



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

SCHOOL BOARD REGULAR MEETING
District Services Center
Tuesday, January 12, 2016
(Immediately following the School Board Organizational Meeting)

AGENDA

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

B. AGENDA APPROVAL

1. Motion by _____, seconded by _____, to approve the agenda as presented.

2. Motion by _____, seconded by _____, to approve the agenda with the following change(s):

a. _____ b. _____

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)

- Monday, January 18, 2016 - No School for Students or Staff; buildings, child care, and District Services Center (DSC) closed
- Tuesday, January 26, 2016 School Board Work Session at DSC, 6:00p.m.
- Tuesday, February 9, 2016 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 _____, seconded by _____, to approve the following items of the consent agenda:

1. Minutes of the December 15, 2015 School Board Regular Meeting

D-1

2. Bills Paid for November 2015, in the following amounts:

BILLS PAID	
November 2015	
Fund	Total Payments
General	\$2,618,905
Food Service	180,424
Community Education	120,731
Building Construction	-
Debt Service	-
Trust and Agency	1,000
Internal Service Funds	-
OPEB Debt Services	-
OPEB Trust Account	-
TOTAL	\$2,921,060

3. Personnel Items

D-3

E. DISCUSSION, REPORTS, INFORMATION ITEMS

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

- Master Facilities and Programming Study:
 - Master Plan Overview and Update
- Ms. Amy Schultz
Director of Business Services
Dr. Jeff Ronneberg
Superintendent of Schools
- Monthly Financial Report for November 2015
- Ms. Amy Schultz E-1
Director of Business Services

2. **Engaged, Enthusiastic Learners:** Align work of adults to continuously improve personalized instruction and responsiveness to meet our students' unique and varied needs.

- World Languages Update
- Dr. Hope Rahn
Director of Learning and Innovation

3. Superintendent's Report

Dr. Jeff Ronneberg,
Superintendent of Schools

Each meeting, the Superintendent will take a few moments to update the Board on general items of interest such as accounts of visits to schools and classrooms, news about students and staff, community connections, or observations on past or upcoming events.

F. ACTION ITEMS

1. Resolution to Withdraw From East Metro Integration District

Motion by _____, seconded by _____ to adopt the following resolution:

Be it resolved by the School Board of Spring Lake Park Schools, Independent School District 16, State of Minnesota, that notice be given to the East Metro Integration District (EMID) on or before February 1, 2016, that Spring Lake Park Schools intends to withdraw its membership from the EMID Joint Powers Agreement and its participation in the EMID collaborative, pending continued review by the Spring Lake Park School District administration and school board. The Notice of Withdrawal shall be effective on June 30, 2017, as outlined in the Joint Powers Agreement. Said Notice of Withdrawal shall be in the form of this resolution sent to EMID's members via its Board of Directors.

Roll Call:

2. Approval of Community Services Employee Agreement for 2015-2017

Motion by _____, seconded by _____, to approve the proposed 2015-2017 agreement between Spring Lake Park School District 16 and the Community Services Personnel as negotiated and recommended by the School Board Negotiation Committee and the Administration.

3. Approval of Health Care Specialist Employee Agreement for 2015-2017

Motion by _____, seconded by _____, to approve the proposed 2015-2017 agreement between Spring Lake Park School District 16 and the Health Care Specialists as negotiated and recommended by the School Board Negotiation Committee and the Administration.

4. Approval of Second Reading of New Policy

Motion by _____ seconded by _____, to approve the second reading of new mandatory policy:

- 427 Workload Limits for Special Education Teachers F-4

5. Acknowledgment of Gifts

Motion by _____, seconded by _____, to acknowledge gifts to the district, as shown in attachment F-5 and to extend the School Board's thanks and appreciation.

G. BOARD FORUM AND REPORTS (IF ANY)

The Board Forum provides individual School Board members an opportunity to share with the School Board items of interest and information.

H. ADJOURNMENT

Motion by _____, seconded by _____, to adjourn the meeting.

ATTACHMENT D-1

Minutes of the December 15, 2015 School Board Regular Meeting will be added as an addendum to the agenda at the January 12, 2016 School Board Regular Meeting.

