

Columbia Heights Public Schools
Minutes of the
REGULAR SCHOOL BOARD MEETING
April 25, 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, CORRESPONDENCE

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

B. Announcements

- May 9, Tue. 7:00 p.m. Regular School Board Meeting, Community Room
- May 16, Tue. 5:30 p.m. School Board Work Session, Community Room
- May 23, Tue. 7:00 p.m. Regular School Board Meeting, Community Room
- May 29, Mon. No School

COMMUNICATION TO THE BOARD – Ariane and Mike spoke about art's activities and programing.

CONSENT AGENDA

Motion by Granlund, seconded by Medearis, to approve the action required for implementation of the items on the consent agenda. Treasurer Report for January and February 2023, Personnel Report of April 25, 2023. Approve the employment of the following: **Licensed - Conditional:** Abigail Olson: EL Teacher, District Wide; Tammy Kuglin: Summer ENCORE Secondary Teacher, CA; Lori Lavin: Summer ESY Special Education Teacher, HS. **Support – Conditional:** Alexandra Evens: Education Assistant, NP; Cassandra Pugh: Homework Tutor, CHHS; Maria Gorde: Mini Adventures Assistant, FC. **Support:** Zara Aityahia: Summer Education Assistant Special Education, CHHS/FC/VV/CA. **Coach/Advisor/Additional Assignment:** Morgan Brandt: ENCORE Teacher Sub, VV; Mark Renner: ENCORE Teacher Sub, VV; Abby Caballero: ENCORE Teacher, HL. **Leave Requests:** Caitlin DiSalvi: Teacher, CHHS, requests FMLA from 8/28/23 for up to 12 weeks. Dorothy Williams: Educ Asst, CA, requests medical leave from 2/6/23-3/6/23. Dorothy Williams: Educ Asst, CA, LTD leave of absence begins 3/7/23. Marc Jerue: Teacher, CHHS, requests military leave from 4/17/23-4/18/23. **Resignations/Terminations:** Emily Dittle: Special Education Teacher, HL, effective 6/9/23. Reason: Resignation. Gabe Glasco: EL Teacher, CA, effective 6/9/23. Reason: Resignation. Matt Miller: Assistant Principal, CHHS, effective 6/30/23. Reason: Resignation. **Change to 2/14/23 Personnel Report:** Abby Endres: PreK 3 Assistant, Comm Ed, effective 4/28/23. Reason: Resignation. Motion Carried unanimously.

ACKNOWLEDGEMENT OF CONTRIBUTIONS

Motioned by Houle, seconded by Pettway: 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 \$20,800.00.

DETAILED BACKGROUND:

MONETARY

- A donation of \$100.00 was made to Columbia Heights Activities Department by Sunshine and Clay Carter for support of Columbia Academy musical.
- The following donations were made to the Columbia Heights Activities Department by the Columbia Heights Athletic Boosters Club:
 - \$1,500.00 Boys Tennis
 - \$1,500.00 Girls Lacrosse
- The following donations were made to Columbia Heights High School for the New York Study Seminar:
 - Jeffery and Kristin Wilson - \$300.00
 - Italian American Club - \$3,000.00
- The following donations were made to the Columbia Heights High School Scholarship fund:
 - American Endowment Foundation - \$5,000.00
 - Jean and Robert Richards - \$100.00
 - Kopp Family Foundation - \$2,000.00
 - Diane and Gerald Boldt - \$100.00
 - Dean and Joyce Bliss - \$100.00
 - Carolyn Bang - \$25.00
 - Glenda Glore - \$50.00
 - Michele Edwardson - \$100.00
 - Doris and Harlan Downing - \$200.00
 - Eva and Daniel Coverston - \$100.00
 - Elise Boquist - \$100.00
 - Howard and Nance Hornbrook - \$250.00
 - Paul Hansen - \$75.00
 - J. Anne Hennessey - \$200.00
 - Steven and Paula Hall - \$100.00
 - Nicole Halabi - \$100.00
 - Randy and Kathy Kelly - \$1,000.00
 - Ralph Karki - \$200.00
 - John and Kathleen Kane - \$500.00
 - Corliss Johnson - \$25.00
 - Gayle Huble - \$25.00
 - Katie McAvoy - \$200.00
 - Philp Lundin - \$100.00
 - Janet Larson - \$150.00
 - Wayne and Linda Kutzke - \$50.00
 - Tammy Kuglin - \$20.00
 - Stephanie Nowak - \$100.00
 - Coleman Nemerov - \$200.00
 - Edwardson Nelson - \$1,000.00
 - Elane Narbo - \$100.00
 - Thomas Mulligan - \$250.00
 - Gerald and Marliyn Ryding - \$500.00
 - Jean and Robert Richards - \$25.00
 - Louann Renstad - \$40.00
 - Ann O'Neill - \$200.00
 - Brian and Marilee Olin - \$500.00
 - Pam Sigurdson - \$300.00
 - Carol and Charles Ofsthun - \$115.00
 - Albert and Maren Ogdi - \$50.00
 - Betty Winberg - \$50.00
 - Roger and Karen Sadlowsky - \$100.00

