



INDEPENDENT SCHOOL DISTRICT 719
4540 Tower Street SE
Prior Lake, Minnesota 55372

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

September 23, 2024
District Services Center
Board Room

School Board Special/Study Session Minutes

The special/study session 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 September 23, 2024 at 6:01 p.m.

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

Board Members Absent: None

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

Board Chair Frantz welcomed everyone and called the special meeting to order.

A motion was made by Amy Bullyan, seconded by Jessica Olstad, to approve the agenda.
Motion carried: 6 – 0

MN House of Representatives Ben Bakeberg and Jessica Hanson presented a legislative session update. This was a report only. No board action was requested.

Board Director Enrique Velázquez resigned from his position on the board, effective September 13, 2024. The voting process was discussed and the board voted on the replacement from a slate of 14 candidates.

The following resolution was moved by Crosby and second by Bernick:

RESOLUTION FILLING SCHOOL BOARD VACANCY BY APPOINTMENT

WHEREAS, a vacancy exists in the office of school board member with a term expiring the first Monday in January 2027; and

WHEREAS, the vacancy occurred less than ninety (90) days prior to the first Tuesday after the first Monday in November in the first or second year of the vacant term;

THEREFORE, BE IT RESOLVED by the School Board of Prior Lake-Savage Area Schools, Independent School District No. 719, State of Minnesota, as follows:
Pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b, Daniel White is hereby appointed to fill the vacancy and to serve until a successor is elected and qualified. The appointment shall be effective thirty (30) days after the adoption of this resolution unless a valid petition to reject the appointee is filed with the school district clerk pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b(b) within that thirty (30) day time period.

The vote on adoption of the Resolution was as follows:
Aye: Atkinson, Bernick, Bullyan, Crosby, Frantz, Olstad
Nay: None
Absent: None

Whereupon, said Resolution was declared duly adopted.

Executive Director of Business Services Fredrickson presented the preliminary 2024 payable 2025 property tax levy for certification.

A motion was made by Amy Bullyan, seconded by Jessica Olstad, to certify the preliminary property tax levy at the maximum. Certification of the final SY 2024-25 property tax levy will take place at the December board meeting.

Motion carried: 6 – 0

Executive Director of Administrative Services Herman presented educational support staffing reassignments for 2024-25 and requested board action.

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

- Reassign 3 unfilled noon supervisor positions to 1.0 FTE student support para (cost neutral)

Motion carried: 6 – 0

Executive Director of Administrative Services Herman presented additional staffing for 2024-25 and requested board action.

A motion was made by Amy Bullyan, seconded by Jessica Olstad, to approve the following:

- Student Tutors (3.0 FTE) - \$12.12 per hour (\$14,000)

Motion carried: 6 – 0

Executive Director of Administrative Services Herman presented additional staffing for 2024-25 and requested board action.

A motion was made by Amy Bullyan, seconded by Amy Crosby, to approve the following:

- Child Nutrition Cashier at LODL (30 min/day) - \$400/yr

Motion carried: 6 – 0

Executive Director of Administrative Services Herman presented 2024-26 agreements and terms and conditions of employment and requested board action.

A motion was made by Jessica Olstad, seconded by Amy Bullyan, to approve the following:

- American Indian Education Coordinator
- Cultural Liaisons
- Technology Field Staff
- Technology District Staff

Motion carried: 6 – 0

Executive Director of Administrative Services presented a READ Act Memorandum of Understanding (MOU). The district and union have created an MOU, per Minnesota statute, to address the schedule, compensation and completion requirements for the mandated READ Act training. The agreement outlines training hours, professional development days and ensures compliance with state law.

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

Motion carried: 6 – 0

Executive Director of Administrative Services Herman candidates for employment for board action.

A motion was made by Lisa Atkinson, seconded by Amy Bullyan, to approve the candidates for employment as listed below.

