



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 Ruelle, in the board room at the District Services Center on August 24, 2015 at 7:00 p.m.

Chair Ruelle led the Pledge of Allegiance.

Board Members Present: Enger, Hanson, Rittenour, Ruelle, White, Wolf

Board Members Absent: Vice Chair Sorensen

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

A motion was made by Dan White, seconded by Chad Rittenour, to approve the agenda.

Motion carried: 6 – 0

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

a. School board minutes as follows:

- Joint board meeting with the City of Savage – August 10, 2015
- Regular board meeting – August 10, 2015

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

1. Michael Atanasio - Food Service Helper - HS (resignation)
2. Jamie Banken - Reading Interventionist - FH (effective immediately)
3. Ida Clark - Kids' Company Assistant - RR (reduction of hours)
4. Renee Clark - Kids' Company Assistant - GD (effective immediately)
5. Anne Dauer - Media Specialist - FH/GW (reduction .04 FTE)
6. Jenna Engler - B Squad Volleyball Coach - HS (effective immediately)
7. Angie Erickson - Special Needs Nurse - WW (effective June 11, 2015)
8. Tracy Ford - Student Support Para (Special Ed) - RR (effective June 11, 2015)
9. Roberta Harper - Kids' Company Assistant - RR (reduction of 2 hours/day)
10. Heidi Johnson - Food Services (PT) - HO (effective June 11, 2015)
11. Cherice Kirk - Food Services - WW (effective June 11, 2015)
12. Lindsey Kreye - Student Support Para (Special Ed) - GW (effective June 11, 2015)
13. Emily Kufrin - Student Support Para (Special Ed) - FH (effective June 11, 2015)
14. Lindsey Melville - Kids' Company Assistant - GD (effective August 21, 2015)
15. Ashley Mohr - 2nd Grade Teacher (MTS) - RR (effective immediately)
16. Yevgenya Okhman - Russian Cultural Liaison - District (reduction of 1 hr/day)
17. James Pierce - Food Services (PT) - RR (effective June 17, 2015)
18. Barbara Prettyman - Student Support Para (Special Ed) - HS (effective June 11, 2015)
19. Monique Rupp - Noon Supervisor - WW (effective June 11, 2015)
20. Monique Rupp - Choir Director - WW (effective immediately)
21. Patricia Sargent - School Psychologist - Dist. (effective immediately)
22. Roberta Schult - ECFE Assistant - EW (effective June 11, 2015)
23. Jane Connelly Smith - Food Services (PT) - JP (effective June 11, 2015)
24. Tuyen Stephany - Noon Supervisor - WW (effective June 11, 2015)
25. Jennifer Thomas - Student Support Para (Special Ed) - GD (reduction of hours)
26. Jeff Wright - Student Support Para (Special Ed) - HS (effective June 11, 2015)

Motion carried: 6 - 0

Member Rittenour 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 White, and upon vote being taken thereon, the following voted in favor thereof: Enger, Hanson, Rittenour, Ruelle, White, Wolf
the following voted against the same: none

The foregoing resolution was approved this 24th day of August 2015.

LAKER PRIDE * SPECIAL RECOGNITION * LAKER SHOWCASE

(no group to recognize this evening)

Board Chair Ruelle 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 there were none

Executive Director of Human Resources Mons presented candidates for employment.

A motion was made by Dan White, seconded by Melissa Enger, to approve the candidates for employment as follows:

Certified:

- Sara Anderson – Elementary Art Teacher (.06 FTE) – District (new position)
- Rebecca Bilbro – German Teacher (.6 FTE) (LTS) – HS (new position/leave of absence)
- Andrea Budahl – School Readiness Circle of Friends Preschool Teacher – EW (new position-pending)
- Elizabeth Herzog – Special Education Evaluation Teacher – District (reassignment)
- Kevin Humbert – Elementary Physical Education Teacher – District (new position)
- Erin Gleason-Nordstrom – Elementary Music Teacher – District (new position)
- Delores Johnson – 2nd Grade Teacher (MTS) – WW (leave of absence)
- Meghan Johnson – French Teacher – HS (new position)
- Ashley Mohr – Elementary Teacher – WW (new position)
- Jessica Randol – 2nd Grade Teacher (MTS) – JP (leave of absence)
- Alexius Serefeas – English Teacher – ALC (reassignment)
- Amanda Sterna – Circle of Friends Preschool Teacher – EW (new position-pending)
- Andrea Thoraldson – School Readiness Circle of Friends Preschool Teacher – EW (new position-pending)
- Rebecca Worrell – School Readiness Circle of Friends Preschool Teacher – EW (new position-pending)

Coach/Advisors:

- Leah Bulver – B Squad Volleyball Coach – HS (resignation)

Educational Support:

