

**INDEPENDENT SCHOOL DISTRICT NO. 624**  
**WHITE BEAR LAKE, MN 55110**

A meeting of the White Bear Lake Area School Board was held on **Monday, November 12, 2018** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

**A. PROCEDURAL ITEMS**

1. Chair Mullin called the meeting to order at 7:00 p.m.
2. Roll Call: Present: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison  
Ex-officio: Kazmierczak  
Student Liaison: Makena Pratt  
Cabinet: Garrison, Maurer, Mons, Ouren, Paul, Vette, Wald
3. Pledge of Allegiance
4. Chapman moved and Wilson seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Newmaster moved and Chapman seconded to approve the Consent Agenda consisting of:
  - Approval of minutes for regular meeting of October 8, and work-study meeting of October 22;
  - Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
  - Passage of resolution regarding acceptance of gifts with thank you letters directed to the donors; and
  - Passage of resolution to approve Human Resources items to include:
    - **Resignation/Termination – Classified Staff**
      - Kendrick Livers – Pupil Support Assistant, Otter Lake Elementary  
Employed by District 624 since 02/26/2018  
Effective Date: 10/31/2018
      - Chad Lowell – Custodian, Matoska Elementary  
Employed by District 624 since 10/17/2016  
Effective Date: 09/06/2018
      - Eileen Mcconkie – Program Assistant Leader, Lincoln Elementary  
Employed by District 624 since 03/27/2017  
Effective Date: 09/14/2018
      - Daryl Morteck – Pupil Support Assistant, Otter Lake Elementary  
Employed by District 624 since 02/26/2018  
Effective Date: 10/08/2018
      - Jennifer Oseth – Instructional Assistant, Birch Lake Elementary  
Employed by District 624 since 10/01/2018  
Effective Date: 10/08/2018
    - **Resignation/Termination – Certified Staff**
      - Judy Petersen – Special Education Teacher, Otter Lake Elementary  
Employed by District 624 since 01/28/2013  
Effective Date: 12/01/2018
    - **Retirement – Classified Staff**
      - Lori Frost – Assistant Head Cook, WBLAHS – South Campus  
Employed by District 624 since 04/04/1994  
Effective Date: 01/25/2019
      - Susan Sundeen – Building Assistant, Vadnais Heights Elementary  
Employed by District 624 since 08/24/2001  
Effective Date: 12/31/2018

- **Change Of Position – Classified Staff**  
Roxanne Knops – From Regular Part-Time Cook, Area Learning Center  
 To Administrative Assistant - Operations, District Center  
 \$19.26 per hour, 6.0 hrs. per day, 260 days  
 Effective Date: 10/22/2018
- **Part Time Leave Request – Certified Staff**  
Kristi Joesting – 1st Grade Teacher, Hugo Elementary  
 Employed by District 624 since 08/21/2013  
 Effective Date: 01/13/2020 through 03/27/2020
- **New Personnel – Classified Staff**  
Paige Gregoire – Program AIDE, Vadnais Heights Elementary  
 \$13.04/hr., 13.75 hrs. per week, \$6,418.94  
 Effective Date: 10/22/2018  
Gary Lofquist – Assistant Head Custodial Engineer “A” Building, WBLAHS –  
 South Campus  
 \$21.18/hr., + \$.25 SD, 40 hrs. per week, \$30,859.19  
 Effective Date: 10/22/2018  
Sandra Long – Program Assistant, Hugo Elementary  
 \$13.98/hr., 12.5 hrs. per week, \$6,256.05  
 Effective Date: 10/22/2018  
Savanna Matthews – Program Aide, Birch Lake Elementary  
 \$13.04/hr., 13.75 hrs. per week, \$7,100.27  
 Effective Date: 09/25/2018  
Rebecca Melde – Part Time Cook, WBLAHS – North Campus  
 \$15.09/hr., 18.75 hrs. per week, \$8,657.88  
 Effective Date: 10/11/2018  
Heidi Newpower – Part Time Cook, WBLAHS – North Campus  
 \$16.18/hr., 15.0 hrs. per week, \$7,183.92  
 Effective Date: 10/22/2018  
Laura Weaver – Instructional Assistant, Birch Lake Elementary  
 \$18.33/hr., 32.50 hrs. per week, \$16,561.15  
 Effective Date: 11/01/2018
- **New Personnel – Cabinet**  
Matthew Mons – Director of Human Resources and General Counsel, District  
 Center  
 \$79,707.11 and \$7,442.30 (Pro-Rated on annual salary of \$160,650.00 &  
 \$15,000.00)  
 Effective Date: 01/01/2019
- **New Personnel – Non-Affiliated**  
John Ficcadenti – Campus Security, WBLAHS – South Campus  
 \$16.32 per hr., 27.5 hrs. per week, \$15,997.28  
 Effective Date: 09/04/2018  
Nirvana Yang – Cultural Liaison, District Wide  
 \$39,317.18 (Pro-rated on \$52,500.00)  
 Effective Date: 10/23/2018

➤ **New Certified – Certified Staff**

Cheryl Ek – .5 FTE Special Education Teacher, Willow Elementary  
Ma+15, Step 13, \$29,557.22  
Effective Date: 11/05/2018

➤ **Long Term Substitute – Certified Staff**

Ryan Puncochar – 1.0 FTE Social Studies Teacher, Sunrise Park Middle School  
BA, Step 6, \$14,792.69  
Effective Date: 10/01/2018 through 12/21/2018