Certified:

- Anna Bushman – Special Education Teacher (MTS) – GD (leave of absence)
- Isabelle Kumsher – Elementary Teacher – GD (resignation)
- Laura Mahlen – English Teacher (LTS) – HS (leave of absence)
- Laura Petrie – Elementary Music Teacher (MTS) – WW (leave of absence)
- Wendy Willaert – DAPE Teacher (MTS) – Dist. (leave of absence)

Coaches:

- Ethan Walker – B Squad Football Coach – HS (new position)

Support Staff:

- Zeynah Abdulrazak – Cultural Liaison – Somali/East African – Dist. (resignation)
- Rachel Drenckhahn – Kids’ Company Assistant/Noon SP – LODL (resignation)
- Jayla Hutchinson – Child Nutrition – HS (reassignment)
- Andera Kuzemchak – Student Support Para – FH (new position)
- Casey Landgrebe – Special Education Para – Dist. (leave of absence)
- Sarah Lofgren – Child Nutrition (PT) – JP (reassignment)
- Tyler Mackey – Child Nutrition – TOMS (resignation)
- Jill Ogren – Child Nutrition (PT) – WW (resignation)
- Arpita Paul – Child Nutrtrion (PT) – FH (reassignment)
- Camila Portocarrero – Cultural Liaison – Spanish – Dist. (reassignment)
- Nicole Shaner – Testing Facilitator – Dist. (resignation)
- Jade Weiland – Kids’ Company Special Ed Para – Preschool Child Care – EW (new position)

Motion carried: 6 - 0

Executive Director of Administrative Services Herman presented district retirements.

A motion was made by Amy Bullyan, seconded by Julie Bernick, to approve district retirements, with gratitude for the years of service as follows:

- Becky Pint – Administrative Assistant – HS (18 years of service)
- Charles Ratzlaff – Outside Maintenance – Dist. (13 years of service)

Motion carried: 6 – 0

Executive Director of Administrative Services Herman presented resignations/terminations.

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

- Aaron Anderson - Technology Field Technician - DSC (effective September 27, 2024)
- Alyssa Dwyer - Health Aide - TOMS (effective September 27, 2024)
- Julie Lowy - Special Ed Para - FH (effective September 16, 2024)
- Margaret Mushel - Special Ed Para - TOMS (effective September 27, 2024)
- TJ Schaff - Boys' Basketball - 10A Asst. Coach - HS (effective August 29, 2024)
- Thomas Schiller - Campus SP (.5) - HS (effective September 5, 2024)
- Emerson Tabatt - ECFE Student Assistant - EW (effective August 30, 2024)

Motion carried: 6 – 0

A motion was made by Amy Bullyan, seconded by Lisa Atkinson, to adjourn this meeting and transition to a study session.

Meeting adjourned at 7:53 p.m.

The study session portion of this meeting commenced at 8:02 p.m.

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 two people spoke during this forum.

Superintendent Thomas presented the purpose and the agenda for the study session.

Executive Director of Business Services Fredrickson presented a 2024-25 enrollment update. This was a report only. No board action was requested.

Executive Director of Business Services Fredrickson presented board budget priorities. The board discussed the sample document and will work on organizing by strategic plan priorities in December.

Board Chair Frantz led the discussion on the 2024-25 district goals. The board will schedule a retreat in the next month to focus on the following:

- Standard 1: Conduct & Ethics
- Standard 5: Advocacy

Board action will take place once complete.

Superintendent Thomas presented his 2024-25 goals for review. Board action will take place at the October 14, 2024 board meeting.

Director Olstad read a proclamation recognizing Human Resources Appreciation Week September 23-27, 2024. Executive Director of Administrative Services Herman spoke in appreciation of our human resources staff.

Director Bullyan read a proclamation recognizing National Physical Therapist Month. Dr. Edwards, in the absence of Student Support Services Cuka, spoke in appreciation of our physical therapist.

Director Atkinson read a proclamation recognizing Operational Staff Appreciation Week September 30 to October 4, 2024. Director of Operational Services Powers spoke in appreciation of our operations staff.

Director Crosby read a proclamation recognizing National Coaches Appreciation Day October 6, 2024. Activities Director Marshall spoke in appreciation of our coaches.

Director Bernick read a proclamation recognizing Arts, Athletics & Activities Staff Appreciation Week October 7-11, 2024. Activities Director Marshall spoke in appreciation of our arts, athletics & activities staff.

There were no policies introduced at this meeting.

Superintendent Relations

Superintendent Thomas will be presenting a State of the District on September 25, 2024 at 6:00 pm at the district office.

Informational Items

Executive Director of Business Services Fredrickson presented a 10 year PLSAS analysis. This was a report only and no board action was requested.

Future Agenda Topics

The topics mentioned are currently agenda items for the October 14, 2024 board meeting. No additional topics were introduced that received full board approval to bring to a future study session.

Meeting adjourned at 9:48 p.m.

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

AB/mw