

**INDEPENDENT SCHOOL
DISTRICT #624**



**WORK SESSION
MEETING PACKET**

April 27, 2020

MISSION STATEMENT

The mission of the White Bear Lake Area School District, the community at the forefront of educational excellence, honoring our legacy and courageously building the future, is to ensure each student realizes their unique talents and abilities, and makes meaningful contributions with local and global impact through a vital system distinguished by:

- *Students who design and create their own future*
- *A culture that respects diverse people and ideas*
- *Safe, nurturing and inspiring environments*
- *Exceptional staff and families committed to student success*
- *Abundant and engaged community partners*

To: Members of the School Board

From: Dr. Wayne Kazmierczak
Superintendent of Schools

Date: April 13, 2020

A work session of the White Bear Lake Area School Board will be held on **Monday, April 27, 2020**, at 5:30 p.m. in Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN. While these sessions are open to the public they do not allow for public comment.

WORK SESSION AGENDA

A. PROCEDURAL ITEMS

1. Call To Order
2. Roll Call

B. DISCUSSION ITEMS

- | | |
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| 1. Action on Approval of Property Purchased Agreements | 5:30 p.m. |
| 2. Transportation Contract Addendums | 5:35 p.m. |
| 3. Update on Honoring 2020 Graduates | 5:55 p.m. |
| 4. School Finance Update | 6:10 p.m. |
| 5. Action on Reduction in Staff in Fee-Based Programs | 6:30 p.m. |
| 6. Update on Project Labor Agreement | 6:50 p.m. |

C. ADJOURNMENT

Times listed for each discussion item are estimated start times.

AGENDA ITEM: **Action on Approval of Property Purchase Agreements**

MEETING DATE: **April 27, 2020**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Superintendent**
Tim Wald, Assistant Superintendent for Finance and
Operations

BACKGROUND:

The School Board has discussed the acquisition of property near the high school site if it is beneficial to the plan and as properties become available. Four property owners near the high school site have approached the district with a proposal to purchase their property.

If necessary, the four purchase agreements we will discuss in closed session pursuant to Minn. Stat. 13D.05, subd. 3(c) to consider an offer to purchase property identified as PID #14302212001, PID #113022430019, PID # 143022130042, and PID #143022130040 located in the City of White Bear Lake, Ramsey County, State of Minnesota prior to tonight's vote.

RECOMMENDED ACTION: Move to approve the purchase agreements for the properties described as PID #14302212001, PID #113022430019, PID # 143022130042, and PID #143022130040 located in the City of White Bear Lake, County of Ramsey, State of Minnesota. The Board authorizes the Superintendent and the Assistant Superintendent for Finance and Operations to sign all documents as necessary to acquire said properties.

School Board Chair

Date: April 27, 2020

School Board Clerk

Date: April 27, 2020

AGENDA ITEM: **Approval of Transportation Contract Addendums**

MEETING DATE: **April 27, 2020**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance and Operations**

BACKGROUND:

As a result of Executive Orders 20-02, 20-19, and 2-41 regular school has been cancelled and the District does not require regular transportation routes for students during the Distance Learning Period.

The Minnesota Department of Education (MDE) has issued guidance stating that school districts should continue to pay contractors scheduled to provide special education services, including transportation, during Distance Learning and should maintain collaboration and contracts with bus transportation providers, as long as the provider will continue to pay its workers, but the regular payments should be adjusted so that transportation contractors do not realize increased profits as a result of payments made during the COVID-19 pandemic.

We have agreed to pay our primary contractor, First Student, 90% of their regular billing rate during this period and our other providers will be paid 85%. The rationale for the difference is that we pay for the fuel in the First Student agreement, while it is built into the route fees for the other providers.

RECOMMENDED ACTION: Move to approve the transportation contract addendums with First Student, HALO Transportation, Twin City Transportation, Rehbein Transit, and Treasured Transportation as presented.

