



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, in the board room at the District Services Center on December 9, 2019 at 7:00 p.m.

Chair Shimek led the Pledge of Allegiance.

Per board policy 203, Board Chair Shimek 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 no one spoke during the open forum.

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

Board Members Absent: None

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

A motion was made by Jonathan Drewes, seconded by Stacey Ruelle, to approve the agenda.

Motion carried: 7 – 0

Executive Director of Business Services Cink reviewed the proposed 2019 payable 2020 levy certification. Cink reported that the proposed increase was 1.24%.

The board opened the meeting up to questions and comments regarding the district's budget and general comments about the district. One resident addressed the board. The levy was set later in this meeting.

Peter Leatherman, representing the Morris Leatherman Company, presented community survey results to the board in detail at the study session earlier in the evening. The summarized results were presented at this meeting. This was a report only. No board action was requested.

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

A. Financial Items:

1. Check/wire transfer disbursement summary for October and November 2019
2. Wire transfer, EFT, ACH banking activity for October and November 2019
3. Bank reconciliation statement for October 2019
4. Building bond investment reports for October and November 2019
5. Monthly wire detail for October and November 2019
6. Monthly health/dental wire detail for October and November 2019
7. Monthly check detail for October and November 2019
8. Monthly ACH detail for October and November 2019

B. Approval of school board minutes as follows:

- Regular board meeting – November 4, 2019
- Board study session – November 18, 2019
- Special board meeting – November 26, 2019

C. Personnel Items:

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

1. Eileen Darnell - Special Ed Para - RR (effective November 26, 2019)
2. Victoria Gunnufson - Special Ed Para - HS (effective November 25, 2019)
3. Nathan Gutshall - Assistant Boys Soccer Coach - HS (effective immediately)
4. Ross Jungers - Custodian - RR (effective December 2, 2019)
5. Stephen Klugherz - Assistant Boys Swim Coach (Dive) - HS (effective immediately)
6. Anna Martin - Boys Volleyball Coach - HS (effective immediately)
7. Andrea Murphy - District Accountant - DSC (effective December 2, 2019)
8. Ann Nielsen - Special Ed Para - RR (effective November 26, 2019)
9. Lynda Noterman - Special Ed Building Secretary - HO (effective November 22, 2019)
10. Jodie Peter - Special Education Teacher (MTS) - RR (effective immediately)
11. Michelle Seifert - District Controller - DSC (effective November 22, 2019)
12. Sara Theisen - Breakfast Supervisor - RR (effective November 6, 2019)
13. Vanessa VanVorst - Kids' Company Assistant - GD/GW (effective October 24, 2019)

2. District Retirements

- Manual Chaves – Elementary Head Custodian – GW (effective January 3, 2020) with 15 years of service to our district

3. Candidates for Employment:

Certified:

- Cynthia Bjornstad - 3rd Grade Spanish Immersion Teacher (MTS) - EW (leave of absence)
- Kylee Erickson - Grade 6-8 Spanish Teacher (.3 FTE) - HO (resignation)
- Kathy Felch - 2nd Grade Teacher (MTS) - JP (leave of absence)
- Mary Heim - Special Education Evaluation Teacher (MTS) - Dist. (leave of absence)
- Douglas Revsbeck - Guidance Counselor (.5 FTE) - Bridges ALC (resignation)
- Lisa Swope - Grade 6-8 Spanish Teacher (.3 FTE) - HO (resignation)

Coaching Staff:

- Gunner Charbonneau - MS Wrestling Coach - TO/HO (reassignment)
- Kelli Clostermery - Assistant Cheer Coach (JV) - HS (resignation)
- Emily Lueck - Assistant Speech Coach (half-time) - HS (resignation)
- Kayla Muinde - Spotter Cheer Coach - HS (resignation)
- Kelly Nagle - LIVE Advisor (half-time) - HS (resignation)
- Emily Nelson - LIVE Advisor (half-time) - HS (resignation)
- Emily Nelson - Assistant Speech Coach (half-time) - HS (resignation)
- Drew Pottinger - 9th Grade Boys Basketball Coach (9B) - HS (reassignment)
- Riley Shook - B Squad Cheer Coach - HS (reassignment)

