

**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 13, 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: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman  
Ex-Officio: Dr. Wayne Kazmierczak  
Student representative: Rensted  
Cabinet: Cooper, Daniels, Garrison, Maurer, Paul, Vette, Wald
3. Pledge of Allegiance
4. Chapman moved and Newmaster second to approve the agenda as presented. *Voice vote: all ayes. Motion carried.*
5. Mullin moved and Wilson second to approve the consent agenda consisting of:
  - Approval of minutes for regular Board meeting of October 9, special meeting of October 16, and work-study meeting of October 23, 2017;
  - 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**
      - Amy Jacob – Lunchroom Aide/Para, Vadnais Elementary  
Employed by District 624 since 09/06/2016  
Effective Date: 11/14/2017
      - Elizabeth Lind – Program Assistant Leader, Birch Lake Elementary  
Employed by District 624 since 08/29/2016  
Effective Date: 10/27/2017
      - Eric Wagner – Bus Driver, Bus Garage  
Employed by District 624 since 11/18/2003  
Effective Date: 09/25/2017
    - **RETIREMENT – CERTIFIED STAFF**
      - Lori Zwonitzer – Teacher on Leave  
Employed by District since 08/21/1986  
Effective Date: 12/01/2017
    - **FULL – TIME LEAVE REQUEST – CERTIFIED STAFF**
      - Kristine Lahr – Grade 2 Teacher, Willow Elementary  
Employed by District since 08/24/2015  
Effective Date: 10/10/2017 through 10/18/2017
      - Shelly Haddon – Spanish Teacher, Lakeaires and Matoska Elementary  
Employed by District since 08/22/2016  
Effective Date: 10/03/2017 through 11/17/2017
      - Mary Phillips – Grade 3 Teacher, Otter Lake Elementary  
Employed by District since 09/18/2014  
Effective Date: 10/02/2017 through 06/08/2018

➤ **EXTRA ASSIGNMENT – CERTIFIED STAFF**

Brian Griebenow – .05 FTE Phy. Ed./DAPE Teacher, Oneka and Otter Elementary

BA, Step 3, \$2,151.30

Effective Date: 08/28/2017

Joshua Lane – .1 FTE Language Arts, WBLAHS – South Campus

MA +30, Step 5, \$5,409.10

Effective Date: 08/28/2017

➤ **CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**

Clare Kazmierczak – Teacher, Hugo Elementary

From .325 FTE to .6875 FTE, (.1 FTE Intervention, .225 FTE EL & .3625 Grade 1) Effective Date: 10/30/2017

➤ **NEW PERSONNEL – CLASSIFIED STAFF**

Melinda Boe – Pupil Support Assistant, Lakeaires Elementary

\$18.00/hr., 6.5 hrs. per day/ 136 days, \$15,912

Effective Date: 11/07/2017

Bridget Chevalier – Pupil Support Assistant, Otter Lake Elementary

\$18.00/hr., 6.5 hrs. per day/ 141 days, \$16,497.00

Effective Date: 10/30/2017

Alexander Egemo – Pupil Support Assistant, Lincoln Elementary

\$18.00/hr., 6.5 hrs. per day/ 145 days, \$16,965.00

Effective Date: 10/24/2017

➤ Elizabeth Fischer – Program Assistant Leader, Birch Lake Elementary

\$13.98/hr., 5.75 hrs. per day/ 191 days, \$9,345.63

Effective Date: 10/02/2017

Jay Hughes – Custodian, WBLAHS – South Campus and ALC

\$17.46/hr. + \$.25 SD, 8.0 hrs. per day/170 days, \$24,085.59

Effective Date: 11/06/2017

Rebecca Hunt – Part Time Cook, Central Middle School

\$14.79/hr., 3.75 hrs. per day/ 155 days, \$8,596.68

Effective Date: 10/09/2017

Susan Lenne – Volunteer Coordinator – Playground Supervisor, Matoska International

\$16.95/hr., 5.0 hrs. per day/ 139 days, \$11,780.25lenne

Effective Date: 10/09/2017

Abby Maas – Pupil Support Assistant, Lakeaires Elementary

\$18.00/hr., 6.5 hrs. per day/ 136 days, \$15,912

Effective Date: 11/07/2017

Amanda Moseng – Program Assistant Leader, Otter Lake Elementary

\$13.44/hr., 6.0 hrs. per day/ 180 days, \$14,515.20

Effective Date: 10/23/2017

Misty Mundell – Custodian, WBLAHS – North Campus

\$17.46/hr. + \$.25 SD, 8.0 hrs. per day/170 days, \$24,085.59

Effective Date: 11/06/2017

Anna Schletty – Part Time Cook, Central Middle School

\$14.79/hr., 3.75 hrs. per day/ 155 days, \$8,596.68

Effective Date: 10/09/2017

Andrew Schmidt – Program Assistant Leader, Vadnais Elementary

\$13.44/hr., 22 hrs. per week/ 195 days, \$11,531.52

Effective Date: 10/02/2017

Nathan Sheldon – Pupil Support Assistant, Sunrise Park Middle School

\$18.00/hr., 6.5 hrs. per day/ 141 days, \$16,497.00

Effective Date: 10/30/2017

Heather Zahn – Pupil Support Assistant, Otter Lake Elementary

\$18.00/hr., 6.5 hrs. per day/ 145 days, \$16,965

Effective Date: 10/24/2017

➤ **NEW PERSONNEL – NON-AFFILIATED**

Pamela Creger – Non-Public Schools Title I Teacher

8.0 hrs. per day, 147 Days \$32.84 per hour

Effective Date: 11/03/2017

Ashley Guthrie – Out of School Time Site Supervisor, Lakeaires Elementary

8.0 hrs. per day, 174 Days, \$32,765.53

Effective Date: 10/31/2017

➤ **NEW PERSONNEL – CERTIFIED STAFF**

Stephanie Forster – 1.0 FTE Special Education Teacher, Lincoln and Willow Elementary

