



# 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 July 15, 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.

Roll Call:

Board Members Present: Jonathan Drewes, Michael Nelson, Stacey Ruelle, Lee Shimek, Enrique Velázquez

Board Members Absent: Melissa Enger, Mary Frantz

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

A motion was made by Stacey Ruelle, seconded by Enrique Velázquez, to approve the agenda.

Motion carried: 5 - 0

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

### A. Financial Items:

1. Bank reconciliation statement for May 2019
2. Building bond investment reports as follows:
  - Prior Lake 2018A BPM Report
  - Prior Lake 2018B BPM Report

### B. Approval of school board minutes as follows:

- Board study session – June 3, 2019
- Regular board meeting – June 10, 2019
- Board study session – June 24, 2019

### C. Personnel Items:

1. Resignations, terminations and non-renewals as follows:
  - Kimberly Allen - Child Nutrition Helper - HS (effective June 6, 2019)
  - Cheryl Barnes - Special Education Teacher - HO (effective June 25, 2019)
  - Dan Beech - Assistant Softball Coach - HS (effective immediately)
  - Stephanie Betley - Assistant Dance Coach - HS (effective immediately)
  - Kathy Borchardt - Child Nutrition Helper - HS (effective June 6, 2019)
  - Lindsay Burque - 4th Grade Teacher - JP (effective immediately)
  - Nicole Dickenson - Synchronized Swim Coach (50%) - HS (effective immediately)
  - Matt Haefner - Head Softball Coach - HS (effective immediately)
  - Joey Larsen - Assistant Girls Tennis Coach (50%) - HS (effective immediately)
  - Mark Nissen - 3rd Grade Teacher - RR (effective June 10, 2019)
  - Michael O'Hara - Technology Field Tech - DSC (effective June 30, 2019)

- Stephanie Ozols - Child Nutrition - RR (effective June 6, 2019)
  - Sidney Piras - 9th Grade Girls Soccer Coach - HS (effective immediately)
  - Shan Roehrick - Special Needs Nurse - RR (effective June 7, 2019)
  - Karleen Ruesink - Secretary - DSC (effective TBD)
  - Darlene Schuman - Secretary - DSC (effective TBD)
  - Kelly Tippie - Health Aide (PT) - JP (effective June 6, 2019)
  - Wayne Wells - American Indian Student Support Coordinator - Dist. (effective June 30, 2019)
  - Annie York - Speech Language Pathologist - TO (effective immediately)
2. District retirement as follows:
- Patricia Bjorklund – Purchasing and Fixed Assets Secretary – DSC (28 years of service)

3. Candidates for employment:

Certified:

- Theresa Alvarez – Kindergarten Teacher – RR (resignation)
- Alan Andersen – Social Studies Teacher (.2 FTE) – HS (reassignment)
- Kim Anderson – Summer Targeted Services – Dist. (new position)
- Alexandra Buckingham – Special Education Teacher (1.0 FTE) - GW (reassignment)
- Alexandra Buckingham – Summer Targeted Services – Dist. (reassignment)
- Timothy Campbell - Summer Targeted Services – Dist. (new position)
- Jacob Drube – English/Language Arts Teacher – HS (reassignment)
- Melissa Feller – School Social Worker – GD (resignation)
- Suzi Furber – Licensed School Nurse – Dist. (resignation)
- Madison Gaeta – Special Education Teacher (EBD) – FH (reassignment)
- Jordan Gagnon – Elementary Teacher – Dist. (resignation)
- Sophie Govze - Summer Targeted Services – Dist. (new position)
- Kimberly Graupmann – School Readiness Preschool Teacher (LTS) (.12 FTE) – ECFE – EW (new position)
- Amanda Holcomb – Elementary Teacher – Dist. (resignation)
- Mary Holton-Bouley – 1st Grade Teacher (MTS) – GD (leave of absence)
- Melanie Horn-Bottemiller – Summer School Teacher – TO/HO (reassignment)
- Matthew Juncker – Business Teacher – HS (resignation)
- Amanda Lindell – American Sign Language Teacher – HS (resignation)
- Sarah Loechler – Summer School Teacher – TO/HO (reassignment)
- Tracey Magnuson – Dean of Students (TOSA) – GW/FH (resignation)
- Patricia Moening - Summer Targeted Services – Dist. (reassignment)
- Julia Narow – Gr. 7-8 Science Teacher – TO (resignation)
- Anneliese Paulson – Gr. 6-8 Social Studies Teacher – HO (resignation)
- Mary Jo Pauly – Art Teacher (.05 FTE) – TO (reassignment)
- Michele Perkins - Summer Targeted Services – Dist. (reassignment)
- Ashly Polzin - Summer Targeted Services – Dist. (reassignment)
- Andrea Rebers - Summer Targeted Services – Dist. (resignation)
- Lisa Reed – Gr. 6-8 Social Studies Teacher – HO (resignation)
- Jessica Reilly – Gr. 5 Bilingual (English/Spanish) Teacher - EW (reassignment)
- Margaret Rowan - Summer Targeted Services – Dist. (new position)
- Gisela Santiago – Spanish Immersion Teacher – EW (resignation)
- Kim Soeffker - Summer Targeted Services – Dist. (reassignment)
- Eve St. Mane – Special Education Teacher (ESY) – Dist. (new position)
- David Standke – Summer School Teacher – TO/HO (reassignment)
- Jonathon Stokes – Special Education Teacher – HS (resignation)
- Maria de Jesus Talamantes Silva - Summer Targeted Services – Dist. (reassignment)
- Taylor Ward - Summer Targeted Services – Dist. (reassignment)
- Mark Zangara – American Sign Language Teacher – HS (reassignment)
- Targeted Service Summer School Returning Staff 2019 (list attached)