Total fiscal year 2022-2023 monetary contributions to date: \$106,559.90.

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

Resolution and Motion carried

REPORTS FROM MEMBERS OF THE BOARD

Ms. Palmer attended Chair meetings, work session, Student School Board Representatives Networking Session and had conversations with board members. Ms. Houle attended a meet with Superintendent Stenvik, Dir. Hennekens and MSBA Representatives on her duties as treasurer, work session, MSHSL voting, and reminded board members she will not be at May 9th meeting. Ms. Pettway attended work session, Sub-committee on Community Engagement, Board listening session, Highland tour, panel discussion at First Lutheran Church on School Safety, phase trainings, earth day clean-up, North Park visit and conversations with Members Palmer, Medearis, Granlund, and Superintendent Stenvik. Ms. Medearis attended the Highland PTO meeting, Highland tour, work session, sub-committee of community engagement, Valley View carnival, MSBA webinar on opioids in schools, Highland Fine Arts Night, community engagement listening session, was interviewed by Highland News Network, had conversations with several members of the Board and stakeholders. Ms. Granlund attended the work session, Highland tour, Valley View carnival, Student School Board Representative Networking Session, school safety discussion at First Lutheran, was interviewed for the Heights News Network, volunteered at Columbia Academy and had conversations with staff, students and families. Ms. Mueller attended the Highland tour, chair meeting, work session, Sub-committee on Community Engagement, meeting with Member Houle, had conversations Members Granlund, Palmer, Superintendent Stenvik, staff and community members and the Chair of St. Frances School Board.

SUPERINTENDENT'S REPORT AND CORRESPONDENCE

Superintendent Stenvik attended Student Board Representatives Networking Session, panel discussion at First Lutheran Church on school safety, student guardian coalition at Columbia Academy, American Indian Parent Committee, meeting with Monarch Transportation, meeting with local 710 to prepare for negotiations this spring, and had conversation with all Board members. She also stated the Columbia Heights graduation rate over 90%.

NORTHEAST METRO 916 AGREEMENT FOR SERVICES

The Board was presented with information on the Northeast Metro 916 Agreement for Services by Dir. Godfrey. This will be brought forward at a future meeting for approval.

ADULT BASIC EDUCATION (ABE) LEASE AMENDMENT – 2 YEAR LEASE EXTENSION

Dir. Stuenkel and dir. Hennekens presented the Board with information on the Adult Basic Education Lease Amendment – 2-year extension. This will be brought forward at a future meeting for approval.

SCHOOL BOARD SUB-COMMITTEE ON COMMUNITY ENGAGEMENT UPDATE

Member Medearis presented an update on the School Board Sub-committee on Community Engagement. This is an informational item only.

POLICY FIRST READING

516 – Student Medication. This policy will appear on a future agenda for approval.

REVISED 2022-2023 BUDGET

Motion by Granlund, seconded by Medearis, to approve the Revised Budget for the 2022-2023 school year.

Motion carried unanimously

DISCONTINUANCE OR REDUCTION OF POSITIONS FOR 2023-2024 RESOLUTION

Motion by Palmer, seconded by Houle, to adopt the following resolution for Discontinuance and Reduction of Positions for 2023-2024.