- Renee Clark – Kids' Company Assistant – WW (resignation)
- Heidi Johnson – Student Support Para (Special Ed-CID) – GW (resignation)
- Amanda Juul – Youth Program Assistant (WAVE) – HO/TO (resignation)
- Lisa Kostik – Kids' Company Assistant – GD (resignation)
- Katherine (Katie) Lichtenberger – Student Support Para (Special Ed-CID) – GW (resignation)
- Ian Lundquist – Kids' Company Student Support – JP (resignation)
- Monique Rupp – Student Support Para (Special Ed-Setting II) – WW (resignation)
- Lauren Tackett – Kids' Company Assistant – FH/RR (resignation)
- Melanie Willett – Kids' Company Assistant – WW (resignation)
- Jennifer Thomas – Student Support Para (Special Ed) – GW (resignation)

Motion carried: 6 - 0

Executive Director of Human Resources Mons presented a district retirement.

A motion was made by Ben Hanson, seconded by Chad Rittenour, to approve, with gratitude for the years of service to the district, the retirement of:

- Linda Grell – Special Education Secretary – HS (13 years of service)

Motion carried: 6 – 0

Executive Director of Human Resources Mons presented a leave of absence.

A motion was made by Dan White, seconded by Ben Hanson, to approve the following leave of absence, as presented:

1. Sally Davis – World Language (Spanish) Teacher – HS (extended leave of absence 2015-16 SY)

Motion carried: 6 - 0

Executive Director of Human Resources Mons presented a certified staffing request for 2015-16.

A motion was made by Rich Wolf, seconded by Ben Hanson, to approve the certified staffing request as follows:

- School Readiness (Pre-School) 1.29 FTE - \$80,625
- Elementary Teacher 1.0 FTE - \$62,500

Motion carried: 6 – 0

Executive Director of Human Resources Mons presented an educational support staffing request for 2015-16.

A motion was made by Dan White, seconded by Melissa Enger, to approve the ESS staffing request as follows:

- Kid's Company Assistants (5) – EW - \$81,500
- Kids' Company Assistants (3) – RR - \$17,687
- Youth Program Assistant – TOMS/HOMS - \$16,000
- Noon Supervisors (3) – EW, RR, GD - \$16,000

Motion carried: 6 – 0

Executive Director of Human Resources Mons presented substitute teacher pay rate comparisons with surrounding districts. PLSAS was on the low end.

A motion was made by Ben Hanson, seconded by Chad Rittenour, to approve the 2015-16 substitute teacher pay rate increase to \$120.00 per day, as presented.

Motion carried: 6 – 0

Executive Director of Human Resources Mons presented new and revised job descriptions.

A motion was made by Dan White, seconded by Rich Wolf, to approve the following job descriptions:

- Custodian – Head (Secondary)
- Digital Learning Specialist
- Director of Communications
- Director of Technology
- Early Childhood Manager
- Elementary Curriculum Specialist - TOSA
- Executive Director of Business Services
- Executive Director of Human Resources
- Secondary Curriculum Specialist - TOSA
- Secretary – Activities (HS)
- Secretary – Food Services Specialist (DSC)
- Secretary – Special Education (Building)
- Secretary – Accounts Payable Specialist (DSC)
- Secretary – Assistant Superintendent
- Secretary – Attendance (HS)
- Secretary – Building (Area Learning Center)
- Secretary – Elementary Building
- Secretary – Career Center (HS)
- Secretary – Facility Scheduler
- Secretary – Community Education Services (DSC)
- Secretary – Community Education Services (Part-Time)
- Secretary – Community Education Services (Receptionist)
- Secretary – ECFE (EW)
- Secretary – ECFE/Screening Assistant
- Secretary – Financial & Attendance (MS)

- Secretary – Guidance & Attendance (MS)
- Secretary – Guidance (HS)
- Secretary – Head (Elementary)
- Secretary – Head (High School)
- Secretary – Head (Middle School)
- Secretary – Kids' Company
- Secretary – MARSS & Student Data Specialist
- Secretary – Purchasing & Fixed Asset Specialist
- Secretary – Q Comp
- Secretary – Special Education 3rd Party Billing
- Secretary – Special Education (DSC)
- Secretary – Student Services
- Secretary – Technology
- Secretary – Transportation & Operations Specialist
- Spanish Immersion Teacher
- Technology Help Desk Technician

Motion carried: 6 – 0

At the board meeting on August 10, 2015, the Innovation Zone was presented and a job description was approved. At that meeting, an agreement to share educational services between Lakeville Area Public Schools and Prior Lake-Savage Area Schools was introduced. Assistant Superintendent Holmberg introduced Melanie Smieja as the new Innovation Zone Coordinator (TOSA).

A motion was made by Melissa Enger, seconded by Chad Rittenour, to approve the agreement for shared educational services, as presented.