**Roll call vote: ayes: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison.  
Nays: none. Motion carried.**

**B. PUBLIC FORUM - No speakers.**

**C. INFORMATION ITEMS**

1. Presentation from the White Bear Center for the Arts “*What Do You See?*” - White Bear Center for the Arts Board members, Bon Sommerville and Kim Ford, presented the book ***What Do You See?*** that was made from student work that photographer Wing Young Huie did with over 1500 North and South Campus students in Spring 2017. Wing Young Huie has received a \$50,000 grant from the McKnight foundation to develop the curriculum, first done at North and South Campus, and take this nationwide.
2. Superintendent’s Report - Students who represented the district in All-State Soccer and at the Boys’ and Girls’ State Cross Country Meets were recognized before the meeting. Thursday November 15th 11:30 - 12:30 will be Coffee with Dr. K at the downtown White Bear Lake Caribou Coffee. November Recognitions include Native American Heritage Month, National Community Education Day, Veterans Day, Geography Awareness Week, American Education Week, School Psychology Awareness Week, Education Support Professionals Day, National Parental Involvement Day, Thanksgiving. November 21 - 23 is Thanksgiving Break. Emergency School Closing alerts will be sent by phone and email. Message will also be posted on the district homepage, Facebook and Twitter pages. If you know of a family that is in need of winter clothing please contact “The Closet” at [closetwblaef@gmail.com](mailto:closetwblaef@gmail.com) Thank you to the community members who have participated in our Facilities Planning and site-based Strategic Planning processes. Information is available on the district website [www.isd624.org](http://www.isd624.org) Student Report - Fall sports have concluded and winter sports are beginning. Congratulations to the Girls’ Cross Country team for their participation in the State Meet. Mamma Mia tickets are available on the district website. Career Expo will be held November 15 from 5:00 - 8:00 p.m. at South Campus. North and South students conducted the Halloween food drive.

**D. DISCUSSION ITEMS**

1. Review 2019-20 Draft Calendar - Assistant Superintendent Sara Paul presented the 2019-20 calendar which will be on the December 10 Board Agenda for approval. The proposed calendar is available on the district website.
2. First Reading of School Board Policies
  - a. Policy 418, Drug-Free and Alcohol-Free Workplace/Drug-Free and Alcohol-Free School
  - b. Policy 421, Gifts to Employees, Classrooms, and School Board Members
  - c. Policy 427, Workload Limits for Certain Special Education Teachers
  - d. Policy 510, School Activities

- e. Policy 712, Video Surveillance Other Than On Buses
- f. Policy 720, Vending Machines
- g. Policy 903, Visitors to School District Property and Facilities

The policies were discussed and are being recommended for action at the December 10 meeting **NOTE:** Policy 421 - It was suggested that there be established a consistent procedure for gifts to employees and school board members. In Section II D. the term insignificant value is used and in Section II B., C., G., and Section III C. the term used is nominal value.

## **E. OPERATIONAL ITEMS**

1. Ellison moved and Wilson seconded to approve the proposal for administrative services of our self-insured health and hospitalization plans to Preferred One for the 2019 calendar year. **Roll call vote: ayes: Fahey, Mullin, Newmaster, Wilson, Beloyed, Ellison. Abstention: Chapman. Nays: none. Motion carried.**
2. Wilson moved and Beloyed seconded to approve the District's health insurance premium rates effective January 1, 2019 as presented. **Roll call vote: ayes: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison. Nays: none. Motion carried.**
3. Ellison moved and Fahey seconded to approve the 6-12 Course Proposals as recommended by the Teaching and Learning Department. **Voice vote: all ayes. Nays: none. Motion carried.**
4. Wilson moved and Chapman seconded to approve the proposed 2017-2019 Master Agreement with the International Union of Operating Engineer Local 70 representing the employees in the custodial unit of White Bear Lake Area Schools by passing the following resolution.  
**RESOLUTION:**  
WHEREAS, the parties have reached a tentative agreement on the 2017-2019 Contract;  
WHEREAS, the group has ratified the Contract;  
THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2017-2019 Agreement and authorizes the Chair and Clerk to execute the Agreement on behalf of the School Board  
**Roll call vote: ayes: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison. Nays: none. Motion carried.**
5. Newmaster moved and Wilson seconded to approve the proposed 2017-2019 Master Agreement with the International Union of Operating Engineer Local 70 representing the Bus Drivers and Bus Aides unit of White Bear Lake Area Schools by passing the following resolution.  
**RESOLUTION:**  
WHEREAS, the parties have reached a tentative agreement on the 2017-2019 Contract;  
WHEREAS, the group has ratified the Contract;  
THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2017-2019 Agreement and authorizes the Chair and Clerk to execute the Agreement on behalf of the School Board  
**Roll call vote: ayes: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison. Nays: none. Motion carried.**
6. Beloyed moved and Wilson seconded accept the Ryan Art Grants totaling \$4,650 from the White Bear Lake Area Education Foundation.

***Roll call vote: ayes: Fahey, Mullin, Newmaster, Wilson, Beloyed, Chapman, Ellison.  
Nays: none. Motion carried.***

7. Chapman moved and Wilson seconded to approve the School Board Policies as recommended by the Policy Committee and Cabinet.
  - a. Policy 206, Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations
  - b. Policy 211, Criminal or Civil Action Against School District, School Board Member, Employee or Student
  - c. Policy 423, Employee-Student Relationships
  - d. Policy 424, License Status
  - e. Policy 505, Distribution of Non-School-Sponsored Materials on School Premises by Students and Employees
  - f. Policy 509, Enrollment of Nonresident Students

***Voice vote: all ayes. Nays: none. Motion carried.***

**F. BOARD FORUM** - Mullin thanked veterans for their service and encouraged people to attend the high school production *Mamma Mia*. Ellison thanked military spouses and families.

**G. ADJOURNMENT** - Wilson moved and Mullin seconded to adjourn at 8:10 p.m.

Submitted by: Ellen Fahey, clerk