Coaches:

- Jessica Erickson – Assistant Dance Coach – HS (resignation)
- Molly MacKay – Assistant Dance Coach – HS (resignation)
- Britney Scherber – Gr. 9 Girls Volleyball Coach – HS (resignation)
- Lauren Schulz – Assistant Dance Coach – HS (resignation)

Educational Support Staff:

- Ricky Benitez – Custodian – WW (resignation)
- Nicole Bonsma – Summer Custodian – Dist. (new position)
- Stefany Burroughs – SPED Para for Targeted Services Summer Program – Dist. (new position)
- Sarah Carpenter – Summer Custodian – Dist. (new position)
- Bobbi Gengler – Summer Custodian – Dist. (new position)
- Roberto Guerrero – Custodian (MTS) – GD (reassignment)
- Sarah Hancock – Assistant for Summer WAVE Program – HO (new position)
- Jessica Hawley – Lunchroom Supervisor – HO (resignation)
- Ellen Humbert – Special Ed Para – CE Summer Program – HO (new position)
- Javilyn Jodsaas – Head Custodian (STS) – HO (leave of absence)
- Jacqueline Jordan – Head Building Secretary – HS (resignation)
- Gina Marco – Student Services Secretary – HS (reassignment)
- Michael O’Hara – Technology Specialist – DSC (resignation)
- Lynn Pieper – Summer Custodian – Dist. (new position)
- Shan Roehrick – Health Aide RN/LPN – JP (resignation)
- Kelley Stiele – Special Ed Para – CE Summer Program – HO (new position)
- Angie Ullrich – Summer Custodian – Dist. (new position)
- Christine Veldman – Special Education Para – Targeted Services – Dist. (new position)
- Kids Company Summer Program Returning Staff 2019 (list attached)

4. Leaves of Absences:

- Jane Balow - Synergy Teacher - FH/JP/RR (.5 medical leave SY 2019-20)
- Julie Haugan - Math Teacher - TO (maternity leave October 16-December 20, 2019)
- Heather Nelson - Language Arts Teacher - HO (maternity leave - September 21-November 1, 2019)
- Rebecca Smith - Synergy Teacher - GD/GW/WW (.5 family leave SY 2019-20)

- D. 2019-20 MSBA Membership Renewal
- E. 2019-20 Metro ECSU Membership Renewal
- F. 2019-20 AMSD Membership Renewal
- G. 2019-20 Schools for Equity in Education (SEE) Membership Renewal

Motion carried: 5 – 0

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

The following voted against the same: none

The foregoing resolution was approved this 15th day of July 2019.

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

- Samantha Barrett, State Champ in Girls Triple Jump was honored along with her coaches.
- Prior Lake swept the day in the boys and girls lacrosse state championship with both receiving state titles. Both teams were honored during Laker Pride along with their coaches.
- The Prior Lake-Savage Optimist Club presented a painting by Emily Wu to the district.

Executive Director of Human Resources Quiram presented an educational support staffing request. A motion was made by Michael Nelson, seconded by Stacey Ruelle, to approve the 2019-20 educational support staffing as follows:

- Lunchroom Supervisors (two 3 hour positions) – HOMS/TOMS = \$18,000
- Motion carried: 5 - 0

Executive Director of Human Resources Quiram presented new and revised job descriptions. A motion was made by Stacey Ruelle, seconded by Enrique Velázquez, to approve the job descriptions, as follows:

- Administrative Assistant – Teaching and Learning
  - Assistant Director of Human Resources
  - Director of Assessment, Evaluation and District Improvement
- Motion carried: 5 - 0

Assistant Director of Operations/Transportation Mullen presented an updated facility planning and construction report. This was a report only. No board action was requested.

