



---

**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 Frantz, in the board room at the District Services Center on July 8, 2024 at 6:00 p.m.

Chair Frantz led the Pledge of Allegiance.

Board Members Present: Lisa Atkinson, Julie Bernick, Amy Bullyan, Mary Frantz, Jessica Olstad

Board Members Absent: Amy Crosby, Enrique Velázquez

Administration Present: Executive Director of Business Services Fredrickson, Executive Director of Administrative Services Herman, Executive Director of Academic Services Edwards, District Administrators

Per board policy 203, Board Chair Frantz called for anyone wishing to address the board during the open forum segment on the board agenda and one person spoke during this forum.

A motion was made by Amy Bullyan, seconded by Jessica Olstad, to approve the agenda.

Motion carried: 5 – 0

A motion was made by Julie Bernick, seconded by Jessica Olstad, to approve the consent agenda.

A. Financial Items:

- Bank reconciliation statement from May 2024

B. Purchase Orders above \$25,000:

- College Board AP tests \$81,228
- UHL Replace Tech Ed HVAC/MUA \$30,385
- M5 Built LLC MNCAPS yearly lease (invoiced monthly) \$345,575
- Landscape Structures Edgewood playground equipment \$36,216 (fund 4)
- Renaissance Hotel The Depot 2025 High School Prom deposit \$30,000
- Discovery Education Discovery Educ license \$43,350
- Bedford, Freeman & Worth AP Psychology 1 yr on-line \$27,597
- Studies Weekly Studies Weekly K-5 \$27,994

C. Monthly Financial Report

D. Approval of school board minutes as follows:

- Regular board meeting – June 10, 2024
- Board study session – June 17, 2024

E. Personnel Items:

1. Candidates for employment as follows:

Certified:

- Emma Bye – Elementary Teacher (LTS) – GD (leave of absence)
- Michael Carr – Targeted Services Summer Program – Substitute Teacher – Dist. (seasonal)
- Yasmarie Correa – Spanish Immersion Teacher – LODL (resignation)
- Cherise Crofoot – Special Education Teacher (Resource) – FH (leave of absence)
- Natalie Dube – Special Education Teacher (Resource) – HRE (reassignment)
- Michelle Hamilton – 3rd Grade Teacher (MTS) – JP (leave of absence)

- Joanna Hart – Math Teacher – HOMS (resignation)
- Brooke Johnson – Math Teacher – HS (resignation)
- Kathryn Kelley – Spanish Teacher – TOMS/HOMS (resignation)
- Matthew Knudson – Middle School Instrumental/Vocal Teacher at TOMS/HOMS (resignation)
- Sophie Koloski – ESL Teacher – Dist. (resignation)
- Andrea Lunder – Special Education Teacher – Dist. (reassignment)
- Jordyn Maves – Targeted Services Summer Academy – Dist. (seasonal)
- Megan Melzer – Special Education Teacher (Resource) – RR (reassignment)
- Fritzline Reichenberger – Targeted Services Summer Program – Dist. (seasonal)
- Nancy Sackett – Special Education Teacher – HS (resignation)
- Jenna Spitzack – Targeted Services Summer Program – Dist. (seasonal)
- Melissa Schouman – 5th Grade Teacher (MTS) – JP (leave of absence)
- Kelly Stavedahl – EC Preschool Summer Programming Teacher – EW (seasonal)
- Angela Toeller – Math Interventionist – TOMS/HOMS (resignation)
- Carol Tombers – Art Teacher – LODL (resignation)
- Emma Tuff - Targeted Services Summer Program – Dist. (seasonal)
- Mary Vassallo – Special Education Teacher (Resource) – RR (reassignment)
- Kenna West – 5th Grade Teacher – RR (resignation)
- Colette (Kelly) Williams – 2nd Grade Teacher (MTS) – HRE (leave of absence)
- Kyle Yetzer - Targeted Services Summer Program – Dist. (seasonal)

Coaches:

- Olivia Paradise – Head Girls Tennis Coach – HS (resignation)
- Adam Sink – Girls Volleyball Coach – HS (resignation)
- Jessica Skogstad – Head Dance Team Coach – Fall – HS (resignation)

Support Staff:

