



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

MINUTES OF THE SCHOOL BOARD WORK SESSION
School Board, Independent School District 16
Spring Lake Park, MN
Tuesday, June 23, 2020

A. CALL TO ORDER

Chairperson Hennen called the meeting to order at 6:02pm. The following board members were in attendance: Amy Hennen, Tony Easter, Amy Wheaton, Michael Kreun, Marilynn Forsberg, John Stroebel, and Sarah Bowe, along with Superintendent Jeff Ronneberg.
Board members absent: none

B. AGENDA APPROVAL

Motion by Easter, seconded by Forsberg, to approve the agenda with the following change(s):
Addition of Closed Session to discuss employee negotiations. *Motion carried unanimously with all members voting yes. (7-0)*

C. CONSENT AGENDA

Motion by Stroebel, seconded by Easter, to approve the following items of the consent agenda:

1. Routine Organizational Matters

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

Note was made that the name of the official newspaper name has been expanded – Blaine/SLP Life is now Life - Blaine/SLP/Fridley/Columbia Heights. The list of routine organizational matters is available at the end of these minutes.

D. DISCUSSION ITEMS

1. Summer Facilities Projects Update – Dr. Jeff Ronneberg, Superintendent, and Ms. Amy Schultz, Director of Business Services, gave an update regarding the velodrome property at the National Sports Center, along with next steps and timelines related to discussions with Blaine city staff as well as the Blaine city council related to purchase and layout of entrances and exits to access Centerview Elementary. In addition, Ms. Schultz shared that a few maintenance projects are taking place this summer at various buildings.

2. District Operational Plan Review – Dr. Ronneberg reviewed the District Operational Plan projects and the end-of-year update highlighting the status of each project and the effects of the necessary shift of focus brought on by COVID-19, including which projects were completed, which projects moved to standard work, which ones needed to be reframed, and those continuing into the 2020-2021 school year.

3. Fall 2020 Planning Update – Dr. Ronneberg gave an update related to the work being done to plan for welcoming students and staff back to school for the 2020-2021 school year. Using the Spring Lake Park 3D Design Process, Input and Design Teams, made up of staff and administration from each school, have begun the work of identifying and designing possible scenarios for what school might look like in the fall including: Open Campus, Modified Schedule, and Extended Flexible

Learning. Scenarios must allow the flexibility to ensure the expectation for personalized learning for each student. Operations Teams – Transportation, Nutrition Services, Facilities, and Child Care – will begin their work to identify positives and challenges in each scenario to ensure a 360 review of all aspects of each scenario. Work on the scenarios will continue throughout the summer and the board will be updated as the work continues. This work will be communicated to all staff, parents and students through a variety of ways, including surveys of parents and staff to include that feedback into the planning taking place. Board questions and comments were discussed, and feedback was shared in regard to aspects of the three scenarios.

4. Other – lunch procedures were reviewed, specifically the process related to student lunch debt, as required by MDE. The board will review this process an additional time before the it is shared with parents/guardians in August. Board comments and questions took place.

E. CLOSED SESSION

Motion by Wheaton, seconded by Easter, to enter into Closed Session to discuss employee negotiations. Motion carried unanimously with all members voting yes. (7-0). Entered into Closed Session at 7:40pm.

Motion by Forsberg, seconded by Wheaton, to reconvene the meeting. Motion carried unanimously with all members voting yes. (7-0). Meeting reconvened at 8:23pm.

F. ACTION ITEMS

1. Approval of the Agreement School Clerical Employee’s Terms and Conditions of Employment for the Years 2020 - 2022

Motion by Forsberg, seconded by Easter, to approve the Agreement between Independent School District 16 and School Clerical Employees Local 12, effective July 1, 2020 through June 30, 2022, as recommended by the Board’s Negotiating Committee and the Administration. Motion carried unanimously with all members voting yes. (7-0)

2. Approval of the Agreement School Service Employees Local No. 284 representing Custodial Employees’ Terms and Conditions of Employment for the Years 2020-2022

Motion by Easter, seconded by Wheaton, to approve the 2020-2022 Agreement between Spring Lake Park School District 16 and School Service Employees Local No. 284 representing the Custodial Employees of the Spring Lake Park School District, as negotiated and recommended by the School Board Negotiation Committee and the Administration. Motion carried unanimously with all members voting yes. (7-0)

F. ADJOURNMENT

Motion by Easter, seconded by Forsberg, to adjourn the meeting. Motion carried unanimously with all members voting yes. (7-0). Meeting adjourned at 8:26pm.

Date

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

Routine Organizational Matters for 2020-2021 – Spring Lake Park Schools

The School Board of Independent School District 16 authorizes the following for the school year 2020-2021:

- A. That the following be the approved School Board Reimbursements:
 - 1. The financial stipend paid to the Chairperson be \$5,950.00 and the financial stipend paid to the Vice-Chairperson, Clerk, and Treasurer be set at \$5,450.00.
 - 2. The financial stipend paid to Directors be set at \$5,350.00.
Each School Board member will be provided the option to participate in the District's group term life insurance program, and that the premium for selected options be deducted from the Board member's annual financial stipend.
 - 3. Expenses incurred by Board members, in accordance with the District's policies for which payment vouchers are submitted to the District's business office, reviewed by the School Board treasurer, reported to and approved by the School Board, and paid by the District.
 - 4. Worker's compensation coverage will be provided to School Board members for work directly related to School Board business.