Activities Director Reetz presented a 2019-20 MSHSL membership resolution. As part of the approval, the board watched the “Why We Play” training video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared common language.

Member Drewes introduced the following resolution and moved its adoption:

**2019-2020 RESOLUTION FOR MEMBERSHIP IN THE MN STATE HIGH SCHOOL LEAGUE**

BE IT RESOLVED that the Governing Board of School District Number 719, County of Scott, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that Prior Lake High School is authorized by this, the Governing Board of said school district or school to renew its members in the Minnesota State High School League; and, participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League’s Official Handbook, on file at the office of the school district or as appears on the League’s website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by this Governing Board.

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

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

Director of Child Nutrition Services Malone requested the board approve the milk contract award for 2019-20. A motion was made by Stacey Ruelle, seconded by Enrique Velázquez, to approve Agropur as the milk vendor, as presented.

Motion carried: 5 – 0

Assistant Director Operations/Transportation Mullen and Nexus Solutions Representative Jeff Martin, presented Hamilton Ridge Re-Bid Package.

A motion was made by Stacey Ruelle, seconded by Michael Nelson, to approve Bid Package #17 – Hamilton Ridge Elementary, as follows:

Hamilton Ridge Elementary Site Work Rebid

- Work Scope #25 – Earthwork & Site Utilities to Dirt Merchant, Inc. in the amount of \$1,332,403.95.
  - Works Scope #26 – Asphalt Paving, Curbs & Exterior Concrete to Prior Lake Blacktop in the amount of \$887,732.
  - Work Scope #27 – Landscaping to Greenscape Companies in the amount of \$412,500.
- Bid Award Total \$2,632,635.95.

Motion carried: 5 – 0

Superintendent Staloch presented the District Priority Work and Organizational Goals for 2019-20.

A motion was made by Michael Nelson, seconded by Stacey Ruelle, to approve the document, as presented.

Motion carried: 5 - 0

## POLICY

Policies were presented for a second and final reading.

A motion was made by Enrique Velázquez, seconded by Stacey Ruelle, to approve the following:

- Policy 807: Naming School Buildings or Facilities

Motion carried: 5 – 0

A motion was made by Jonathan Drewes, seconded by Enrique Velázquez, to approve the following:

- Policy 705: Investments

Motion carried: 5 – 0

A motion was made by Stacey Ruelle, seconded by Enrique Velázquez, to approve the following:

- Policy 419: Tobacco-Free Environment, Possession and Use of Tobacco, Tobacco-Related Devices and Electronic Delivery Devices.

*On May 30, 2019, Governor Tim Walz signed into Minnesota law the omnibus Health and Human Services bill, which expanded the definition of smoking to encompass an “activated electronic delivery device.” In the same bill, Minnesota Statutes 144.412 (Public Policy) was revised to express the goal of protecting employees and the public from “involuntary exposure to aerosol or vapor from “electronic delivery devices.” To reflect these statutory changes, MSBA updated Model Policy 419, now titled “Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices.*

Motion carried: 5 – 0

The annual mandatory policies were presented for a second and final reading. The policies were approved as a group.

A motion was made by Stacey Ruelle, seconded by Michael Nelson, to approve the annual policies, as presented.

*(Full list on file at the district office and on our district website)*

Motion carried: 5 - 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:

Highlighted:

- We are currently working on a detailed parent reunification process in case it is ever needed
- MNCAPS in national spotlight and hosted Summer Huddle
- Construction throughout the district
- Lakefront Music Fest was a huge success

### Administrative Reports

- None

### Board Reports

- Director Nelson looking forward to working on the Community Engagement Committee looking at stakeholder survey feedback.
- Chair Shimek reported on a recent FFLRP meeting where the bids were discussed that were presented during this meeting.

A motion was made by Stacey Ruelle, seconded by Enrique Velázquez, to adjourn.

Motion carried: 5 – 0

Regular meeting adjourned at 8:11 p.m.

The closed session commenced at 8:15 p.m.

The meeting was closed in accordance with the Open Meeting Law (Minn. State. 13D.03) for the purpose of discussing negotiation strategy.

A motion was made by Stacey Ruelle, seconded by Jonathan Drewes, to open the meeting.

Motion carried: 5 – 0

Meeting re-opened at 8:40 p.m.

A motion was made by Stacey Ruelle, seconded by Enrique Velázquez, to adjourn.

Motion carried: 5 – 0

Meeting adjourned at 8:41 p.m.

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

SR/mw