assistant - EW (effective August 23, 2023)
- Alyssa Noreen - Administrative Asst. - Student Support Services - RR/LODL (effective September 18, 2023)
- Cindy Petersen - Child Nutrition - WW (effective August 15, 2023)
- Scott Richardson - MS Track & Field Coach - TOMS/HOMS (effective immediately)
- Ismael Robles Vazquez - Custodian - HS (effective September 5, 2023)
- Brady Salay - Physical Education - HRE (effective immediately)
- Genevieve Schave - ECFE Assistant - Nature Preschool - JP (effective August 31, 2023)
- Jusytne Smith - Kids' Company Assistant - GD (effective August 22, 2023)
- Shawn Sollie - Media Specialist - HOMS (effective August 25, 2023)
- Josie Sommers - MS Swim Coach - TOMS/HOMS (effective immediately)
- Bridget Vogel - Science Teacher - HS (effective immediately)
- Laura Walswick - Special Ed Para - JP (effective August 15, 2023)
- Jennifer Wheeler - Special Ed Para - TOMS (effective August 15, 2023)
- Maria Willrett - Special Ed Para - JP (effective August 16, 2023)
- Christina Wirtz - Administrative Asst. - Laker Online - ALC (effective August 30, 2023)

3. Leaves of absence as follows:

- Ricky Benitez - Custodian - RR (medical leave - September 7 to October 6, 2023)
- Paul Brey - Noon Supervisor - RR (medical leave - September 7 to October 1, 2023)
- Bezabh Farris - Custodian - ROMS (personal leave - September 1 to October 22, 2023)
- Candice Jenkins - Special Ed Teacher - Bridges ALC (medical leave - August 30 to October 2, 2023)
- MacKenzie Madsen - English Teacher - HS (maternity leave - January 1 to March 25, 2024)

Motion carried: 7 – 0

Member Olstad introduced the following resolution and moved its adoption:

RESOLUTION FOR ACCEPTANCE OF GIFTS

The motion for adoption of the foregoing resolution was duly seconded by Member Atkinson, and upon vote being taken thereon, the following voted in favor thereof: Atkinson, Bernick, Bullyan, Crosby, Frantz, Olstad, Velázquez

The following voted against the same: none

The foregoing resolution was approved this 11th day of September 2023.

(full resolution on file at the district office)

LAKER PRIDE | SPECIAL RECOGNITION | LAKER SHOWCASE

- We honored members of the Shakopee Mdewakanton Sioux Community for their generous donation of 15 Automatic Emergency Defibrillators (AED's) to the district.

Executive Director of Administrative Services Herman presented an additional 2023-24 educational support staffing request.

A motion was made by Enrique Velázquez, seconded by Jessica Olstad, to approve the following additional staffing:

- Communication Administrative Assistant Support (.5) - DSC

Voting in favor: Bernick, Bullyan, Crosby, Frantz, Olstad, Velázquez

Voting against: Atkinson

Motion carried: 6 - 1

Executive Director of Administrative Services Herman presented a Memorandum of Understanding.

A motion was made by Amy Bullyan, seconded by Julie Bernick, to approve the following MOU:

- Memorandum of Understanding – Superintendent PTO Accrual Mechanism

Motion carried: 7 - 0

Executive Director of Business Services Fredrickson presented the purchase orders exceeding \$25,000 that was removed from the consent agenda earlier in the meeting.

A motion was made by Julie Bernick, seconded by Mary Frantz, to approve the following purchase orders:

- Klamm Mechanical - \$32,500
- Illuminate Education - \$63,016
- Illuminate Education - \$20,880
- BrainPop - \$27,349

A subsidiary motion was made by Amy Bullyan, seconded by Lisa Atkinson, to amend the group purchase order approval and to pull out the purchase order in question.

The subsidiary motion carried.

A motion was made by Lisa Atkinson, seconded by Amy Bullyan to approve the following purchase orders:

- Klamm Mechanical - \$32,500
- Illuminate Education - \$63,016
- Illuminate Education - \$20,880

Motion carried: 7 – 0

A motion was made by Julie Bernick, seconded by Enrique Velázquez, to approve the following purchase order:

- BrainPop - \$27,349

Voting in favor: Bernick, Crosby, Frantz, Olstad, Velázquez

Voting against: Atkinson, Bullyan

Motion carried: 5 – 2

Activities Director Marshall presented an activity fee proposal.

A motion was made by Lisa Atkinson, seconded by Amy Bullyan, to approve the activity fee proposal as presented.

Motion carried: 7 – 0

Executive Director of Business Services Fredrickson presented an update on the 2023-24 levy certification. This was a report only. No board action was requested.

(The preliminary levy approval will take place at the September 25, 2023 board meeting)

Executive Director of Business Services Fredrickson presented a 2022-23 audit update. This was a report only. No board action was requested.

