



Spring Lake Park Schools
District Services Center
1415 81st Avenue NE
Spring Lake Park, MN 55432

SCHOOL BOARD REGULAR MEETING
District Services Center
Tuesday, March 7, 2017, 7:00pm

ADDENDUM TO AGENDA

Consent Agenda – addition of attachments
Action Item – addition of item to action item #5

CONSENT AGENDA – addition of minutes

ATTACHMENT D-1a

SCHOOL BOARD REGULAR MEETING
School Board, Independent School District 16
Spring Lake Park, MN
Tuesday, February 14, 2017

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairperson Stroebel called the meeting to order at 7:00pm.

The following School Board members were present: John Stroebel, Jodi Ruch, Amy Hennen, Jim Amundson, Kelly Delfs, Marilyn Forsberg, Tony Easter, along with Superintendent Jeff Ronneberg and Student Representatives Dorothy Williams and Emily Lall.

School Board members absent: None

Student Representatives absent: None

B. AGENDA APPROVAL

Motion by Delfs, seconded by Easter, to approve the agenda with the following change(s):

- a. addition of January board meeting minutes attachment
- b. addition of employee to list for procurement card (p-card) approval
- c. addition of land purchase agreement resolution
- d. addition of principal contract approval

Motion carried unanimously with all members voting yes. (7-0)

C. SOME FUTURE EVENTS (Please check the District Calendar and Resource Guide or the District website at www.springlakeparkschools.org for a complete list of monthly events)

- Thursday, February 16, 2017 No School – Staff Professional Work Day
- Friday, February 17, 2017 No School – Staff Professional Work Day
- Monday, February 20, 2017 No School - District Services Center closed
- Tuesday, February 28, 2017, School Board Work Session, 6:00 p.m.

- Tuesday, March 7, 2017, Regular School Board Meeting, 7:00 p.m. - with Communication to the Board and Administration at 6:45 p.m
- Friday, March 10, 2017, No School - Staff Professional Work Day
- Monday, March 13 - Friday, March 17, 2017 No School, Spring Break
- Monday, March 20, 2017 No School – Staff Professional Work Day

D. CONSENT AGENDA

Motion by Ruch, seconded by Hennen, to approve the following items of the consent agenda:

1. Minutes of the January 10, 2017 School Board Organizational Meeting, January 10, 2017 School Board Regular Meeting, January 24, 2017 School Board Work Session
2. Bills Paid for December 2016, in the following amounts:

BILLS PAID	
December 2016	
Fund	Total Payments
General	\$2,754,620
Food Service	264,216
Community Education	106,654
Building Construction	212,437
Debt Service	-
Trust and Agency	-
Internal Service Funds	122,355
OPEB Debt Services	-
OPEB Trust Account	-
TOTAL	\$3,460,282

3. Personnel Items

I. EMPLOYMENTS

Name	Location	Position	Start Date	New or Replace
Alexis Foley	SLPHS	Long-term Substitute Math Teacher	1/11/2017	Replace
Karly Kotalik	NP	Behavior Support Paraprofessional	1/30/2017	Replace
Heidi Rogers	NP	Administrative Assistant	1/9/2017	Replace
Shannon Sorenson	SLPHS	Cook	1/6/2017	Replace

II. TERMINATIONS/RESIGNATIONS/NON-RENEWAL OF CONTRACT

Name	Location	Employee Group	Notes
Karly Kotalik	NP	Child Care	Resignation as of January 27, 2017
Linda Nash	WMS	Nutrition Service	Resignation as of February 15, 2017
Heidi Rogers	NP	Paraprofessionals	Resignation as of January 6, 2017

Brooke Roloff	SLPHS	Paraprofessionals	Resignation as of February 15, 2017
Shannon Sorenson	SLPHS	Nutrition Service	Resignation as of January 5, 2017
Kristen Velasco	NP	Nutrition Service	Resignation as of January 27, 2017

III. LEAVES OF ABSENCE

Name	Location	Employee Group	Notes
Sally Holmgren	SLPHS	Teachers	March 13, 2017 through June 9, 2017
Rainiera Letourneau	WWMS	Teachers	March 10, 2017 through April 21, 2017
Shawn Poppe	SLPHS	Nutrition Services	December 23, 2016 through March 20, 2017
Nichelle Williams-Johnson	WWMS	Teachers	January 3, 2017 through February 24, 2017

E. DISCUSSION, REPORTS, INFORMATION ITEMS

1. Effective Operations: Improve our effective management of human, financial, and physical resources.

Monthly Financial Report for December 2016 - Ms. Amy Schultz, Director of Business Services, reviewed the monthly financial report for December 2016 including treasurer's report, expenditures, and revenue.

