

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

A meeting of the White Bear Lake Area School Board was held on **Monday, January 8, 2018** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

A. PROCEDURAL ITEMS

1. Vice Chair Mullin called the meeting to order at 7:00 p.m.
2. Oath of Office of Elected Officials- Superintendent Kazmierczak gave the oath of office to the newly elected board members Beloyed, Chapman, Ellison, and Mullin. They were congratulated by all present.
3. Roll Call – Present: Beloyed, Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson
Ex-Officio: Kazmierczak
Cabinet: Cooper, Daniels, Garrison, Maurer, Paul, Vette, Wald
Student School Board Representative: Rensted
4. Pledge of Allegiance
5. Newmaster motioned and Wilson seconded to approve the agenda as presented.
Voice vote: all ayes. Motion carried.
6. Reorganization of School Board: Chapman nominated Mullin as Chair. Wilson nominated Chapman as Vice Chair. Wilson nominated Fahey as Clerk. Chapman nominated Wilson as Treasurer.
7. Chapman motioned and Newmaster seconded to approve the consent agenda consisting of:
 - Approval of minutes of regular meeting of December 13, 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:
 - **Resignation/Termination – Classified**
Christine La Pean – Program Assistant Leader, Matoska Elementary
Employed by District 624 since 03/16/2016
Effective Date: 12/25/2017
Anna Nelson – Program Assistant Leader, Matoska Elementary
Employed by District 624 since 09/11/2017
Effective Date: 01/12/2018
Lanae Nelson – Administrative Assistant, District Center
Employed by District 624 since 04/18/2016
Effective Date: 12/30/2017
Heidi Newpower – Part Time Cook, Central Middle School
Employed by District 624 since 09/06/2011
Effective Date: 01/04/2018
Carri Paavala – Part Time Cook, Central Middle School
Employed by District 624 since 09/25/2017
Effective Date: 12/12/2017

Lynn Zeleny – Part Time Cook, Central Middle School
Employed by District 624 since 01/04/2016
Effective Date: 12/18/201

➤ **Resignation/Termination – Non-Affiliated**

Joseph Held – Campus Security, WBLAHS – South Campus
Employed by District 624 since 09/05/2017
Effective Date: 12/06/2017

➤ **Temporary Change In Assignment – Classified Staff**

Nicole Schaffer – Pupil Support Assistant, Lakeaires Elementary
From 4.0 hrs. per day to 5.4 hrs. per day
Effective Date: 01/02//2018

➤ **Temporary Change In Assignment – Certified Staff**

Adriana Kolodny – Spanish Teacher, Birch Lake Elementary
From 1.0 FTE to .6 FTE
Effective Date: 12/04/2017

Suzanne Shearon – Speech Language Teacher, Willow Elementary
From .6 FTE to .8 FTE
Effective Date: 12/04/2017

➤ **Permanent Change In Assignment – Certified Staff**

Monica Kubow – School Nurse, WBLAHS – South Campus and ALC
From .6 FTE to .7 FTE
Effective Date: 01/02//2018

Michelle Li – Chinese Teacher, Lincoln Elementary
From .8 FTE to 1.0 FTE
Effective Date: 11/27/2017

➤ **New Personnel – Classified Staff**

Susan Belheumer– Full Time Bus Driver, Bus Garage
\$17.85/hr., 7.5 hrs. per day/ 123 days, \$16,466.62
Effective Date: 12/01/2017

Tenesha Flipp– Part Time Cook, Sunrise Middle School
\$14.79/hr., 3.5 hrs. per day/ 113 days, \$5,849.44
Effective Date: 12/14/2017

Larry Hanson – Part Time Cook, Sunrise Middle School
\$14.79/hr., 3.5 hrs. per day/ 113 days, \$5,849.44
Effective Date: 12/14/2017

Matthew Lapakko – Pupil Support Assistant, Central Middle School
\$18.00/hr., 6.5 hrs. per day, 104 days, \$12,168.00
Effective Date: 01/02/2018

Sahmoe Loo – Program Aide, Several Buildings
\$12.53/hr., 2.9 hrs. per day, 155 days, \$5,632.23
Effective Date: 11/27/2017

Saysamone Phomphene – Human Resources Specialist, District Center;
\$28.17/hr., 8 hrs. per day/ 143 days, \$32,226.48
Effective Date: 12/13/2017

Lisa Tibbets – Program Assistant Leader, Matoska Elementary
\$13.44/hr., 2.75 hrs. per day, 129 days, \$4,767.84
Effective Date: 01/02/2018

➤ **NEW PERSONNEL – NON-AFFILIATED**

Nicole Oswald – Out of School Time Inclusion Specialist, District-Wide
8.0 hrs. per day, 125 days, \$24,479.80(Pro-rated on \$50,918.00)
Effective Date: 01/08/2018

Roll call vote: ayes: Beloyed, Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson; nays, none. Motion carried.

