

INDEPENDENT SCHOOL DISTRICT NO. 624

WHITE BEAR LAKE, MN 55110

A meeting of the White Bear Lake Area School Board was held on **Monday, November 9, 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. Chair Mullin called the meeting to order at 7:00 p.m.
2. Roll Call – Present: Arcand, Beloyed. Chapman, Ellison. Mullin, Newmaster, Thompson.
3. Ex-Officio: Dr. Wayne Kazmierczak
4. Pledge of Allegiance
5. Newmaster moved and Ellison seconded to approve the agenda as presented. ***Roll call vote: ayes, Arcand, Beloyed. Chapman, Ellison. Mullin, Newmaster, Thompson. Nays, none. Motion carried.***
6. Beloyed moved and Arcand seconded to approve the consent agenda consisting of:
 - Approval of minutes for regular School Board meeting on October 12 and work session on October 26;
 - 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 requests;
 - Passage of resolution to approve personnel issues to include:
 - **RESIGNATION/TERMINATION/NON-RENEWAL– CLASSIFIED STAFF**
Trisha Anderson– Pupil Support Assistant, Otter Lake Elementary
Employed by District 624 since 10/05/2020
Effective Date: 10/20/2020
Kara Cardenas– Pupil Support Assistant, Vadnais Heights Elementary
Employed by District 624 since 09/02/2019
Effective Date: 11/13/2020
 - **RESIGNATION/TERMINATION/NON-RENEWAL – CERTIFIED STAFF**
Caren Leffer Da Silva– Special Education Teacher, Birch Lake Elementary.
Employed by District 624 since 08/19/2019
Effective Date: 11/20/2020
 - **RESIGNATION/TERMINATION/NON-RENEWAL – NON-AFFILIATED**
Shannon Swanson– Out of School Time Site Supervisor, Otter Lake Elementary
Employed by District 624 since 04/01/2015
Effective Date: 11/13/2020
 - **RETIREMENT – CLASSIFIED STAFF**
Jody Hall– Pupil Support Assistant, Hugo Elementary
Employed by District 624 since 08/26/1998
Effective Date: 10/30/2020
Deborah Joyce– Nutrition Services Elementary Manager, Vadnais Heights Elementary
Employed by District 624 since 02/22/1999
Effective Date: 12/03/2020
Roxanne Knops– Admin. Assistant Operations, District Center
Employed by District 624 since 03/21/1994
Effective Date: 11/13/2020
Barbara MCGough– Nutrition Services Assistant, Otter Lake Elementary
Employed by District 624 since 09/07/1993
Effective Date: 10/03/2020

- **RETIREMENT – PROFESSIONAL STAFF**
Christina Streiff Oji– Principal, Willow Lane Elementary
 Employed by District 624 since 07/01/2014
 Effective Date: 12/31/2020
- **CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**
Tracy Holly - Instructional Assistant, Hugo Elementary
 From less than 12.5 hrs. per week. To 22.75 hrs. per week.
 \$19.07 per hr., 22.75 hrs. per week., \$13,756.46
 Effective Date: 09/14/2020
- **TEMPORARY CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**
Susan Rakoczy – Media Clerk/Lunch Supervisor, Oneka Elementary
 From 7.0 hrs. per day To 5.0 hrs. per day
 Effective Date: 08/31/2020 through 12/31/2020
- **FULL TIME LEAVE OF ABSENCE – CLASSIFIED STAFF**
Karla Hernandez– Human Resources Specialist, District Center
 Employed by District 624 since 08/19/2019
 Effective Date: 08/24/2020 through 11/27/2020
- **FULL TIME LEAVE OF ABSENCE – CERTIFIED STAFF**
Megan Church– 4th Grade Teacher, Otter Lake Elementary
 Employed by District 624 since 04/02/2013
 Effective Date: 09/14/2020 through 01/01/2021
Abigail Gooch– 1st Grade Teacher, Hugo Elementary
 Employed by District 624 since 08/24/2015
 Effective Date: 09/01/2020 through 01/18/2021
Angela Schuebel– Music Teacher, Lincoln Elementary
 Employed by District 624 since 04/22/2015
 Effective Date: 08/31/2020 through 10/09/2020
Jenna Vollmer– Special Education Teacher, Normandy Park
 Employed by District 624 since 08/19/2019
 Effective Date: 10/07/2020 through 11/20/2020
- **NEW PERSONNEL – CLASSIFIED STAFF**
Desiree De La Paz – Pupil Support Assistant, Sunrise Middle School
 \$19.53 per hr., 32.5 hrs. per week., \$23,103.99
 Effective Date: 09/14/2020
Kathryn Hendrickson Gagen –Media Clerk, Birch Lake Elementary
 \$18.34 per hr., 28.75 hrs. per week., \$16,450.98
 Effective Date: 10/19/2020
Paula Vazquez –Program Assistant Leader, Sunrise Park Middle School
 \$15.50 per hr., 18 hrs. per week., \$10,936.80
 Effective Date: 09/28/2020
- **NEW PERSONNEL – NON-AFFILIATED**
Pamela Dorr– Van Driver, Bus Garage
 \$16.00 per hr., 23.1 hrs. per week., \$10,749.33
 Effective Date: 10/20/2020
- **TEMPORARY – CLASSIFIED STAFF**
 Amy Anderson– Instructional Assistant, Matoska Elementary
 \$19.07 per hr., 24 hrs. per week., \$13,638.86
 Effective Date: 10/19/2020 through 06/11/2021
Alan Thomas Green– Instructional Assistant, Matoska Elementary
 \$19.07 per hr., 20 hrs. per week., \$11,060.60
 Effective Date: 11/05/2020 through 06/11/2021