ATTACHMENT D-3



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

DATE: January 6, 2016
TO: Dr. Jeff Ronneberg, Superintendent
FROM: Ryan Stromberg, Director of Human Resources and Organizational Development
RE: Personnel Agenda Items for the January 12, 2016 School Board Meeting

I. EMPLOYMENTS

<u>Name</u>	<u>Location</u>	<u>Position</u>	<u>Start Date</u>	<u>New or Replace</u>
Laura Blaido	WC	Part Time Nutrition Services Associate	1/11/2016	Replace
Sairah Johansson	SLPHS	Paraprofessional, Special Education	1/4/2016	Replace
Ruth Loudon	District Wide	Health Care Specialist	1/11/2016	Replace
Shelly Olson	WWMS	Health Care Specialist	12/21/2015	Replace
Brandee Palmer	WWMS	Long Term Sub, Language Arts Teacher, Grade 6	12/14/2015	Replace
Betarani Radiana	NP	Lunch & Recess Supervisor	1/5/2016	Replace

II. TERMINATIONS/RESIGNATIONS/NON-RENEWAL OF CONTRACT

<u>Name</u>	<u>Location</u>	<u>Employee Group</u>	<u>Notes</u>
Michael Hagen	WMS	Teacher	Resignation as of December 22, 2015
Vernon Letourneau	SLPHS	Coach	Resignation as of December 21, 2015
Maureen Peters	WWI	Teacher	Resignation as of December 14, 2015

III. LEAVES OF ABSENCE

<u>Name</u>	<u>Location</u>	<u>Employee Group</u>	<u>Notes</u>
Emily Abbott	WWMS	Teacher	November 23, 2015 until March 21, 2016
Barbara Camp	WWMS	Clerical	December 16, 2015 until December 30, 2015
Shan Fellenz	WWMS	Paraprofessional	January 4, 2016 until January 15, 2016
Nancee Fick	NP	Nutrition Services	December 7, 2015 until March 1, 2016
Sara Hansen	EC	Teacher	April 22, 2016 until August 19, 2016
Stephanie Hegman	SLPHS	Teacher	November 3, 2015 until December 1, 2015
Amy Howard	WWMS	Teacher	December 17, 2015 until January 4, 2016
LouAnn Jacobson	WWMS	Nutrition Services	September 8, 2015 until June 10, 2016

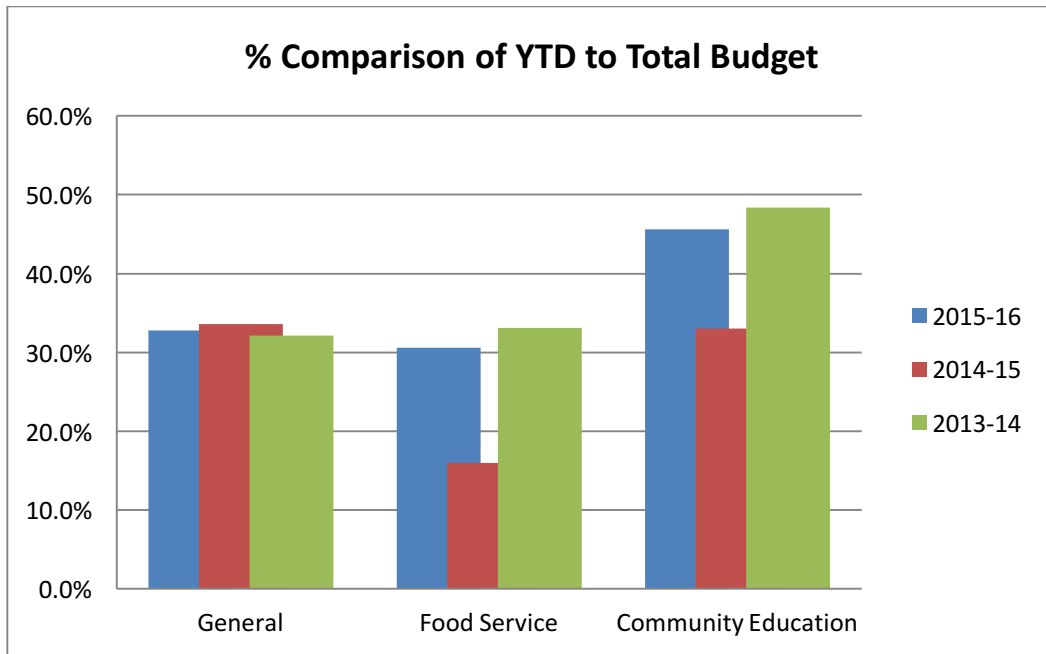
Tricia Miller	WWMS	Teacher	January 4, 2016 until March 28, 2016
Laura Pena-Kennedy	WWMS	Teacher	January 4, 2016 until March 28, 2016
Stephanie Phelps	WWMS	Teacher	January 19, 2016 until January 25, 2016
Erin Stalsberg	NP	Teacher	September 28, 2015 until February 8, 2016

