



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

**SCHOOL BOARD REGULAR MEETING**  
**District Services Center**  
**Tuesday, February 14, 2017, 7:00pm**

**ADDENDUM TO AGENDA**

**Consent Agenda – addition of attachments**  
**Action Item – addendum and addition**

**CONSENT AGENDA – addition of minutes**

**ATTACHMENT D-1a**

**MINUTES OF THE SCHOOL BOARD ORGANIZATIONAL MEETING**  
**School Board, independent School District 16**  
**Spring Lake Park, MN**  
**Tuesday, January 10, 2017**

**A. CALL TO ORDER**

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, Marilynn Forsberg, Kelly Delfs, and Tony Easter, along with Superintendent Jeff Ronneberg and Student Council School Board Representatives Emily Lall and Dorothy Williams. School Board members absent: None

**B. AGENDA APPROVAL**

*Motion by Forsberg, seconded by Amundson, to approve the agenda as presented. Motion carried unanimously with all members voting yes. (7-0)*

**C. ORGANIZATION OF BOARD**

**Election of Chairperson**

Nominations were called for the position of Spring Lake Park Schools District 16 School Board Chairperson. Stroebel was nominated by Ruch. No further nominations were made. A ballot vote was taken. Stroebel received 7 votes. Stroebel was re-elected School Board Chairperson for 2017.

**Election of Vice-Chairperson**

Nominations were called for the position of Spring Lake Park Schools District 16 School Board Vice-Chairperson. Ruch was nominated by Hennen. No further nominations were made. A ballot vote was taken. Ruch received 7 votes. Ruch was re-elected School Board Vice-Chairperson for 2017.

*High expectations, high achievement for all. No excuses.*

Election of Clerk

Nominations were called for the position of Spring Lake Park Schools District 16 School Board Clerk. Hennen was nominated by Amundson. No other nominations were made. A ballot vote was taken and Hennen received 7 votes. Hennen was re-elected School Board Clerk for 2017.

Election of Treasurer

Nominations were called for the position of Spring Lake Park Schools District 16 School Board Treasurer. Amundson was nominated by Easter. No further nominations were made. A ballot vote was taken. Amundson received 7 votes. Amundson was re-elected School Board Treasurer for 2017.

Board Parliamentarian

*Motion by Delfs, seconded by Amundson, to designate Forsberg as the Board's Parliamentarian who shall rule on all parliamentary procedures and questions. Motion carried unanimously with all members voting yes. (7-0)*

**D. ADJOURNMENT OF THE ORGANIZATIONAL MEETING**

*Motion by Ruch, seconded by Forsberg, to adjourn the meeting. Motion carried unanimously with all members voting yes. Meeting adjourned at 7:07pm.*

\_\_\_\_\_  
Date

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

**ATTACHMENT D-1b**

**MINUTES OF THE SCHOOL BOARD REGULAR MEETING**

**School Board, Independent School District 16**

**Spring Lake Park, MN**

**Tuesday, January 10, 2017**

**A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

Chairperson Stroebel called the meeting to order at 7:08pm.

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

**B. AGENDA APPROVAL**

*Motion by Easter, seconded by Forsberg, to approve the agenda as presented. 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](http://www.springlakeparkschools.org) for a complete list of monthly events)

Monday, January 16, 2017 - No School for Students or Staff; buildings, child care, and District Services Center (DSC) closed

Tuesday, January 24, 2017 School Board Work Session at DSC, 6:00p.m.

Tuesday, February 14, 2017 School Board Regular Meeting at DSC, 7:00p.m. with Communication to the Board and Administration at 6:45p.m.