Facilities Project Update – Dr. Jeff Ronneberg, Superintendent of Schools, reminded the board that the facilities project is a 3-phase project that started in the summer of 2010. Hundreds of staff, parents, community members have been involved so far. The Guiding Change was reviewed, highlighting the desired results, along with reminding the board of past work of the Community Facilities Design Team and Facilities for Future Programming teams. Ms. Amy Schultz gave an overview of the phasing of current Master Facilities projects, including items at the Westwood Complex, Spring Lake Park High School, Early Learning, Athletics and Activities, elementary school projects, and the new K-4 elementary school.

Dr. Ronneberg shared that the site at the National Sports Center in Blaine has been chosen for the new K-4 elementary, pending approval by the City of Blaine. The benefits of this location were shared, including: cost savings, size of the site, amount of green space, potential partnerships with the National Sports Center, opportunities to partner with the community, as well as positive results of a recent parking and traffic study.

Mike Callahan, Director of Student Services; Amy Schultz, Director of Business Services; Paul Aplikowski, Wold Architects; Sam Howard, grade 1 teacher at Northpoint Elementary; and Tom Larson, principal of Westwood Schools, shared various aspects of the new K-4 elementary design work being done. In addition, they shared images of proposed aerial, exterior, interior, and site plans for the new school.

Dr. Ronneberg thanked the community for their support of the recent bond referendum as well as throughout the year in other areas. Due to this support the school district is designing learning environments to continue to enhance and further engage student learning, positioning the district

for an effective future. Updates to the board and public will continue this year and throughout the coming years. Updates can also be found at springlakeparkschools.org.

3. Superintendent's Report - Dr. Jeff Ronneberg, Superintendent of Schools, shared an update on February visits with Early Childhood parents to discuss the district strategic plan and district operational plan, as well as with staff and PTO/PTA/PAC parent groups to share updates on facilities and district operational plan projects. Dr. Ronneberg looks forward to the conversations and opportunity for feedback and questions.

F. ACTION ITEMS

1. Approval of First Reading of Revised School Board Policies

Motion by Forsberg, seconded by Amundson, to approve the first reading of the following revised policies:

- 102 Equal Educational Opportunity
- 214 Out-Of-State Travel by School Board Members
- 401 Equal Employment Opportunity
- 402 Disability Nondiscrimination
- 404 Employment and Other Background Checks
- 405 Veteran's Preference Hiring
- 406 Public and Private Personnel Data
- 407 Employee Right to Know – Exposure to Hazardous Substances
- 408 Subpoena of a School District Employee
- 410 Family and Medical Leave Act
- 412 Expense Reimbursement
- 413 Harassment and Violence
- 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse
- 415 Mandated Reporting of Maltreatment of Vulnerable Adults
- 417 Chemical Use and Abuse
- 418 Drug-Free Workplace/Drug-Free School
- 419 Tobacco-Free Environment
- 420 Students and Employees with Sexually Transmitted Infections and Disease and Certain Other Communicable Diseases and Infectious Conditions
- 421 Gifts to Employees
- 423 Employee-Student Relationships
- 424 License Status
- 427 Workload Limits for Special Education Teachers
- 502 Search of Student Lockers, Desks, Personal Possessions and Student's Person
- 506 Student Discipline
- 613 Graduation Requirements

Motion carried unanimously with all members voting yes. (7-0)

2. Approval of First Reading to Delete School Board Policy

Motion by Delfs, seconded by Hennen, to delete the following policies:

- 403 Discipline, Suspension and Dismissal of School District Employees
- 404.1 Student Teachers and Interns
- 409 Employee, Publications, Instructional Materials, Inventions and Creations
- 416 Drug and Alcohol Testing
- 422 Policies Incorporated by Reference
- 425 Staff Ethics

Motion carried unanimously with all members voting yes. (7-0)

3. Lane Changes for Teachers

Motion by Ruch, seconded by Easter, to approve the 2016-17 Lane Changes for Teachers as shown in Attachment F-3, and in accordance with the Master Agreement. Motion carried unanimously with all members voting yes. (7-0)

4. 2016-2017 Seniority Lists for Spring Lake Park School District 16 Employees

Motion by Hennen, seconded by Forsberg, to approve the 2016-2017 Spring Lake Park Schools District 16 Seniority Lists for licensed employees as defined in M.S.§122A.40, and other employee groups as provided by their group’s master contracts and as presented. Motion carried unanimously with all members voting yes. (7-0)

