

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

A meeting of the White Bear Lake Area School Board was held on **Monday, October 12, 2020** at 7:00 p.m. in the auditorium at District Center, 4855 Bloom Avenue, White Bear Lake, with room capacity limits while staying six feet apart and wearing a mask.

A. PROCEDURAL ITEMS

1. Vice Chair Chapman called the meeting to order at 7:00 p.m.
2. Roll Call – Present: Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison.
Absent: Mullin.
3. Ex-Officio: Dr. Wayne Kazmierczak
4. Pledge of Allegiance
5. Ellison moved and Thompson seconded to approve the agenda as presented. ***Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.***
6. Arcand moved and Thompson seconded to approve the consent agenda consisting of:
 - Approval of minutes for regular School Board meeting on September 14 and work session on September 28;
 - 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 trip request;
 - Passage of resolution to approve personnel issues to include:
 - **RESIGNATION/TERMINATION/NON-RENEWAL– CLASSIFIED STAFF**
Norris Blackmon– Pupil Support Assistant, WBLAHS - North Campus
Employed by District 624 since 03/02/2020
Effective Date: 09/04/2020
Cody Braeger– Pupil Support Assistant, Sunrise Middle School
Employed by District 624 since 05/19/2014
Effective Date: 09/03/2020
Ian Carr– Pupil Support Assistant, WBLAHS - North Campus
Employed by District 624 since 02/06/2020
Effective Date: 09/03/2020
Tina Grambush– Nutrition Services, WBLAHS – South Campus
Employed by District 624 since 09/13/2017
Effective Date: 09/10/2020
Andra Hannah– Instructional Assistant, Birch Lake Elementary
Employed by District 624 since 09/04/2018
Effective Date: 10/02/2020
Bethany Holmes – Nurse Para, Birch Lake Elementary
Employed by District 624 since 09/06/2016
Effective Date: 06/08/2020
Linda Jodl– Nutrition Services, Willow Elementary
Employed by District 624 since 10/05/2015
Effective Date: 09/14/2020
Michelle Kotosky – Bus Aide, Bus Garage
Employed by District 624 since 09/03/2013
Effective Date: 09/08/2020

