



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 Nelson, in the board room at the District Services Center on December 12, 2022 at 6:02 p.m.

Chair Nelson led the Pledge of Allegiance.

Board Members Present: Julie Bernick, Jonathan Drewes, Mary Frantz, Michael Nelson, Enrique Velázquez, Student Rep Ariana Olson

Board Members Absent: Amy Crosby, Stacey Ruelle

Administration Present: Superintendent Thomas, Executive Director of Administrative Services Herman, Executive Director of Business Services Fredrickson, District Administrators

In the absence of Board Vice-Chair/Clerk Crosby, Board Chair Nelson appointed Director Drewes to assume the duties of the clerk pro tem.

The Truth in Taxation portion of the meeting took place at this time.

Executive Director of Business Services Fredrickson reviewed the proposed 2022 payable 2023 levy certification. Fredrickson reported that the proposed decrease is 2.19%.

The board opened the meeting up to questions and comments regarding the district's budget and no one spoke. The levy was set later in this meeting.

Per board policy 203, Board Chair Nelson called for anyone wishing to address the board during the open forum segment on the board agenda and no one spoke during this forum.

A motion was made by Mary Frantz, seconded by Enrique Velázquez, to approve the agenda.
Motion carried: 5 – 0

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

A. Financial Items:

- Check/wire transfer disbursement summary for November 2022
- Wire transfer, EFT and ACH banking activity for November 2022
- Bank reconciliation statement for October 2022
- PMA investment statement
- Monthly wire detail for November 2022
- Monthly health/dental wire detail for November 2022
- Monthly check detail for November 2022
- Monthly ACH detail for November 2022

B. Monthly enrollment report

C. Approval of school board minutes as follows:

- Regular board meeting – November 14, 2022
- Canvass election results – November 18, 2022
- Board study session – November 28, 2022

D. Personnel Items:

1. Candidates for employment as follows:

Certified Staff

- Julie Cloyd – Special Education Teacher – Center-Based Life Skills – TOMS (new position)
- Emma Diercks – 5th Grade Teacher (MTS) – WW (leave of absence)
- Denice Klingberg – 7th Grade English Teacher (MTS) – TOMS (leave of absence)
- Elizabeth Riffe – Special Education Teacher – Center Based Life Skills – RR (new position)

Coaches

- Amanda Davis – Assistant Dance Team Coach – HS (resignation)
- Matthew Denman – Assistant Varsity Boys Hockey Coach – HS (resignation)
- Maggie O'Connor – Assistant Gymnastics Coach (33%) – HS (resignation)
- Michael Hopper – Assistant Girls Basketball Coach – HS (resignation)
- Thea Kelly – Assistant Boys Swim/Dive Coach (Diving) – HS (resignation)
- Angela Klugherz – Assistant Gymnastics Coach (half-time) – HS (resignation)
- Summer Lyons – Assistant Varsity Dance Coach (60%) – HS (resignation)
- William Olson – 9th Grade Boys Basketball Coach (9B) – HS (resignation)
- Alexyss Ramler – Assistant Gymnastics Coach (33%) – HS (resignation)
- Jacquelyn Rindahl – Assistant Varsity Dance Coach (60%) – HS (resignation)
- George von Drashek – Assistant Gymnastics Coach (67%) – HS (resignation)

Support Staff

- Lily Birkholz – Community Education Services Program Student Support Staff – CES (resignation)
- Ciara Brix – Child Nutrition Assistant (PT) – LODL (resignation)
- Phillip Cheng – Child Nutrition Helper – TOMS (resignation)
- Anna Effertz – Kids' Company Site Leader – EW (new position)
- Julia Guenther – Special Education Para – Dist. (resignation)
- Kaitlin Hauck – CES/Kids' Company Receptionist/Secretary – CES (reassignment)
- Teresa Hines – Child Nutrition Helper – HOMS (resignation)
- Alleyna Holtan – Kids' Company Assistant – WW (reassignment)
- Maria Hosmer – Child Nutrition Helper – HS (resignation)
- Jacob Jensen – Special Education Para – HS (resignation)
- Ken Jilk – Outside Maintenance Technician – Dist. (reassignment)
- Jacqueline Jordan – Guidance/Attendance Secretary – HOMS (resignation)
- Stacey Kobal – Special Education Para – GD (resignation)
- Amy Murray – Child Nutrition Assistant Site Manager – TOMS (reassignment)
- Stephanie Nelson – Special Education Secretary (PT) – HRE (reassignment)
- Lukman Nour – Custodian – HS (reassignment)
- Maria Willrett – Special Education Para (Center-Based) – RR (resignation)