B. PUBLIC FORUM - There were no speakers

C. INFORMATION ITEMS

1. Overview of Welcome to White Bear Week and Update on Registration Information for 2018-19 – Director of Communications and Community Relations Marisa Vette highlighted program offerings and upcoming open houses at all district sites. Complete information on program offerings and open house dates are available on the district website.
2. Superintendent's Report – This evening students were recognized for state-level accomplishments in junior varsity bowling, girls swimming and the Fall Musical. Paraprofessional Recognition Week is Jan. 22-26. The focus of the Minnesota School Board Association leadership conference this week is Student Achievement: Passion, Perseverance, and Possibility. The White Bear Lake Area Education Foundation through The Closet has an ample supply of warm clothing. If you know of a family in need of winter clothing contact The Closet at closetwblaef@gmail.com and a volunteer will contact you. Student Liaison Report - The WBLAHS drumline will play on the Super Bowl Live Stage Jan. 26 and Feb. 3. Five North Campus students raised over \$1000 to donate to Solid Ground. South Campus students and staff were involved in an event to raise awareness of sex trafficking with proceeds donated to the December Organization. Juniors on the girls' varsity hockey team, Sydney Shearen and Calla Frank, are currently in Russia playing for team USA in the U-18 World Championship. South Campus Ambassadors prepared bags of items and handed them out to homeless people during winter break.

D. DISCUSSION ITEMS

1. First Reading of Policies:
 - a) Policy 405, Veterans Preference
 - b) Policy 610, Field TripsThese policies will be on the February 12, 2018 school board agenda for action.

E. OPERATIONAL ITEMS

1. Wilson moved and Fahey seconded to approve the 2018 School Board Operating Procedures. ***Voice vote: all ayes. Motion carried.***
2. Wilson moved and Fahey seconded to approve an increase in the School Board members' compensation as follows: ***Roll call vote: ayes: Beloyed, Fahey, Newmaster, Wilson; nays, Chapman, Mullin; Abstain, Ellison. Motion carried.***
3. Newmaster moved and Chapman seconded to approve the Regular and Work Study Meeting schedule for 2018 with recommended changes of moving the July Board meeting/work-study session back one week and adding February 22 as a professional development day for the Board. ***Voice vote: all ayes. Motion carried.***
4. Chapman moved and Newmaster seconded to approve the official depositories for the school district funds and authorized bank accounts and signatures for 2018. ***Roll call vote: ayes: Beloyed, Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson; nays, none. Motion carried.***
5. Fahey moved and Wilson seconded to approve the White Bear Press as the official publication for the school district for 2018. ***Roll call vote: ayes: Beloyed, Chapman, Ellison, Fahey, Mullin, Newmaster, Wilson; nays: none. Motion carried.***
6. Newmaster moved and Fahey seconded to approve the appointment of Mitch Cooper, Director of Human Resources, as the District Human Rights Officer, and Sara Paul, Assistant Superintendent for Teaching and Learning, as the Title IX Coordinator, and Kathleen Daniels, Director of Student Support Services, as the District ADA/504 Coordinator in conformance with School Board policies. ***Voice vote: all ayes. Motioned carried.***
7. Fahey moved and Wilson seconded to authorize Dr. Wayne Kazmierczak as the Local Education Agency (LEA) representative for the purpose of reviewing and approving documents required for compliance to federal programs included in the Elementary and Secondary Education Act (ESEA) for 2018. ***Voice vote: all ayes. Motion carried.***
8. Wilson moved and Chapman seconded to approve the legal counsel for 2018, as follows: Knutson, Flynn and Deans; Ratwik, Roszak and Maloney; Rupp, Anderson, Squires and Waldsperger, P.A., and others, as needed with the following amendment:

(Operational Item #8) to include school board vice-chair in the list of and others, as needed. This will now read as: Authorized personnel to contact legal counsel includes: school board chair, ***school board vice-chair***, superintendent, assistant superintendent for teaching and learning, assistant superintendent for finance and

operations, director of human resources, director of student support services, director of community services, director of communications and community relations, and director of technology and innovation. **Roll call vote: ayes: Beloyed, Chapman, Ellsion, Fahey, Mullin, Newmaster, Wilson; nays: none. Motion carried.**

9. Fahey moved and Newmaster seconded to approve Policy 406 Public and Private Personnel Data, Policy 414 Mandated Reporting of Child Neglect or Physical or Sexual Abuse, Policy 415 Mandated Reporting of Maltreatment of Vulnerable Adults, Policy 424, License Status, Policy 515 Protection and Privacy of Pupil Records. NOTE: Policy 413 Harassment and Violence was returned to the policy committee for one correction. **Roll call vote: all ayes. Motion carried.**

F. BOARD FORUM - Wilson welcomed the students in the audience and gave a brief of the purpose of the organizational meeting. Mullin welcomed new board members. Newmaster invited all to attend the Annual Lunar New Year celebration at North Campus on Jan. 27th at 1 p.m.

G. ADJOURNMENT – Wilson moved and Mullin seconded to adjourn the meeting at 8:01 p.m. **Voice vote: all ayes. Motion carried.**

Submitted by: Ellen Fahey, Clerk