

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

A meeting of the White Bear Lake Area School Board was held on **Tuesday, November 12, 2019** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

**A. PROCEDURAL ITEMS**

1. Chair Mullin called the meeting to order at 7:00 p.m.
2. Roll Call – Present: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed  
Ex-Officio: Dr. Wayne Kazmierczak  
Cabinet: Asper, Gillespie, Mons, Ouren, Vette, Wald  
School Board Student Representative: Adams
3. Pledge of Allegiance
4. Ellison moved and Newmaster seconded to approve the agenda as presented. ***Voice vote: All ayes. Motion carried.***
5. Fahey moved and Beloyed seconded to approve the consent agenda consisting of:
  - Approval of minutes for regular Board meeting of October 14, and work-study minutes of October 28;
  - 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;
  - Approve field trips; and
  - Passage of resolution to approve personnel issues to include:
    - **Resignation/Termination/Non-Renewal– Classified Staff**  
Susan Belhuemer– Bus Driver, Bus Garage  
Employed by District 624 since 12/01/2017  
Effective Date: 04/25/2019  
Jann Edberg– Program Assistant, Hugo Elementary  
Employed by District 624 since 08/26/2019  
Effective Date: 10/10/2019  
Stacey Hunt– Pupil Support Assistant, Central Middle School  
Employed by District 624 since 09/05/2013  
Effective Date: 10/16/2019  
Kristen Middleton – Regular Part-Time Cook, Otter Lake Elementary  
Employed by District 624 since 09/02/2019  
Effective Date: 11/01/2019  
Joanne Rogney– Part-Time Cook, Oneka Elementary  
Employed by District 624 since 10/12/2015  
Effective Date: 09/01/2019  
Rosemarie Rossbach– Part-Time Cook, Lincoln Elementary  
Employed by District 624 since 04/09/2019  
Effective Date: 10/04/2019  
Shannon Sipmkins– Part-Time Cook, WBLAHS– North Campus  
Employed by District 624 since 09/23/2019  
Effective Date: 10/11/2019  
Melanie Solei– Pupil Support Assistant, Transition Education Center  
Employed by District 624 since 09/02/2019  
Effective Date: 10/25/2019

Kao Yang– Pupil Support Assistant, Sunrise Park Middle School

Employed by District 624 since 09/06/2016

Effective Date: 10/09/2019

➤ **RESIGNATION/TERMINATION/NON-RENEWAL– PROFESSIONAL**

Jason Healy– Elementary Principal, Hugo Elementary

Employed by District 624 since 08/21/1997

Effective Date: 01/31/2020

➤ **RETIREMENT– CLASSIFIED STAFF**

Matthew Keese– Head Engineer, Oneka and Hugo Elementary, TEC

Employed by District 624 since 01/30/2006

Effective Date: 10/31/2019

➤ **RETIREMENT– NON-AFFILIATED**

Jean Rasmussen– Business Applications and State Reporting Specialist, District Center

Employed by District 624 since 09/26/1994

Effective Date: 12/31/2019

➤ **CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**

Ashley Clark – From Program Assistant, Oneka and Otter Lake Elementary

To Program Assistant and BEAR Fundamentals Assistant, Otter Lake Elementary

\$15.11 per hr., 37.5 hrs., per week

Effective Date: 09/12/2019

Delanie Ficek – From Program Assistant, Vadnais Heights Elementary

To Activity Leader, Birch Lake and Vadnais Heights Elementary

\$16.49 per hr., 40.0 hrs., per week

Effective Date: 11/04/2019

Megan Frost – From Administrative Assistant - Principal, Central Middle School

To Administrative Assistant – Asst. Superintendent of T & L, District Center

\$24.27 per hr., 40.0 hrs., per week

Effective Date: 11/04/2019

Nelda Henderson - Pupil Support Assistant and Child Study Secretary, Area Learning Center

Increase of hours from 30 hrs. per week to 35 hrs. per week

Effective Date: 09/02/201

Tara Wilcox – From Asst. Head Cook, Central Middle School

To Regular Part-Time Cook, Lincoln Elementary

\$16.18 per hr. plus \$.70 Cert II per hr., 22.5 hrs., per week

Effective Date: 10/21/2019

➤ **CHANGE IN ASSIGNMENT – CERTIFIED STAFF**

Heather Berry – Intervention Specialist, Lakeaires Elementary

From 1.0 FTE to .7 FTE

Effective Date: 2019-2020 School Year

Hannah Kaefer – Social Worker, Lakeaires & Lincoln Elementary

From .8 FTE to 1.0 FTE

Effective Date: 2019-2020 School Year

➤ **TEMPORARY CHANGE IN ASSIGNMENT – CERTIFIED STAFF**

Clare Kazmierczak – EL Teacher, Hugo and Willow Elementary

From .5 FTE to .8 FTE

Effective Date: 10/14/2019

➤ **NEW PERSONNEL – CLASSIFIED STAFF**

Joseph Hedin– Program Assistant, Oneka and Willow Elementary  
\$13.98 per hr., 23.0 hours per week, \$12,078.72  
Effective Date: 10/29/2019