Kristen Joswiak– Instructional Assistant, Yet to be determined

\$19.07 per hr., 24 hrs. per week., \$12,998.11

Effective Date: 10/28/2020 through 06/11/2021

Kayla Miron– Instructional Assistant, Birch Lake Elementary

\$19.07 per hr., 24 hrs. per week., \$13,134.46

Effective Date: 10/23/2020 through 06/11/2021

Margaret Nowak– Part-Time Cook, Sunrise Park Middle School

\$15.70 per hr., 28 hrs. per week., \$11,704.35

Effective Date: 10/26/2020 through 06/11/2021

Jane Stonehouse– ADSIS Instructional Assistant, Matoska Elementary

\$19.07 per hr., 24 hrs. per week., \$12,723.50

Effective Date: 11/04/2020 through 06/11/2021

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

- B. PUBLIC FORUM** – Tiffany Milbrandt asked questions and clarification on distance learning for high school. Brandon Raschich – talked about distance learning for high school. Jami Oxtan – Decision for distance learning for high school students.

C. INFORMATION ITEMS

1. Superintendent’s Report – Students were honored for state-level accomplishments in Boys’ Cross Country and Girls’ Cross Country.

D. DISCUSSION ITEMS

1. Investment Update – Tim Wald, Assistant Superintendent for Finance and Operations worked with Brian Johnson with Public Financial Management (PFM), which manages the Minnesota School District Liquid Asset Fund Plus (MSDLAF+), and Ryan Miles with Ehlers, which manages facilities referendum proceeds, to present to the School Board a quarterly investment report that summarizes recent market conditions, economic developments, and anticipated investment conditions.
2. First Reading of School Board Policies
 - a. Policy 421, Gifts to Employees and School Board Members
 - b. Policy 422, Incorporated by Reference
 - c. Policy 510, School Activities
 - d. Policy 513, Student Promotion, Retention and Program Design
 - e. Policy 515, Protection and Privacy of Student Records
 - f. Policy 516, Student Medication
 - g. Policy 601, School District Curriculum
 - h. Policy 602, Organization of School Calendar
 - i. Policy 603, Curriculum Development
 - j. Policy 615, Testing Accommodation, Modification, and Exemptions for IEPs, Section 504 Plans and LEP Students
 - k. Policy 620, Credit for Learning
 - l. Policy 703, Annual Audit
 - m. Policy 904, Distribution of MaterialsThe policies listed above will be on the School Board agenda for December 14 for a second reading.

E. OPERATIONAL ITEMS

1. Arcand moved and Newmaster seconded to approve the Memorandum of Understanding between the District and White Bear Lake Area Educators for the 2020-21 school year. **Roll call vote: ayes, Arcand, Beloyed. Chapman, Ellison, Mullin, Newmaster, Thompson. Nays, none. Motion carried.**
2. Chapman moved and Beloyed seconded to accept the Ryan Art Grants totaling \$1,008.80 from the White Bear Lake Area Education Foundation. **Roll call vote: ayes, Arcand, Beloyed. Chapman, Ellison, Mullin, Newmaster, Thompson. Nays, none. Motion carried.**
3. Ellison moved and Arcand seconded to approve the recommended secondary course proposals for 2021-22 school year. **Roll call vote: ayes, Arcand, Beloyed. Chapman, Ellison, Mullin, Newmaster, Thompson. Nays, none. Motion carried.**
4. Newmaster moved and Chapman seconded to approve the following policies as recommended by the School Board Policy Committee and Cabinet. 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 Safety. **Roll call vote: ayes, Arcand, Beloyed. Chapman, Ellison. Mullin, Newmaster. Nays, none. Motion carried.**

F. BOARD FORUM

- G. ADJOURNMENT** - Arcand moved to adjourn the meeting at 8:07p.m. and Mullin seconded. **Roll call vote: ayes, Arcand, Beloyed. Chapman, Ellison, Mullin, Newmaster, Thompson. Nays, none. Motion carried.**

Submitted by: Jessica Ellison, clerk