

Spring Lake Park Schools

District Services Center 1415 81st Avenue NE Spring Lake Park, MN 55432

SCHOOL BOARD MEETING

В.

Communication to the School Board and Administration

District Services Center – 6:45 p.m.

AGENDA APPROVAL

REGULAR SCHOOL BOARD MEETING

District Services Center Tuesday, August 15, 2017 7:00 p.m.

(or immediately following Communication to the School Board and Administration)

AGENDA

Α.	CALL	10	ORDER	AND	PLEDGE	OF	ALLE	GIANCE

	Motion by, seconded by, to approve the agenda as presented.	
	 Motion by, seconded by, to approve the agenda with the following change(s): 	
	a b	
C.	<u>SOME FUTURE EVENTS</u> (Please check the District Calendar and Resource Guide or the District website at <u>www.springlakeparkschools.org</u> for a complete list of monthly events)	
	 Tuesday, August 29, 2017: Welcome Back Staff Breakfast (7:30am) & All Staff Meeting (8:30am) Spring Lake Park High School Tuesday, August 29, 2017 School Board Work Session, 6:00p.m Monday, September 4, 2017: Labor Day, all buildings closed Tuesday, September 12, 2017 School Board Regular Meeting, 7:00 p.m. with Communication the Board and Administration at 6:45 p.m. 	ı to
D.	CONSENT AGENDA	
	Motion by, seconded by, to approve the following items of the consent agend 1. Minutes of the: June 13, 2017 Regular School Board Meeting June 27, 2017 School Board Work Session D_	

2. Bills Paid for May 2017 and June 2017

BILLS PAID May 2017			BILLS PAID June 2017	
Fund	Total Payments		Fund	Total Payments
General	\$2,623,544		General	\$5,085,618
Food Service	138,212		Food Service	194,921
Community Education	109,504		Community Education	165,702
Debt Service	-		Debt Service	450
Trust and Agency	-		Trust and Agency	-
Building Construction	1,121,342		Building Construction	640,906
Internal Service Funds	64,712		Internal Service Funds	59,975
OPEB Debt Services	-		OPEB Debt Services	-
OPEB Trust Account	-		OPEB Trust Account	-
TOTAL	\$4,057,314		TOTAL	\$6,147,572

3. <u>Personnel Items</u> <u>D-3</u>

E. PRESENTATIONS, SPECIAL GUESTS, AND RECOGNITIONS

1. Introduction of Director of Special Education and Student Services - Tony Mayer

F. DISCUSSION, REPORTS, INFORMATION ITEMS

- 1. **Engaged, Enthusiastic Learners**: Align work of adults to continuously improve personalized instruction and responsiveness to meet our students' unique and varied needs.
 - o 2017-18 District Operational Plan Overview
 - o Dr. Jeff Ronneberg, Superintendent
 - o Dr. Hope Rahn, Director of Learning and Innovation
- 2. **Effective Operations**: Improve our effective management of human, financial, and physical Resources
 - Monthly Financial Report
 - o Ms. Amy Schultz, Director of Business Services
 - Facilities Update
 - o Ms. Amy Schultz, Director of Business Services
 - o Mr. Mike Callahan, Principal on Special Assignment
- 3. Superintendent's Report

G. ACTION ITEMS

٦.	Authorization of Issuance of Individual Procurement Card (P-Card)
	Motion by, seconded by, to authorize the issuance of Procurement Card to the following Spring Lake Park Schools employees:
	Tony Mayer Director of Special Education and Student Services Matthew Boucher Spring Lake Park High School Principal
2.	Approval of Second Reading of Revised School Board Policies
	Motion by, seconded by to approve the second reading of the following revised policies:
	601 School District Curriculum and Instruction Goals 602 Organization of School Calendar and School Day 603 Curriculum Development 606 Instructional Resources 610 Field Trips 611 Home Schooling 612.1 Development of Parental Involvement Policies for Title 1 Programs 616 School District System Accountability 620 Credit for Learning
3.	Approval of Second Reading to Delete School Board Policy
	Motion by, seconded by to approve the second reading to delete the following policies:
	 Instructional Curriculum Alternative Programs Organization of Grade Levels Instructional Services - Special Education Religion School District Testing Plan and Procedure Basic Standards Testing, Accommodations, Modifications and Exemptions for IEP, Section 504, Accommodation and LEP Students
	623 Early Graduation624 Distance Learning Enrollments
4.	Approval of First Reading of Revised School Board Policies
	Motion by, seconded by to approve the first reading of the following revised policies:
	 701 Establishment and Adoption of School District Budget 701.2 Fund Balance 705 Investments