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

- Kathryn Abney - Kids' Company Assistant - RR (effective December 22, 2022)
- Cara Coburn - Child Nutrition (PT) - HRE (effective November 17, 2022)
- Arthur Shaffer-Frazier - Assistant Girls Basketball Coach - HS (effective immediately)
- Natalya Kopylov - Child Nutrition - Assistant Manager - HOMS (effective December 9, 2022)
- Joel McColl - Coordinator - Emergency Plans - DSC (effective November 15, 2022)
- Renee Mitchell - School Social Worker - FH (effective December 15, 2022)
- Derek Moulton - Assistant Swim Coach - HS (effective immediately)
- Julie O'Connell - Special Ed Para - JP (effective December 9, 2022)
- Margie-Ana Timmons - Custodian - JP (effective December 9, 2022)

3. District retirements, with gratitude for years of service, as follows:
 - Lori Hanson - Child Nutrition Lead Cashier - HS (21 years of service)
 - Tammy Lavan - Special Education Para - TOMS (20 years of service)

4. Leaves of absence as follows:
 - James Anderson - Lead Custodian - HOMS (medical leave - December 20, 2022 to TBD)
 - Christopher Dunn - Custodian - HS (FMLA - December 8 - 22, 2022)
 - Linda Roach - Child Nutrition Secretary - DSC (medical leave - December 9, 2022 to TBD)
 - Nicole Rydell - Social Studies Teacher - HS (maternity leave - April 15 to May 30, 2023)
 - Sherrie Seidensticker - Kindergarten Teacher - JP (medical/family leave - October 31, 2022 to December 30, 2022)

E. Approval of Settlement/Resignation Agreement

Motion carried: 5 – 0

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

The following voted against the same: none

The foregoing resolution was approved this 12th day of December 2022.

LAKER PRIDE | SPECIAL RECOGNITION | LAKER SHOWCASE

We recognized the following:

- Prior Lake High School Activities Department celebrating our Fall Season State Participants as presented by Assistant Activities Director Beth Fuller

- Our PLSAS School Board Members for their years of service to PLSAS:
 - Stacey Ruelle – 12 years of service
 - Jonathan Drewes – 4 years of service
 - Michael Nelson – 4 years of service

Executive Director of Administrative Services Herman requested approval of additional staff for 2022-23 (Certified Staff).

A motion was made by Jonathan Drewes, seconded by Mary Frantz, to approve the following:

- Dean of Students (TOSA) (2) - \$165,000

Motion carried: 5 – 0

Executive Director of Administrative Services Herman requested approval of additional staff for 2022-23 (Co-Curricular Staff).

A motion was made by Julie Bernick, seconded by Enrique Velázquez, to approve the following:

- Unified Advisor - \$4,137.12

Motion carried: 5 – 0

Executive Director of Administrative Services Herman requested approval of the 2022-24 PLSPA Contract.

A motion was made by Mary Frantz, seconded by Enrique Velázquez, to approve contract as presented.

Motion carried: 5 – 0

Executive Director of Administrative Services Herman requested approval of certified substitute wage increase. A motion was made by Julie Bernick, seconded by Enrique Velázquez, to approve the following:

- Teachers on Call Certified Staff
 - Tier I - Subs that are new or worked less than 240 hours the previous semester:
 - Above one (1) hour to four (4) hours is paid for a half day at \$92.50
 - More than four (4) hours is paid for a full day at \$185
 - Tier II - Tier I Subs that worked more than 240 hours or more the previous semester or a retired licensed teacher from Prior Lake-Savage Area Schools:
 - Above one (1) hour to four (4) hours is paid for a half day at \$95.00
 - More than four (4) hours is paid for a full day at \$190

Motion carried: 5 – 0

Executive Director of Administrative Services Herman requested approval of daily building substitute rate increase for 2022-23.

