



# 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 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 was one citizen that filled out the form and was given the opportunity to speak.

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 December 12, 2016 at 7:09 p.m.

Chair Ruelle led the Pledge of Allegiance.

Board Members Present: Enger, Hanson, Rittenour, Ruelle, Sorensen, White, Wolf, Student Rep Drewes

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

Vice Chair Sorensen requested that New Business Item D be moved to Item B.

A motion was made by Ben Hanson, seconded by Melissa Enger, to approve the agenda, as amended.

Motion carried: 7 – 0

Executive Director of Business Services Cink reviewed the proposed 2016 payable 2017 levy certification. Cink reported that the proposed increase was 2.86%.

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 Dan White, seconded by Chad Rittenour, to approve the consent agenda, as follows:

- a. Check/wire transfer disbursement summary
- b. Bank reconciliation statements for September 2016 and October 2016
- c. School board minutes as follows:
  - November 14, 2016 – Canvass of Election Results
  - November 14, 2016 – Regular Board Meeting
  - November 28, 2016 – Board Work Session
- d. Resignations, terminations and non-renewals, as follows:
  1. Tami Baldzicki - Building Sub - RR/GD (effective November 22, 2016)
  2. Lisa Bradley - Kids' Company Assistant - GW (effective December 2, 2016)
  3. Kristine Brown - Child Nutrition Assistant (PT) - HO (effective December 21, 2016)
  4. Jessica Dirksen - Kids' Company Assistant - GW (effective November 8, 2016)
  5. Beth Fuller - 9A Girls Soccer Coach - HS (effective immediately)
  6. Ann Johnson - B Squad Girls & Boys Tennis Coach - HS (effective immediately)
  7. Josenda Lytle - Building Secretary - FH (effective January 11, 2017)
  8. Linda Milbrandt - Kids' Company Assistant - GD (effective November 18, 2016)
  9. Lisa Strand - Child Nutrition Helper - WW (effective November 15, 2016)
  10. Heidi Urquhart - Secretary (9 mo) - HS (effective December 2, 2016)
  11. Jamie Wiedemann - Student Support Para (Special Ed) (Breakfast) - GD (effective November 30, 2016)
- e. 2017 Organizational Chart

Motion carried: 7 – 0

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

The foregoing resolution was approved this 12<sup>th</sup> day of December 2016.

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

- *Representatives from Shakopee Mdewakanton Sioux Community (SMSC) presented a \$125,000 grant to PLSAS.*
- *Representatives from the Chase's Warrior Foundation presented a check in the amount of \$10,000 to be used in the Special Education Department (Chris & Lisa Lykken, Jeremy & Anita Drentlaw, Brian & Amy Hennen, Dan & Lana Stein)*
- *Farewell to Board Members Dan White and Chad Rittenour with appreciation for their commitment to education.*

Executive Director of Human Resources Mons presented candidates for employment.

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

Certified

- Kathy Bores – Reading Intervention Teacher (.4 FTE) (LTS)–GD (reassignment)
- Karri Bowser – Reading Intervention Teacher (.2 FTE) (LTS) – Dist. (reassignment)
- Jenece Diedrich – Licensed School Nurse (.5 FTE) – Dist. (resignation)
- Jill McDermott – Spanish Teacher (MTS) – HS (leave of absence)

Coaches:

- Laura Astrup – Assistant Dance Coach – HS (new position)
- Sarah Berres – Assistant Dance Coach (.5 FTE) – HS (new position)
- Maurice Hodges – B Squad Boys Basketball Coach – HS (resignation)
- Jessica Huss – Assistant Dance Coach (.5 FTE) – HS (new position)
- Mary LeVoir – Assistant Dance Coach (.5 FTE) – HS (new position)

Educational Support Staff:

- Lynn Callahan – Child Nutrition Assistant Helper – TO (resignation)
- Penny Lawrence – Child Nutrition Assistant Helper – WW (resignation)
- Giuliana Espinoza Lozano – Kids' Company Assistant – EW (new position)
- Jennifer Preston – Child Nutrition Assistant Helper – WW (new position)
- Andrea Sullivan – Child Nutrition Assistant (PT) – GW (resignation)
- Nicole Thomas – Student Support Para (Special Ed) – HO (new position)
- Scott Tyrrell – Student Support Para (Special Ed) (MTS) – GW (reassignment)
- Spencer Wallace – Wave Program Assistant – HO (new position)

Motion carried: 7 – 0

Executive Director of Human Resources Mons presented leaves of absence.

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

1. Meghan Blomquist – 2<sup>nd</sup> Grade Teacher – JP (.625 medical leave – January 3-June 9, 2017)
2. Jacqueline Jordan – Head Building Secretary – HS (medical leave – January 3-March 1, 2017)
3. Courtney Torrent – Spanish Teacher - HS (medical leave – November 28-December 21, 2016)

Motion carried: 7 – 0

Executive Director of Human Resources Mons presented revised job descriptions.

A motion was made by Dan White, seconded by Ben Hanson, to approve the following revised job descriptions:

- Administrative Assistant – Assistant Superintendent
- Communications and Social Media Specialist

Motion carried: 7 – 0

Executive Director of Human Resources Mons presented additional licensed staffing.

