

**INDEPENDENT SCHOOL DISTRICT NO. 111**  
**WATERTOWN, MINNESOTA 55388**

**BOARD OF EDUCATION**  
**Regular Meeting**  
**June 28, 2021**

- I. The regular meeting of the Watertown-Mayer School Board in the Watertown City Hall on Monday, June 28, 2021 was called to order at 6:01 PM by Chair Feldt.  
Board members present: Feldt, Thompson, Burns, Schulz, H. Guetzkow, Danielson and J.Guetzkow.  
Administration team members present: Superintendent Schuler, HS Principal Hennen, MS Principal Guertin, Teaching and Learning Director Arndt, Activities Director Szymanski, Community Ed Director Dimmler.  
Absent: ES Principal Pauly
- II. **Visitor requests and consideration of agenda.** MMS (Motion made and Seconded by) Schulz and Burns to approve the agenda as presented. Passes 7-0.
- III. **Consent Agenda**  
MMS Danielson and J. Guetzkow to approve the following consent agenda items: Minutes of the Regular Board Meeting of May 24, 2021; Personnel consent agenda; Business consent agenda; and Enrollment. Passes 7-0.  
  
May Disbursements - \$1,653,035.07  
Wire payment #s - 49061-49064, 49068-49075, 49088, 49146-49148, 49201, 49202, 49208-49214, 49228-49231 - 49244  
Check #s - 58681 - 58861  
Misc Payroll - \$287.34
- IV. **Recognitions/ Presentations/Showcase**  
Activities Director Szymanski introduced two student athletes who qualified and competed in state competition. Director Szymanski recognized TayVaire Davis for competing in long jump and high jump at state competition, and Boys Golf Coach Kyle Och recognized Luke Maas for his Boys Golf state participation.
- V. **Action Items –**
  - A. MMS Burns and H. Guetzkow to approve the second reading of Policy 535 and 535F. Passes 7-0.  

[Policy 535](#) - Service Animals in School  
[Form- Policy 535](#)
  - B. Activities Director, Szymanski presented the previously tabled proposed fee schedule for FY22. Activities Director, Szymanski reiterated that there is one change which is an increase of admission fee from \$4.00 to \$5.00 per student and from \$6.00 to \$7.00 per adult. This is in line with our conference and helps to offset, but does not fully cover the cost of online ticket purchasing fees. Vice Chair Thompson expressed that he still feels that there needs to be open opportunities for families to access assistance with activity and athletic fees. Activities Director Szymanski confirmed for the board that every communication that goes to families regarding registering for athletics or activities predominantly has this information as a reminder for families. Additionally, he is in communication with coaches for those families who may share their needs more readily. MMS Thompson and J. Guetzkow to approve the athletic/activity fee schedule for FY22. Passes 7-0.

- C. Superintendent Schuler presented the resolution for District membership in the Minnesota State High School League (MSHSL). Board members were asked to review prior to the meeting the Why We Play video as part of our agreement with MSHSL. MMS H. Guetzkow and Thompson to approve the resolution. Passes 7-0.
- D. Superintendent Schuler presented on behalf of ES Principal Pauly the changes made to the ES School Parent/ Student Handbook. CE Director Dimmler presented no significant changes to both the Young Royals Preschool Parent Handbook and the Watertown-Mayer Kids' Company Family Handbook. Superintendent Schuler and CE Director Dimmler to approve all presented handbooks at this time. MMS Burns and Danielson to approve all presented handbooks. Passes 7-0
- E. Superintendent Schuler and Teaching and Learning Director Arndt presented the Safe Return to In-Person Learning Plan Draft for 2021-2022. This draft was created in response to required documentation as a recipient of ESSER III funds. This plan draft was sent to families district-wide and were encouraged to comment on concerns or questions. These comments were then compiled and are currently on our website along with the draft of the plan. MMS Danielson and J. Guetzkow to approve the Return to In-Person Learning Plan for 2021-2022 at this time. Passes 7-0.
- F. Financial Director Lisa Raiter presented to the board the FY21 Revised Budget. Director Raiter explained to the board the 7 different funds of revenue as well as the expenditures. Director Raiter is asking to approve the FY21 Revised Budget at this time. MMS H. Guetzkow and Danielson to approve the FY21 Revised Budget. Passes 7-0.
- G. Financial Director Lisa Raiter presented to the board the FY22 Preliminary Budget. Director Raiter explained the comparisons between the FY21 and preliminary FY22 budget. Director H. Guetzkow asked if consideration has been given to reduce the percentage of the Fund 01 Unassigned Fund Balance. At this time, the district is around 16%. Director Raiter did confirm that this could be considered in the future. The 16% of Fund 01 will not be confirmed until after the audit. Director Raiter is asking to approve the FY22 Preliminary Budget at this time. MMS Thompson and Schulz to approve the FY22 Preliminary Budget. Passes 7-0.
- H. Financial Director Lisa Raiter and Superintendent Schuler presented the documents for FY22-FY31 as part of the district's 10 Year Long Term Facility Maintenance Plan as required by MDE. Vice Chair Thompson shared that there are a number of things that are on this plan that will be able to be taken care of through the bonding monies rather than LTFM. Director Raiter and Superintendent Schuler are asking to approve the FY22-FY31 Long Term Facility Maintenance Plan at this time. MMS Burns and Thompson to approve the Watertown-Mayer LTFM Plan. Passes 7-0.
- I. Financial Director Raiter and Superintendent Schuler presented the SW Metro Long Term Facility Maintenance Resolution as a member of SW Metro. Director Raiter and Superintendent Schuler to approve the SW Metro Long Term Facility Maintenance plan at this time. MMS Thompson and H. Guetzkow to approve SW Metro Long Term Facility Maintenance Resolution. Passes 7-0.
- J. Financial Director Raiter and Superintendent Schuler presented the SW Metro Safe Schools Resolution. As a member of SW Metro, our district is responsible for supporting a proportionate share of the Intermediate School District's Safe Schools Plan. Director Raiter and Superintendent Schuler to approve this plan at this time. MMS H. Guetzkow and J. Guetzkow to approve the SW Metro Safe Schools

Resolution. Passes 7-0.