ATTACHMENT E-1

TREASURER'S REPORT				
November 2015				
Fund	Beginning Balance	Receipts	Disbursements	Ending Balance
General	\$21,836,488	\$4,072,705	\$5,286,297	\$20,622,896
Food Service	152,798	566,710	380,542	338,966
Community Education	151,977	329,384	330,537	150,824
Building Construction	(3,309)	-	-	(3,309)
Debt Service	46,750,040	1,854,177	-	48,604,217
Trust and Agency	77,140	-	1,000	76,140
Internal Service Funds	1,051,264	21,385	279,728	792,921
OPEB Trust Account	6,008,745	-	84,379	5,924,366
OPEB Debt Services	440,570	133,597	-	574,167
TOTAL	\$76,465,713	\$6,977,958	\$6,362,483	\$77,081,188

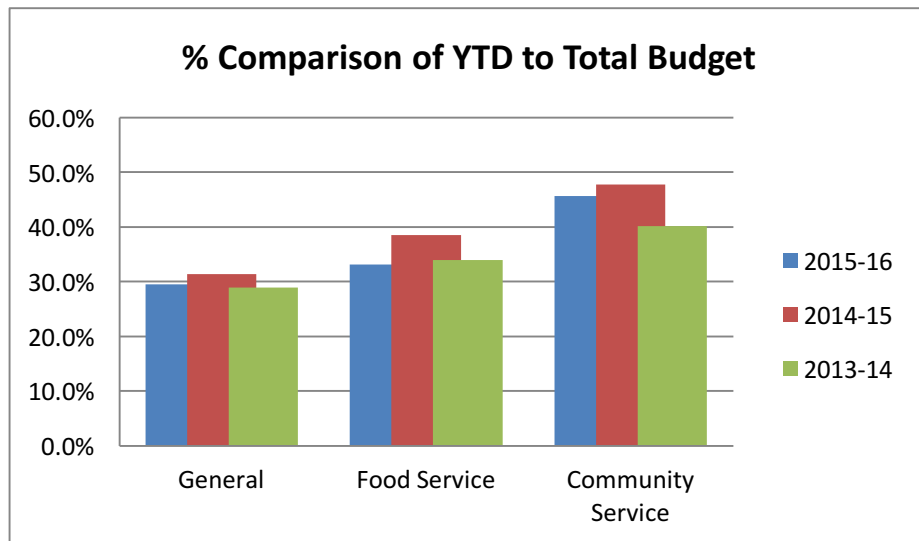
ATTACHMENT E-1, con't

STATEMENT OF REVENUES							
For the month ended November 31, 2015							
Fund		Month	Year	Budget	YTD as % of Budget		
		To-Date	To-Date		2015-16	2014-15	2013-14
-							-
	General	\$2,978,525	\$19,437,844	\$59,338,842	32.8%	33.6%	32.1%
	Food Service	419,166	795,548	2,600,000	30.6%	16.0%	33.1%
	Community Education	268,010	1,277,823	2,800,000	45.6%	33.0%	48.4%
	Debt Service	1,854,177	4,374,611	9,552,452	45.8%	51.7%	47.1%
	Trust and Agency	-	29,775	50,000	59.6%	38.5%	33.7%
	Internal Service Funds	21,132	43,168	-	N/A	N/A	N/A
	OPEB Debt Service	133,597	337,159	687,914	49.0%	10.0%	46.8%
Total All Funds		\$5,674,607	\$26,295,928	\$75,029,208	35.0%	35.2%	34.8%



ATTACHMENT E-1, con't

STATEMENT OF EXPENDITURES						
For the month ended November 31, 2015						
Fund	Month	Year	Budget	YTD as % of Budget		
	To-Date	To-Date		2015-16	2014-15	2013-14
General						
Compensation	\$3,291,716	\$11,751,819	\$43,287,456	27.1%	27.4%	27.8%
Purchased Services	668,442	2,426,793	9,470,711	25.6%	25.6%	28.7%
Supplies & Materials	229,311	884,303	1,370,786	64.5%	56.3%	56.8%
Capital Expenditures	303,581	2,030,312	4,120,169	49.3%	70.0%	28.3%
Other Expenses	25,034	86,391	106,185	81.4%	76.6%	41.6%
Health and Safety	24,000	115,311	149,029	77.4%	60.2%	41.9%
Total General Fund	4,542,084	17,294,929	58,504,336	29.6%	31.4%	28.9%
Food Service	245,654	860,872	2,600,000	33.1%	38.5%	33.9%
Community Service	289,070	1,277,063	2,797,327	45.7%	47.7%	40.1%
Debt Service	-	3,393,808	51,011,965	6.7%	24.2%	25.7%
Trust and Agency	1,000	34,950	50,000	69.9%	44.3%	37.6%
Internal Service Funds	279,476	1,454,548	-	N/A	N/A	N/A
OPEB Debt Service	-	145,385	651,270	22.3%	37.3%	49.9%
Total All Funds	\$5,357,284	\$24,461,555	\$115,614,898	21.2%	31.4%	29.2%