Renee Mccabe – Media Clerk, Otter Lake Elementary

Employed by District 624 since 08/24/2018

Effective Date: 10/06/2020

Michael Sherwood– Pupil Support Assistant, Sunrise Middle School

Employed by District 624 since 10/01/2019

Effective Date: 09/09/2020

Jill Stucynski– Program Assistant Leader, Oneka Elementary

Employed by District 624 since 01/03/2017

Effective Date: 08/28/2020

➤ **RETIREMENT– CLASSIFIED STAFF**

Jerrilyn Bruski– Nutrition Services, Sunrise Middle School

Employed by District 624 since 03/21/1994

Effective Date: 10/02/2020

Laurie Carlson– Pupil Support Assistant, WBLAHS - North Campus

Employed by District 624 since 09/15/1997

Effective Date: 09/30/2020

Lynnda Kelly– Pupil Support Assistant, Otter Lake Elementary

Employed by District 624 since 11/06/1995

Effective Date: 09/04/2020

Thor Larson – Bus Driver, Bus Garage

Employed by District 624 since 11/29/2010

Effective Date: 09/01/2020

Cathy Ogrady– Media Assistant, Birch Lake Elementary

Employed by District 624 since 08/23/2001

Effective Date: 09/25/2020

Virginia Price – Custodian, Central Middle Schools

Employed by District 624 since 07/23/2012

Effective Date: 10/31/2020

Jody Reber– Executive Assistant to Superintendent, District Center

Employed by District 624 since 09/19/1988

Effective Date: 12/31/2020

Lisa Rockwood– Pupil Support Assistant, Otter Lake Elementary

Employed by District 624 since 09/01/1999

Effective Date: 09/30/2020

Barbara Shultz– Pupil Support Assistant, Wblahs – North Campus

Employed by District 624 since 09/11/2000

Effective Date: 09/11/2020

➤ **RETIREMENT– CERTIFIED STAFF**

Dona Kass– Speech Pathologist, Hugo Elementary

Employed by District 624 since 08/24/1998

Effective Date: 12/31/2020

Janel Toussant– French Teacher, WBLAHS – South Campus

Employed by District 624 since 08/21/1980

Effective Date: 08/28/2020

➤ **RETIREMENT– NON-AFFILIATED STAFF**

Debra Kelley– Nutrition Services Support Supervisor, District Center

Employed by District 624 since 09/08/1987

Effective Date: 06/18/2021

➤ **CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**

Alissa Acker – Custodian, Normandy Park/Sunrise Middle School
To Custodian, Central Middle School
\$20.14 per hr., 40 hrs. per wk., \$42,304.05
Effective Date: 10/02/2020

Jackie Hook – Pupil Support Assistant, Otter Lake Elementary
Increase in hours, from 30.0 hrs. per week to 32.5 hrs. per week
Effective Date: 2020-2021 School Year

Heidi Matt – Pupil Support Assistant, From Otter Lake to Central Middle School
Increase in hours, from 30.0 hrs. per week to 32.5 hrs. per week
Effective Date: 2020-2021 School Year

Betlehem Mekuria - From ADSIS Instructional Assistant, Hugo and Oneka
Elementary
To Pupil Support Assistant, Oneka Elementary
\$20.38 per hr., 32.5 hrs. per wk., \$27,553.76
Effective Date: 09/28/2020

Patricia Nadeau – Bus Aide, Bus Garage
From Part-Time 24 hrs. per wk. To Full-Time 32.5 hrs. per wk.
Effective Date: 09/24/2020

Hussein Isack – Substitute Custodian, District Wide To Custodian, Sunrise
Middle School
\$19.39 per hr., 40 hrs. per wk., \$29,783.03
Effective Date: 10/05/2020

➤ **EXTRA ASSIGNMENT – CERTIFIED STAFF**

Jennifer Latuff– .1 Art Teacher, WBLAHS – South Campus
MA+15, Step 13, \$ 8,209.20
Effective Date: 2020-2021 School Year

Matthew Mcglothlin– .1 Social Studies Teacher, WBLAHS – South Campus
MA, Step 13, \$8,840.00
Effective Date: 2020-2021 School Year

Mark Misgen– .1 Physical Education Teacher, Sunrise Middle School
MA+60, Step 13, \$ 9,848.70
Effective Date: 2020-2021 School Year

➤ **TEMPORARY CHANGE IN ASSIGNMENT – CERTIFIED STAFF**

Jaclyn Bremer– FACS, WBLAHS – South Campus
From .9 FTE to 1.0 FTE
Effective Date: 2020-2021 School Year

EMMA JOHNSON– LTS Language Arts Teacher, WBLAHS – South Campus
From .8 FTE to 1.0 FTE
Effective Date: 10/12/2020

Shannon Treichel– Instructional Coach, WBLAHS – North Campus
From .8 FTE to 1.0 FTE
Effective Date: 2020-2021 School Year

Tyrie Williams – From .5 FTE Music Teacher, Central Middle School
To .5 FTE Music and .5 FTE Reserve Teacher
Effective Date: 2020-2021 School Year

➤ **PART TIME LEAVE OF ABSENCE – CERTIFIED STAFF**

Mary Denucci– Language Arts Teacher, Sunrise Park Middle School
Position .5 FTE (Leave .5 FTE)
Effective Date: 2020-2021 School Year

➤ **FULL TIME LEAVE OF ABSENCE – CERTIFIED STAFF**

Kelly Counihan– 2nd Grade Teacher, Matoska Elementary

Employed by District 624 since 08/19/2019

Effective Date: 09/13/2020 through 10/28/2020

Julie Dorner– Speech/Language Pathologist, Lincoln Elementary and WBLAHS – North Campus