	706 707 708 709 710 711 712 901 902 903 904 905	Acceptance of Gifts Transportation of Public School Students Transportation of Nonpublic School Students Student Transportation Safety Extracurricular Transportation Videotaping on School Buses Video Surveillance Other Than on Buses Community Education Use of School District Facilities and Equipment Visitors to the School District Buildings and Sites Distribution of Materials on School District Property Advertising	
	906 910	Community Notification of Predatory Offenders Rewards	
	5. Appro	oval of First Reading to Delete School Board Policy	
	Motior policie	by, seconded by to approve the first reading of the following revise es:	d
	701.1 702 703 704 713 714 720 907 908 909	Modification of School District Budget Accounting Annual Audit Development and Maintenance of an Inventory of Fixed Assets and Fixed Asset Accounting System Copyright Policy Use of Private Vehicles on School Business Vending Machines School Volunteers Public Sales on School Property Complaints	
	6. Ackno	owledgment of Gifts	<u>G-6</u>
	Motio attach	on by, seconded by, to acknowledge gifts to the district, as shown in hment G-2, and to extend the School Board's thanks and appreciation.	
G.	BOARD	FORUM AND REPORTS (IF ANY)	
		rd Forum provides individual School Board members an opportunity to share with soard items of interest and information.	the
Н.	ADJOUR	<u>RNMENT</u>	
	Motion b	y, seconded by, to adjourn the meeting.	

ATTACHMENT D-1a

MINUTES OF THE SCHOOL BOARD REGULAR MEETING School Board, Independent School District 16 Spring Lake Park, MN Tuesday, June 13, 2017

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chairperson Stroebel called the meeting to order at 7:00pm.

The following School Board members were present: John Stroebel, Jodi Ruch, Amy Hennen, Kelly Delfs, Marilynn Forsberg, Tony Easter, along with Superintendent Jeff Ronneberg and Student Council School Board Representatives Dorothy Williams and Emily Lall.

B. AGENDA APPROVAL

Motion by Ruch, seconded by Delfs, to approve the agenda with the following change(s):

- a. change Nov. 14 work session to regular meeting in designation of school board meetings
- b. remove policy 611 from action of first reading to delete school board policy
- c. addition of p-card approval action item

Motion carried unanimously with all members present voting yes. (6-0)

C. <u>SOME FUTURE EVENTS</u> (Please check the District Calendar and Resource Guide or the District website at www.springlakeparkschools.org for a complete list of monthly events)
- Tuesday, June 27, 2017 School Board Work Session/Meeting 6:00 p.m.

D. CONSENT AGENDA

Motion by Easter, seconded by Forsberg, to approve the following items of the consent agenda:

- 1. Minutes of the May 9, 2017 School Board Regular Meeting and May 23, 2017 School Board Work Session
- 2. Bills Paid for April 2017, in the following amounts:

BILLS PAID		
April 20	17	
Fund	Total Payments	
General	\$2,290,665	
Food Service	208,643	
Community Education	110,348	
Debt Service	-	
Trust and Agency	3,000	
Building Construction	618,321	
Internal Service Funds	59,429	
OPEB Debt Services	-	
OPEB Trust Account	-	
TOTAL	\$3,290,406	

3. Personnel Items

I. EMPLOYMENTS

Name	Location	Position	Start Date	New or Replace
Sarah Byrdziak	DSC	Administrative Assistant	6/19/2017	Replace
Jeanette Delgado Nazario	WWMS	Science Teacher – Spanish Immersion	8/28/2017	Replace
Brenna Edman	PT	Academic Specialist – ELL	8/28/2017	Replace
Elizabeth Geroy	Early Ed	ECSE Teacher (0.8 FTE)	7/3/2017	Replace
Kathryn Hellen	WCSI	Academic Specialist	8/28/2017	New
Kimberly Horst	WWMS	Language Arts Teacher	8/28/2017	New
Nathaniel Johnson	DSC	Accounting Technician	6/9/2017	Replace
Allison Midura	WCSI	Grade 2 Teacher	8/28/2017	Replace

