

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

A meeting of the White Bear Lake Area School Board was held on **Monday, June 11, 2018** 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: Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey, Mullen.
Ex-Officio: Kazmierczak
Cabinet: Cooper, Daniels, Garrison, Maurer, Paul, Vette, Wald
3. Pledge of Allegiance
4. Beloyed moved and Newmaster seconded to approve the agenda as presented. ***Voice vote, all ayes. Motion carried.***
5. Ellison moved and Wilson seconded to approve the consent agenda consisting of:
 - Approval of minutes of regular meeting of May 14 and work-study message of May 21;
 - 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 – Classified Staff**
 - Dean Gorden – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 10/25/2011
Effective Date: 06/07/2018
 - Christopher Hanson – Pupil Support Assistant, Sunrise Park Middle School.
Employed by District 624 since 09/19/2017
Effective Date: 06/07/2018
 - Jacob Hunt – Health Assistant, Birch Lake Elementary
Employed by District 624 since 08/30/2016
Effective Date: 06/07/2018
 - Sondra Keeney – Pupil Support Assistant, Transition Education Center
Employed by District 624 since 09/05/2017
Effective Date: 06/07/2018
 - Robert Maccornack – Bus Driver, Bus Garage
Employed by District 624 since 12/17/2007
Effective Date: 06/07/2018
 - Cheryl Ness – Program Assistant Leader, Otter Lake Elementary
Employed by District 624 since 08/29/2016
Effective Date: 06/07/2018
 - Laruen Palm – Pupil Support Assistant, Transition Education Center
Employed by District 624 since 09/07/2015
Effective Date: 06/06/2018
 - Linda Triplett – Program Assistant Leader, Otter Lake Elementary
Employed by District 624 since 08/28/2017
Effective Date: 06/08/2018
 - Kiley Van Horn – BEAR Fundamentals Lead Instructor, Otter Lake Elementary
Employed by District 624 since 09/02/2017
Effective Date: 06/09/2018

Kellie Yunker – Nurse Para, Transition Education Center

Employed by District 624 since 09/04/2017

Effective Date: 06/06/2018

➤ **Resignation/Termination – Certified Staff**

Karen Beirise – Grade 3 Teacher, Birch Lake Elementary

Employed by District 624 since 08/21/2013

Effective Date: 06/08/2018

Stacy Muths – Special Education Teacher, Central Middle School

Employed by District 624 since 08/24/1998

Effective Date: 06/08/2018

Kirstie Schneck – Speech & Language Pathologist, Lincoln, Otter and Central

Employed by District 624 since 08/21/2017

Effective Date: 06/08/2018

➤ **Resignation/Termination – Non-Affiliated Staff**

James Barnett – Achievement and Integration Coordinator, District Center

Employed by District 624 since 08/15/2016

Effective Date: 06/08/2018

Pamela Creger – Title I Teacher Non-Public, District Wide

Employed by District 624 since 11/03/2017

Effective Date: 06/08/2018

➤ **Retirement – Classified**

Carol Drieling – Program Assistant Leader, Lakeaires Elementary

Employed by District 624 since 10/19/1992

Effective Date: 06/07/2018

➤ **Retirement – Certified**

Patricia Rossbach – Science Teacher, Central Middle School

Employed by District 624 since 01/02/1992

Effective Date: 06/08/2018

Alan Schultz – Science Teacher, Central Middle School

Employed by District 624 since 08/27/1990

Effective Date: 06/08/2018

➤ **Change of Assignment – Classified Staff**

Cheryl Eterno – Admin. Assist. – Building Assistant, Willow Lane Elementary

From 5.0 hrs. per day to 6.5 hrs. per day

Effective Date: 2018-2019 School Year

Molly Franta – From Admin. Assist. – Assoc. Principal, Central Middle School to Admin. Assist – Principal, Otter Lake Elementary

From Level III, Step 3, \$19.94 per hour to Level IV, Step 3, \$20.88 per hour

Effective Date: 2018-2019 School Year

Megan Frost – From Admin. Assist. – Principal, Willow Lane

Elementary to Admin. Assist – Principal, Central Middle School

From 206 days per year to 260 days per year

Effective Date: 06/18/2018

Joleen Nickels – From Admin. Assist. – Principal, Central Middle School

To Admin. Assist – Cabinet Member, District Center

From Level IV, Step 2, \$19.41 per hour to Level V, Step 2, \$20.88 per hour

Effective Date: 05/21/2018

➤ **Change of Classification – Classified Staff**

Katheryn Robinson – From Admin. Asst. – Cabinet Member, Secretarial and Clerical Unit to Admin. Assistant to Asst. Superintendent, Confidential Unit