Steven Henry– Pupil Support Assistant, Sunrise Park Middle School  
\$18.77 per hr., 32.5 hours per week, \$16,714.68  
Effective Date: 11/04/2019

Ariyana Holyfield– Program Assistant Leader, Lincoln Elementary  
\$13.98 per hr., 12.5 hours per week, \$7,689.00  
Effective Date: 08/26/2019

Lexie Leick– Program Assistant Leader, Hugo and Matoska Elementary  
\$13.98 per hr., 25.5 hours per week, \$13,475.32  
Effective Date: 10/08/2019

Matthew Moylan – MS Assistant Head Cook, Central Middle School  
\$17.46 per hr, 28.75 hrs. per week, \$14,356.48  
Effective Date: 10/28/2019

Jocelyn Sweet– Program Assistant Leader, Hugo Elementary  
\$13.98 per hr., 13.75 hours per week, \$6,920.10  
Effective Date: 10/22/2019

➤ **NEW PERSONNEL – NON-AFFILIATED**

Seth Mader – Accounting Coordinator, District Center  
\$63,269.23 (Pro-rated on \$94,000.00)  
Effective Date: 10/28/2019

Alexis Roe – Transportation Specialist, Bus Garage  
\$41,249.99 (Pro-rated on \$65,000.00)  
Effective Date: 11/11/2019

➤ **LONG TERM SUBSTITUTE – CLASSIFIED STAFF**

Brenda Bedell – Part-Time Cook, Sunrise Park Middle School  
\$15.09 per hr, 17.5 hrs. per week  
Effective Date: 10/21/2019

Sandra Evangelist – Part-Time Cook, WBLAHS – South Campus  
\$15.09 per hr, 15.0 hrs. per week  
Effective Date: 10/28/2019 through 02/03/2020

Karen Filipek – Part-Time Cook, WBLAHS – North Campus  
\$15.09 per hr, 18.75 hrs. per week  
Effective Date: 10/24/2019

➤ **LONG TERM SUBSTITUTE – CERTIFIED STAFF**

Teresa Ampe – Guidance Counselor, WBLAHS – South Campus  
MA, Step 13, \$15,128.48  
Effective Date: 10/31/2019 through 12/20/2019

Amy Canniff – .2 FTE Work Experience Teacher, Area Learning Center  
MA, Step 13, \$2,133.69  
Effective Date: 10/16/2019 through 11/20/2019

Kristin Carlson – .2 FTE Speech Language Pathologist, Lincoln Elementary  
MA, Step 13, \$11,651.83  
Effective Date: 11/08/2019 through 06/08/2020

Molly Happe – Grade 6 Mathematics, Sunrise Park Middle School  
BA, Step 11, \$4,840.82  
Effective Date: 11/21/2019 through 12/20/2019

Leigh Mills – Grade 5 Teacher, Lakeaires Elementary

BA, Step 13, \$19,009.35

Effective Date: 09/30/2019 through 12/19/2019

Molly O’rourke – Grade 3 Teacher, Lincoln Elementary

BA, Step 1, \$14,594.51

Effective Date: 10/14/2019 through 01/21/2020

Kaitlyn Wolff – Grade 2 Teacher, Otter Lake Elementary

BA, Step 1, \$7,679.04

Effective Date: 11/06/2019 through 12/20/2019

***Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed***

***Nays: none. Motion carried.***

- B. PUBLIC FORUM** - Ryan Pothan and Jordan Fry both spoke in support of the recent passage of the bond referendum and thanked those involved on behalf of their children.

**C. INFORMATION ITEMS**

1. District Equity and Achievement Committee Update - Dr. Alison Gillespie provided an update on the work of the Equity and Achievement Committee and presented the District’s Equity Commitment Statement and the Equity Decision Making protocol.
2. Superintendent’s Report - Before tonight’s meeting, we recognized students who received the following state honors: members of our Girls’ Cross Country Team who qualified for State; the entire Boys’ Cross Country Team which qualified for State; the Adapted Soccer Team which qualified for State; and Unified Flag Football which won State. Thank you to the community. Voters approved our referendum request with 57.4% yes votes. We are incredibly grateful for this vote of confidence and support in our schools, our staff and our students. Now we can begin planning to Build Our Future! You will hear from us very soon on what the process will be for moving forward. Schools and programs throughout the district honored veterans yesterday in various ways, from ceremonies to classroom visits, and multi-generational events to heartfelt notes and signs. The Fall Musical, “AIDA,” starts this week, and tickets are currently on sale for the public at the district website. Shows will be performed Nov. 15-16 and Nov. 21-23, with matinees on the 16th & 23rd. The Nov. 16 matinee will have an American Sign Language Interpreter and will be free for senior citizens, who should reserve tickets through the regular ticket process. November recognitions include: Geography Awareness Week; Veterans Day; School Psychology Awareness Week; American Education Week; Education Support Professionals Day; National Parental Involvement Day; and Thanksgiving Day. It is important to remember the emergency school closing information in case there is a need for it. If winter weather is so severe that schools need to close, parents will also be alerted in three ways as soon as a decision is made: A SchoolMessenger phone message and email will be sent to all parents. Those who have opted in to receive text messages will be alerted in that way as well. A message will be posted on the district’s homepage ([www.isd624.org](http://www.isd624.org)). Messages will be posted on the District's Facebook and Twitter pages. Always assume schools are open and in session, unless you hear or see differently from an official district source.

