

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

A meeting of the White Bear Lake Area School Board was held on **Monday, January 9, 2017** 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 Newberg called the meeting to order at 7:00 p.m.
2. Roll Call – Present: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson  
Ex-Officio: Michael Lovett  
Cabinet: Daniels, Kazmierczak, Paul, Vette, Garrison, Maurer  
Student School Board Representative: Bryana Sherrick
3. Pledge of Allegiance
4. Mullin motioned and Wilson seconded to approve the agenda as presented. *Voice vote: all ayes. Motion carried.*
5. Reorganization of School Board: Fahey nominated Newberg as Chair. *Voice Vote: all ayes. Motion carried.* Wilson nominated Mullin as Vice Chair. *Voice Vote: all ayes. Motion carried.* Fahey nominated Chapman as Treasurer. *Voice Vote: all ayes. Motioned carried.* Newberg nominated Fahey as Clerk. *Voice vote: all ayes. Motion carried.*
6. Chapman motioned and Newmaster seconded to approve the consent agenda consisting of:
  - Approval of minutes of regular meeting of December 13, 2016;
  - 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;
  - Passage of resolution to approve personnel issues to include:
    - **Resignations/Termination – Classified Staff**  
Stephen Maciejny – Assistant Head Custodian, Matoska International & Lakeaires Elementary  
Employed by District 624 since 10/08/2016  
Effective Date: 11/17/2016
    - **Resignations/Termination – Non-Affiliated Staff**  
Travis Rosauer – Theater Technician, District Wide  
Employed by District 624 since 11/07/2016  
Effective Date: 01/02/2017  
Jill Westlund – Nutrition Services Menu Specialist, District Center  
Employed by District 624 since 07/01/2016  
Effective Date: 12/28/2016
    - **Retirement – Classified Staff**  
Jeanne Johnson – Human Resources Representative, District Center  
Employed by District 624 since 11/16/1987  
Effective Date: 04/28/2017  
Zelegech Maregne – Custodian, WBLAHS – South Campus  
Employed by District 624 since 01/29/2001. Effective Date: 10/01/2016

- **Retirement – Certified Staff**  
Wendy Fitzsimmons – ECFE Teacher, Normandy Park Education Center  
 Employed by District 624 since 08/22/1985  
 Effective Date: 06/09/2017
- **Full Time Leave Request – Classified Staff**  
Michael Bickel – Student Supervisor, Sunrise Park Middle School  
 Employed by District 624 since 09/15/2015  
 Effective Date: 01/03/2017 through 03/10/2017  
Jodi Lorenz – Part-Time Cook, Matoska International  
 Employed by District 624 since 10/16/2006  
 Effective Date: 12/26/2016 through 06/08/2017
- **Change In Contract – Classified Staff**  
Cindy Kehoe – Extended Day Unit  
 From Program Assistant Leader, 5.0 hrs. per day, Matoska International  
 to Program Assistant Leader, 3.0 hrs. per day, Matoska and 3.75 hrs. per  
 day, Lakeaires. Effective: 12/12/2016  
Nicole Kendall – Clerical Unit  
 From Tier I Field Technician, 8 hrs., per day, District Wide  
 To Administrative Assistant to a Principal, 8 hrs., per day, Lincoln  
 Elementary. Effective: 01/03/2017  
Elizabeth Lind – Extended Day Unit  
 From Program Assistant Leader, 5.5 hrs. per day, Oneka  
 To Program Assistant Leader, 6.0 hrs. per day, Birch Lake  
 Effective: 01/03/2017
- **New Personnel – Classified Staff**  
 GARY CURRIER – Bus Driver, Bus Garage  
 \$17.85/hr., 6.33 hrs. / 118 days \$13,339.90  
 Effective Date: 12/12/2016  
Julianna Gamboni – Assistant Program Leader, Oneka Elementary  
 \$13.44/hr., 5.25 hrs. / 129 days \$9,102.24  
 Effective Date: 01/03/2017  
Marcos Rodriguez – Assistant Program Leader, Matoska International  
 \$13.44/hr., 5.0 hrs. / 144 days \$9,676.80  
 Effective Date: 12/12/2016  
Chia Yang – Instructional Assistant, Matoska International  
 \$17.58/hr., 3.0 hrs. / 110 days \$5,801.40  
 Effective Date: 12/12/2016
- **New Personnel – Non-Affiliated Staff**  
Corinne Steffens – Theater Technician, District Wide  
 \$20,000.00 (Pro-rated in \$41,600.00)  
 Effective Date: 01/09/2017
- **Long Term Substitute - Certified Staff**  
Michael Bickel – Social Studies Teacher, Central Middle School  
 BA, Step 1, \$10,676.54  
 Effective Date: 01/03/17 through 03/10/17

Leigh Mills – Kindergarten Teacher, Hugo Elementary  
BA, Step 13, \$18,014.40

Effective Date: 01/03/17 through 03/31/17

Aurora Remer – 3rd Grade Teacher, Otter Lake Elementary  
MA, Step 1, \$26,044.48

