

Columbia Heights Public Schools
Minutes of the
REGULAR SCHOOL BOARD MEETING
December 12, 2023

Chair Mueller called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

Clerk Granlund called roll.

Members present: Ms. Granlund, Ms. Houle, Ms. Medearis, Ms. Mueller, Ms. Palmer, Ms. Pettway and Superintendent Stenvik

Members absent: None

AGENDA APPROVAL/ADJUSTMENTS, ANNOUNCEMENTS

A. Approval of Agenda motion by Pettway, seconded by Granlund, to approve the agenda as presented.

B. Announcements

- Dec. 25-Jan. 2 No School District office closed 25, 26, 1, 2
- Jan. 9 5:30 Board Organization Meeting, Community Room
- Jan. 9 7:00 Regular School Board Meeting, Community Room
- Jan. 15 No School
- Jan. 16 Tue. 5:30 School Board Work Session, Community room

COMMUNICATION TO THE BOARD – None

CONSENT AGENDA

Motion by Houle seconded by Palmer, to approve the action required for implementation of the items on the consent agenda.

Personnel Report: **Licensed** Austin Kalthoff: EL Teacher, CA, new hire, step 1, lane 1 (BA), \$26,969.56 (22-23 salary schedule) for 118 of 189 days for the 2023-2024 school year (the conditional offer of employment is subject to obtaining the appropriate license and successful completion of a criminal background check). **Support –**

Conditional Louis McKinley: Custodian, CHHS, new hire, \$19.66/hr for 155 of 261 days, effective 11/27/23 (the conditional offer of employment is subject to successful completion of a criminal background check). **Support**-Mark Cramer: Cook Manager, NP, rehire, effective 11/27/23 for 126 of 183 days for 2023-

2024. **Coach/Advisor/Additional Assignment** Jessica Bolles: Play Director, CHHS, current employee, effective 2023-2024 school year. Molly Tengwall: Vocal Coach, CA, current employee, effective 2023-2024 school year. Blair Eckstrom: Head Boys Swim Coach, CHHS, rehire, effective 2023-2024 school year. Blair Eckstrom: Diving Coach, CHHS, rehire, effective 2023-2024 school year. Madelyn Nolen: Assistant Girls Basketball Coach, CHHS, new hire, effective 2023-2024 school year (the conditional offer of employment is subject to successful completion of a criminal background check.) **Leave Requests** Marc Jerue: Teacher, CHHS, requests military leave from 11/29/23-12/1/23. Resignations/Terminations Kathy Leu: Nurse Sub, DW, effective 3/2/22. Reason: Resignation. Brian Casey: Encore Nurse, DW, effective 5/27/22. Reason: Seasonal.

School Board Minutes for November 14 and 28 Regular School Board Meetings and November 21 School Board Work Session;

New/Suspended/Deleted Courses: The new Columbia Heights High School courses seeking approval are: Coding, Mobile App Design, PLTW Computer Science, Musical Genre Exploration, AP Environmental Science, Astronomy, Wildlife & Conservation Biology, and Forensics. World's Best Workforce as presented at November 28 School Board Meeting;

Policy Second Reading: 503 Student Attendance, 505 Distribution of Non-school – Sponsored Materials, 510 School Activities, 522 Title IX, 526 Hazing Prohibition, 531 The Pledge of Allegiance.

Motion Carried unanimously.

ACKNOWLEDGEMENT OF CONTRIBUTIONS

Motioned by Granlund, seconded by Medearis: Whereas: Minnesota Statute 123B.02 permits school boards to “...receive, for the benefit of the district, bequests, donations, or gifts for any proper purpose and apply the same to the purpose designated. In that behalf, the board may act as trustee of any trust created for the benefit of the district, and for the benefit of pupils thereof.”