**Student Liaison Report** - Happy November and a special thank you to all military veterans. Students are excited that the referendum has passed, even if they are a little jealous of the new high school. The fall musical Aida opens this weekend and tickets are sold on the district website. Good luck to all the performers. Winter sports teams will be completing tryouts and the girls’ hockey team started the season with a 4-3 win against Mahtomedi.

## **D, DISCUSSION ITEMS**

1. First Reading of School Board Policies
  - a. Policy 410, Family and Medical Leave Policy
  - b. Policy 516, Student Medication
  - c. Policy 528, Student Parental, Family and Marital Status NondiscriminationThese policies will be on the December 9 School Board agenda as an operational item.

## **E. OPERATIONAL ITEMS**

1. Newmaster moved and Wilson seconded to approve the Resolution Canvassing Returns of Votes of School District General (School Board Members). ***Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Nays: none. Motion carried.***
2. Chapman moved and Fahey seconded to approve the Resolution Canvassing Returns of Votes of School District Special Election (Bond Referendum). ***Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Nays: none. Motion carried.***
3. Ellison moved and Wilson seconded to approve Resolution Authorizing Issuance of Certificates of Election and directing the School District to perform other related elections duties. ***Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Nays: none. Motion carried.***
4. Newmaster moved and Ellison seconded to approve the polling locations for the 2020 State Primary and General Elections. ***Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Nays: none. Motion carried.***
5. Wilson moved and Ellison seconded to approve the District's health and dental insurance premium rates effective January 1, 2020 as presented. ***Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Nays: none. Motion carried.***
6. Ellison moved and Wilson seconded to accept the Ryan Art Grants totaling \$5,519.76 from the White Bear Lake Area Educational Foundation. ***Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Nays: none. Motion carried.***
7. Wilson moved and Beloyed seconded to accept the Brosious Grants from the White Bear Lake Area Educational Foundation in the amount of \$19,447.33. ***Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Nays: none. Motion carried.***
8. Chapman moved and Wilson seconded to accept the 2019-21 Contract SEIU Local Unit #284 Paraeducators agreement. ***Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Nays: none. Motion carried.***
9. Ellison moved and Fahey seconded to accept the 2019-21 Contract SEIU Local Unit #284 - Secretarial and Clerical Employees agreement. ***Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Nays: none. Motion carried.***
10. Beloyed moved and Wilson seconded accept the contract for 2019-21 with

Non-Affiliated and Administrative Employees. *Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Nays: none. Motion carried.*

11. Ellison moved and Wilson seconded to accept the contract for 2019-21 with White Bear Principals' Association. *Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Nays: none. Motion carried.*
12. Chapman moved and Fahey seconded the approval of School Board Policies
  - a. Policy 601, School District Curriculum and Instruction Goals
  - b. Policy 603, Curriculum Development
  - c. Policy 613, Graduation Requirements
  - d. Policy 618, Assessment of Student Achievement
  - e. Policy 619, Staff Development for Standards*Voice vote: All ayes. Motion carried.*
13. Wilson moved and Chapman seconded to approve the agreement AIA Document B132 with Wold Architects and Engineers as presented. *Roll call vote: ayes: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Nays: none. Motion carried.*
14. Ellison moved and Wilson second to go into closed session at 7:49 p.m. pursuant to Minn.Stat. 13D.05, subd. 3(c) to consider an offer to purchase property described as PID #3003121410016, located in the City of Hugo, County of Washington, State of Minnesota and PID #143022120014, located in the City of White Bear Lake, County of Ramsey, State of Minnesota. *Voice vote: All ayes. Motion carried.*

*Chair Mullin reconvened the meeting at 7:55 p.m. Board members present: Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson, Beloyed. Administrators: Mons, Wald, Superintendent Kazmierczak*

*Closed session adjourned at 8:09 p.m. and Chair Mullin reopened the meeting at 8:11 p.m.*

Wilson moved and Ellison seconded approve the property purchase agreements for the property described as PID #3003121410016, located in the City of Hugo, County of Washington, State of Minnesota and PID #143022120014, located in the City of White Bear Lake, County of Ramsey, State of Minnesota. The Board authorizes the Superintendent, Assistant Superintendent for Finance and Operations, or superintendent's designee to sign all documents as necessary to acquire said properties.

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

- F. **BOARD FORUM** - Newmaster thanked Jean Rasmussen for her service to the district. Wilson congratulated Scott Arcand, Margaret Newmaster, and Angela Thompson on their election to the board.
- G. **ADJOURNMENT** - Wilson moved and Mullin seconded to adjourn at 8:17 p.m. *Voice vote: All ayes. Motion carried.*