



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, via in-person and audio/visual conferencing on April 12, 2021 at 7:00 p.m.

Chair Ruelle led the Pledge of Allegiance.

Per board policy 203, Board Vice-Chair Nelson read the one comment that was received prior to noon for reading during the open forum portion of this meeting.

Board Members Present In-Person: Julie Bernick, Amy Crosby, Jonathan Drewes, Mary Frantz, Michael Nelson, Stacey Ruelle, Student Rep Abby Haferman

Board Member Present Virtually: Enrique Velázquez

Administration Present: Superintendent Staloch, Executive Director of Human Resources Quiram, Executive Director of Business Services Cink, District Administrators

A motion was made by Jonathan Drewes, seconded by Mary Frantz, to approve the agenda.

Motion carried: 7 – 0

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

A. Financial Items:

1. Check/wire transfer disbursement summary for March 2021
2. Wire transfer, EFT, ACH banking activity for March 2021
3. Bank reconciliation statement for February 2021
4. Building bond investment report for March 2021
5. Monthly wire detail for March 2021
6. Monthly health/dental wire detail for March 2021
7. Monthly check detail for March 2021
8. Monthly ACH detail for March 2021

B. Approval of school board minutes as follows:

- Regular board meeting – March 8, 2021
- Board study session – March 22, 2021

C. Personnel Items:

1. Candidates for Employment as follows:

Certified Staff:

- Ronda Brostrom - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Amber Corcoran - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Carley Cummings - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Anne Dockendorf - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Tessa Fink - Special Education Teacher - Life Skills Center Based/Setting III (MTS) - GD (leave of absence)
- Chris Gaudette - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Julie Haugan - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Vicky Hilzendeger - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Lisa Marcellus - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Janean Mestnik - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Joseph Mestnik - Achievement and Integration Tutor - HO/TO/HS (reassignment)

- Kelly Nagle - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Kiersten Nelson - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Sarita Rabe - El & Spanish Reading Intervention Teacher (.5 FTE) (MTS) - LODL (leave of absence)
- Allison Short - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Alyssa Siebenaler - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Sharon Welter - Achievement and Integration Tutor - HO/TO/HS (reassignment)
- Erin Zimmer-Borger - Achievement and Integration Tutor - HO/TO/HS (reassignment)

Coaches:

- Zachary Horn - Assistant Baseball Coach (Varsity) - HS (resignation)
- Paige Larson - 9th Grade Softball Coach - HS (resignation)

Educational Support Staff:

- Dana Brown - Custodian - TO (reassignment)
- Quinn Gleason - Child Nutrition Assistant - HS (resignation)
- Morgan Ziskovsky - Accounts Payable Specialist - DSC (resignation)

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

- Jamie Bachmann - Lunchroom Supervisor - TO (effective March 12, 2021)
- Marci Blankmeyer - Child Nutrition - HRE (effective March 19, 2021)
- Allison Crooks - Kindergarten Teacher - RR (effective end of school year 2020-21)
- Natalie Dube - Long Term Substitute - GW (effective end of school year 2020-21)
- Claire Geitzenauer - Building Substitute - RR/GD (effective April 16, 2021)
- Ann Putz - Long Term Substitute - GD (effective end of school year 2020-21)
- Christa Ranweiler - 2nd Grade Teacher - HRE (effective end of school year 2020-21)
- Douglas Revsbeck - Annuitant (.5) - ALC (effective end of school year 2020-21)
- Tami VanderPlaats - Kids' Company Assistant - WW (effective March 12, 2021)

3. District retirements as follows:

- Carol Aikey - English Teacher - HS (31 years of service)
- Paula Case - 6th Grade Teacher - TOMS (33 years of service)
- Ellen Dudzik - Kids' Company Assistant - EW (18 years of service)
- Kelley Johnke-Gerdes - ESL Teacher - GD (31 years of service)
- Bonnie Megarry - Testing Para - HS (8 years of service)
- Michelle Prosen - Licensed Parent Educator - EW (25 years of service)
- Deborah Rubash - Speech/Language Pathologist - EW (15 years of service)
- Sandy Timmerman - Peer Coach | District ELC Coordinator - FH/EW/Dist. (35 years of service)
- LeAnn Weikle - 1st Grade Teacher - JP (20 years of service)

They will be honored at a District Retirement Celebration in May 2021.