Employed by District 624 since 08/22/2002

Effective Date: 2020-2021 School Year

Camille Farinella– Music Teacher, Matoska Elementary

Employed by District 624 since 08/27/2009

Effective Date: 2020-2021 School Year

Abigail Gooch– 1st Grade Teacher, Hugo Elementary

Employed by District 624 since 08/24/2015

Effective Date: 09/01/2020 through 01/15/2021

Christina Hayden– 1st Grade Teacher, Matoska Elementary

Employed by District 624 since 08/26/2004

Effective Date: 09/14/2020 through 06/14/2020

Lisa Olson– Special Education Teacher, Central Middle School

Employed by District 624 since 08/21/2003

Effective Date: 09/28/2020 through 06/14/20

Michael Selb– 5th Grade Teacher, Otter Lake Elementary

Employed by District 624 since 08/27/2009

Effective Date: 2020-2021 School Year

Heidi Walsh– 5th Grade Teacher, Vadnais Heights Elementary

Employed by District 624 since 08/21/2013

Effective Date: 2020-2021 School Year

➤ **PART-TIME TEACHER PROGRAM – CERTIFIED STAFF**

Mary Denucci– Language Arts Teacher, Sunrise Park Middle School

Employed by District since 09/26/1988

Effective Date: 2020-2021 School Year

➤ **NEW PERSONNEL – CLASSIFIED STAFF**

Trisha Anderson– Pupil Support Assistant, Otter Lake Elementary

\$19.53 per hr., 32.5 hrs. per wk., \$20,818.98

Effective Date: 10/05/2020

Emily Bradt– Media Clerk, Lincoln Elementary

\$18.34 per hr., 22.5 hrs. per wk., \$15,185.52

Effective Date: 09/07/2020

Brigitte Brolin– Pupil Support Assistant, Oneka Elementary

\$19.53 per hr., 32.5 hrs. per wk., \$21,453.70

Effective Date: 09/28/2020

Samantha Cisneros– Pupil Support Assistant, Sunrise Middle School

\$19.53 per hr., 32.5 hrs. per wk., \$22,342.32

Effective Date: 10/05/2020

Candace Clark– Pupil Support Assistant, WBLAHS – North Campus

\$19.53 per hr., 32.5 hrs. per wk., \$22,342.32

Effective Date: 09/14/2020

Lynda Clausen– Lunchroom Assistant, Willow Lane Elementary

\$18.34 per hr., 12.5 hrs. per wk., \$1,054.55

Effective Date: 09/14/2020

Desiree De La Paz– Pupil Support Assistant, Sunrise Middle School

\$19.53 per hr., 32.5 hrs. per wk., \$22,723.15

Effective Date: 09/14/2020

Jessica Ebert– Pupil Support Assistant, Sunrise Middle School

\$19.53 per hr., 32.5 hrs. per wk., \$20,818.98

Effective Date: 10/05/2020

Jody Eskro– Media Clerk & Lunchroom Assistant, Otter Lake Elementary

\$18.34 per hr., 30 hrs. per wk., \$17,826.48

Effective Date: 10/07/2020

Jeffery Ivey– Custodian, WBLAHS – North Campus & Vadnais Heights Elementary

\$21.45 per hr., 40 hrs. per wk., \$31,738.38

Effective Date: 10/01/2020

Anna Kang– Pupil Support Assistant, Central Middle School

\$19.53 per hr., 32.5 hrs. per wk., \$ 21,834.54

Effective Date: 09/14/2020

April Matiatos– Program Assistant Leader, Hugo and Oneka Elementary

\$14.92 per hr., 19.5 hrs. per wk., \$12,568.60

Effective Date: 08/31/2020

William Menier– Pupil Support Assistant, Oneka Elementary

\$19.53 per hr., 32.5 hrs. per wk., \$20,818.98

Effective Date: 10/05/2020

Krisanne Neske– Pupil Support Assistant, WBLAHS – North Campus

\$19.53 per hr., 32.5 hrs. per wk., \$21,453.70

Effective Date: 09/28/2020

Michelle Riggs– Administrative Assistant Attendance, Sunrise Middle School

\$18.34 per hr., 35 hrs., \$ 22,980.02

Effective Date: 09/14/2020

Rosanna Rogers– Pupil Support Assistant, Lincoln Elementary

\$19.53 per hr., 16.25 hrs. per wk., \$10,917.27

Effective Date: 09/08/2020

Lisa Servatius– Pupil Support Assistant, Sunrise Middle School

\$19.53 per hr., 32.5 hrs., \$22,342.32

Effective Date: 09/14/2020

Angelica Solano Merino– Pupil Support Assistant, WBLAHS – South Campus

\$19.53 per hr., 32.5 hrs. per wk., \$22,088.43

Effective Date: 09/21/2020

➤ **NEW PERSONNEL – CERTIFIED STAFF**

Kimberly Young– .4 FTE School Social Worker, Admin. Offices and Willow Lane Elementary