Educational Support Staff:

- Melissa Benson - Special Education Para (Setting I-II) - RR (resignation)
- Kari Keimig - Child Nutrition Assistant Site Manager - WW/EW (resignation)
- Madeline Kepner - Kids' Company Assistant - Dist. (resignation)
- Kristopher Kohles - Special Education Para (Setting III-CID Program) - HS (resignation)
- Joel McColl - Emergency Plans Coordinator - DSC (new position)
- Andrea Murphy - Controller - DSC (resignation)
- Mary Nagarajan - Special Education Secretary - HO (resignation)
- Nichole O'Keefe - Child Nutrition Assistant (part-time) - RR (resignation)
- Elizabeth Sadlack - Child Nutrition Assistant Helper - HO (resignation)
- Katherine Sandin - Special Education Para (Setting III-CID Program) - HS (resignation)

4. Leaves of Absences:

- Kelly Adrian - 1st Grade Teacher - GW (family leave extension - August 26, 2019 - January 1, 2020)
- Candi Clausen - School Social Worker - FH (intermittent family leave - November 27, 2019 - May 29, 2020)
- Jennifer Heilman - Kindergarten Teacher - GD (maternity leave - April 6 - June 5, 2020)
- Rachel Higgins - Dean of Students - EW (.2 family leave - October 21, 2019 - March 20, 2020)
- Sarah Huffman - Secondary Curriculum Specialist - DSC (medical leave - September 13, 2019 - March 31, 2020)
- Melissa McFadden - Synergy Teacher - HO (maternity/medical leave - October 8 - December 10, 2019)
- Kenneth Schulze - Computer Lab Support Person - HS (partial personal leave (3 hrs/day) October 24, 2019 - May 28, 2020)

Motion carried: 7 – 0

Member Enger 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 9th day of December 2019.

LAKER PRIDE * SPECIAL RECOGNITION * LAKER SHOWCASE

- WestWood | SAGE Choir Students performed with the accompaniment of WestWood Elementary teachers on ukuleles.
- MSBA honors Board Members Michael Nelson and Stacey Ruelle for completing all phases of the MSBA Leadership Development program.
- Board Member Stacey Ruelle has been appointed to MSBA's All State School Board. Ruelle will be honored during the MSBA Leadership Conference in January.

Executive Director of Human Resources Quiram presented the 2019-21 collective bargaining agreement with PLSEA. PLSEA has ratified the agreement.

A motion was made by Stacey Ruelle, seconded by Enrique Velázquez, to approve the contract settlement between ISD 719 and PLSEA.

Voting in favor: Drewes, Enger, Nelson, Ruelle, Shimek, Velázquez

Abstaining: Frantz

Motion carried: 6 - 0 - 1

Director of Operations/Transportation Dellwo presented bid recommendations for Grainwood Elementary.

A motion was made by Stacey Ruelle, seconded by Mary Frantz, to approve the following:

- Work Scope 01 – General Construction to CM Construction Company in the amount of \$2,144,000
- Work Scope 02 – Food Service to Stafford-Smith, Inc. in the amount of \$354,103
- Work Scope 03 – Fire Protection to Summit Companies in the amount of \$325,000
- Work Scope 04 – Plumbing & HVAC Piping to Ryan Mechanical in the amount of \$1,214,000
- Work Scope 05 – HVAC Ventilation to SCR in the amount of \$908,000
- Work Scope 08 – Electrical, Communications and Fire Alarm to AJ Moore Electric, Inc. in the amount of \$664,000
- Work Scope 09 – Asphalt Paving to Minnesota Roadways in the amount of \$203,681
- Work Scope 10 – Roofing to Flynn Midwest in the amount of \$276,634

Work Scope 06 – HVAC Controls is under review and will be brought to the board at a later date

Work Scope 07 – Testing, Adjusting & Balancing – Request for quote on the scope is recommended

Work Scope 09 – Asphalt Paving pulled their bid.