4. Leaves of absence as follows:

- Jennifer Bauer - School Social Worker - LODL (medical leave - April 26 to June 4, 2021)
- Meghan Best - Gr. 3 SAGE Teacher - WW (maternity/family leave - September 1, 2021 to January 5, 2022)
- Amy Crnecki - ECFE Assistant - EW (medical leave - March 11 to June 2021)
- Tessa Fink - Special Ed Para - RR (personal leave (MTS assignment) - March 8 to June 10, 2021)

- Valerie Fox-Christensen - Media Support - GD (medical leave - February 12 to April 2, 2021)
- Rachel Higgins - EL Teacher, Reading Interventionist - LODL (family leave - March 8 to June 11, 2021)
- Kazumi Kataoka - Child Nutrition - FH (medical leave - March 8 to June 2, 2021)
- Kevin Larson - Custodian - LODL (medical leave - March 9 to April 20, 2021)
- Lisa Lawrence - Child Nutrition - HS (unpaid personal leave - March 10 to June 10, 2021)
- Molly Mancia - 1st Grade Teacher - LODL (extended leave to June 11, 2021)
- Sara Sommers - Social Studies Teacher - HS (.2 FTE Reduction - SY 21-22)

Motion carried: 7 – 0

Member Frantz 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: Bernick, Crosby, Drewes, Frantz, Nelson, Ruelle, Velázquez

The following voted against the same: none

The foregoing resolution was approved this 12th day of April 2021.

Laker Pride | Special Recognition | Laker Showcase

- Redtail Ridge Principal Yetzer, along with Redtail Ridge Playground Committee Board of Trustees (students in Gr. K-5) and PTC President Carissa Wassing, presented their research and information gathering on new playground equipment that was funded from their latest read-a-thon.

Superintendent Staloch COVID-19 Coordinator Kuboushek presented an update to the Ready to Learn Plan. Discussion revolved regarding health and safety and secondary transition. This was an update and report only. No board action was requested.

Superintendent Staloch presented a 2021-22 online provider application for board approval.

A motion was made by Mary Frantz, seconded by Jonathan Drewes, to approve the application submittal, as requested.

Motion carried: 7 – 0

Superintendent Staloch and Executive Director of Human Resources Quiram presented budget adjustment recommendations for board approval.

A motion was made by Michael Nelson, seconded by Enrique Velázquez, to approve the following recommendations:

- | | | |
|--|---------------------|------------------|
| • ESSER II Funds | (1 X funds) | \$ 683,546 |
| • Annual Right Sizing of Staff to Enrollment: | 10.x FTE X \$62,500 | \$ 637,500 |
| • Administrative Reduction | | \$ 410,611 |
| ○ Elimination of one position (Assistant Superintendent) | | |
| ○ One year hold on hiring Activities Director | | |
| • PLHS Assistant Principal to assume AD role | | |
| • PLHS operates with one less AP for a year | | |
| • Achievement & Integration | | |
| ○ Portion of role Elementary Dean positions aligned to A & I goals | | \$ 165,000 |
| ○ A & I additional revenue will also support translation improvements and new equity leadership position | | |
| • District Staff Development | (1 X funds) | \$ 100,000 |
| ○ Stipends | | |
| ○ Portion of salary/benefits of staff coded to staff development | | |
| • Substitute Teacher Savings Pilot at PLHS | | <u>\$ 15,000</u> |