RESOLUTION DISCONTINUING AND REDUCING POSITIONS DUE TO ENROLLMENT AND DEPARTMENTAL EFFICIENCIES

WHEREAS, the School Board of Independent School District No. 13 adopted a resolution on January 24, 2023, directing the administration to make recommendations for reductions in programs and positions, and

WHEREAS, said recommendations have been received and considered by the School Board,

BE IT RESOLVED, by the School Board of Independent School District No. 13 as follows:

The following positions, or portions thereof, be discontinued due to enrollment, program elimination, curricular changes, and departmental efficiencies:

2.0 FTE Net Dean of Students Positions

4.4 FTE Net Licensed Teacher Positions

8 FTE Net District Wide Non-Licensed Positions

All teacher positions with TIER I Licensure, TIER 2 Licensure (expiration of 6/30/23) or Out of Field Permission Licensure (by law need to renew)

All teacher positions that were one-year contract, long-term substitute positions

All positions cut for performance

Roll Call Vote: Granlund – Aye

Houle – Aye

Medearis – Aye

Mueller – Aye

Palmer – Aye

Pettway – Aye

Resolution and Motion carried

DISCONTINUANCE OR REDUCTION OF NON-AFFILIATED POSITIONS FOR 2023-2024

Motion by Palmer, seconded by Granlund, to adopt the following resolution to terminate, eliminate, and reduce positions for the 2023-2024 school year.

RESOLUTION RELATING TO THE TERMINATION, ELIMINATION AND REDUCTION OF POSITIONS

WHEREAS, the following are positions or employees in Independent School District No. 13:

NON-AFFILIATED

Ryan Schmitt – Dean of Students

Kristen Kratz – Finance Specialist

Andrew Jaeger – Human Resources Generalist

Stephanie Lamont – Check and Connect Specialist

Fanny Pallchizaca Yuba – Building Monitor

Margarita Patricia Riera – Building Monitor

Souad El Sayad – Building Monitor

Enma Celleri Merchan – Building Monitor

Alexandria Nelson – Building Monitor

BE IT RESOLVED by the School Board of Independent School District No. 13, that those persons or positions listed above in Independent School District No. 13, are hereby terminated, eliminated or reduced at the close of the current 2022-2023 school year or on the date otherwise noted.

BE IT FURTHER RESOLVED that written notice be sent to said employees regarding termination, elimination or reduction.

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

Resolution and Motion carried

TERMINATION OF PROBATIONARY TEACHER CONTRACTS RESOLUTION – RESOLUTION 2

Motion by Houle, seconded by Pettway, to adopt the following resolution to terminate and non-renew the employment contracts of probationary teachers listed therein.

**RESOLUTION RELATING TO THE TERMINATION
AND NONRENEWAL OF THE TEACHING CONTRACTS
OF PROBATIONARY TEACHERS**

WHEREAS, the following persons are probationary teachers in Independent School District No. 13:

(See list below)

BE IT RESOLVED by the School Board of Independent School District No. 13, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, the teaching contracts of those persons listed on page two of this resolution, probationary teachers in Independent School District No. 13, are hereby terminated and not renewed at the close of the current 2022-2023 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teachers regarding termination and non-renewal of their contract as provided by law, and that said notice shall be in substantially the following form:

**NOTICE OF TERMINATION
AND NON-RENEWAL**

Name _____

Dear _____:

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 13 held on April 25, 2023, a resolution was adopted to terminate your contract effective at the end of the current school year and to not renew your contract for the 2023-2024 school year. Said action of the Board is taken pursuant to M.S. 122A.40, Subd. 5.

PROBATIONARY TEACHERS
Elizabeth Loper

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

Mueller – Aye
Palmer – Aye
Pettway – Aye

Resolution and Motion carried

BOARD TOPICS – Ms. Mueller noted that the High School Play is this weekend, and a home Synchronize swim meet this Thursday. Ms. Granlund gave congratulations to the Teacher of the Year Alysa Isaacs. Ms. Medearis Congratulated James Philipps, CHPS Employee of the Year.

ADJOURNMENT

Having completed all of the items on the regular agenda, at 8:47 p.m. Chair Mueller adjourned the meeting.

Date minutes approved

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