BA+60, Step 3, \$37,773.20

Effective Date: 10/24/2017

Anne Hennessey – 1.0 FTE Grade 2 Teacher, Oneka Elementary

MA+45, Step 1, \$40,494.98

Effective Date: 10/12/2017

Frank Malone – 1.0 FTE Industrial Arts Teacher, WBLAHS – North and South Campus

BA, Step 11, \$54,895.00

Effective Date: 2017/2018 School Year

➤ **LONG TERM SUBSTITUTE - CERTIFIED STAFF**

Cecilia Carr – Grade 3 Teacher, Otter Lake Elementary

BA, Step 2, \$32,027.81

Effective Date: 11/06/2017 through 06/08/2018

Marcia Johnson – Music Teacher, Willow Lane Elementary

MA, Step 1, \$7,576.57

Effective Date: 09/28/2017 through 11/14/2017

Rachel Moe – Spanish Teacher, Central Middle School

BA, Step 1, \$10,676.54

Effective Date: 11/13/2017 through 01/26/2018

B. **BOARD FORUM** – No one spoke.

C. **INFORMATION ITEMS**

1. Community Forum on Senior Award from MCEA - Brett Carlson, Director of Community Education for North Branch, presented the Minnesota Community Education Association 2017 Outstanding Project Award to the district. The Community Services and Recreation Department initiated and facilitated a community engagement project, Community Forum on Seniors, in 2015. The project included over 100 stakeholders representing businesses, elected officials, faith communities, non-profit organizations, service providers and senior community members. Community Services Coordinator Tara Jebens-Singh accepted the award on behalf of the district and thanked those involved.
2. Superintendent's Report - Dr. Kazmierczak thanked community members for their support of the local operating levy renewal. The following student groups were recognized for state-level accomplishments: All-State Soccer; Girls and Boys Cross Country; Middle

School, Junior Varsity and Varsity Cheerleading teams. The Fall Musical, Footloose, has added another performance on Saturday, November 18. The show is free for seniors and tickets are available on the district website. Parent Teacher Conferences take place on Monday, Nov. 20 and Tuesday, Nov. 21 with Thanksgiving break Nov. 22-24. Parents will be notified of an emergency school closing with a phone and email message sent to all parents, and messages posted on the district Facebook, Twitter and homepage [www.isd624.org](http://www.isd624.org)

Student representative Rensted reported on the student council food drive, the success of the mountain biking and cross country teams, and encouraged attendance at Footloose.

#### D. DISCUSSION ITEMS

1. Presentation of Audit Report – Mr. Jim Eichten from the district’s auditing firm of Malloy, Montague, Karnowski, Radosevich, and Co, P.A (MMKR) presented the fiscal year 2016-17 audit report.

#### E. OPERATIONAL ITEMS

1. Chapman moved and Wilson seconded to approve the audit report for fiscal year 2017 as presented by Mr. Jim Eichten from MMKR, the district’s independent auditor. Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman. Nays: none. Motion carried.
2. Newmaster moved and Kimball seconded to take action on Canvas Returns of Votes of School District General and Special Election on November 7, 2017. **Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman. Nays: none. Motion carried.**
3. Wilson moved and Fahey seconded to take action on resolution authorizing issuance of certificates of election and directing the school district to perform other related elections duties. **Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman. Nays: none. Motion carried.**
4. Kimball moved and Chapman seconded to approve the District’s health insurance premium rates effective January 1, 2018 as presented. **Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman. Nays: none. Motion carried.**
5. Mullin moved and Newmaster seconded to approve the secondary course proposals, modifications, and deletions as presented. **Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman. Nays: none. Motion carried.**
6. Wilson moved and Fahey seconded to accept the Ryan Art Grants from the White Bear Lake Area Education Foundation totaling \$4,285. **Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman. Nays: none. Motion carried.**
7. Second Reading of School Board Policies
  - a. Policy 201, Legal Status of the School Board
  - b. Policy 203, Operation of the School Board – Governing Rules  
Policy 203, Addendum A – Rules of Order
  - c. Policy 303, Superintendent Selection
  - d. Policy 533, Wellness
  - e. Policy 701, Establishment and Adoption of School District Budget

Chapman moved and Mullin seconded to approve the following School Board policies 201, 203, 303, 533, and 701 as recommended by the Policy Committee and Cabinet. *Voice vote: all ayes. Nays none. Motion carried.*

- F. **BOARD FORUM** - Wilson thanked White Bear Lake Lions Club member Bob Lundberg for his message supporting the district operating levy renewal. Kimball thanked retiring staff and welcomed new staff. The first Lincoln Elementary Gala was a success. We are all saddened by the passing of Jeanne Anderson and condolences to her family, friends, and the Lakeaires community. Newberg encouraged attendance at the production of Footloose. Fahey reported on the North Campus Parent Camp and the PTO meeting scheduled for Tuesday Nov. 14 at 6:30 pm. The Positive Behavior Intervention Strategies at Willow with 3,500 Paws awards handed out in quarter one and a 46% decrease in discipline referrals. The AMSD conference on Dec. 8 will be an update on ReImagine MN with a student panel providing their perspective on what is needed to ensure all received an equitable and excellent education.
- G. **ADJOURNMENT** - Wilson moved and Newberg seconded to adjourn the meeting at 8:10 p.m.

Submitted by clerk, Ellen Fahey