- B. That the School District continue membership in the following organizations or associations for the 2020-2021 school year:
 - 1. Minnesota School Boards Association (MSBA)
 - 2. Metropolitan Educational Cooperative Service Unit (Metro ECSU)
 - 3. Association of Metropolitan School Districts (AMSD)
 - 4. Minnesota State High School League (MSHSL)

- C. That for fiscal year 2020-2021, consistent with M.S. 123B.11, 123B.02, 471.38, and 471.425, the Superintendent, Director of Business Services, or designee be hereby vested with the authority and responsibility to make routine payments in advance of Board approval.

- D. That Minnesota School District Liquid Asset Fund plus US Bank and Wells Fargo, PMA Financial Network, and Village Bank, N.A. as the official cash depositories for the fiscal year 2020-2021, and:
 - 1. The School Board and the Chairperson, Clerk, and Treasurer hereby authorize the school district depository banks to honor checks, drafts, warrants, warrant-checks and other orders on public funds bearing facsimile signatures of any of said officers and to charge the same to the account upon which drawn fully as though those instruments bore the manually written signatures of any of said officers, in accordance with M.S. 47.41.
 - 2. The School Board of said district approves the use of such facsimile signatures and hereby determines to insure the school district with an insurance company authorized to do business within the state in the amount of up to \$100,000.00 blanket employee faithful performance bond forgery insurance against the loss of any public funds which may be withdrawn upon unauthorized use of such facsimile signatures, an officer of said school district shall not be personally liable for loss resulting from the use of any facsimile signature unless said loss occurs by reason of that officer's wrongful act, in accordance with M.S. 47.42.
 - 3. The clerk is hereby authorized and directed to furnish the school district depositories with copies of this approval and the school district officers and said depositories are hereby authorized and directed to make the necessary arrangements for the use of facsimile signatures thereafter.
 - 4. The School Board authorizes the Superintendent of Schools and the Superintendent's Executive Assistant to utilize facsimile signature stamps covering the Chairperson and the Clerk signatures, in accordance with M.S. 123b.02 covering general powers.

- E. That the Superintendent or designee, as assigned by the Superintendent, is authorized to make electronic fund transfers and report all such transfers to the School Board in a separate report included with the District's Monthly Financial Report.

- F. Designation of Authorized Personnel
1. That the Director of Business Services and Finance Manager are authorized with full power to give Minnesota School District Liquid Asset Fund Plus written direction to:
 - a. Open and close accounts
 - b. Request changes to wire redemption instruction, and other account information
 - c. Effectuate the purchase and redemption of Fund Shares of the Entity
 2. That the following personnel with full power are authorized to give Wells Fargo, N.A. written direction to access all safe deposit boxes (for storage of education records, as required by law) in the District's name: Director of Business Services; Finance Manager; and Spring Lake Park High School representative as appointed by the high school principal.
- G. That the firm of Kennedy & Graven is designated as the School District's attorney and legal advisor to the Superintendent of Schools and to further authorize the Superintendent or designee to consult with other legal counsel as necessary to best serve the needs of the School District.
- H. That Ehlers Investment Partners be designated as the School District's financial advisor.
- I. That the firm of Malloy, Montague, Karnowski, Radosevich, & CO., P.A., certified public accountants, be designated as the School District's accounting firm and accounting advisor to the Superintendent of Schools and to have said firm conduct the District's annual audit and assist in the preparation of the District's Annual Financial Report.
- J. That the following investment brokers (and their custodians) be designated as the official brokers for investment purposes for the fiscal year 2020-2021: US Bank Minneapolis and Minnesota School district Liquid Asset Fund Plus; PMA Financial Network Inc/LaSalle National Bank, Village Bank N.A., Wells Fargo; RBC Wealth Management.
- K. That for fiscal year 2020-2021, the Director of Business Services, or designee, be hereby vested with the authority and responsibility to invest funds which are not currently needed in accordance with M.S. 118A. Consistent with this delegation of responsibility for conducting the investment of excess funds, the Director of Business Services is hereby authorized to sign the following investment documents as deputy treasurer: Collateral Assignment Forms and Collateral Release Forms.
- L. That the board authorize its Superintendent or Director of Business Services to lease, purchase, and contract for goods and services within the budget approved by the board.
- M. That the Board Treasurer, Chairperson, and Clerk mechanically sign the District's checks.
- N. That Blaine/Spring Lake Park Life be designated as the District's official newspaper for the 2020-2021 school year.
- O. That the Director of Learning and Innovation, Dr. Hope Rahn, is the Identified Official with Authority for Spring Lake Park Schools, and has the legal authority to authorize persons to access MDE secure websites for Spring Lake Park Schools.
- P. That the District's travel reimbursement rates for 2020-2021 will be based on the U.S. General Services Administration Per Diem Rates, which uses rates adjusted to travel costs by city. Rates are broken down by each meal covered as well as incidental expenses while traveling.