A motion was made by Rich Wolf, seconded by Todd Sorensen, to approve the following licensed staffing for 2016-17:

- ECSE Teacher (.5) – EW = \$31,250

Motion carried: 7 – 0

Executive Director of Human Resources Mons presented additional educational support staffing.

A motion was made by Chad Rittenour, seconded by Dan White, to approve the following ESS staffing for 2016-17:

- SPED Student Support Paraprofessional (6.5 hours/day) – GW = \$21,200
- SPED Student Support Paraprofessional (6.0 hours/day) – RR = \$18,400
- SPED Student Support Paraprofessional (2 hours/day) – JP - \$6,200
- SPED Student Support Paraprofessional (2 hours/day) – EW = \$6,200

Motion carried: 7 - 0

Assistant Superintendent Holmberg presented administrative recommendations for short term facility options for 2017-18 at previous study sessions. Board action was requested on the recommendations.

Board Chair Ruelle made a motion to accept and expand the recommendations presented to include:

- a. Limit open enrollment to 1% at grade levels K-12 for 2017-18 and limit open enrollment to 1% at grade levels K-12 for 2016-17.
- b. Limit new in-district transfer requests for the 2017-18 school year, excluding special programs rationale offered in the district (SAGE, LODL, SPED).
- c. Revert school attendance boundary of Providence neighborhood back from Jeffers Pond Elementary to Glendale Elementary
- d. Move 2 pre-kindergarten classrooms (1/2 day 5 days/week) to Glendale Elementary to open 2 classrooms for 3<sup>rd</sup> grade at La ola del lago at Edgewood School.
- e. Continue to expand MNCAPS program for Year 2 of Healthcare and Business Pathways.

Motion seconded by Chad Rittenour.

A motion by Rich Wolf to amend the above motion to accept 50 students at the K level for 2017-18. The motion was seconded by Ben Hanson.

Voting in favor: Hanson, Wolf

Voting against: Enger, Rittenour, Ruelle, Sorensen, White

Motion failed: 2 – 5

A motion to recess by Stacey Ruelle, seconded by Rich Wolf.

Motion carried: 7 – 0

Meeting recessed at 7:58 p.m.

A motion by Todd Sorensen to open the meeting, seconded by Dan White.

Motion carried: 7 – 0

Meeting re-opened at 8:04 p.m.

Member Rittenour 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;

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

- Limit open enrollment at grades K-12 for 2016-17 to 1% of the total enrollment at each grade level in the district effective immediately.
- Limit open enrollment at grades K-12 for 2017-18 to 1% of the total enrollment at each grade level in the district.

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

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

Information was requested at the November 28, 2016 study session regarding portable costs and a media center option at Redtail Ridge Elementary.

Assistant Superintendent Holmberg, Executive Director of Business Services Cink and Director of Operations Dellwo presented the financial estimate and planning components for the use of portable classrooms. The board decided to postpone the discussion until a later date. Operations will be working in the media center at Redtail Ridge over winter break to allow for additional space.

Assistant Superintendent Holmberg presented course proposals for Prior Lake High School for the school year 2017-18.

A motion was made by Chad Rittenour, seconded by Melissa Enger, to approve the PLHS course proposals for 2017-18, as presented.

Motion carried: 7 – 0

MNCAPS Coordinator Smieja presented course proposals for MNCAPS for the school year 2017-18.

A motion was made by Chad Rittenour, seconded by Melissa Enger, to approve the MNCAPS course proposals for 2017-18, as presented.

Motion carried: 7 – 0

Hazel Reinhardt, demographer, presented demographic study results. This was a report only. No board action was requested.

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 Rich Wolf, seconded by Dan White, to adopt 2016 payable 2017 final levy certification at a 2.86% increase, as presented.

Motion carried: 7 – 0

Executive Director of Business Services Cink presented the final 2016-17 budget.

A motion was made by Todd Sorensen, seconded by Chad Rittenour, to approve the final 2016-17 budget, as presented.

Motion carried: 7 – 0

#### POLICY

- Series 400 policies will be brought in draft form to the board in January.

#### 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.*

- The Facilities Task Force and Design Team recently held a joint kick-off meeting last week with TeamWorks facilitating. The guiding change document was introduced and key topics were agreed upon. The next meeting will be held December 20<sup>th</sup> with group members receiving data books and listening to presentations.
- As part of the community engagement process, a second superintendent focus group meeting for 2016-17 will take place this Friday with retirees in attendance.
- The second annual MNCAPS student/parent information night will be held at Prior Lake High School on January 4<sup>th</sup> at 6:30 pm.

##### Administrative Reports

None

##### Board Reports

- Director Wolf attended a MSBA's Delegate Convention where an amended legislative resolution was passed. MSBA uses the resolution for lobbying points.
- Director Enger attended the Robotics Competition on November 19<sup>th</sup> and the SEE General Meeting with topics discussed including equalization funding and AMSD's 2017 legislative platform.
- Student Council Rep Drewes reported on the Executive Committee continuing to meet with high school administration, the addition of another serving line, additional WIFI and a high school day of service.

A motion was made by Dan White, seconded by Chad Rittenour, to adjourn.

Motion carried: 7 – 0

Meeting adjourned at 9:38 p.m.

Dan White, Clerk/Treasurer  
Independent School District 719  
4540 Tower Street SE  
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DW/mw