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

- Daily Building Substitutes (\$39,881)
 - \$22.70/hour at 7.5 hours/day (2% increase) retroactive to start of school year through December 14th
 - Increase to \$26.67/hour at 7.5 hours/day (market adjustment) starting December 15th

Motion carried: 5 - 0

A ballot recount was requested after the November 8, 2022 election results. Election Recount Official Walz requested the board certify the recount election results.

A motion was made by Enrique Velázquez, seconded by Mary Frantz, to certify the recount election results, as presented.

Motion carried: 5 – 0

Executive Director of Business Services Fredrickson presented the levy presentation during the truth in taxation portion of the meeting.

A motion was made by Julie Bernick, seconded by Enrique Velázquez, to adopt the 2022 payable 2023 levy certification at a 2.19% decrease, as presented.

Motion carried: 5 – 0

The board continued discussion on the budget priorities resolution. The board was requested to send feedback to Vice-Chair Crosby. The resolution will be brought back to the board in January for further review.

Executive Director of Business Services Fredrickson presented the final budget during the truth in taxation portion of the meeting.

A motion was made by Jonathan Drewes, seconded by Enrique Velázquez, to approve the 2022-23 final budget, as presented.

Motion carried: 5 – 0

Executive Director of Business Services Fredrickson requested the board to approve accepting open enrollment applications for 2023-24.

A motion was made by Mary Frantz, seconded by Julie Bernick, to approve accepting applications for open enrollment up until January 30, 2023. Late enrollments will be accepted if there is capacity.

Motion carried: 5 – 0

Director of Teaching & Learning Edwards requested approval of the 2023-24 school calendar.

A motion was made by Julie Bernick, seconded by Mary Frantz, to approve the 2023-24 school calendar, as presented.

Motion carried: 5 – 0

Director of Teaching & Learning Edwards requested an adjustment to the 2022-23 school year calendar. A motion was made by Enrique Velázquez, seconded by Julie Bernick, to approve the calendar with the following adjustments:

- Moving March 15 early release day to March 16, 2023
- Moving graduation to June 8, 2023

Motion carried: 5 – 0

Director of Teaching & Learning Edwards presented 2023-24 secondary course proposals. A motion was made by Enrique Velázquez, seconded by Jonathan Drewes, to approve the adoption of the following:

- New elective offerings for Hidden Oaks and Twin Oaks for the 2023-24 school year:
 - Discover Coding II
 - French II
 - German II
 - Ecology and Woodworking
- New course offerings to be added at Prior Lake High School for the 2023-2024 school year:
 - Spanish Immersion Human Geography
 - Spanish Immersion Physical Science
 - Spanish for Heritage Speakers and Immersion Students- 1
 - Personal Finance - elective (Business)
 - Relationships for Life - elective (FACS)
 - ASL IV-Concurrent Enrollment - elective (World Language)

Motion carried: 5 – 0

Director 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

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

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place for several precincts for school district elections not held on the day of a statewide election. Each combined polling place must be a polling place that has been designated by a county or municipality. The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election:

(Set forth each combined polling place explaining which precincts are being served, such as:)

Combined Polling Place: Spring Lake Township Hall
20381 Fairlawn Avenue
Prior Lake, MN 55372

"This combined polling place serves all territory in Independent School District No. 719 located in Spring Lake Township, Sand Creek Township and Cedar Lake Township; Scott County, Minnesota."

*3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7 o'clock a.m. and 8:00 o'clock p.m.

4. The clerk is directed to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within thirty (30) days after its adoption.

5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a nonforwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor, who shall change the registrant's status to "challenged" in the statewide registration system.

(If a combined polling place is changed, the change must be adopted at least ninety (90) days prior to the first election where it will be used unless that polling place has become unavailable for use.)

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

and the following voted against the same: none

whereupon said resolution was declared duly passed and adopted.

Board Chair Nelson reminded all board members of the MSBA Leadership Conference on January 12-13, 2023 at the Minneapolis Convention Center. All board members are registered.