**D. CONSENT AGENDA**

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

1. Minutes of the December 13, 2016 School Board Regular Meeting
2. Bills Paid for November 2016, in the following amounts:

<b>BILLS PAID</b>	
<b>November 2016</b>	
<b>Fund</b>	<b>Total Payments</b>
General	\$2,649,289
Food Service	146,302
Community Education	132,797
Building Construction	2,076,152
Debt Service	-
Trust and Agency	-
Internal Service Funds	62,550
OPEB Debt Services	-
OPEB Trust Account	-
<b>TOTAL</b>	<b>\$5,067,091</b>

### 3. Personnel Items

#### I. EMPLOYMENTS

<b>Name</b>	<b>Location</b>	<b>Position</b>	<b>Start Date</b>	<b>New or Replace</b>
<b>Logan Cole</b>	NP	Child Care Teacher	1/10/2017	New
<b>Nancee Fick</b>	SLPHS	Custodian	12/26/2016	Replace
<b>Cheryl Foley</b>	Early Ed	Paraprofessional, Special Education	12/12/2016	Replace
<b>Ikumi Miura</b>	SLPHS	Nutrition Services Associate	1/3/2017	Replace
<b>Lindsey Peterson</b>	WWIS	Behavior Specialist	12/12/2016	Replace
<b>Eric Smolensky</b>	SLPHS	Long-Term Substitute Science Teacher	1/10/2017	Replace
<b>Sandra Sumner</b>	SLPHS	Paraprofessional, AVID Tutor	12/16/2016	New

#### II. TERMINATIONS/RESIGNATIONS/NON-RENEWAL OF CONTRACT

<b>Name</b>	<b>Location</b>	<b>Employee Group</b>	<b>Notes</b>
<b>Logan Cole</b>	NP	Clerical	Resignation as of January 6, 2017
<b>Kayla Conradi</b>	SLPHS	Child Care Professionals	Resignation as of January 6, 2017
<b>Andrea Eckman</b>	SLPHS	Health Care Specialist	Resignation as of December 26, 2016
<b>Jessica Fabb</b>	Early Ed	Teacher	Resignation as of December 19, 2016
<b>Nancee Fick</b>	WCSI	Nutrition Service	Resignation as of December 22, 2016
<b>Debra Kohlbeck</b>	SLPHS	Nutrition Service	Resignation as of December 30, 2016
<b>Sarah Nicholas</b>	NP	Paraprofessional	Resignation as of January 6, 2017
<b>Hana Subasic Sullivan</b>	PT	Child Care Professionals	Resignation as of December 22, 2016

#### III. LEAVES OF ABSENCE

<b>Name</b>	<b>Location</b>	<b>Employee Group</b>	<b>Notes</b>
<b>Sara Hansen</b>	Early Ed	Teachers	January 16, 2017 through June 30, 2017
<b>Sally Holmgren</b>	SLPHS	Teachers	March 12, 2017 through June 4, 2017
<b>Emily Quitney</b>	NP	Teachers	January 6, 2017 through March 9, 2017

*Motion carried unanimously with all members voting yes.*

#### **E. DISCUSSION, REPORTS, INFORMATION ITEMS**

1. **Effective Operations:** Improve our effective management of human, financial, and physical resources.  
**Facilities Project Update: New Elementary School Design** – Valerie Peterson, Wold Architects and Engineers, gave a visual snapshot of the current exterior draft design of the new K-4 elementary school. Additional detail work is taking place and the project is on schedule for going out for bids this spring. Information regarding interior design, timelines, and budget will be discussed at the January work session then shared at the February regular meeting.

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

3. Superintendent's Report - Dr. Jeff Ronneberg, Superintendent of Schools reviewed several topics with the board, including: The creation of a new collaborative – North Suburban Post-Secondary Success Collaborative with the following member districts: Spring Lake Park Schools, Mounds View, Fridley, Roseville, Columbia Heights. Future participation in MN Equity Alliance will be discussed at the January School Board work session; 2017-2018 calendar development – initial drafts are being created. Drafts will be shared with the board and approval will take place at the March School Board regular meeting; Legislative session update; District Operational Update and reminder to board members and the community that the plan is on the district website; visits with Early Childhood parents are being scheduled; and a reminder of #springlakeparkpantherproud, sharing all the good things going on at Spring Lake Park Schools.