TOTAL: \$ 2,011,657

Executive Director of Human Resources Quiram presented probationary non-renewals. A motion was made by Jonathan Drewes, seconded by Amy Crosby, to approve the following probationary non-renewals, as presented:

| | | | |
|-----------|------------------|------|----------|
| Neil | Bontreger | MS | 0.45 FTE |
| Cora | Claribel | LODL | 1 FTE |
| Adriana | de la Cadena | LODL | 1 FTE |
| Casey | Difronzo | DLA | 1 FTE |
| Stephanie | Ennis | HRE | 0.5 FTE |
| Alison | Fischer | EC | 1 FTE |
| Megan | Glashagel | HS | 1 FTE |
| Breanna | Jacobson | DLA | 1 FTE |
| Joy | Kamano | DLA | 1 FTE |
| Reed | Luczak | GD | 0.8 FTE |
| Heidi | Michaelson | MS | 0.2 FTE |
| Daniela | Perez | LODL | 1 FTE |
| Angie | Rimbo | WW | 1 FTE |
| Emily | Sherman | HRE | 1 FTE |
| Melissa | Sovde | LODL | 1 FTE |
| Maria | Talamantes Silva | LODL | 1 FTE |
| Ana | Trimberger | LODL | 1 FTE |
| Jordan | Yetzer | FH | 1 FTE |
| Jessica | Zielinski | MS | 0.3 FTE |

Motion carried: 7 – 0

Executive Director of Human Resources Quiram presented a resolution reducing and discontinuing programs and positions.

Board Member Frantz introduced the following resolution and moved its adoption:

RESOLUTION REDUCING AND DISCONTINUING PROGRAMS AND POSITIONS

BE IT RESOLVED, by the School Board of Independent District No. 719, as follows:

That the following programs and positions, or portions thereof, be discontinued:

1. Assistant Superintendent – 1.0 FTE
2. Secondary French Teacher – Reduced from 1.0 FTE to .6 FTE

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

and the following voted against the same: none
whereupon said resolution was declared duly passed and adopted.

Executive Director of Human Resources Quiram presented a resolution-proposing placement on unrequested leave of absence (French teacher).

Board Member Ruelle introduced the following resolution and moved its adoption:

RESOLUTION PROPOSING PLACEMENT ON UNREQUESTED LEAVE OF ABSENCE (FRENCH TEACHER)

BE IT RESOLVED by the School Board of Independent District No. 719, as follows:

That it is proposed that Anna Steedman, a 1.0 FTE teacher, be placed on unrequested leave of absence without pay or fringe benefits at the end of the 2020-21 school year effective June 30, 2021. Said action is taken in accordance with the 2019-21 collective bargaining agreement (CBA) between the District and the Prior Lake-Savage Education Association (PLSEA) and pursuant to Minn. Stat. 122A.40, subd. 10. The grounds for this action are as follows:

- A. lack of pupils
- B. financial limitations
- C. discontinuance of position; namely, a .4 FTE French teaching position

BE IT FURTHER RESOLVED, that a notice of proposed placement on unrequested leave, together with a copy of this resolution, be forwarded to Ms. Steedman.

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

and the following voted against the same: none
whereupon said resolution was declared duly passed and adopted.

Executive Director of Human Resources Quiram presented a resolution-proposing placement on unrequested leave of absence (Assistant Superintendent).

Board Member Ruelle introduced the following resolution and moved its adoption:

RESOLUTION PROPOSING PLACEMENT ON UNREQUESTED LEAVE OF ABSENCE (ASSISTANT SUPERINTENDENT)

BE IT RESOLVED by the School Board of Independent District No. 719, as follows:

That it is proposed that Jeffrey Holmberg, a 1.0 FTE assistant superintendent, be placed on unrequested leave of absence without pay or fringe benefits at the end of the 2020-21 school year effective June 30, 2021. Said action is taken in accordance with the 2020-22 collective bargaining agreement (CBA) between the District and the Prior Lake-Savage Administrators' Association (PLSAA) and pursuant to Minn. Stat. 122A.40, subd. 10. The grounds for this action are as follows:

- A. financial limitations
- B. discontinuance of position; namely, a 1.0 FTE assistant superintendent position

BE IT FURTHER RESOLVED, that a notice of proposed placement on unrequested leave, together with a copy of this resolution, be forwarded to Mr. Holmberg.