Therefore: Be it resolved by the School Board of Columbia Heights Public Schools, Independent School District No. 13 that the School Board accepts with appreciation the contributions, detailed in the background, in the amount of \$8,703.95

DETAILED BACKGROUND:

Monetary

- A donation of \$120 was made to Valley View from Derek Harley from MN Health Fairview Clinical Informatics for Student needs.
- Donations of \$20 were made to Heights Herald by Riley Conway, Jennifer Pyper-Muno, Jenny Westebrooks and Amy McClanahan.
- A donation of \$33 was made to Heights Herald by Atinan Anwar
- A donation of \$100 was made to Heights Herald by Christine Reynolds
- A donation of \$50 was made to the Boys Basketball Program by Spencer Merrie
- A donation of \$100 was made to the Boys Swim Tea, by Sunshine Carter
- A donation of \$1,000 was made to the Robotics Team by Michael Caruso
- Donations were made to the Activities Department from the Columbia Heights Athletic Boosters: \$1,300 to the Speech Program, \$1,000 to Boys Soccer, \$500 to Winter Athletic Parent Meeting, \$1,500 to Girls Basketball, \$799 to Girls Tennis, \$800 to Boys Tennis, \$1,246.95 Yearbook.
- A donation of \$75 was made to the Activities Department Heights Herald by Geoffery and Kendra Riemermann.

Value in Kind

- A donation of 200 pairs of gloves was made to Columbia Heights High School from John Olson and Rachel Nash for student needs. Estimated value of \$750.00.
- A donation of Mittens was made to Valley View from St. Philips Lutheran Church for student needs. Estimated value of \$50
- A donation of gloves, snow pants, winter coats and food items was made to the Family Center from Ranjand Thukral, Renu Tandon and Tara Thukral for student needs. Value of \$587.
- A donation of 24 cool safety glasses was made to the Robotics Team from Neil Granlund for team coolness and safety. Value of \$54.
- A donation of winter Gear was made to Valley View by Maria O’Phelan and Cassie Tschida for student needs. Estimated Value \$560.00.

Total fiscal year 2023-2024 monetary contributions to date: \$38,163.62

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

Roll Call Vote:

Grandlund.....Aye
Houle.....Aye
Medearis.....Aye
Mueller Aye
Palmer.....Aye
Pettway Aye

The following voted against the same: None

Resolution and Motion carried

REPORTS FROM MEMBERS OF THE BOARD

Ms. Granlund attended the Columbia Academy PTO meeting, High School Musical Cinderella, Volunteered in the Columbia Academy Library. Attended the Visitation of community member Joanne Student and the Community Resource event.

Ms. Houle looked at the expense report for September and October. Attended the Financial meeting with Chair Mueller, and Director Hennekens prior to this meeting.

Ms. Medearis attended the MSBA Delegate assembly with Member Palmer, attended the Highland Family Involvement Committee, the Play with my family, and Sub Committee on Community Engagement prior to the Board Meeting

Ms. Mueller attended the Community Resource event and the high school Musical performance Cinderella. Attended a meeting with Superintendent Stenvik, Member Houle and Director Hennekens, had conversations with Member Granlund and Superintendent Stenvik.

Ms. Palmer Attended the MSBA Delegate Assembly and the high school musical Cinderella. Attended the Subcommittee on Community Engagement.

Ms. Pettway Attended the Family Engineering Meeting at North Park, BIPOC Family advisory meeting, resource fair event, and attended the Columbia Heights Library family event. Attended the High school musical Cinderella. Prior to the Board Meeting attended the Sub-committee on Community Engagement.

SUPERINTENDENT'S REPORT

Superintendent Stenvik held meetings with Bob Noyed, Susan Brott and Director Stuenkel to start the development of the strategic plan. Attended St. Timothy's Church to accept a donation of 51 pairs of boots, and thank the congregation for their generosity. Attended The Minnesota Institute of arts exhibit "In Our Hands" with the American Indian Parent Advisory Council (AIPAC) and highly recommend attending the exhibit. The district had 10 high school students participate in the Statewide Student Leadership conference thanks to Crystal Vital-Schwartz and Jake Henderson for coordinating the participation. Congratulations to Member Pettway for her achievement of the completion of MSBA training.

FY 2023 AUDIT

Bryan Hennekens Director of Finances and Operations and Jim Eichten, MMKR presented on the Audited Comprehensive Financial Report for FY2023

TRUTH IN TAXATION Bryan Hennekens Director of Finances and Operations the Truth in Taxation.

2023 PAYABLE 2024 LEVY

Motion by Houle, seconded by Pettway, to certify the 2023 payable 2024 school levy as presented.
Motion carried unanimously

HIGHLAND ELEMENTARY ROOF BID

Motion by Palmer seconded by Granlund to approve the lowest responsible bidder for Highland Elementary Roof Bid. The motion carried unanimously.

