

**Columbia Heights Public Schools**  
**Minutes of the**  
**REGULAR SCHOOL BOARD MEETING**  
**May 14, 2024**

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. Medearis, Ms. Mueller, Ms. Palmer, Ms. Pettway, Ms. Houle, and Superintendent Stenvik

Members absent Ms. Granlund

**AGENDA APPROVAL/ADJUSTMENTS, ANNOUNCEMENTS**

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

**B. Announcements**

May 21, Tue 5:30 p.m. School Board Work Session, Columbia Academy, Library

May 28, Tue. 6:00 p.m. Regular School Board Meeting, Community Room

June 11, Tue. 5:00 p.m. Sub Committee on Policy, Community Room

June 11, Tue. 5:00 p.m. Sub Committee on Community Engagement, Training Room

June 11, Tue. 6:00 p.m., Regular School Board Meeting, Community Room

**COMMUNICATION TO THE BOARD** – None

**CONSENT AGENDA**

Motion by Pettway, seconded Palmer, to approve the action required for implementation of the items on the consent agenda, Personal Report May 14: **BACKGROUND: Licensed Olivia Timmons:** Summer ECFE/EC Screening Teacher, Comm Ed, current employee, effective 6/10/24-8/30/24. **Licensed - Conditional**

**Rebecca Stark:** Art Teacher, CA, new hire, step 1, lane 1 (BA), \$45,936 for 189 days for the 2024-2025 school year (the conditional offer of employment is subject to successful completion of a criminal background check).

**Madeline Koenig:** Special Education Teacher, HL, new hire, step 1, lane 1 (BA), \$45,936 for 189 days for the 2024-2025 school year (the conditional offer of employment is subject to successful completion of a criminal background check).

**Olivia Terveen:** EL Teacher, CA, new hire, step 2, lane 1 (BA), \$47,222 for 189 days for the 2024-2025 school year (the conditional offer of employment is subject to obtaining the appropriate license and successful completion of a criminal background check). **Cristian Pillajo:** EL Teacher, CA, new hire, step 17, lane 6 (MA), \$92,344 for 189 days for the 2024-2025 school year (the conditional offer of employment is subject to successful completion of a criminal background check). **Kelsey Stotz:** Music Teacher, HL, new hire, step 6, lane 3 (BA+30), \$58,973 for 189 days for the 2024-2025 school year (the conditional offer of employment is subject to successful completion of a criminal background check). **Rachel Pape:** Spanish Teacher, CHHS, new hire, step 6, lane 6 (MA), \$66,630 for 189 days for the 2024-2025 school year (the conditional offer of employment is subject to obtaining the appropriate license and successful completion of a criminal background check).

**Support Hanna Lara Cruz:** Adv Club Supv Sub, Comm Ed, current employee, \$21.91/hr (step 5) for the 2023-2024 school year. **Latifa Moulahid:** Adv Club Supv Sub, Comm Ed, current employee, \$21.91/hr (step 5) for the 2023-2024 school year.

**Dannesia Rubio Gonzalez:** Mini Adv Supv Sub, Comm Ed, current employee, \$21.91/hr (step 5) for the 2023-2024 school year. **Hanna Lara Cruz:** Change to Adv Club Asst, Comm Ed, **6 hrs/day** from 6/10/24-8/26/24.

**Morgan Nelson:** Change to Adv Club Supv, Comm Ed, **approx 6.2 hrs/day** from 6/18/24-8/26/24.

**Ashley Klinkenberg:** Change to Adv Club Supv, Comm Ed, **approx 6.2 hrs/day** from 6/10/24-8/26/24. **Linda Willhite:** Change to **Adv Club Asst**, Comm Ed, **6 hrs/day** from 6/10/24-8/26/24.