BE IT FURTHER RESOLVED, that Mr. Holmberg be notified of the offer to be employed effective July 1, 2021 in the Director of Teaching and Learning position pursuant to the wages and benefits applicable to that position. Mr. Holmberg shall have until May 15, 2021 to accept or reject employment in that position.

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

and the following voted against the same: none
whereupon said resolution was declared duly passed and adopted.

Executive Director of Human Resources Quiram presented the 2020-22 Agreements and Terms and Conditions of employment.

A motion was made by Mary Frantz, seconded by Enrique Velázquez, to approve the following 2020-22 Agreements:

- MN School Employees Association (MSEA)
- Assistant Director of Operations/Transportation

Motion carried: 7 – 0

Executive Director of Human Resources Quiram presented the 2021-22 medical and dental insurance premiums.

A motion was made by Jonathan Drewes, seconded by Amy Crosby, to approve rates, as presented.

Motion carried: 7 – 0

Board Chair Ruelle read a proclamation proclaiming the week of April 19-23, 2021 as Volunteer Appreciation Week in PLSAS. (*Proclamation available at the district office*)

Board Chair Ruelle read a proclamation proclaiming the week of April 26-30, 2021 as Child Nutrition Week in PLSAS. (*Proclamation available at the district office*)

Board Chair Ruelle read a proclamation proclaiming the week of May 3-7, 2021 as NATIONAL TEACHER APPRECIATION WEEK with the designation of Tuesday, May 4, 2021 to be NATIONAL TEACHER APPRECIATION DAY within the Prior Lake-Savage Area School District. (*Proclamation available at the district office*)

POLICY

Board Chair Ruelle presented policies for a first reading. The review of these policies took place at the board study session in March.

- Policy 511: Student fundraising
- Policy 516: Student Medication
- Policy 518: DNR-DNI Orders
- Policy 530: Immunization Requirements

These policies will come back to the board for a second reading on April 26, 2021.

There were no policies presented for a second reading.

Board Chair Ruelle presented policies for board approval. The policies have been through a review process and read twice.

A motion was made by Michael Nelson, seconded by Amy Crosby, to approve the following policies as a group:

- Policy 505: Student Entrance Requirements
- Policy 509: Enrollment of Non-Resident Students
- Policy 524: Electronic Technologies Acceptable Use Policy
- Policy 525: Website and Internet Policy
- Policy 525.1: Student Use of Cellular Phones, Digital Imaging Devices and other Personal Electronic Devices

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 highlighted the following:

- Legislative update
- Student enrollment and marketing campaign
- Certificate of Excellence in Financial Reporting Award from Association of School Business Officials
- Vaping Ordinance in Prior Lake
- CCRT (Community Crisis Response Team) meeting on April 21st.
- History Day Competition at Twin Oaks Middle School with twenty-four 7th graders advancing to the State History Day Competition.

Administrative Reports

- Executive Director of Business Services Cink reported on recent enrollment trends and 21-22 kindergarten enrollment, which is slightly below average. The district should receive the ESSER III funds for 1.7 million in July 2021.

Board Reports

- Student Council Student Rep Abby Haferman reported on the planning of spring activities. The executive board is meeting with administration to see if past events can be adjusted or they need new ideas due to COVID-19.
- Director Crosby reported on the recent CTOC Town Hall Event where student and parent stakeholder voices were heard. Thank you CTOC for hosting event.
- Director Frantz reported on the CTOC Town Hall Event with student stories reaffirming a need for change, State Engineering Fair held recently with many PLSAS educators in attendance as judges.
- Vice-Chair/Clerk Nelson attended a recent AMSD conference with two legislators with education experience as guests and a survey presentation by Peter Leatherman. PELC committee members will be emailing letters to legislators addressing the education bill and our legislative platform. Nelson also commented on the CTOC Virtual Town Hall with elevated student voices. CTOC members were key in the stakeholder group formulating the equity resolution.

A motion was made by Mary Frantz, seconded by Julie Bernick, to adjourn.

Motion carried: 7 – 0

Meeting adjourned at 8:50 p.m.

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

MJN/mw