- K. Financial Director Lisa Raiter presented the proposal of property insurance with Minnesota Insurance Scholastic Trust (MIST). Director Raiter explained that the proposed expense is actually less than in previous years. Director Raiter to approve the MIST coverage for the 2021-2022 budget year. MMS H. Guetzkow and Thompson to approve coverage with MIST for the 2021-2022 school year. Passes 7-0.
- L. Superintendent Schuler, ICS representative Chris Rear, and Cuningham representative Mackenzie Henle presented to the board the request for approval to release for bids for the Middle School and District Offices. Mr. Rear explained that the mechanical, electrical and fire work will be issued as a change order to the already existing contractors in the building, but the structural changes and other work scopes need to go out to bid. MMS Burns and Danielson to approve release of bids for Middle School and District Office renovation. Passes 7-0.

## VI. **Review/ Information Items:**

- A. Referendum Project updates were given by ICS representative, Chris Rear. Mr. Rear shared that Watertown Township recently received a grant to improve Quarry Avenue. ICS assisted in the process and this will help the school in addressing traffic for the MS/ HS campus. In order to align with the township's timelines, these traffic congestion issues are anticipated to be addressed in the spring of 2022. ICS projects are moving along nicely and, other than addressing the traffic routes, are progressing on-time. Also noted that more money than anticipated was spent in 2021, but this was because of earlier begin dates of construction than initially anticipated because of COVID.

## VII. **Administrative Reports**

Verbal administrative reports were presented.

Superintendent Schuler announced that the district office has now transitioned to the Community Learning Center for the duration of renovation. He attested that the CLC is a very active building, but the positivity there is contagious. Superintendent Schuler thanked all the staff for their efforts in the huge undertaking of the moving of the middle school to the high school and the district office to the Community Learning Center. Additionally, custodial staff was instrumental in this large undertaking. Superintendent Schuler presented that the administration team had the opportunity to participate in a great 3-day virtual seminar last week that focused on multi-tiered systems of support. Many breakout sessions were held to help pre-plan for the upcoming school year.

HS Principal Hennen reported that, overall, construction is going well. They hosted over 20 kids for credit recovery and all but one participant earned at least one credit back. Typically there are only 8-10 students for credit recovery. Principal Hennen discussed that focus has now turned towards preparing for the upcoming school year. At the conclusion of the 20-21 school year, students were surveyed. Based on this information, the staff are strategizing on how to make the transition back to a 5-day-a-week schedule again and how to best utilize LEAP and the new additional counselor.

MS Principal Guertin reported that they are now in week 2 of summer school. Currently they are serving 60 students that include incoming 5th and 9th graders. Construction has transformed the middle school quickly and they are looking forward to

having purposeful, flexible learning spaces to help students transition to high school. Principal Guertin reported that he is meeting with ICS representative Chris Vogel weekly to ask questions and stay on top of progress. He will be meeting with Vital Signs this week to start the process of thinking about the use of logos and other displays to increase school spirit. This week there will be finalization of drafts of student schedules as well. In June, Mr. Guertin attended a June conference and will be attending again in July addressing themes of getting families transitioned back post COVID, equity and cultural responsiveness, global leadership, cultural wellness, innovation and critical, higher-level thinking.

Superintendent Schuler presented on behalf of ES Principal Pauly. There will be upcoming interviews for vacancies in the Kindergarten and 2nd grades, and the K-2nd staff are in the process of doing a book study on the science of reading. Currently, the elementary school is serving 73 students through the summer school program and Stacy Middlestadt is doing a great job running this program. Ms. Christianson and Innovation Hour has also been a great addition to the summer school program.

Superintendent Schuler then introduced Amy Dimmler to the board as our new CE Director at the Community Learning Center. Director Dimmler expressed her excitement to continue working with the families and students after being the Kids' Company director for the past 9 years. She also announced that there will be 9 sections of preschool this coming school year with 5 teachers, and they anticipate the Fall/Winter Community Education booklet to be finished before the end of the month.

#### **VIII. Discussion of issues or open comments by School Board Directors.**

Chair Feldt thanked Lisa Raiter for her efforts with the finance committee and keeping all the additional funding streams straight from this past year and moving forward.

Vice Chair Thompson reported that the personnel committee is continuing their work regarding teacher negotiations. This process takes time, but things are moving forward. He anticipates that once teacher negotiations are complete, there will be additional negotiations with other groups.

Director H. Guetzkow stated that the Watertown-Mayer Education Foundation Board met last week. This group is doing a fabulous job raising community awareness and recognizing alumni. She anticipates that this group's efforts will help with additional scholarship opportunities for our students.

Director Danielson reported that there will be a teaching and learning committee meeting before the end of August 2021.

Director Danielson made a request from Superintendent Schuler to touch base again soon as part of the marketing and communication committee.

Chair Feldt made a request of all board members to complete and return the evaluations he previously sent to all members as soon as possible. This request is made so that discussions can happen as planned in July as part of a closed meeting at the end of the regular board meeting.

**Next Scheduled Meeting**

IX. MMS H. Guetzkow and Danielson to close the meeting at 7:55 PM and was duly passed.

MMS Burns and Thompson to open the meeting at 8:06 PM for purposes of discussing negotiation strategies.

MMS Thompson and Burns to adjourn the meeting at 9:29 PM and was duly passed.

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Chair

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Clerk