

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

A meeting of the White Bear Lake Area School Board was held on **Monday, December 12, 2016** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

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, Superintendent of Schools
Student Representative: Bryana Sherrick
Cabinet: Daniels, Goers, Kazmierczak, Maurer, Vette
3. Pledge of Allegiance
4. Wilson moved and Newmaster seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Mullin moved and Chapman seconded to approve the consent agenda consisting of:
 - Approval of minutes of regular meeting on November 14, 2016; special meeting on November 22, 2016; and work-study session of November 28, 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;
 - Approve field trips; and
 - Passage of resolution to approve personnel issues to include:
 - **Resignations/Termination – Classified Staff**
Jennifer Birkeland – Assistant Program Leader, Matoska International
Employed by District 624 since 04/18/2016
Effective Date: 11/25/2016
John Farmer – Pupil Support Assistant, Sunrise Middle School
Employed by District 624 since 09/03/2013
Effective Date: 10/31/2016
 - **Retirement – Classified Staff**
Kevin Dahline – Custodial, WBLAHS – South Campus
Employed by District 624 since 01/07/2002
Effective Date: 01/06/2017
Karen Fischer – Administrative Assistant - Principal, Lincoln Elementary
Employed by District 624 since 02/07/1994
Effective Date: 01/03/2017
Debra Roy – Administrative Assistant Registrar/Records, Sunrise Park Middle School
Employed by District 624 since 12/15/1997
Effective Date: 12/31/2016
 - **Part Time Leave Request – Certified Staff**
Kara Martinson – French Teacher, Central Middle School and WBLAHS – North Campus, .6 FTE Leave (Position .4 FTE)
Effective Date: 11/28/16
 - **Full Time Leave Request – Classified Staff**
Kelly Rivers – Media Clerk, Otter Lake Elementary
Employed by District 624 since 03/18/2013
Effective Date: 11/14/2016 through 12/22/2016

- **Full Time Leave Request – Certified Staff**
 - Stacy Bacigalupo – Language Arts Teacher, WBLAHS – South Campus
Employed by District 624 since 08/27/2009
Effective Date: 11/15/2016 through 06/09/2017
 - Ruth Kerl – Intervention Teacher, Oneka Elementary
Employed by District 624 since 08/22/2012
Effective Date: 11/28/2016 through 06/09/2017
 - Karlie Myette – Mathematics Teacher, Central Middle School
Employed by District 624 since 08/27/2009
Effective Date: 10/17/2016 through 11/22/2017
 - Sarah Treanor – Grade 5 Teacher, Matoska International
Employed by District 624 since 08/23/2007
Effective Date: 10/17/2016 through 01/25/2017
- **Change In Continuing Assignment – Certified Staff**
 - Julie Martin – Special Education Teacher, District Wide
From .2 FTE to .3 FTE
Effective: 11/14/2016
- **Change In Contract – Classified Staff**
 - Kimberely Granger – From Transportation Unit to Non-Affiliated
From Bus Driver, 7.75 hrs. per day, \$18.33/hr., Bus Garage
To Transportation Dispatcher, 8 hrs. per day, \$21,877 (Pro-rated on \$39,500), Bus
Garage, Effective: 12/12/2016
 - Jason Salkowicz – Custodial Unit
From Assist. Head Engineer – B Building, 8 hrs. per day, \$20.37/hr. + .25 SD,
Willow to Assist. Head Engineer – MS, 8 hrs. per day, \$21.33/hr. + .25SD,
Lakeaires and Matoska , Effective: 12/26/2016
- **New Personnel – Classified Staff**
 - Cindy Kehoe – Assistant Program Leader, Matoska International
\$13.44/hr., 5.0 hrs. / 179 days \$12,028.80
Effective Date: 10/24/2016
 - Angelique Kelly – Part-Time Cook, Sunrise Park Middle School
\$14.50 /hr., 3.5 hrs. / 133 days \$6,749.75
Effective Date: 11/14/2016
 - Daniel Paradez – Assistant Head Engineer, WBLAHS – North Campus
\$21.18 /hr. + \$.25 SD, 8.0 hrs. / 149 days \$25,544.55
Effective Date: 12/05/2016
 - Tara Wilcox – Part-Time Cook, Central Middle School
\$14.50 /hr., 3.5 hrs. / 133 days \$6,749.75
Effective Date: 11/14/2016
- **New Personnel – Non-Affiliated Staff**
 - Tracy Cook – Youth Enrichment and Development Programmer, District Center
\$28,246.15 (Pro-rated in \$48,000.00)
Effective Date: 11/29/2016
 - Jacob Stanger – Campus Security, WBLAHS – South Campus and Sunrise Park
Middle School
\$15.25 /hr., 8.0 hrs./ 125 days \$15,250.00
Effective Date: 11/28/2016
- **Long Term Substitute - Classified Staff**
 - Stephanie Wickland – Instructional Assistant, Lincoln Elementary
\$17.58 /hr., 6.0 hrs. / 125 days \$13,185.00
Effective Date: 11/28/2016