AUTHORIZATION OF BID PUBLICATION- Student Transportation Services

Motion by Houle, seconded by Medearis, to authorize the publishing of legal notice of solicitation of bids for Student transportation services. Motion carried unanimously

RESOLUTION TO COMBINE PRECINCTS FOR SPECIAL ELECTIONS

Member Palmer introduced the following resolution and moved its adoption:

**RESOLUTION ESTABLISHING COMBINED POLLING PLACES
FOR MULTIPLE PRECINCTS AND DESIGNATING HOURS DURING WHICH THE POLLING
PLACES WILL REMAIN OPEN FOR VOTING FOR SCHOOL DISTRICT ELECTIONS NOT
HELD ON THE DAY OF A STATEWIDE, COUNTY, OR MUNICIPAL ELECTION**

BE IT RESOLVED by the School Board of ISD #13, State of Minnesota, as follows:

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or towns located in whole or in part within the school district. The board hereby confirms those precincts and polling places so established by those municipalities.

2. Pursuant to Minnesota Statutes, Section 205A.11, When no other election is being held in a school district, the school board may designate combined polling places at which the voters in those precincts may vote in the school district election.

3. By December 31 of each year, the school board must designate, by resolution, combined polling places. The combined polling places designated in the resolution are the polling places for the following calendar year, unless a change is made:

- (1) Pursuant to section 204B.172; or
- (2) Because a polling place has become unavailable.

4. If the school board designated combined polling places pursuant to this subdivision, polling places must be designated throughout the district, taking into account both geographical distribution and population distribution. A combined polling place must be at a location designated for use as a polling place by county or municipality.

5. In school district that have organized into separate board member's elections district under section 205A.12, a combined polling place for a school general election must be arranged so that it does not include more than one board member election district.

Combination Name	Polling Place	Comprised of City Precincts
ISD 13 P1 VALLEY VIEW ELEMENTARY SCHOOL	800 49TH AVE NE	COLUMBIA HEIGHTS P-1 COLUMBIA HEIGHTS P-2 COLUMBIA HEIGHTS P-7 COLUMBIA HEIGHTS P-8 FRIDLEY W-1 P-4 FRIDLEY W-3 P-3 HILLTOP P-1
ISD 13 P2 HIGHLAND ELEMENTARY SCHOOL	1500 49TH AVE	COLUMBIA HEIGHTS P-3 COLUMBIA HEIGHTS P-4 COLUMBIA HEIGHTS P-5 COLUMBIA HEIGHTS P-6 FRIDLEY W-2 P-3

6. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections between the hours of 7:00 a.m. and 8:00 p.m.

7. The clerk is directed to prepare a map illustrating the boundaries of each combined precinct, to post the map of the combined precincts in the administrative offices of the school district and to file a copy of the map and a certified copy of this resolution with the county auditor of each county in which the school district is located in whole or in part.

8. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and directed to give written notice of new polling place locations to all registered voters in the school district whose school district polling place locations have been changed. The notice must be a non-forwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply.

The motion for the adoption of the foregoing resolution was duly seconded by Member Medearis and upon vote being taken thereon, the following voted in favor thereof:

Granlund.....Aye

Houle.....Aye

Medearis.....Aye

Mueller.....Aye

Palmer Aye

Pettway Aye

and the following voted against the same: None

whereupon said resolution was declared duly passed and adopted.

CLOSED SESSION

Motion by Granlund and seconded by Pettway to move to a closed session. All in favor, Motion passes.

BOARD TOPICS –

Discussion: Member Pettway Reported the Subcommittee on Community Engagement is in the process of creating a form with general information and signing up for attending events and activities that occur at Columbia Heights schools and community. They are exploring listening sessions with EL families as a priority.

Suggested moving Work Sessions to district schools so members could tour the school and hold meetings.

Community Education around School Boards and processes provides information sessions for candidates to educate the community on how districts operate.

Member Granlund: Shared the Robotics team has an event on Friday, December 15th.

Member Mueller suggested at the upcoming Organizational meeting on January 9th to consider changing the Board Meeting start time to 6:00 PM.

ADJOURNMENT

Having completed all of the items on the regular agenda, at 10:13 p.m. Chair Mueller adjourned the meeting.

Date minutes approved

Mary Granlund, Clerk, Board of Education
Independent School District 13