**Theresa Swendra:** I'm changing to Adv Club Supv, Comm Ed, 8 hrs/day from 6/10/24 to 8/26/24.

**Marisol Galicia Estevez:** Change to Adv Club Asst, Comm Ed, **5.25 hrs/day** from 6/10/24-8/26/24.

**Susan Brennan:** Change to Education Assistant, HL, **.8125 FTE**, effective 4/22/24.

**Support – Conditional Kirsten Ptak:** AP Proctor, CHHS, new hire, \$25.00/hr for the 2023-2024 school year (the conditional offer of employment is subject to successful completion of a criminal background check). **Amany**

**Elaraby:** MTSS Coordinator, DW, new hire, for 228 days for the 2024-2025 school year (the conditional offer of employment is subject to successful completion of a criminal background check). **Coach/Advisor/Additional Assignment**

**Rachael Naessens:** Youth Synchronized Swimming Camp Summer Coach, CHHS, Summer 2024.

**Matt Townsend:** Strength and Conditioning Coach, CHHS, Summer 2024.

**Mike Howe:** Strength and Conditioning Coach, CHHS, Summer 2024.

**Zach Awsumb:** Youth Volleyball Camp Summer Coach, CHHS, Summer 2024.

**Zach Awsumb:** Youth Intramural Volleyball Summer Coach, CHHS, Summer 2024.

**Mike Howe:** Youth Middle School Summer Coach, CHHS, Summer 2024.

**Brad Boleman:** Youth Middle School Summer Coach, CHHS, Summer 2024.

**Ernie McNeal:** Youth Wrestling Camp Summer Coach, CHHS, Summer 2024.

**Billy Depies:** Youth Wrestling Camp Summer Coach, CHHS, Summer 2024.

**Matt Townsend:** Youth HS Football Camp Summer Coach and Passing League Coach, CHHS, Summer 2024.

**Pete Heryla:** Youth HS Football Camp Summer Coach and Passing League Coach, CHHS, Summer 2024.

**John Rockwell:** Youth HS Football Camp Summer Coach and Passing League Coach, CHHS, Summer 2024.

**Howard Rogotzke:** Youth HS Football Camp Summer Coach and Passing League Coach, CHHS, Summer 2024.

**Jason Stockwell:** Youth HS Football Camp Summer Coach and Passing League Coach, CHHS, Summer 2024.

**Terry Hill:** Youth HS Football Camp Summer Coach and Passing League Coach, CHHS, Summer 2024.

**Blair Eckstrom:** Youth Swim Camp Summer Coach, CHHS, Summer 2024.

**Hector Leon:** Youth Soccer Camp Summer Coach, CHHS, Summer 2024.

**Troy Scott:** Youth Basketball Camp Summer Coach, CHHS, Summer 2024.

**Elaine Graham:** Youth Cheer Camp Summer Coach, CHHS, Summer 2024.

**Cheryl Bolitho:** Special Education Education Assistant, CHHS, Summer 2024.

**Denise Olson:** Special Education Education Assistant, CHHS, Summer 2024.

**Halima Abdi:** Special Education Education Assistant, CHHS, Summer 2024.

**Jen Heveron:** Special Education Education Assistant, CHHS, Summer 2024.

**Jessica Krause:** Special Education Education Assistant, CHHS, Summer 2024.

**Lucas Melsha:** Special Education Education Assistant, CHHS, Summer 2024.

**Roda Abdi:** Special Education Education Assistant, CHHS, Summer 2024.

**Sean Pabon:** Special Education Education Assistant, CHHS, Summer 2024.

**Sue Brennan:** Special Education Education Assistant, CHHS, Summer 2024.

**Alexandra Evens:** Special Education Education Assistant, CHHS, Summer 2024.

**Cheimma Yamache:** Special Education Education Assistant, CHHS, Summer 2024.

**Zainab Fatah:** Special Education Education Assistant, CHHS, Summer 2024.

**Zara Yahia:** Special Education Education Assistant, CHHS, Summer 2024.

**Leave Requests** **Samantha Thrush:** Educ Asst, CHHS, requests Parental Leave from 9/3/24 for up to 12 weeks.

**Disa Fabeck:** Coord Research and Assessment, District, requests FMLA from approx. 6/1/24 for up to 12 weeks.

**Andrew Lehrke:** Cook Manager, CA, requests FMLA from approx. 4/3/24 for up to 4 weeks. **Lindsey Harnack:** Teacher, CA, requests FMLA from approx. 10/7/24 for up to 12 weeks.