**F. ACTION ITEMS**

1. Acknowledgment of Gifts

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

**Spring Lake Park Schools ISD 16  
Donation summary for January 10, 2017 Regular Board Meeting**

**Monetary Donations**

Description	Value	Donor	Purpose/To
Monetary	\$ 1,400.00	Nordic Ski Booster Club	Athletics & Activities – Ski Rental
Monetary	\$ 144.90	Wells Fargo Matching Gifts	Northpoint Elementary
Monetary	\$ 126.00	Wells Fargo Matching Gifts	Park Terrace Elementary
Monetary	\$ 50.00	Blaine Target - gift card	Park Terrace Elementary-Thanksgiving Baskets
Monetary	\$ 282.00	Wells Fargo Matching Gifts	Westwood Intermediate
Monetary	\$ 320.00	Wells Fargo Matching Gifts	Woodcrest Spanish Immersion
Monetary	\$ 200.00	Parent Donation - Bradford	Woodcrest Spanish Immersion
<b>Total</b>	<b>\$ 2,522.90</b>		

**G. BOARD FORUM AND REPORTS**

Student Council Rep Emily Lall shared that planning for the winter carnival for elementary students is underway. Student Council Rep Dorothy Williams shared that the winter dance is coming up and the high school band department had been recognized by the media for their diversity in curriculum. Vice-chairperson Ruch attended the Westwood Intermediate PTO meeting. More volunteers are needed for the upcoming book fair. Member Forsberg shared an update on MN Equity Alliance (EMID), NEMetro 916, and a professional learning opportunity for school board members. Chairperson Stroebel mentioned that he attended the AMSD meeting.

Superintendent Ronneberg asked Dr. Hope Rahn to come up and share the video related to Young Scholars who are engaged in an engineering lesson. The Young Scholars Program is available at each school in the district.

**H. CLOSED SESSION**

*Motion by Hennen, 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 7:44pm.*

*Motion by Easter, seconded by Forsberg, to reconvene the meeting. Motion carried unanimously with all members voting yes. (7-0) Meeting reconvened at 8:16pm.*

**I. ADJOURNMENT**

*Motion by Ruch, seconded by Easter, to adjourn the meeting. Motion carried unanimously with all members voting yes. (7-0) Meeting adjourned at 8:17pm.*

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Date

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

## ATTACHMENT D-1c

### SCHOOL BOARD WORK SESSION

School Board, Independent School District 16

Spring Lake Park, MN

Tuesday, January 24, 2017

#### **A. CALL TO ORDER**

Chairperson Stroebel called the meeting to order at 6:01pm.

The following School Board members were present: John Stroebel, Amy Hennen, Jim Amundson, Marilyn Forsberg, Tony Easter, along with Superintendent Jeff Ronneberg.

School Board members absent: Jodi Ruch and Kelly Delfs

Kelly Delfs arrived at 6:06pm

#### **B. AGENDA APPROVAL**

*Motion by Hennen, seconded by Easter, to approve the agenda as presented. Motion carried unanimously with all members present voting yes. (5-0)*

#### **C. DISCUSSION ITEMS**

1. Comprehensive Annual Financial Report for Fiscal Year Ending June 30, 2016 Ms. Amy Schultz, Director of Business Services, introduced Mr. Aaron Nielson with Malloy, Montague, Karnowski, Radosevich & Co. P.A. (MMKR) Certified Accounts, an independent auditor for the district.

Mr. Nielson gave a review of the issued Management Report, which summarizes the results of the annual audit, including the audit opinions and findings of the past school year, fund balances, revenues, and expenditures. A clean opinion of the district's financial statements was issued. The full report can be viewed on the district website on the Business Services department page.