5. Authorization of Issuance of Individual Procurement Card (P-Card)

Motion by Easter, seconded by Delfs, to authorize the issuance of Procurement Card to the following Spring Lake Park Schools employees:

- Heidi Rogers Administrative Assistant – Northpoint Elementary School
- Melissa Lindstrom Special Education Teacher – Life Skills, District Services Center
- Tim Gunderson Custodian – District Services Center (Item added from addendum)

Motion carried unanimously with all members voting yes. (7-0)

6. Acknowledgment of Gifts

Motion by Ruch, seconded by Forsberg, to acknowledge gifts to the district as shown and to extend the School Board’s thanks and appreciation. Motion carried unanimously with all members voting yes. (7-0)

Monetary Donations

Description	Value	Donor	Purpose/To
Monetary	\$ 392.00	Lighthouse PTO	Lighthouse School – field trip busing
Monetary	\$ 419.25	Spring Lake Park Lions	Lighthouse School – field trip busing
Monetary	\$ 349.60	Box Top's Education	Northpoint Elementary
Monetary	\$ 500.00	Exxon Mobile	Northpoint Elementary
Monetary	\$ 500.00	Spring Lake Park Lions	Northpoint Elementary
Monetary	\$ 161.00	Wells Fargo Community Support	Northpoint Elementary
Monetary	\$ 8.05	Wells Fargo Workplace Campaign Gift	Northpoint Elementary
Monetary	\$ 100.00	Community Share of MN	Park Terrace Elementary
Monetary	\$ 122.00	Wells Fargo Community Support	Park Terrace Elementary
Monetary	\$ 204.40	Box Tops for Education	Westwood Intermediate
Monetary	\$ 754.00	Lifetouch	Westwood Intermediate
Monetary	\$ 75.00	Wells Fargo Community Support	Westwood Intermediate
Monetary	\$ 676.50	Lifetouch	Woodcrest Spanish Immersion
Monetary	\$ 60.00	Medtronic	Woodcrest Spanish Immersion
Monetary	\$ 93.10	The K Foundation	Woodcrest Spanish Immersion
Monetary	\$ 70.00	Wells Fargo Workplace Campaign Gift	Woodcrest Spanish Immersion
Total	\$ 4,484.90		

Non-Monetary Donations

Item	Value	Donor	Purpose/To
School Supplies	Kumon Learning Center	Northpoint student needs	School Supplies
Pants & Socks	Melissa Hanscom	Park Terrace Elementary	Pants & Socks
Hats & Mittens	Emmanuel Christian Center	Park Terrace Elementary	Hats & Mittens
School Supplies	Pat Leight	Spring Lake Park Schools students and staff	School Supplies
Hats & Mittens	Emmanuel Christian Center	Westwood Intermediate	Hats & Mittens

7. Resolution Approving Purchase Agreement

Motion by Delfs, seconded by Easter, to approve the following resolution:

NOW THEREFORE, BE IT RESOLVED, by the School Board of Independent School District 16 as follows:

- a. The Purchase Agreement by and between Spring Lake Park Independent School District No. 16 and the Minnesota Amateur Sports Commission (MASC) is hereby approved
- b. The Administration is authorized to execute said Purchase Agreement on behalf of the school district, and is directed to take necessary action to implement said sale

Roll Call: Ayes: Amundson, Forsberg, Ruch, Easter, Delfs, Hennen, Stroebel; Nays: None

Resolution was duly adopted.

G. BOARD FORUM AND REPORTS

Student Council Representatives Dorothy Williams and Emily Lall shared athletic and activity events taking place at the high school, including: pep fest, boys’ basketball, girls dance team, Panther Mentors, polar plunge, and Dr. Ronneberg added a science Olympiad update.

Member Easter attended the high school parent advisory meeting. He mentioned that the meetings are very informative and recommended that all high school parents attend.

Member Forsberg attended the NP PTO meeting. She also gave updates on NEMetro 916, MN Equity Alliance (EMID), Reimagine Minnesota, as well as a brief update about the current legislative session.

H. CLOSED SESSION

Motion by Easter, seconded by Forsberg, to enter in to Closed Session to discuss employee negotiations. Motion carried unanimously with all members voting yes. (7-0) Entered in to Closed Session at 8:34pm.

Motion by Amundson, seconded by Forsberg, to reconvene the meeting. Motion carried unanimously with all members voting yes. (7-0) Meeting reconvened at 8:45pm.