- Jessica Cichy – Special Ed Para (Resource) – Targeted Services (seasonal)
- Anika Cook – Kids' Company Assistant – Summer Program – Dist. (seasonal)
- Erica Dauer – Special Ed Para (Resource) – Targeted Services (seasonal)
- Erica Dauer – Special Ed Para (Center-Based) – ESY (seasonal)
- Savannah Dawson – Summer Swim – CES (seasonal)
- Mary Dooley - Special Ed Para (Resource) – Targeted Services (seasonal)
- Cindy Ebel - Special Ed Para (Resource) – Targeted Services (seasonal)
- Jessica Erickson – Building Administrative Asst. – JP (resignation)
- Alesi Evavold – Kids' Company Assistant (Summer) – CES (seasonal)
- Clark Fleming – 2nd Shift Custodian – HRE (resignation)
- Andrea Folger - Special Ed Para (Resource) – Targeted Services (seasonal)
- Katie Haycraft – Student Services & Attendance Administrative Asst. – HOMS (resignation)
- Trisha Hentges – Kids' Company Special Ed Para (Summer) – CES (seasonal)
- Claire Hilzendeger – Kids' Company Student Support (Summer) – CES (seasonal)
- Kaylee Horejsi – Special Ed Para (Resource) – Targeted Services (seasonal)
- Nicholas Kieser – Summer Swim – CES (seasonal)
- Jennifer Kluender – Special Ed Para (Summer) – HOMS (seasonal)
- Penny Lawrence – Special Ed Para (Resource) – Targeted Services (seasonal)
- Stacy Lawson - Special Ed Para (Resource) – Targeted Services (seasonal)
- Nicole Leaf - Special Ed Para (Resource) – Targeted Services (seasonal)
- Terry Lehman – Lead Elementary Custodian – FH (reassignment)
- Julie Lowy - Special Ed Para (Resource) – Targeted Services (seasonal)
- Jennifer Merz - Special Ed Para (Resource) – Targeted Services (seasonal)
- Thomas Mestrik – Kids' Company Assistant (Summer) – Dist. (seasonal)
- Kristina Oltvedt - Special Ed Para (Resource) – Targeted Services (seasonal)
- Kaitlyn Pflingsten – Summer Swim – CES (seasonal)
- Silvestre Sanchez – Lead Custodian – JP (reassignment)

- Jessica Schell - Special Ed Para (Resource) – Targeted Services (seasonal)
- Kayla Schlink – Special Ed Para (Summer) – CES (new position)
- Jayden Schoeller – CES Program Assistant – CES (new position)
- Shari Schulze – Cued Speech Transliterater – CES Summer Program – HOMS (new position)
- Vasileios Serefeas – Special Ed Para (Summer Credit Recovery) – Bridges ALC (resignation)
- Anastasia Stanton – Summer Swim – CES (resignation)
- Sadie Stimmler – Kids’ Company Student Support – Dist. (resignation)
- Peter Stinar – 2nd Shift Custodian – FH (reassignment)
- Emerson Tabatt – ECFE Assistant – Student Support – EW (resignation)
- Winona Warden – Kids’ Company Special Ed Para (Summer) – CES (seasonal)
- Ruby Watkins – 2nd Shift Custodian – TOMS (resignation)
- Matthew Weinberger – Summer Swim – CES (resignation)

2. Resignations, terminations and non-renewals:

- Emily Connelly - Administrative Assistant (Building) - HRE (effective June 6, 2024)
- Jacki Damberg - Girls' Tennis B Squad Assistant Coach - HS (effective June 20, 2024)
- Katie Haycraft - Administrative Asst. - TOMS (effective June 5, 2024)
- Michael Long - Girls' Tennis Assistant Coach - HS (effective June 19, 2024)
- Whitney Petersen - Special Ed Para - JP (effective June 5, 2024)
- Sarah Pierson - Girls' Lacrosse Assistant/JV Coach - HS (effective June 17, 2024)
- Angela Sessions - Administrative Assistant (Lead Building) - FH (effective July 5, 2024)
- Gary Smith - Custodian - Building Engineer - HOMS/TOMS (effective June 20, 2024)
- Amy Strane - Administrative Asst. - JP (effective June 6, 2024)
- Mercedes Van Cleve - ESL Cultural Liaison (American Indian) - Dist. (effective June 5, 2024)
- Laura Walter-Peppler - Special Ed Para - EW (effective May 31, 2024)

