

Columbia Heights Public Schools

Minutes of the REGULAR SCHOOL BOARD MEETING June 13, 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

HYLANDER HIGHLIGHTS

The Board honored Deb Vera, the recipient of the Minnesota School Nutrition Association's 2023 Manager of the Year award.

The Board honored Dawn Hoium, the recipient of the Minnesota Superintendent Office Personnel Association (MSOPA) Executive Assistant of the Year award.

AGENDA APPROVAL/ADJUSTMENTS, ANNOUNCEMENTS

A. Approval of Agenda motion by Palmer, seconded by Medearis, to approve the agenda as presented.

B. Announcements

- June 20, Tue. 5:00 p.m. Special Called School Board Meeting, Community Room
- June 20, Tue. 5:30 p.m. School Board Work Session, Community Room
- June 27, Tue. 7:00 p.m. Regular School Board Meeting, Community Room
- July 18, Tue. 7:00 p.m. Regular School Board Meeting, Community Room

COMMUNICATION TO THE BOARD – None

CONSENT AGENDA

Motion by Houle, seconded by Granlund, to approve the action required for implementation of the items on the consent agenda. School Board Minutes for May 9 and 23 Regular School Board Meetings, May 16 Work Session. Summer Academy Dissolution Agreement. Approve the employment of the following: **Licensed:** Benjamin Hanson: Performing Arts Stipend, NP/VV; Jonathan Chao: Performing Arts Stipend, VV; Mike Welch: Performing Arts Stipend, NP; Matt Keseley: Performing Arts Stipend, HL; Jared Grabko: Performing Arts Stipend, HL; Nick Hollerman: Performing Arts Stipend, CHHS; Caitlin Storm Disalvi: Performing Arts Stipend, CHHS; Todd Boyd: Performing Arts Stipend, CA; Molly Tengwall: Performing Arts Stipend, CA; Andre Nelson: Performing Arts Stipend, CA; Alison Thompson: Visual Arts Show Additional Compensation Stipend; Ariane Kokes: Visual Arts Show Additional Compensation Stipend; Dane Hodges: Visual Arts Show Additional Compensation Stipend; Michelle Dietz: Visual Arts Show Additional Compensation Stipend; Sarah Honeywell: Visual Arts Show Additional Compensation Stipend; Isaac Glidden: Visual Arts Show Additional Compensation Stipend; Arnie Hamel: Visual Arts Show Additional Compensation Stipend; Todd Boyd: Silverwood Expressions Show Stipend; Molly Tengwall: Silverwood Expressions Show Stipend; Andre Nelson: Silverwood Expressions Show Stipend; Caitlin Storm Disalvi: Silverwood Expressions Show Stipend; Nick Hollerman: Silverwood Expressions Show Stipend; Matt Keseley: Silverwood Expressions Show Stipend; Jared Grabko: Silverwood Expressions Show Stipend; Mike Welch: Silverwood Expressions Show Stipend; Ben Hanson: Silverwood Expressions Show Stipend; Jonathan Chao: Silverwood Expressions Show Stipend; Linda Maylish: Silverwood Expressions Show Stipend; Arnie Hamel: Silverwood Expressions Show Stipend; Isaac Glidden: Silverwood Expressions Show Stipend; Sarah Honeywell: Silverwood Expressions Show Stipend; Michelle Dietz: Silverwood Expressions Show Stipend; Dane Hodges: Silverwood Expressions Show Stipend; Ariane Kokes: Silverwood Expressions Show Stipend; Alison