**Christine Ramm:** Custodian, CA, requests FMLA from 4/26/24 for up to 6 weeks.

**Resignations/Terminations** **Hanna Abikar:** Education Assistant, HL, effective 4/23/24. Reason: Resignation.

**Willie Braziel:** Head Boys Basketball Coach, CHHS, effective 3/27/24. Reason: Resignation. **Franco Pizarro:**

**Custodian, CHHS, effective 5/17/24. Reason: Resignation.**

**The following employees will receive a salary increase of 4% for 2024-2025. Staff hired after 7/1/24 will not have an increase for 2024-2025.**

Activities Director, Activities Facilitator, Agriculture Specialist, American Indian Mentor, Building Monitor, EL Coordinator, Special Education Coordinator, Research and Assessment Coordinator, Teaching and Learning Coordinator, Early Childhood/ECSE Coordinator, Community Education Coordinator, Cultural Liaison, Deputy Director of Technology and Security, District Technology Support Specialist, IT Support Specialist, Human Resources Manager, Adult Enrichment Manager, Communications Coordinator, Personalized Learning Facilitator, Food Service Manager, Buildings and Grounds Manager, District Accountant, Payroll Accountant, MARSS Manager, Dean of Students, Food Service Facilitator, Benefits Specialist, Special Education Finance Specialist, Systems Helpdesk Support Specialists, Executive Assistant to the Superintendent and School Board, Community Education Compensation Schedule

**Revision to 3/12/24:Michelle Dietz:** Teacher, CHHS, correction to Sept lane change: step 13, lane 9 (MA+45), \$85,422 for 186 days for the 2023-2024 school year.

**Revision to 4/9/24:Allison Coleman:** 2<sup>nd</sup> Grade Teacher, NPSfl, rehire, step 2, lane 1 (BA), \$47,222 for 186 days for the 2022-2023 school year. **2025-2026 Calendar, School Board Minutes for April 23, 2024 Policy second reading:** 101.1 Name of The District 104 School District Mission Statement 501 School Weapons Policy 502 Search of Students, lockers, Desk, and Person 901 Community Education 2 905 Advertising

#### **ACKNOWLEDGMENT OF CONTRIBUTIONS RESOLUTION**

Member Medearis introduced the following resolution and moved its adoption:

#### **ACKNOWLEDGEMENT OF CONTRIBUTIONS RESOLUTION:**

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. On 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, the School Board of Columbia Heights Public Schools, Independent School District No. 13, resolves to accept with appreciation the contributions detailed in the background for \$16,502.54

#### **DETAILED BACKGROUND:**

##### Monetary

- General Mills Box Tops for Education gifted North Park \$46.10.
- Blackbaud donated \$120 to North Park for Student needs.
- Joan Szurek donated \$48.29 to the Columbia Academy Media Center.
- Donations to Columbia Heights High School for the Retired Staff Scholarship were made by  
Brian & Marilee Olin for \$500  
Carma Doege for \$250  
J Anne Hennessey and Ralph Karki each for \$200  
Elane & Kipton Narbo for \$100  
Betty Winberg and Janice Olsen each for \$50
- Sharon Elmquist donated \$1,000 to the Fridley American Legion Auxiliary Scholarship.
- Meghann Nelson Donated \$162.75 to The Team PE Scholarship Fund.
- Donations to the Activities Department from the Columbia Heights Athletic Boosters  
\$1,000 to CHHS Conference Meal  
\$1,900 to Softball Team  
\$597.93 Booster Scholarship Fund  
\$2,500 to CHHS Track and Field  
\$4,450.76 Class of 2024 Graduation Party  
\$ 2,500 Synchro Team

##### Value in Kind

- Seven pairs of shoes valued at \$375 donated by William Rowe to Valley View for student needs.
- The Columbia Heights Lions Club donated Feminine and Personal Hygiene Products valued at \$750 to Columbia Heights High School students.

The total fiscal year 2023-2024 monetary contributions to date: \$115,849.90

Member Houle duly seconded the motion for the adoption of the preceding resolution, and upon vote being taken thereon, the following voted in favor thereof:

Granlund – , Houle-Aye, Medearis-Aye, Mueller-Aye, Palmer-Aye, Pettway-Aye

The following voted against the same:

Thereupon, the said resolution was declared duly passed and adopted.

#### **REPORTS FROM MEMBERS OF THE BOARD**

**Ms. Medearis** attended the Spring Concert at Highland, The High School Play, The Day the Internet Died, and the Teacher of the Year celebration sponsored by Columbia Heights Teachers Union 710 for Marie Nelson of Columbia Academy.