Bid Award Total: \$6,089,418.00

Motion carried: 7 – 0

Director of Assessment, Evaluation & District Improvement Goodman presented the World's Best Work Force (WBWF) report. The report was presented at a board study session in September 2019. The District Curriculum Advisory Committee approved the report earlier.

A motion was made by Stacey Ruelle, seconded by Mary Frantz, to approve the WBWF report, as presented.
Motion carried: 7 – 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 Jonathan Drewes, seconded by Michael Nelson, to adopt 2019 payable 2020 final levy certification at a 1.24% increase, as presented.

Motion carried: 7– 0

Executive Director of Business Services Cink presented the final 2019-20 budget for approval.

A motion was made by Jonathan Drewes, seconded by Michael Nelson, to approve the 2019-20 budget with an 11.14% fund balance as per board policy, as presented.

Motion carried: 7 – 0

Assistant Superintendent Holmberg presented the open enrollment recommendation for 2020-21.

Member Ruelle 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 to 100 students in kindergarten for the 2020-21 school year
- Limit open enrollment to 20 new students in each grade level 1-5
- Limit open enrollment to 30 new students in grade levels 6-12 or a cumulative of 90 students at the middle level and 120 students at Prior Lake High School

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

and the following voted against the same: Enger

whereupon said resolution was declared duly passed and adopted.

Assistant Superintendent Holmberg presented a new course proposal for Prior Lake High School. A motion was made by Stacey Ruelle, seconded by Mary Frantz, to approve the following new course proposal, as presented:

- American Sign Language IV

Motion carried: 7 – 0

The PLSAS Legislative Committee presented the 2020 PLSAS Legislative Platform at the November study session.

A motion was made by Stacey Ruelle, seconded by Enrique Velázquez, to approve the Legislative Platform, as presented.

Motion carried: 7 – 0

Board Chair Shimek introduced the annual adoption of a combined polling place resolution.

Board Member Frantz 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

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

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.
(full resolution on file at the district office)

POLICY

Board Chair presented policies for a second and final reading. Board members were in agreement to approve the policies as a group.

A motion was made by Melissa Enger, seconded by Stacey Ruelle, to approve the following policies:

1. Policy 210: Conflict of Interest – School Board Members
2. Policy 214: Out of State Travel by School Board Members

Motion carried: 7 - 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:

- Elementary principals held a kindergarten informational session on November 25, 2019 at Grainwood.
- Bridges Area Learning Center received the Rotary Foundation Certificate of Appreciation.
- Twenty-eight Junior and Senior Business students at Prior Lake High School have been inducted into the PLHS Chapter of the National Business Honor Society.

Administrative Reports

- None

Board Reports

- Director Nelson reported on a Community Education Advisory Council meeting and an upcoming Early Childhood Advisory Council meeting.
- Treasurer Drewes reported on a recent FFLRP meeting focusing on construction, DCAC meeting that was held earlier focusing on social and emotional learning at the middle school level and visiting WestWood on Friday.
- Director Frantz reported on the DCAC also and added the focus of college and career planning, a review of the gifted and talented program, MAP scores and testing scores. Also attended Biztown at Jeffers Pond and mentioned MNCAPS starting their business projects this week.
- Student Council Rep Boelter reported on October's annual trunk/treat with NHS collecting food for the CAP agency, November raised funds for epilepsy through "No Shave November", Student Council's day of planning, making tie blankets and NHS and Student Council caroling and bell ringing for the Salvation Army.

A motion was made by Stacey Ruelle, seconded by Melissa Enger, to adjourn.

Motion carried: 7 – 0

Meeting adjourned at 8:44 p.m.

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

SR/mw