Effective Date: 01/03/17 through 06/09/17

***Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays, none. Motion carried.***

**B. PUBLIC FORUM** - There were no speakers

**C. INFORMATION ITEMS**

1. Overview of Welcome to White Bear Week and Update on Registration Information for 2017-18 – Director of Communications and Community Relations Marisa Vette, Principals Don Bosch, Sara Svir, Christina Pierre, and ECFE Supervisor Kate Andersen highlighted program offerings and upcoming open houses at all district sites. Complete information on program offerings and open house dates are available on the district website.
2. Superintendent’s Report – Monday January 16 will be a no school day and District Offices will be closed to honor Martin Luther King, Jr. Day. Paraprofessional Recognition Week is Jan. 23-27. If schools close because of severe weather, families will be alerted by phone message and email, District Facebook and Twitter, and on the homepage of district website. Student School Board Representative - February 28 all Juniors will be taking the ACT, or Accuplacer, or ASVAB and Seniors will not be at school that day. High School Student Council is planning a February dance, a shoe drive, the spring showdown, the last chance day for Seniors, and the Mr. Bear Pageant. The White Bear Lake Cheerleaders will be attending the National High School Cheerleading Championship in Dallas, Texas. The team will be giving a performance on Jan. 12th at 7 pm in the District Auditorium.

**D. DISCUSSION ITEMS**

1. First Reading of Policies:
  - a) Policy 203.2, Order of the Regular School Board Meeting
  - b) Policy 203.6, Consent Agenda
  - c) Policy 204, School Board MinutesThese policies will be on the February 13, 2017 school board agenda for action.

**E. OPERATIONAL ITEMS**

1. Mullin moved and Chapman seconded to approve the 2017 School Board Operating Procedures. ***Voice vote: all ayes. Motion carried.***

2. Chapman moved and Kimball seconded to approve the School Board members' compensation remain at the same compensation levels in place in 2016. **Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays, none. Motion carried.**
3. Wilson moved and Mullin seconded to approve the Regular and Work Study Meeting schedule for 2017. **Voice vote: all ayes. Motion carried.**
4. Newmaster moved and Fahey seconded to approve the official depositories for the school district funds and authorized bank accounts and signatures for 2017. **Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays, none. Motion carried.**
5. Mullin moved and Wilson seconded to approve the White Bear Press as the official publication for the school district for 2017. **Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays: none. Motion carried.**
6. Newmaster moved and Kimball seconded to approve the appointment of Linda Goers, Director of Human Resources, as the District Human Rights Officer, and Sara Paul, Assistant Superintendent for Teaching and Learning, as the Title IX Coordinator, and Kathleen Daniels, Director of Student Support Services, as the District ADA/504 Coordinator in conformance with School Board policies. **Voice vote: all ayes. Motioned carried.**
7. Chapman moved and Wilson seconded to authorize Dr. Michael Lovett, and Wayne Kazmierczak, Assistant Superintendent for Finance and Operations, and Sara Paul, Assistant Superintendent for Teaching and Learning, as the Local Education Agency (LEA) representative for the purpose of reviewing and approving documents required for compliance to federal programs included in the Elementary and Secondary Education Act (ESEA) for 2017. **Voice vote: all ayes. Motion carried.**
8. Wilson moved and Newmaster seconded to approve the legal counsel for 2017, as follows: Knutson, Flynn and Deans; Ratwik, Roszak and Maloney; Rupp, Anderson, Squires and Waldsperger, P.A., and others, as needed. **Voice vote: all ayes. Motion carried.**

Chapman moved and Wilson seconded to approve an amendment to the above item (Operational Item #8) to include school board vice-chair in the list of and others, as needed. This will now read as: Authorized personnel to contact legal counsel includes: school board chair, **school board vice-chair**, superintendent, assistant superintendent for teaching and learning, assistant superintendent for finance and operations, director of human resources, director of special services, director of community services, director of communications and community

relations, and director of technology and innovation. *Voice vote: all ayes. Motion carried.*

9. Kimball moved and Mullin seconded to approve the write off of uncollectible, non-sufficient funds checks in the amount of \$2,482.07. *Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays: none. Motioned carried.*

10. Kimball moved and Mullin seconded to approve a contract with CAREI (Center for Applied Research & Education Improvements) to provide an evaluation of the IB programs at a cost not to exceed \$62,517. *Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays, none. Motion carried.*

**F. BOARD FORUM** - Fahey reminded board members of the opportunity to participate in a professional development opportunity on Jan 30 organized by Equity Alliance MN. Wilson welcomed the students in the audience and gave a brief description of the board's role. Kimball thanked retiring staff for their service. Newmaster invited all to attend the 16th Annual Lunar New Year celebration at North Campus on Jan. 28th.

**G. ADJOURNMENT** – Wilson motioned and Newberg seconded to adjourn the meeting at 8:13 p.m. *Voice vote: all ayes. Motion carried.*

Submitted by: Ellen Fahey, Clerk