District Career celebration, PTO meetings at Highland and Columbia Academy, teacher appreciation Highland, scholarship night, and MSBA Webinar focused on Mental Health.

**Ms. Pettway** Teacher of the Year, retirement ceremony, scholarship award night, Synchro Show. Went to honor choir practice at CA—community Meet and Great with Chief Markkum.

**Ms. Palmer** Attended the 916 Board meeting, 916 coursework in training and certifying teachers, and has seven applicants, Special Ed educators.

**Ms. Mueller** staff retirement dinner. Scholarship night. Synchro show. Meeting with Stenvik and Hennekens to discuss the Fund Balance

Houle- reviewed financial reports With Zena to look at report card data. The scholarship ceremony, the last section of MSBA Training, and the communication with the Henderson MSHSL event this summer. Professional day at my work for High School students 16 and up invite Columbia Heights Students.

## **SUPERINTENDENT REPORT**

I have been in communication with multiple state representatives who are working on a bill that would provide funding dedicated to decreasing absenteeism. I am happy to report that Columbia Heights is included with a handful of other districts for this pilot project. The legislative session ends May 20<sup>th</sup>. I attended a special called Tri-Metro meeting. St. Louis Park presented their request to join the Tri-metro conference. They sought out the Tri-Metro conference because of our commitment to equity and respect. However, the governing board voted not to add the district at this time as it would upset the current mix of schools and level of competition. It was not an easy decision, and there are other options that could be a better fit. This time of year is filled with many celebrations. I attended the teacher of the year celebration, retirement dinner, the retirement event for Police Chief Austin, and academic scholarship awards night. Teacher appreciation week, school nurse appreciation, principal appreciation, and school communicators appreciation day. Later this week, I am looking forward to the art expressions show at Silverwood and also visiting Highland Elementary's track and field day. (Met with Member Houle re: MCAs, met with Chair Mueller re: Fund balance) Since our last Board meeting, I have communicated with all of the Board members.

## **OUT OF STATE AND OVERNIGHT FIELD TRIPS**

Tara Thukral, Director of Teaching and Learning; Todd Wynne, Principal of High School; Sarah Honeywell, Teacher; Nicholas Hollerman, Teacher; and Zena Stenvik, Superintendent, presented the Board with information on out-of-state and overnight field trips: School-based Field trips in our state during the school year during daily programming. Chicago Trip 2025, Speech to Harvard 2026, High school athletics and activities to travel overnights for experiences, and an American Indian camping trip in June.

## **SCHOOL CLIMATE SURVEY**

Tara Thukral, Dir. of Teaching and Learning, Disa Fabeck, Research and Assessment Coordinator. Presented an update on the Climate Survey to the Board—4th through 12 grade and all parents in the district. Increased involvement.

## **LONG-TERM FACILITY MAINTENANCE PLAN – COLUMBIA HEIGHTS**

Dir. Hennekens presented the Board with the Columbia Heights Long Term Facility Maintenance Plan. It will be brought forward for approval at a future meeting.

## **NORTHEAST METRO 916 LONG-TERM FACILITY MAINTENANCE PLAN RESOLUTION**

Dir. Hennekens presented the Board with the Northeast Metro 916 Long Term Facility Maintenance Plan. This will be brought forward at a future meeting for approval.

## **NORTHEAST METRO 916 AGREEMENT FOR SERVICES**

Sarah Godfrey, Dir. of Special Education, and Megan Endresen, Special Education Coordinator, presented information on the Northeast Metro 916 Agreement for Services.

## **Highland Building Capacity**

Superintendent Stenvik presented information that Highland's second-grade class has reached a certain number this year. In being proactive, we will ask the Board to close the third grade to Highland for the 2024-2025 school year so that we can open enrollment.

#### **BOARD TOPICS**

Ms. Mueller stated that the Expressions Art Show at Silverwood is coming on the 17<sup>th</sup> and 18<sup>th</sup>.

#### **ADJOURNMENT**

Having completed all the items on the regular agenda, Chair Mueller adjourned the meeting at 8:05 p.m.

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Date minutes approved

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Michelle Pettway, Clerk, Board of Education.  
Independent School District 13