AGENDA ITEM: **Update on Honoring 2020 Graduates**

MEETING DATE: **April 27, 2020**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent,**
Tim Wald, Assistant Superintendent for Finance
and Operations
Don Bosch, Principal of White Bear Lake Area
High School – South Campus

BACKGROUND:

Each year the school district honors its graduates with a commencement program held at Aldrich Arena on the Friday of the final week of school. Given the pandemic and resulting stay at home order the plans for the Class of 2020 will look different.

White Bear Lake Area High School, South Campus Principal Don Bosh invited students in the class of 2020 to begin planning how we will honor the students at the end of the school year. Mr. Bosh will join Dr. Kazmierczak to update the School Board on their progress to this point.

AGENDA ITEM: **School Finance Update**

MEETING DATE: **April 27, 2020**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for
Finance and Operations**

BACKGROUND:

The impact of the pandemic and resulting stay at home order on the economy and state budgets are still unknown. While schools across the state are fulfilling the executive order to provide distance learning to all students, provide daycare for essential workers, and distribute meals for children, elected officials at the federal and state government are working to pass legislation that will mitigate the impact across the state and nation. Tim Wald, Assistant Superintendent for Finance and Operations, will provide an update regarding what we believe may be the impact on our district budgets.

AGENDA ITEM: **Action on Reduction in Staff in Fee-Based Programs**

MEETING DATE: **April 27, 2020**

CONTACT PERSON(S): **Matt Mons, Director of Human Resources**

BACKGROUND:

As the impact of the pandemic and resulting stay at home order on our fee based programs has come into sharp relief, we have needed to assess our current staffing levels in those programs. While our Community Education, and Nutrition Services Departments have both been integral in our efforts to comply with the governor's executive order to provide distance learning to all students, provide daycare for essential workers, and distribute meals for children, we do not anticipate that the district will receive additional funds to offset lost revenue in our fee based programs. In light of the current circumstances Matt Mons, Director of Human Resources and General Counsel, will make recommendations on behalf of our Community Education and Nutrition Services Departments to make staff reductions in order to more closely align our staffing levels with the level of programming that we are currently able to offer.

RECOMMENDATION: Approve the layoff resolution on reduction in staff in fee-based programs as recommended by the administration.

LAYOFF RESOLUTION

WHEREAS, because of budget constraints and the COVID-19 pandemic, the School Board has determined that it must temporarily lay off employees who hold positions that do not have a dedicated funding source, including, but not limited to, positions that are supported by fees;

NOW, THEREFORE, BE IT RESOLVED, by the School Board as follows: Effective at the end of the scheduled workday on May 1, 2020, employees holding the following positions are temporarily laid off until further notice:

- All Nutrition Services Assistants (39 positions)
- All Extended Day Aides and Assistants (67 positions)
- All Early Childhood Paraeducators - Early Childhood Caregiver Assistants; Instructional Assistants; Early Childhood Assistants (19 positions)
- Early Childhood Cultural Liaison (.46 FTE)
- School Readiness Outreach Facilitator (1.0 FTE)
- Administrative Assistant – Manager, Supervisor or Coordinator (Early Childhood) (.79 FTE)
- Administrative Assistant – Senior Center (1.0 FTE)
- Senior Center Floater (.15 FTE)
- Elder Resource Specialist (.38 FTE)

Effective at the end of the scheduled workday on May 22, 2020, employees holding the following positions are temporarily laid off until further notice:

- All Bear Fundamentals Instructors (5 positions)

Board Member _____ moved and _____ seconded the motion for the adoption of this Resolution, and upon a vote being taken, the following Board members voted in favor of this Resolution:

And the following voted against this Resolution:

Based on the vote, this Resolution was declared duly passed and adopted.

Donald Mullin
School Board Chair

Jessica Ellison
School Board Clerk

Date

AGENDA ITEM: **Update on Project Labor Agreement**
MEETING DATE: **April 27, 2020**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

The School Board will resume the discussion about a project labor agreement that it started at the February 24 work session.