Step 3, \$28.19 per hour, 8 hours per day, 130 days

Effective Date: 01/01/2018

- **Change of Employment Status – Certified Staff**
Lori Mariani – Special Education Teacher, Central Middle School
 Rescind Retirement date 06/08/2018
 Recommendation, based on employee's request, to rescind initial request for retirement with no break in service.
- **Part Time Leave Request – Certified Staff**
Lori Felton – Intervention Teacher, Matoska Elementary
 Position .5 (Leave .5)
 Effective Date: 2018-2019 School Year
Laura Krueger – Physical Therapist, Normandy Park
 Position .75 (Leave .15)
 Effective Date: 2018-2019 School Year
Dag Riseng – Special Education Teacher, District Wide
 Position .6 (Leave .4)
 Effective Date: 2018-2019 School Year
- **Full Time Leave Request – Classified Staff**
Nicole Mckinney – Pupil Support Assistant, Oneka Elementary
 Employed by District 624 since 10/25/2010
 Effective Date: 2018-2019 School Year
- **Part – Time Teacher Program – Certified Staff**
Laura Krueger – Physical Therapist, Normandy Park
 Employed by District since 08/27/1990
 Effective: 2018-2019 School Year
- **Extra Assignment – Certified Staff**
Karlie Myette – .2 FTE Mathematics Teacher, Central Middle School
 MA+15, Step 13, \$15,603.00
 Effective Date: 08/27/2018
- **New Personnel – Classified Staff**
Kirsten Jenkins – Health Assistant/Child Study Secretary, Willow Lane Elementary
 \$18.72/hr., 7.5 hrs. per day/ 185 days, \$25,975.00
 Effective Date: 08/24/2018
Jennifer Kealy – Admin. Assist. – Building Assistant, Willow Lane Elementary
 \$17.63/hr., 5.0 hrs. per day/ 180 days, \$15,867.00
 Effective Date: 2018-2019 School Year
Megan Kelly – Pupil Support Assistant, Otter Lake Elementary
 \$18.77/hr., 6.5 hrs. per day/ 180 days, \$21,960.90
 Effective Date: 2018-2019 School Year
Coya Night Pipe – Human Resources Assistant, District Center
 \$24.04/hr., 8.0 hrs. per day/ 260 day
 Effective Date: 06/11/2018
Rose Roberts – Part-Time Cook, Central Middle School
 \$14.79/hr., 3.75 hrs. per day/ 16 days, \$1,005.72
 Effective Date: 05/17/2018
Breena Slivik – Pupil Support Assistant, TEC
 \$18.77/hr., 6.0 hrs. per day/ 180 days, \$20,271.60
 Effective Date: 2018-2019 School Year
- **New Personnel – Non-Affiliated**
Nicole Loch – Supervisor -Student Support Services Department, District Center
 \$106,305.00
 Effective Date: July 1, 2018

➤ **New Personnel – Certified Staff**

Jacqueline Baker – .9 FTE PLTW & Science Teacher, Central Middle School

BA+45, Step 2, \$39,309.60

Effective Date: 2018-2019 School Year

Regan Cerza – Special Education Teacher, Matoska Elementary

BA+60, Step 2, \$48,078.00

Effective Date: 2018-2019 School Year

Alison Davies – Grade 2 Teacher, Matoska Elementary

MA, Step 2, \$49,524.00

Effective Date: 2018-2019 School Year

Janet Elliot – Orchestra Teacher, Matoska Elementary

BA, Step 1, \$43,310.00

Effective Date: 2018-2019 School Year

Joseph Held – Social Studies Teacher, WBLAHS - North

MA+15, Step 6, \$57,199.00

Effective Date: 2018-2019 School Year

Cory Hoffmann – Social Studies Teacher, Central Middle School

BA, Step 5, \$48,051.00

Effective Date: 2018-2019 School Year

Victoria Mckenzie – Language Arts Teacher, Sunrise Park Middle School

BA, Step 2, \$44,191.00

Effective Date: 2018-2019 School Year

Molly Oklobzija – Language Arts Teacher, Central Middle School

MA, Step 11, \$69,192.00

Effective Date: 2018-2019 School Year

Emily Scanlon – Grade 3 Teacher, Otter Lake Elementary

BA+45, Step 1, \$46,029.00

Effective Date: 2018-2019 School Year

Elizabeth Schwalbach – Mathematics Teacher, Central Middle School

BA, Step 2, \$44,191.00

Effective Date: 2018-2019 School Year

Maureen Sullivan – Special Education Teacher, Building to be Determined

MA, Step 13, \$76,306.00

Effective Date: 2018-2019 School Year

➤ **Long Term Substitute – Certified Staff**

Katherine Lunde – Grade 3 Teacher, Vadnais Heights Elementary

MA, Step 2, \$4,993.19

Effective Date: 05/14/2018 through 06/08/2018

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

B. PUBLIC FORUM – no one spoke.

C. INFORMATION ITEMS

1. Excellence in Financial Reporting Awards - Assistant Superintendent for Finance and Operations Tim Wald that we received an Excellence in Financial Reporting award from the Association of School Business Officials and the GPOA's Certificate of achievement for Excellence in Financial Reporting. The district has received these awards for eighteen consecutive years.