ATTACHMENT F-4
SCHOOL POLICIES
INDEPENDENT SCHOOL DISTRICT 16

POLICY	427	Page: 1 of 2
SERIES	400	Personnel
SUBJECT	427	Workload Limits for Special Education Teachers
Adopted		2nd Reading January 12, 2016
Revised		

I. PURPOSE

The purpose of this policy is to establish general parameters for determining the workload limits of special education staff who provide services to children with disabilities receiving direct special education services 60 percent or less of the instructional day.

II. DEFINITIONS

A. Special Education Staff; Special Education Teacher

“Special education staff” and “special education teacher” both mean a teacher employed by the school district who is licensed under the rules of the Minnesota Board of Teaching to instruct children with specific disabling conditions.

B. Direct Services

“Direct Services” means special education services provided by a special education teacher when the services are related to instruction, including cooperative teaching.

C. Indirect Services

“Indirect services” means special education services provided by a special education teacher which include ongoing progress, reviews: cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with children with disabilities to monitor and observe.

D. Workload

“Workload” means a special education teacher’s total number of minutes required for all due process responsibilities, including direct and indirect services, evaluation and reevaluation time, management of individualized education programs (IEPs), travel time, parental contact, and other

services required in the IEPs.

III. GENERAL STATEMENT OF POLICY

- A. Workload limits for special education teachers shall be determined by the appropriate special education administrator, in consultation with the building principal and the superintendent.
- B. In determining workload limits for special education staff, the school district shall take into consideration the following factors: student contact minutes, evaluation and reevaluation time, indirect services, management of IEPs, travel time, and other services required in the IEPs of eligible students.

Legal References:

Minn. Stat. 179A.07, Sub. 1 (inherent Managerial Policy)

Minn. Rule 3525.0210, Subpx. 14, 27, 44, and 49 (Definitions of “Direct Services,” “Indirect Services,” “Teacher,” and “Workload”)

Minn. Rule 3525.2340, Subp. 4.B (Case Loads for School-Age Education Service Alternatives)

Cross References:

Policy 508 (Extended School Year for Certain Students with Individualized Education Programs)

Policy 608 (Instructional Services – Special Education)

ATTACHMENT F-5

**Spring Lake Park Schools ISD 16
Donation summary for January 12, 2016 Regular Board Meeting**

Monetary Donations

Description	Value	Donor	Purpose/To
Monetary	\$ 43,914.00	Panther Foundation	2015 Gala Fund-A-Dream to support Innovative Spaces
Monetary	\$ 75.00	Wells Fargo Matching Gifts Program	Northpoint Elementary
Monetary	\$ 1,581.00	Box Tops for Education	Northpoint Elementary
Monetary	\$ 151.00	Atlas Chiropractic & Clients	Panther Pantry
Monetary	\$ 23.77	GiveMN.org	Park Terrace Elementary
Monetary	\$ 1,140.90	Box Tops for Education	Park Terrace Elementary
Monetary	\$ 67.34	Wells Fargo Matching Gifts Program	Spring Lake Park High School
Monetary	\$ 75.00	Wells Fargo Matching Gifts Program	Spring Lake Park High School
Monetary	\$ 229.49	Girls Hockey Boosters	Spring Lake Park High School Additional Coaching Support
Monetary	\$ 16,084.40	Panther Foundation	Spring Lake Park High School Athletics & Activities
Monetary	\$ 2,208.00	Dance Team Booster Club	Spring Lake Park High School Athletics & Activities – Dance Team Uniforms
Total	\$ 65,549.90		

Non-Monetary Donations

Item	Value	Donor	Purpose/To
used TV	Value Unknown	Russ Carter	Athletics & Activities – swim & dive teams
Food	Value Unknown	Hope Rahn	Panther Pantry
Food	Value Unknown	CAAP MN Judicial Branch	Panther Pantry
Food	Value Unknown	Joanne Lero	Panther Pantry
school supplies & personal items	Value Unknown	Fay Post	Spring Lake Park High School Sped. Ed. Dept – supplemental supplies for students
Used Clarinet	Value Unknown	Linda LaVoy	Westwood Middle School Band Dept