Thompson: Silverwood Expressions Show Stipend; Morgan Bialke: Summer ENCORE Elementary Teacher Substitute, VV; Brad Boleman: Summer ENCORE Elementary Specialist Substitute, VV/CA; Jennie Bradd: AVID Teacher/AVID Coordinator, CA; Adam Ward: Special Education Teacher, CHHS. **Licensed – Conditional:** Lia Ray: PreK4 Teacher, HL; Whitney Hout: Special Education Teacher, CHHS; Kyle Kaiser: Special Education Teacher, CA; Joshua Payne: EL Teacher, CHHS; Brooke Perillo: EL Teacher, VV; Jessica Nelson: Special Education Teacher, CHHS; Marti Tschida: 1st Grade Teacher – Long Term Substitute, VV; Katelyn Smith: 4th Grade Teacher, VV; Carson Sabinash: 4th Grade Teacher, HL; David Jergenson: Art Teacher, HL; Caralyn Gardner: Social Studies Teacher – Long Term Substitute, CA; Ali Farah: Special Education Teacher, NP; Faustina Allen: Special Education Teacher, HL; Rachel Mace: Math Teacher, CA; Nancy Kenevan: Special Education Teacher, CA. **Support:** Wendy Tocachi: Change to: Home School Liaison, CA; Joan Stepaniak: Change to Food Services Substitute, DW; Vilma Salas Faican: Change to Assistant Kitchen Manager, CHHS; Patricia Riera: Education Assistant, VV; Stephanie Alvarez: Executive Assistant to the Superintendent and School Board, DC. **Coach/Advisor/Additional Assignment:** Lucas Melsha: Sampler Camp Summer Coach ENCORE, VV/CA; Lindsey Harnack: Sport Sampler Lead ENCORE, VV/CA; Pete Heryla: Youth HS Football Camp Summer Coach, CHHS; John Rockwell: Youth HS Football Camp Summer Coach, CHHS; Blair Eckstrom: Youth Sampler Summer Swim and Dive Coach ENCORE, VV/CA; Blair Eckstrom: Youth Swim and Dive Camp Summer Coach, CHHS; Hector Leon: Youth Soccer Camp Summer Coach, CHHS; Jonathan Heras: Youth Soccer Camp Summer Coach, CHHS. **Leave Requests:** Jackie Mosqueda-Jones: Teacher, NPSfl, requests FMLA from 5/15/23 for up to 4 weeks. Jackie Mosqueda-Jones: Teacher, NPSfl, requests FMLA from 4/18/23 for up to 8 weeks (intermittent). Helen Tomas: Attendance Clerk, CHHS, requests FMLA from 5/22/23 for up to 5 weeks. Julia Celleri: Education Assistant, HL, requests year-long parental leave of absence starting approx. 11/14/23. **Resignations/Terminations** Zach Holman: Math Teacher, CHHS, Effective 6/9/23. Reason: Resignation. Anne Knutson: PE/Health Teacher, CHHS, Effective 6/9/23. Reason: Resignation. Joan Stepaniak: Medium Hour Cook, HL, Effective 6/8/23. Reason: Retirement. Mia Pappas: Adventure Club Assistant Substitute, CE, Effective 5/22/23. Reason: Resignation. Izzy Rardin: Lifeguard, CE, Effective 5/22/23. Reason: Resignation. Caitlin Stockton: 2nd Grade Teacher, VV, Effective 6/9/23. Reason: Resignation. Morgan Brandt: 4th Grade Teacher, VV, Effective 6/9/23. Reason: Resignation. Tara Lorence: Elementary Dean/Teacher, VV/CA, Effective 6/12/23. Reason: Position Elimination/Resignation. Paulina Falcony: Interpreter, CE, Effective 6/1/23. Reason: Resignation. Anne Marie Hojan: Social Worker, HL, Effective 6/9/23. Reason: Resignation. Andrew Dettle: Social Worker, CHHS, Effective 6/30/23. Reason: Resignation. Pashia Scott: Education Assistant, CHHS, Effective 6/8/23. Reason: Resignation. Dan Reiman: Education Assistant, HL, Effective 6/8/23. Reason: Resignation. **Change to 3/28/23 Personnel Report:** Jen Heveron: Summer Special Education Assistant, current employee, effective 6/12/23 – 6/30/23. No longer doing this assignment. Elaine Wilson Graham: Summer Special Education Assistant, current employee, effective 6/12/23 – 6/30/23. No longer doing this assignment. Motion Carried unanimously.

REPORTS FROM MEMBERS OF THE BOARD

Ms. Medearis attended MSBA and AMSD presentations on Superintendent Evaluations, Insurance and Legislative overview, Columbia Heights Business Council meeting, Powwow and graduation. Ms. Granlund attended graduation, Powwow, Valley View Fun Run, 6-8 band performance, volunteering at CA, and had conversations with community members, staff, students' elective officials, other Board members, and Superintendent Stenvik. Ms. Pettway attended the Parents of Color meeting, Powwow, Art in the Park, visited North Park on last day of school, had a conversation with Principal Cacek, attended graduation, and had a conversation with Member Granlund. Ms. Houle came in and viewed expenses as part of her job as Treasure and attended graduation. Ms. Palmer attended graduations including Columbia Heights and 916 schools, the 916 monthly meeting, 916 Foundation meeting, District Center staff picnic and chair meeting. Ms. Mueller attended graduation, Columbia Heights Business Council meeting, synchronize swimming state meet, Powwow, chair meeting and had conversation with community members.

SUPERINTENDENT REPORT AND CORRESPONDENCE

Superintendent Stenvik attended the Tri-Metro Governance Board meeting, larger Administrative Team meeting, and met with board members.

SCHOOL CLIMATE SURVEYS

Dir. Thukral and Research and Assessment Coordinator Disa Fabeck presented the Board with information on the School Climate Surveys. This is an informational item only.

COMMUNICATION PLAN UPDATE

Dir. Stuenkel and Communications Coordinator Emma Bute presented an update on the Communication Plan. This is an informational item only.