Motion carried: 6 – 0

Director of Child Nutrition Services Peterson presented a 2015-16 food service overview. Included in the report was our new logo, Laker Marketplace, and the change in job titles (Child Nutrition). Menus will be provided in Schoology along with a digital menu board at Prior Lake High School. Nutrition information will be available on menus and the website. More farm to school will be promoted and the Lake House Café will open this fall. Elementary breakfast carts will be introduced. This was a report only. No board action was requested.

High School Principal Lund presented the 2015-16 Prior Lake High School handbook.

A motion was made by Dan White, seconded by Chad Rittenour, to approve the changes in the handbook, as presented.

Motion carried: 6 – 0

Executive Director of Business Services Cink and Director of Operations/Transportation Dellwo presented the 10 year long term facility maintenance plan. This plan was presented to MDE on August 14, 2015.

A motion was made by Dan White, seconded by Ben Hanson, to approve the 10 year plan, as presented.

Motion carried: 6 – 0

Executive Director of Business Services Cink updated the board on current enrollment numbers for 2015-16. We currently are 18 elementary students, 42 middle school students and 80 high school students over the budgeted number. This was an update only. No board action was requested.

Assistant Superintendent Holmberg presented a District Management Council (DMC) study update. This was a report only. No board action was requested.

Assistant Superintendent Holmberg presented a timeline and committee roster for the reconvening of the Demographic Review Committee. The first meeting will take place on September 23, 2015.

A motion was made by Ben Hanson, seconded by Dan White, to approve the Demographic Review Committee roster and timeline, as presented.

Motion carried: 6 - 0

Chair Ruelle requested that the board review the three year board governance goals. Review and discussion will take place at the study session on September 28, 2015 with board approval on October 12, 2015.

Executive Director of Business Services Cink requested board approval to set levy hearing dates and the truth in taxation hearing for 2015 payable 2016 levy to be held at the board regular meeting on December 14, 2015.

A motion was made by Melissa Enger, seconded by Dan White, to hold the truth in taxation hearing on December 14, 2015 as requested.

Motion carried: 6 - 0

REPORTS

Superintendent's Report

Superintendent Staloch reported on:

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

- 55 new teachers were introduced at the new teacher workshop. The Prior Lake Rotary Club will be hosting the teachers for breakfast and the Prior Lake Lions Club will be hosting a lunch.
- District kindergarten teachers met new students for assessments.
- Parents of Gr. 1-5 students will be receiving assessment assignments.
- Jeff Holmberg and Dave Lund attended a roundtable discussion regarding a partnership with Hennepin Technical College.
- High school rankings were published in Newsweek. 500 high schools were recognized nationwide. Prior Lake High School came in at 463 with 16,000 schools considered.
- We will be partnering with the bus owners and run a public service ad in the September 5th editions of the American & Pacer. The ad will address basic safety information.
- We continue to welcome new and returning staff members and families.

Administrative Reports

- Executive Director of Human Resources Mons reported that the HR department will be transitioning from current data sheets to a more streamlined format. The board will be able to view most recent education and last place of employment. You will see the change in October.
- Assistant Superintendent Holmberg reported on the iPad roll out for Gr. 8-11 students. Over 2070 iPads were distributed. At the middle school level, 601 were deployed with 80 still to be distributed. At the high school (2568 students) 400 still will be distributed. A big thank you to the following: Corey Soukup, Kris Szajner, Amanda Fay, Ben Tressel, Jessica McMahan, Dave Lund, Joe Kuboushek and parent/student volunteers.
- Assistant Superintendent Holmberg mentioned fall workshop plans for next week. All teachers return on Monday with Thursday being set aside for the all district welcome & breakfast. Our keynote speaker will be Dr. Scott McLeod (digital learning national presenter).
- Executive Director of Business Services Cink noted that the audit has been completed. The preliminary presentation will take place at the September work session with the final presentation at the October board meeting.

Board Reports

- Director Wolf attended a SouthWest Metro meeting. We will have some policy changes due to recent state legislation and will need to address medical marijuana and schools.
- Director Enger attended a transportation committee meeting. We are set for back to school!

A motion was made by Dan White, seconded by Ben Hanson, to close the meeting.
Motion carried: 6 – 0

At this time, the board closed the meeting in accordance with the Open Meeting Law (MN. Statute 13D.03) for the purpose of discussing negotiation strategy.

Meeting closed at 8:22 p.m.

A motion was made by Dan White, seconded by Ben Hanson, to open the meeting.
Motion carried: 6 - 0

Meeting opened at 8:37 p.m.

A motion was made by Dan White, seconded by Ben Hanson, to adjourn.
Motion carried: 6 – 0

Meeting adjourned at 8:38 p.m.

Dan White, Clerk/Treasurer
Independent School District 719
4540 Tower Street SE
Prior Lake, MN 55372

DW/mw