Board Chair Nelson is working on committee assignments that will be assigned to board members at the organizational meeting in January.

POLICY

Board Chair Nelson presented the following policies for review:

- Policy 101: Legal Status of the School Board
- Policy 101.1: Name of the School District
- Policy 102: Equal Educational Opportunity
- Policy 103: Complaints-Students, Employees, Parents, Other Persons
- Policy 104: School District Mission Statement
- Policy 301: School District Administration
- Policy 302: Superintendent
- Policy 303: Superintendent Selection (Contracts, Duties, Evaluation)
- Policy 304: Superintendent Job Description (Evaluation Timeline)
- Policy 306: Administrator Code of Ethics

First reading will take place at the January 9, 2023 regular board meeting.

Board Chair Nelson presented the following policies for a first reading:

- Policy 506: Student Discipline
- Policy 506.1: Bullying Prohibition
- Policy 804: Energy Efficiency

Second reading will take place at the January 9, 2023 regular board meeting.

There were no policies for a second reading at this meeting.

Board Chair Nelson presented the following policies for board approval. These policies have been reviewed and the required readings have taken place.

A motion was made by Mary Frantz, seconded by Enrique Velázquez, to approve the following policies as a group:

- Policy 509.1: Kindergarten Early Entrance
- Policy 213: School Board Committees
- Policy 203: Board Operating Norms
- Policy 208: Development, Adoption & Implementation of Policies
- Policy 201.1: School Board Vacancies
- Policy 204: School Board Member Violation of Policy
- Policy 205: Open Meetings and Closed Meetings
- Policy 215: School Board Use of Electronic Communication

Motion carried: 5 – 0

REPORTS

Superintendent's Report

Superintendent Thomas reported on:

- Strong commitment to rebuilding our academic core, specifically math and reading.
- Piloting of math curriculum including additional teacher training. We will continue to gather feedback from our staff, conduct student focus groups, and collect parent feedback with the two math curricula in the pilot phase. We will continue to analyze our formative measurement from quarter to quarter, looking at how the math curriculum pilot aligns to our current math vision. The data will be brought to the curriculum committee for a recommendation for the board to adopt for the 2023-24 academic school year.
- Fall Fastbridge data is trending upwards at the middle school with focus on reading. We will continually look at K-2 reading and identify additional intervention and support with our reading interventionists.
- Implemented FOUNDATIONS (phonics and handwriting).
- We will have a quarterly review with Fastbridge data in February. The building instructional leadership teams (BILT) will review the data.
- Sanya Pirani, a PLHS student, is featured in the Prior Lake magazine, highlighting her non-profit organization, Sanya's Hope for Children.
- Thank you to all who donated clothing for our students in need.
- Spent time with Jr. Optimists at the high school. Thank you to the students and advisors for the ability to give back during this season.
- Enjoy this time with family and friends.

Administrative Reports

None

Board Reports

- Board Student Rep Ariana Olson reported on the following:
 - Last month raised \$5264.00 for No Shave November. Ms. Erlandson and Mr. Hahn ended up on top of leader board once again.
 - Busy working on winter committees. Winter dance date will be announced after returning from break.
 - Caroling with NHS and donating to Build a Hand Foundation.
 - Community service committee bell ringing with Salvation Army.
 - Caring and Committed conversations taking place at Jordan High School. This allows opportunity to discuss issues in our schools and in our community.
- Director Velazquez reported on being a delegate at the MSBA assembly featuring Peter Leatherman, from Morris Leatherman, presenting public opinion post-election perspectives. On Saturday, 150 delegates came together, heard spirited debate, and passed 14 resolutions. Top among them was no unfunded or underfunded mandates and fully fund special education cross subsidy and restore local control.
- Chair Nelson attended an AMSD meeting with a student centered education presentation specifically regarding personalized competency approach to learning.

A motion was made by Mary Frantz, seconded by Jonathan Drewes, to adjourn.
Motion carried: 7 – 0

Meeting adjourned at 7:49 p.m.

Jonathan Drewes, Acting Board Clerk
Independent School District 719
4540 Tower Street SE
Prior Lake, MN 55372

JD/mw