MA, Step 13, \$29,519.04

Effective Date: 09/28/2020

➤ **NEW PERSONNEL – NON-AFFILIATED**

Heidi Kriesel– Bear Fundamentals Lead Instructor, Otter Lake Elementary

\$22.95 per hr., 40 hrs. per wk., 34,149.60

Effective Date: 09/11/2020

➤ **TEMPORARY – CLASSIFIED STAFF**

Jarynn Coker– Instructional Assistant, Lincoln Elementary

\$19.07 per hr., 24 hrs. per wk., \$15,835.72

Effective Date: 2020-2021 School Year

Amy Dougherty– LTS Media Clerk, WBLAHS - South Campus

\$18.34 per hr., 40 hrs. per wk., \$24,062.08

Effective Date: 2020-2021 School Year

Sarah Fox– Media Clerk, Sunrise Middle School

\$18.34 per hr., 35 hrs. per wk., \$5,391.96

Effective Date: 09/11/2020 – 11/13/2020

Lexie Leick– Instructional Assistant, Lakeaires Elementary

\$19.07 per hr., 24 hrs. per wk., \$15,835.72

Effective Date: 2020-2021 School Year

Jessica Rebeau– Instructional Assistant, Matoska Elementary

\$19.07 per hr., 24 hrs. per wk., \$15,835.72

Effective Date: 2020-2021 School Year

Carley Scherbel Nipp– Instructional Assistant, Oneka Elementary

\$19.07 per hr., 24 hrs. per wk., \$15,835.72

Effective Date: 2020-2021 School Year

Michael Seivert– Pupil Support and Behavior Management Asst., Willow Lane Elementary

\$19.53 per hr., 32.5 hrs. per wk., \$20,818.78

Effective Date: 10/05/2020

Victoria Simkins– Instructional Assistant, (KtK) Birch Lake Elementary

\$19.07 per hr., 24 hrs. per wk., \$15,439.07

Effective Date: 10/07/2020 through 06/11/2020

Kayla Troske– Instructional Assistant, Oneka Elementary

\$19.07 per hr., 24 hrs. per wk., \$15,835.72

Effective Date: 2020-2021 School Year

Lindsay Waddell– Instructional Assistant, Vadnais Heights Elementary

\$19.07 per hr., 24 hrs. per wk., \$15,439.07

Effective Date: 10/08/2020 through 06/11/2020

➤ **LONG TERM SUBSTITUTE – CERTIFIED STAFF**

Madeline Barnes – Music Teacher, Matoska Elementary

BA, Step 1, \$40,040.46

Effective Date: 10/05/2020 – 06/14/2021

Diane Dukowitz – Special Education Teacher, Central Middle School

BA+15, Step 1, 1.0 FTE \$ 46,603

Effective Date: 09/28/2020 – 06/14/2021

Christopher Harris– Special Education Teacher, WBLAHS – South Campus

BA, Step 1, \$40,010.46

Effective Date: 2020-2021 School Year

Emma Johnson– Language Arts Teacher, WBLAHS – South Campus

BA, Step 1, \$33,891.21

Effective Date: 2020-2021 School Year

Cody Webster– FACS Teacher, WBLAHS – North Campus

BA, Step 1, 1.0 FTE \$ 40,072.00

Effective Date: 2020-2021 School Year

Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.

- B. PUBLIC FORUM** – Erin Florin from Vadnais Heights talked about Dyslexic and Josh Berger from Hugo talked about Asynchronous and Synchronous instruction.