F. ACTION ITEMS, con’t

- 8. Approval of Principal Employees’ Contract for the Years 2016-2018

Motion by Easter, seconded by Amundson, to approve the Principal Employees' Contract for the years 2016-2018 as recommend by the Board's Negotiating Committee and the Administration. Motion carried unanimously with all members voting yes. (7-0)

I. ADJOURNMENT

Motion by Ruch, seconded by Forsberg, to adjourn the meeting. Motion carried unanimously with all members present voting yes. (7-0) Meeting adjourned at 8:46pm.

Date

Amy Hennen, Clerk
Spring Lake Park Schools
Independent School District 16

ATTACHMENT D-1b

**MINUTES OF THE SCHOOL BOARD WORK SESSION
School Board, Independent School District 16
Spring Lake Park, MN
Tuesday, February 28, 2017**

A. CALL TO ORDER

Chairperson Stroebel called the meeting to order at 6:03pm.

The following School Board members were present: John Stroebel, Jodi Ruch, Jim Amundson, Amy Hennen, Kelly Delfs, Marilynn Forsberg, and Tony Easter, along with Superintendent Jeff Ronneberg.

School Board members absent: none.

B. AGENDA APPROVAL

Motion by Ruch, seconded by Forsberg, to approve the agenda with the following change(s):

a. Removal of Closed Session

Motion carried unanimously with all members voting yes. (7-0)

C. DISCUSSION ITEMS

District Operational Plan Quarterly Update (DOP) - The DOP and update meet the World's Best Workforce plan and reporting requirements – Dr. Hope Rahn provided a brief update on each project in the district operational plan, focusing on milestones currently being worked on. Dr. Rahn also provided an overview of the components and budget of the Achievement and Integration Plan, which will be presented to the board formally for approval at the next Board meeting. The board engaged in dialogue with questions and feedback throughout the update.

Dr. Jeff Ronneberg provided an overview of the various Minnesota Department of Education (MDE) improvement plan requirements that the district must complete. While each of these plans require unique and different components, Spring Lake Park utilizes the district operational plan as the one overarching plan, and MDE required plans are aligned with this. These plans

include, but are not limited to: World's Best Workforce, Alternative Delivery of Specialized Instructional Services, Achievement & Integration, Title I, II, and III; American Indian Plan.

Dr. Ronneberg also highlighted how student, parent, staff, and community insights, voice, and input are gathered through the annual adaptation of the district operational plan in alignment with the strategic plan. The FY18 DOP draft will be reviewed with the Board in April, with further, more detailed updates in May and June to reflect board input.

Process Update: Facilities Projects – Dr. Ronneberg, Superintendent of Schools, shared that the bid opening for upcoming work at the high school took place today. Award of bids will take place at the March 7 board meeting. Dr. Ronneberg has also participated in several recent meetings with the City of Blaine regarding new school planning at the National Sports Center. Member Amundson asked for an update on the site at 85th. May 15 is the deadline for a decision on use of that site. Discussions will take place at the March work session.

Budget Update: FY17 Revisions – Ms. Amy Schultz, Director of Business Services, reviewed the original 2016-17 budget that the board approved last spring and updated the board on revisions to revenue and expenses within the general fund. Revisions/adjustments to the budget are minor. Those adjustments include: enrollment from initial projections, staffing costs coming in lower than projected, decreased worker's compensation and unemployment costs, and increased construction and flexible learning space costs. Adjustments for Nutrition Services, Community Service, Debt Service and Construction Funds are pending. A formal presentation highlighting budget revisions, and approval of revisions, will take place at the March 7 board meeting.

2017-18 School Calendar – Mr. Mike Callahan, Director of Student Services, reviewed the current draft of the calendar. Board members asked for clarification on professional learning days, distribution of days in each trimester, and vacation days. The calendar will be presented to the board on March 7 for approval.

Other – Chairperson Stroebel shared that the Tower Days Parade will take place on Thursday, June 8. A short discussion took place and board members look forward to participating in the parade.

D. CLOSED SESSION - removed

E. ADJOURNMENT

Motion by Ruch, seconded by Easter, to adjourn the meeting. Motion carried unanimously with all members voting yes. (7-0) Meeting adjourned at 7:23pm.

Date

Amy Hennen, Clerk
Spring Lake Park Schools
Independent School District 16

ACTION ITEM - ADDENDUM

5. Addition of Policy 613 Graduation Requirements to the approval of second reading of revised policies