3. Leaves of Absence as follows:

- Kelsey Abbott - Math Teacher - HS (maternity leave - November 1, 2024 to January 23, 2025)
- Michael Bollinger - Technology Field Technician - DSC (paternity leave - May 23 to August 15, 2024)
- Madison Gaeta - Special Education Teacher - FH (family leave - August 24, 2024 to June 5, 2025)
- Debra Parizek - Child Nutrition Site Manager - WW (medical leave - April 12, 2024 to TBD)
- Margie Anna Timmons - Kids' Company Asst/Noon Supervisor - RR (maternity leave - June 13, 2024 to TBD)

F. Approval of Memberships as follows:

- MSHSL
- MSBA
- AMSD

Voting in Favor: Bernick, Bullyan, Frantz, Olstad

Voting against: Atkinson

Motion carried: 4 – 1

A point of order was called by Director Atkinson as there was not an opportunity to discuss an item before the vote was called.

Superintendent Thomas described district memberships.

Member Bullyan introduced the following resolution and moved its adoption:

**RESOLUTION FOR ACCEPTANCE OF GIFTS**

The motion for adoption of the foregoing resolution was duly seconded by Director Atkinson and upon vote being taken thereon, the following voted in favor thereof: Atkinson, Bernick, Bullyan, Frantz, Olstad

The following voted against the same: none

The foregoing resolution was approved this 8th day of July 2024.

*(full resolution on file at the district office)*

**LAKER PRIDE | SPECIAL RECOGNITION | LAKER SHOWCASE**

- We recognized our spring athletics and activities participants and their coaches.

Executive Director of Administrative Services Herman presented new PLSAS Administrators.

A motion was made by Julie Bernick, seconded by Amy Bullyan, to approve the following administrators:

- Daniel Powers – Director of Operational Services – DSC (replacing Jim Dellwo)
- Brian Nutter – Assistant Principal – PLHS (replacing Mark Paulsen)

Motion carried: 5 – 0

Executive Director of Administrative Services Herman presented the 2024-26 Child Nutrition Services Agreement.

A motion was made by Amy Bullyan, seconded by Jessica Olstad, to approve the 2024-26 agreement, as presented.

Motion carried: 5 – 0

Executive Director of Administrative Services Herman presented the 2024-26 Kid's Company Site Lead agreement.

A motion was made by Jessica Olstad, seconded by Julie Bernick, to approve the 2024-26 agreement, as presented.

Motion carried: 5 – 0

Executive Director of Administrative Services Herman presented the 2024-26 Kid's Company Assistants agreement.

A motion was made by Amy Bullyan, seconded by Julie Bernick, to approve the 2024-26 agreement, as presented.

Motion carried: 5 – 0

Executive Director of Administrative Services Herman presented a PLSFAA Memorandum of Understanding (MOU).

A motion was made by Amy Bullyan, seconded by Jessica Olstad, to approve the MOU, as presented.

Motion carried: 5 – 0

Executive Director of Administrative Services Herman presented a Superintendent Memorandum of Understanding (MOU) Furlough Days.

A motion was made by Amy Bullyan, seconded by Jessica Olstad, to approve the MOU and the furlough days it stipulates during the 2024-25 school year only.

Voting in Favor: Bernick, Bullyan, Frantz, Olstad

Voting against: Atkinson

Motion carried: 4 – 1

Executive Director of Administrative Services Herman presented the 2025-28 Superintendent Contract. A motion was made by Jessica Olstad, seconded by Amy Bullyan, to approve the 2025-28 contract, as presented.

A secondary motion was made to move the Superintendent contract and discussion and vote to the May 2025 board meeting to align with other bargaining groups timing and to capture a full year of performance review. As this did not receive a second, the motion failed.

The original motion to approve the 2025-28 contract was voted on.  
Voting in Favor: Bernick, Bullyan, Frantz, Olstad  
Voting against: Atkinson  
Motion carried: 4 – 1

Director of Child Nutrition Services Malone presented a child nutrition update. This was a report only. No board action was requested.

Director of Child Nutrition Services Malone presented 2024-25 Breakfast & Lunch Meal Pricing, A motion was made by Amy Bullyan, seconded by Jessica Olstad, to approve the following:

- All-day pre-k grades K-8 and Bridges Area Learning Center = free
- Grades 9-12 Prior Lake High School
  - Breakfast: Free grab n' go breakfast option
  - Lunch: \$3.25 (no change)

Motion carried: 5 – 0

Director of Child Nutrition Services Malone presented milk and bread bids for 2024-25. A motion was made by Julie Bernick, seconded by Jessica Olstad, to approve the following:

- Bread Award: Pan-O-Gold Baking Company
- Milk Award: St. Paul Beverage Solutions

Motion carried: 5 – 0

Executive Director of Business Services Fredrickson presented an updated enrollment report. This was a report only. No board action was requested.