2. Superintendent's Report - Before the meeting students were honored for representing the district in the MEGA Moody Math contest, Girls Golf, Boys Golf, Trap and Skeet Shooting, Girls Track, Boys track, and Archery. Congratulations to all our graduates and their families. Photos can be found on the district's Facebook page. The "What it means to be a White Bear grad" video was recorded at Senior Walk during which seniors walked the halls of their former elementary school. Thank you to the 40 district retirees who served the district for a total of more than 858 years of service. Watch for our Writing Contest winners as they walk in the Manitou Days Parade. Their articles will be in the White Bear Press. Stop by the district's Marketfest booth on Thursdays June 14 - July 26. Leadership meetings focused on the Strategic Plan are taking place this week and work will continue this summer and into the fall implementing change through a phased approach. Thank you to all students, families, community members, and staff for a terrific school year. Additional information can be found on the district website.

D. DISCUSSION ITEMS

1. First Reading of School Board Policies:
 - a. 404, Employee background Checks
404.1, Form - Volunteers Criminal Background Checks
 - b. 420, Students and Employees with Communication or Infectious Diseases
420, Procedures for policy 420
 - c. 507, Corporal Punishment
 - d. 513, Student Promotions, Retention
 - e. 703, Annual Audit
 - f. 706, Accepting of Gift
 - g. 905, Advertising

Policies were reviewed and will be on the July 16 board agenda for a second reading.

E. OPERATIONAL ITEMS

1. Wilson moved and Chapman seconded to approve the fiscal year 2019 Preliminary Budget. **Roll call vote: ayes: Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey, Mullin. Nays: none. Motion carried.**
2. Chapman moved and Newmaster seconded to approve the Joint Powers Agreement between the Ramsey County Children's Mental Health Collaborative and the White Bear Lake Area Schools. **Roll call vote: ayes: Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey, Mullin. Nays: none. Motion carried.**
3. Wilson moved and Ellison seconded to approve the OPEB Investment Agreement to transfer funds from Wells Fargo to PFM Asset Management. **Roll call vote: ayes: Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey, Mullin. Nays: none. Motion carried.**
4. Ellison moved and Newmaster seconded to approve the dairy bid with Agropur, Inc. totaling an estimated \$158,139.40 for the 2018-19 school year with the option to renew two additional years. **Roll call vote: ayes: Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey, Mullin. Nays: none. Motion carried.**
5. Beloyed moved and Fahey seconded to approve acceptance of the Fuel Up to Play 60 and United Healthcare Nutrition Equipment grant in the amount of \$10,000. **Roll call vote:**

ayes: Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey, Mullin. Nays: none. Motion carried.

6. Chapman moved and Newmaster seconded to approve the property and casualty insurance package with the Minnesota Insurance Scholastic Trust (MIST) in the amount of \$289,138 effective July 1, 2018 through June 30, 2019. *Roll call vote: ayes: Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey, Mullin. Nays: none. Motion carried.*
7. Wilson moved and Ellison seconded to accept the quote of \$573,885 from Dakota Truck Underwriters for workers' compensation insurance effective July 1, 2018 through June 30, 2019. *Roll call vote: ayes: Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey, Mullin. Nays: none. Motion carried.*
8. Wilson moved and Fahey seconded to approve the proposed lead in drinking water testing plan. *Roll call vote: ayes: Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey, Mullin. Nays: none. Motion carried.*
9. Newmaster moved and Chapman seconded to approve the resolution approving Northeast Metropolitan Intermediate School District No. 916's Long Term Facility Maintenance Budget and Authorizing the inclusion of a proportionate share of those projects in the District's application for Long Term Facility Maintenance Revenue as presented. *Roll call vote: ayes: Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey, Mullin. Nays: none. Motion carried.*
10. Newmaster moved and Fahey seconded to approve Marco's bid totaling approximately \$384,786.62 for a new phone system. *Roll call vote: ayes: Newmaster, Wilson, Beloyed, Chapman, Ellison, Fahey, Mullin. Nays: none. Motion carried.*

F. BOARD FORUM - Mullin thanked all those involved in the organization of graduation. Kathleen Daniels was thanked for her years of service. Wilson thanked all retirees. Newmaster commented on the diverse graduation celebrations each with their own unique style. Fahey reported on the AVID celebration held on May 24th. Approximately 400 students are involved in this program at Central, Sunrise, North Campus, and South Campus. Two alumni of the program, Zac Villarreal and Farris Al-Humayani, spoke at the celebration.

G. ADJOURNMENT - Wilson moved and Mullin seconded to adjourn at 8:36 p.m.

Submitted by: Ellen Fahey, Clerk