C. INFORMATION ITEMS

1. Superintendent's Report – Dr. Kazmierczak provided information on the following topics: COVID-19 update; Coffee with Dr. K., Unity Day, employment opportunities, student recognitions, and school day Oct. 14.

D. DISCUSSION ITEMS

1. October Enrollment Update - Tim Wald reported enrollment numbers as of October 1, the date used for funding calculations by MDE. He also included a report of enrollment by hybrid and distance learning.
2. First Reading of School Board Policies
 - a. Policy 301, School District Administration
 - b. Policy 302, Superintendent
 - c. Policy 303, Superintendent Selection
 - d. Policy 304, Superintendent's Contract, Duties
 - e. Policy 305, Implementation
 - f. Policy 306, Administrator Code of Ethic
 - g. Policy 496, Faculty and Staff Dress and Appearance Policy
 - h. Policy 520, Student Survey
 - i. Policy 521, Student Disability Nondiscrimination
 - j. Policy 807, Health and SafetyThese policies were discussed and will be placed on the November 9 School Board agenda for approval.

E. OPERATIONAL ITEMS

1. Ellison moved and Beloyed seconded to approve the Resolution Relating to a Lease-Purchase Financing and Refunding Certificates of Participation, Series 2020C; Authorizing the Issuance, Determining the Form and Details, Ratifying the Award of the Sale, and Authorizing the Execution, Delivery, and Registration as presented. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.**
2. Arcand moved and Newmaster seconded to approve the recommendation to award construction contracts for the addition and remodel at Matoska International Elementary in the amount of \$2,163,701 as presented. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.**
3. Ellison moved and Thompson seconded to approve the recommendation to award construction contracts for the Vadnais Heights Elementary addition and remodel bids in the amount of \$1,209,311 as presented. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.**
4. Beloyed moved and Arcand seconded to approve the recommendation to award construction contracts for the Willow Lane Elementary addition and remodel bids in the amount of \$1,110,579.66 as presented. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.**
5. Ellison moved and Newmaster seconded to approve the recommendation to award construction contracts for the South Campus Gym Addition in the amount of \$4,288,720.00 as presented. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.**
6. Arcand moved and Thompson seconded to approve the District's change in life and long term disability vendors including the rate change for supplemental life effective January 1, 2021 as presented. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.**

7. Thompson moved and Newmaster seconded to approve the District's health premium rates effective January 1, 2021 as presented and to approve the District's dental insurance premium rates effective January 1, 2021 as presented. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.**
8. After a short discussion about the Memorandum of Understanding between the District and White Bear Lake Area Educators it was decided to move this item to the November 9 School Board Meeting.
9. Ellison moved and Beloyed seconded to revoke the Resolution Establishing School District Primary Election System. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.**
10. Thompson moved and Arcand seconded to approve Wayne Kazmierczak, Superintendent, and Jody Reber, Executive Assistant to the Superintendent and her replacement (to add and remove names only), as White Bear Lake Area Schools' Identified Official with Authority as required by the Minnesota Department of Education. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.**
11. Second Reading of School Board Policies
 - a. Policy 412, Expense Reimbursement
 - b. Policy 705, Investments

Ellison moved and Thompson seconded to approve Policy 412, Expense Reimbursement, and Policy 705, Investment, as recommended by the School Board Policy Committee and Cabinet. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.**

F. DISCUSSION

1. Review of Superintendent's Evaluation - This section of the meeting was closed pursuant to Minnesota Statutes 13D.05, Subd. 3(a) to discuss evaluation of superintendent. Thompson moved and Ellison seconded to go into closed session at 8:29 p.m. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.**

Thompson moved and Arcand second to end the closed session and resume the regular Board meeting at 9:26 p.m. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed. Chapman, Ellison. Nays, none. Motion carried.**

- G. BOARD FORUM** - Arcand thanked teachers, administrators, and staff for all their hard work so far this year.

- H. ADJOURNMENT** - Arcand moved and Newmaster seconded to adjourn the School Board meeting at 9:29 p.m. **Roll call vote: ayes, Newmaster, Thompson, Arcand, Beloyed, Chapman, Ellison. Nays, none. Motion carried.**

Submitted by Jessica Ellison, clerk