Board Chair Crosby read the annual resolution (Columbus Day/Indigenous People's Day). This resolution is approved annually so that we can conduct business on Columbus Day/Indigenous People's Day, October 9, 2023.

A motion was made by Mary Frantz, seconded by Enrique Velázquez, to approve the resolution, as presented.

Motion carried: 7 – 0

Full resolution on file at the district office.

Board Chair Crosby and Superintendent Thomas presented the superintendent evaluation process for approval. This process has been reviewed at a board study session.

A motion was made by Julie Bernick, seconded by Mary Frantz, to approve the process as presented.

Motion carried: 7 – 0

Board Vice-Chair Frantz read a proclamation recognizing IT Professionals Appreciation Week September 18-22, 2023. Director of Technology Milazzo spoke in appreciation of our IT Professionals.

Board Chair Crosby announced the board study session in October has been changed. The study session will now be held on Monday, October 30, 2023 at the District Services Center at 6:00 p.m.

POLICY

There were no first or second reading of policies at this meeting.

The following board policies have been presented for many readings prior to approval:

Policy 203: Board Operating Norms

Policy 209: Code of Ethics

A motion was made by Amy Bullyan, seconded by Jessica Olstad, to approve Policy 203: Board Operating Norms, as presented.

A subsidiary motion was made by Lisa Atkinson to rescind this policy. No second was made. This motion failed.

Voting in favor of approving Policy 203: Bernick, Bullyan, Crosby, Frantz, Olstad, Velázquez

Voting against: Atkinson

Motion carried: 6 – 1

A motion was made by Jessica Olstad, seconded by Mary Frantz to approve Policy 209: Code of Ethics, as presented.

Voting in favor: Bernick, Bullyan, Crosby, Frantz, Olstad, Velázquez

Voting against: Atkinson

Motion carried: 6 – 1

REPORTS

Superintendent's Report

Superintendent Thomas reported on the following:

- Successful launch of back to school and the first day of preschool.
- Lunch schedule change at the high school and despite comments on social media, there is ample time and seating available. Consider volunteering to serve lunch in our schools, especially the high school.
- We expect our students to arrive at school prepared for professional learning and to adhere to our dress code expectations. This is non-negotiable.
- Partnership with Live More, Screen Less at the middle schools.
- State of the District is set for October 10, 2023 at the DSC.
- Comprehensive communication to our families and community regarding SRO's will be sent out this week.

Administrative Reports

Director of Operational Services Dellwo reported on capital improvement projects as follows:

- Fish Point Road and our parking lot upgrades in collaboration with the City of Prior Lake.
- Pool filtration system

Executive Director of Administrative Services Herman reported on staff comprehensive training modules that were developed this summer. Departments collaborated and created a safety and security slide deck to "train the trainer" so that principals were able to ensure all staff could be updated and trained on our district safety & security programs.

The number of new hires for this school year were unprecedented and we are still hiring some support positions. We are in a significantly better spot than this time last year.

Executive Director of Academic Services Edwards thanked the board for the investment of deans for this school year. We are already experiencing the dividends. The deans and bus drivers met last week and are collaborating on creating training protocols for bus drivers with recommended techniques to be used on the buses to meet the needs of all students.

Edwards also reported on Constitution Day/Week activities in our schools:

- Elementary Schools
For a number of years, through responsive classroom, each classroom reviews the Constitution and sets up their own Constitution at the classroom level, including signing of the document.
- Middle Schools
Each building will incorporate additional information including a weekly pledge acknowledging the importance and significance of the Constitution along with additional curricular content.
- High School
Planning acknowledgement of the importance and significance of the Constitution and its impact on all of us as citizens of the United States. The topic is also a key conversation piece in our social studies classrooms.

Board Reports

- Director Atkinson reported on adding two additional members to our Teaching and Learning Advisory Committee. The first meeting is October 9, 2023 at 4:00 p.m.
- Vice-Chair Frantz reported on the first Policy Committee meeting. The policies that were reviewed will be a second read at the upcoming October 12, 2023 Policy Committee meeting. MNCAPS is seeking volunteers to help in mock interviews with students.
- Chair Crosby reported on the board development session held in July with Studer facilitating. The outcomes were to focus on the following two standards:
 1. Conduct & Ethics
 2. Advocacy and CommunicationsCrosby also attended an AMSD meeting with a Morris Leatherman presentation on demographics.
- Director Olstad announced that the Equity & Inclusion Advisory Committee is looking for applicants.

A motion was made by Amy Bullyan, seconded by Julie Bernick, to adjourn.

Motion carried: 7 – 0

Meeting adjourned at 8:22 p.m.

Mary Frantz, Board Vice-Chair/Clerk
Independent School District 719
4540 Tower Street SE
Prior Lake, MN 55372

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