➤ **Long Term Substitute - Certified Staff**

Michael Farber – Language Arts Teacher, WBLAHS – South Campus
MA, Step 1, \$34,568.13

Effective Date: 11/07/16 through 06/09/17

Jaclyn Zakrzewski – Intervention Teacher, Oneka Elementary
BA, Step 1, .7 FTE, \$19,580.78

Effective Date: 11/28/16 through 06/09/17

Michelle Zwolski – Grade 5 Teacher, Matoska International
BA, Step 1, \$8,327.70

Effective Date: 11/28/16 through 01/26/2017

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. Community Partnership Award from Vadnais Heights Economic Development Corporation - Ling Becker, Executive Director of VHEDC, presented this award honoring the district's partnership with Dufresne Manufacturing in the development of our Career Manufacturing program. Information on this program was provided by Principal Tim Wald, Career Navigator Rich Wessels, Jim Stephan from Dufresne, and students Caitlin Gray and Jack Olson.
2. Superintendent's Report - Before this meeting members of the Unified Bears Bowling Team and Varsity Bowling Team were recognized for their participation in state competitions. The musical, Mary Poppins, received 23 awards in the Hennepin Theatre Trust Spotlight Program and will perform in the Spotlight Program in June. Nomination forms for the Teacher of the Year are available on the district website. Winter break is December 23 through January 2. Information and registration events for the 2017-18 school year will be taking place in January. Information is available on the district website. Student report - The college and career center has a Snapchat account which will keep students up to date on benchmark points for Junior and Senior Year. Follow the account: WBLHSstudents. The Senior All Night party theme is Hawaiian/Luau. Winter sports and activities are starting.

D. DISCUSSION ITEMS

1. Presentation and Public Hearing Related to the Proposed 2016 Payable 2017 Property Tax Levy - Dr. Wayne Kazmierczak conducted the public hearing for taxes payable in 2017, which included: a background on school funding, property tax levies and budgets; information on the district's budget; information on the district's proposed tax levy for taxes payable in 2017, and public comments and questions.

E. OPERATIONAL ITEMS

1. Chapman moved and Wilson seconded to approve the certification of the final 2016 payable 2017 property tax levy in the amount of \$36,068,484.99. **Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays: none. Motion carried.**

2. Kimball moved and Newmaster seconded to accept the proposed transition plan as recommended by the administration. **Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays: none. Motion carried.**
3. Wilson moved and Chapman seconded to accept the Brosious Teaching Grants as shown in the attached materials in the total amount of \$14,515.05. **Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays: none. Motion carried.**
4. Wilson moved and Fahey seconded to accept the H.B. Fuller STEM Mini-Grant in the amount of \$5,250 for Trent Grabau, Central Middle School. **Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays: none. Motion carried.**
5. Kimball moved and Chapman seconded to approve the contract with Kenneth J. LaCroix as the advisor to the School Board in the search for a new superintendent with the following language change to the fifth bullet point on page 103 of the board packet. Review and screen the candidate application and credential materials, conduct preliminary interviews, and in a process to be determined by the full board, assist the board in recommending candidates for first round interviews. All board members will have access to all applications. **Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays: none. Motion carried.**
6. Action on School Board Policies:
 - a) Policy 206, Public Participation in Board Meetings
 - b) Policy 525, Violence Prevention
 - c) Policy 701, Establish and Adoption of Budget
 - d) Policy 701.1, Modification of School District Budget
 - e) Policy 702, Accounting
 - f) Policy 805, Waste Reduction & Recycling

Chapman moved and Kimball seconded to approve Policy 206, Policy 525, Policy 701, Policy 701.1, Policy 702, and Policy 805 as recommended by the Policy Committee and Cabinet. **Voice vote: all ayes. Motion carried.**

- F. BOARD FORUM** - Wilson recommended attendance at the South Campus Choir concert December 19 at 7:00 pm. Kimball thanked Human Resources Director Linda Goers for her help with the superintendent search process. He thanked retiring staff for their years of service. Newberg presented each board member with a set of cards with tips and helpful questions on how to approach working with diverse teams.
- G. ADJOURNMENT** - Wilson moved and Newberg seconded to adjourn the meeting at 8:20 p.m. **Voice vote: all ayes. Motion carried.**

Submitted by: Ellen Fahey, clerk