Superintendent Thomas, along with Executive Director of Business Services Fredrickson, presented a recommendation to place a 10-year operating levy request on the November 5, 2024 ballot. The resolution will be on the August 12, 2024 agenda for board action.

A point of information was called by Director Atkinson.

Voting in favor of moving forward: Bernick, Bullyan, Frantz, Olstad  
Voting against: Atkinson  
Motion carried: 4 – 1

Superintendent Thomas presented a resolution.

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

**RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY**

*(full resolution on file at the district office)*

The motion for the adoption of the foregoing resolution was duly seconded by Olstad. On a roll call vote, the following voted in favor: Atkinson, Bernick, Bullyan, Frantz, Olstad and the following voted against: none whereupon said resolution was declared duly passed and adopted.

Superintendent Thomas presented a resolution.

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

**RESOLUTION ESTABLISHING REFINED HAND COUNT PROCEDURES FOR SCHOOL BOARD ELECTIONS**

*(full resolution on file at the district office)*

The motion for the adoption of the foregoing resolution was duly seconded by Bullyan. On a roll call vote, the following voted in favor: Atkinson, Bernick, Bullyan, Frantz, Olstad and the following voted against: none whereupon said resolution was declared duly passed and adopted.

Director of Operational Services Powers presented a resolution adopting the 10 year long-term facility maintenance (LTFM) plan. The plan was reviewed at a previous board meeting.

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

**SCHOOL BOARD RESOLUTION ADOPTING THE SCHOOL DISTRICT'S FISCAL YEAR (FY) 25 LONG-TERM FACILITIES MAINTENANCE TEN-YEAR PLAN**

*(full resolution on file at the district office)*

The motion for the adoption of the foregoing resolution was duly seconded by Olstad. On a roll call vote, the following voted in favor: Atkinson, Bernick, Bullyan, Frantz, Olstad and the following voted against: none whereupon said resolution was declared duly passed and adopted.

Director of Equity & Inclusion Ouk presented the response to the letter of non-concurrence that was presented by our American Indian Parent Advisory Committee (AIPAC). The board has reviewed the information with Director Ouk.

A motion was made by Jessica Olstad, seconded by Julie Bernick, to approve the response letter that was presented.

Motion carried: 5 – 0

## POLICY

The following policy was presented for a first reading.

- Policy 525.1 Student Use of Personal Digital and Electronic Devices
- Away for the Day Personal Electronic Device Guidelines

After discussion and feedback, this will be brought back to the board for a second and final reading with board action on August 12, 2024.

## REPORTS

### Superintendent's Report

Superintendent Thomas highlighted the following:

- SW Metro has selected Dr. Jeff Horton to be their new superintendent beginning July 1<sup>st</sup>.

### Administrative Reports

- Executive Director of Academic Services Edwards noted that the Teaching and Learning Advisory Committee will be accepting applications to cover vacancies.
- Executive Director of Business Services Fredrickson will be posting applications to fill Finance Advisory Committee vacancies.
- Executive Director of Administrative Services Herman will be sending recommitment letters out to the members of the Policy Committee.

Board Reports

Chair Frantz will be resending an availability email to the board for an upcoming board retreat. The option was given to hold the retreat after a study session (extending the time).

A motion was made by Amy Bullyan, seconded by Julie Bernick, to adjourn the regular meeting and transition to the closed session.

Motion carried: 5 – 0

Meeting adjourned at 8:56 p.m.

The meeting was closed in accordance with the Open Meeting Law (Minn. Stat. 13D.03) for the purpose of discussing negotiation strategy at 9:00 p.m.

A motion was made by Amy Bullyan, seconded by Jessica Olstad, to open the closed session.

Motion carried: 5 – 0

Meeting opened at 9:13 p.m.

A motion was made by Julie Bernick, seconded by Amy Bullyan, to adjourn.

Motion carried: 5 – 0

Meeting adjourned at 9:13 p.m.

Amy Bullyan, Board Vice-Chair/Clerk  
Independent School District 719  
4540 Tower Street SE  
Prior Lake, MN 55372

AB/mw