2. Project Update: Self-directed, Engaged Learner - Focus on "dean's role review and refinement" milestones. Mr. Mike Callahan, Director of Student Services; Ms. Jane Stevenson, Principal, Spring Lake Park High School; Ms. Megan Jahnke, Associate Principal, Westwood Middle School; Ms. Shannon Bentancourt, Dean of Students (A-D), Spring Lake Park High School. Mr. Callahan shared that the 3D Design Process was used to capture current reality and alignment, further refining and clarifying the expectations, roles and responsibilities of the dean position. Discussion centered on the current refined dean position with expectations of creating relationships with each student, guiding each student in academics, behavior, career skills, social/emotional skills, supporting and partnering with families and teachers for the best learning and preparation of each student for life after high school.

3. 2017-2018 School Year Calendar Development: Brief Process Update – Mr. Callahan shared a tentative first draft of the 2017-2018 calendar with the board. Further input and feedback from building staff and parent groups (PTO, PTA, PAC) will be collected over the next few weeks. A final draft will be shared with the board at the February work session, with final approval being requested at the March 7 school board regular meeting.

4. FY17 Budget Status and FY18 Budget Development Updates – alignment of expenses for upcoming facilities projects continues and a review of FY17 revisions will be shared and up for approval at the March or April school board regular meeting. The Guiding Change for FY18 budget development was shared regarding context and reality, desired results, and unacceptable means. Items highlighted in the Guiding Change include: enrollment projections, class size targets, projected revenue changes and projected expense changes. Budget reductions for FY18 are not planned. The board will be updated throughout the spring on FY18 budget development, which will be reviewed at the May board work session.

5. School Board Policies Review: Process Update – Superintendent Ronneberg gave a brief review of the timeline and process of the school board policy review project, involving the 400 – 900 series of school board policies. The first readings of the first phase of policies revisions will take place at the Feb. 14, 2017 School Board regular meeting.

6. MN Equity Alliance Membership Discussion (EMID) – at the Jan. 12, 2016 School Board regular meeting, the school board approved a resolution to withdraw from MN Equity Alliance (at that time EMID), effective June 30, 2017. The discussion tonight centered on if the withdraw should continue, thus ending the district’s membership in EMID on June 30, 2017, or if the district should continue in the collaboration. Superintendent Ronneberg shared the current programming the district accesses through MN Equity Alliance. Dr. Hope Rahn shared a cost analysis. A new collaboration has been formed – North Suburban Post-Secondary Success Collaboration. The member districts of the collaboration are: Mounds View, Columbia Heights, Fridley, Roseville, and Spring Lake Park Schools. Based on board conversation regarding geography of districts within the new collaboration vs MN Equity Alliance and comparing programming and partnerships available within the two collaborations, the board agreed that no further action is needed and it is in the best interest of the district to carry through with the Jan 2016 resolution and withdraw from EMID on June 30, 2017.

7. Other – no other this evening

**D. CLOSED SESSION**

*Motion by Forsberg, seconded by Delfs, to enter in to Closed Session to discuss employee negotiations and purchase of property (National Sports Center Site) by the school district. Motion carried unanimously with all members present voting yes. (6-0) Entered in to Closed Session at 7:27pm.*

*Motion by Hennen, seconded by Forsberg, to reconvene the meeting. Motion carried unanimously with all members present voting yes. (6-0) Meeting reconvened at 8:25pm.*

**E. ADJOURNMENT**

*Motion by Delfs, seconded by Easter, to adjourn the meeting. Motion carried unanimously with all members present voting yes. Meeting adjourned at 8:26pm. (6-0)*

\_\_\_\_\_  
Date

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



**ACTION ITEM - ADDENDUMS**

1. Addition of Policy 613 Graduation Requirements to the approval of first reading of revised policies
5. Addition of Tim Gundersen – Custodian at the District Services Center for approval of Individual Procurement Card (p-card)

**ACTION ITEM – ADDITIONS**

7. Resolution Approving Purchase Agreement

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, 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:

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

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to approve the Principal Employees' Contract for the years 2016-2018 as recommend by the Board's Negotiating Committee and the Administration.