FEDERAL TITLE GRANTS

Dir. Thukral presented the Board with information on the Federal Title Grants. This will be brought forward at a future meeting for approval.

OUT OF STATE AND OVERNIGHT FIELD TRIPS

Dir. Thukral presented the Board with information on Out of State and Overnight Field Trips. This is an informational item only.

WORKERS COMPENSATION INSURANCE RENEWAL

Dir. Hennekens presented the Board with information on the Workers Compensation Insurance Renewal. This will be brought forward at a future meeting for approval.

MINNESOTA STATE HIGH SCHOOL LEAGUE MEMBERSHIP (MSHSL) RESOLUTION

Motion by Palmer, seconded by Houle, to adopt the following resolution for continuing membership in the Minnesota State High School League:

RESOLUTION FOR 2023-24 MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

RESOLVED, that the Governing Board of School District Number 13, County of Anoka, State of Minnesota, delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that Columbia Heights High School is authorized by this, the Governing Board of said school district to:

1. Renew its membership in the Minnesota State High School League; and
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's Official Handbook, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said league-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the Governing Board.

Roll Call Vote: Granlund – Aye
Houle – Aye
Medearis – Aye
Mueller – Aye
Palmer – Aye
Pettway – Aye

Resolution and Motion carried

STUDENT SERVICES TRANSPORTATION AGREEMENT – SECOND AMENDMENT

Motion by Granlund, seconded by Pettway, to approve authorization of the Superintendent to execute the Amendment of the Student Transportation Agreement.

Motion carried unanimously

RESOLUTION ON POPULATION

Motion by Palmer, seconded by Medearis, to resolve that the census figure of 28,285 be certified to the State Demographer for approval of use in the 2023 payable 2024 revenue calculation as presented.

CERTIFYING THE POPULATION ESTIMATE FOR THE 2023 PAYABLE 2024 LEVY OF INDEPENDENT SCHOOL DISTRICT #13 COLUMBIA HEIGHTS PUBLIC SCHOOLS

WHEREAS, the Independent School District #13 has experienced an increase in population from the 2020 census figure of 27,904 to the current census figure of 28, 285 as determined by the State Demographer.

BE IT RESOLVED, by the School Board of Independent School District #13 that the census figure of 28,285 (TPOP2022 Census Figure listed [HERE](#)) be certified to the State Demographer for approval of use in the 2023 payable 2024 revenue calculations.

Roll Call Vote: Granlund – Aye
Houle – Aye
Medearis – Aye
Mueller – Aye
Palmer – Aye
Pettway – Aye

Resolution and Motion carried

2022-2023 AND 2023-2024 SCHOOL CALENDARS

Motion by Houle, seconded by Palmer, to approve the revised 2022-2023 and 2023-2024 School Board calendars to include a holiday for Juneteenth and to compensate employees scheduled to work on June 19, 2023.

Motion carried unanimously

DESIGNATION OF IDENTIFIED OFFICIAL WITH AUTHORITY FOR THE MDE EXTERNAL USER ACCESS RECERTIFICATION SYSTEM RESOLUTION

Motion by Granlund, seconded by Pettway, to approve the attached resolution approving Zena Stenvik to act as the Identified Official with Authority (IOwA) and Dawn Hoium and Stephanie Alvarez to act as the IOwA to add and remove names only for Columbia Heights Public School District 0013-01

DESIGNATION OF IDENTIFIED OFFICIAL WITH AUTHORITY FOR THE MDE EXTERNAL USER ACCESS RECERTIFICATION SYSTEM RESOLUTION

WHEREAS, The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority to comply with State Access Control Security Standard 1.0 which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority will assign job duties and authorize external user's access to MDE secure systems for their local education agency (LEA).

NOW, THEREFORE, BE IT RESOLVED that the Director recommends the Board authorize Zena Stenvik to act as the Identified Official with Authority (IOwA) and Dawn Hoium to act as the IOwA to add and remove names only for Columbia Heights Public School District 0013-01 until July 10, 2023 and Stephanie Alvarez to act as the IOwA to add and remove names only for Columbia Heights Public School District 0013-01 starting July 11, 2023.

Roll Call Vote: Granlund – Aye
Houle – Aye
Medearis – Aye
Mueller – Aye

Palmer – Aye
Pettway – Aye

Resolution and Motion carried

BOARD TOPICS – Ms. Granlund is looking forward to the Jamboree events. Ms. Mueller reminded that a special called meeting is next week at 5:00. Ms. Houle asked about the book the board is reading.

ADJOURNMENT

Having completed all of the items on the regular agenda, at 9:08 p.m. Chair Mueller adjourned the meeting.

Date minutes approved

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