II. TERMINATIONS/RESIGNATIONS/NON-RENEWAL OF CONTRACT

Name	Location	Employee Group	Notes
Fernando Cubillo Manzanero	WCSI	Teachers	Resignation as of June 9, 2017
Tiffany Fearing	SLPHS	Teachers	Resignation as of June 9, 2017
Amy Gaides	WWMS	Teachers	Resignation as of June 9, 2017
Jennifer Graber	Early Ed	Teachers	Resignation as of June 30, 2017
Whitney Graden	NP	Teachers	Resignation as of June 9, 2017
Emily Hautala	NP	Teachers	Resignation as of June 9, 2017
Lesli Huettl	WWI	Teachers	Resignation as of June 9, 2017
Nathaniel Johnson	NP	Child Care	Resignation as of June 8, 2017
Daniel Kretchmar	WWMS	Teachers	Resignation as of June 9, 2017
Daniel Mueller	Early Ed	Community Ed	Resignation as of June 6, 2017
Sara Nielsen	WWI	Teachers	Resignation as of June 9, 2017
Veronica Nihart-Arango	WCSI	Teachers	Resignation as of June 9, 2017
Kelly Romano	SLPHS	Clerical	Resignation as of June 8, 2017
Kacie Schugel	PT	Teachers	Resignation as of June 9, 2017
Pamela Trujillo Trujillo	WCSI	Teachers	Resignation as of June 9, 2017

III. LEAVES OF ABSENCE

Name	Location	Employee Group	Notes
Julie Fahey	WWMS	Teachers	July 1, 2017 through June 30, 2018
April Kirkland	PT	Teachers	August 28, 2017 through October 13, 2017
Stephanie Olmedo	NP	Teachers	August 28, 2017 through October 20, 2017
Thomas Young	SLPHS	Teachers	August 28, 2017 through June 8, 2018 (0.4 leave)

Motion carried unanimously with all members present voting yes. (6-0)

E. PRESENTATIONS, SPECIAL GUESTS, AND RECOGNITIONS

<u>Panther Foundation – Presentation of Donation</u> - Ms. Colleen Pederson, Director of Community Education and Outreach, introduced Panther Foundation member and SLPHS alumni Andrew Tortora. On behalf of the Panther Foundation, Andrew presented a donation check to Spring Lake Park Schools in the amount of \$101, 653.00. Over \$50,000 was raised during the recent Fund A Dream at the 2017 Gala, and \$15,000 from the annual golf tournament. Dr. Ronneberg and Board Members shared their thanks for the generosity of time, energy, and resources donated.

F. DISCUSSION, REPORTS, INFORMATION ITEMS

1. **Student Learning and Development:** Improving student learning and realizing high achievement for all learners is our ultimate purpose and measure of success.

Athletics and Activities 2016-17 Update - Mr. Matt St. Martin, Athletics & Activities Director, shared 2016-17 athletics and activities highlights including Fall, Winter, Spring Athletic Season accomplishments and highlights and co-curricular activities and accomplishments'. Mr. St. Martin shared that 84% of Spring Lake Park High School students are involved in at least one high school athletic or co-curricular activity. Board members thanked Mr. St. Martin for his work. Dr. Ronneberg thanked Mr. St. Martin for his leadership and thanked staff that put in the extra time supporting kids in athletics and co-curricular activities.

<u>Elementary Recess Update</u> - Kim Fehringer, Principal Park Terrace Elementary and Tyler Nelson, Associate Principal Westwood Intermediate updated the board on increasing recess and movement opportunities for elementary students in the 2017-18 school year. Research, emerging influences, and current reality were highlighted. The plan includes a 30-minute lunch period for each student and two opportunities for movement each day instead of one recess time. Recess will be teacher led and designed and organized by grade level teams.

2. **Effective Operations:** Improve our effective management of human, financial, and physical resources.

<u>Monthly Financial Report for April 2017</u> - Ms. Amy Schultz, Director of Business Services, reviewed the monthly financial report for April 2017 including treasurer's report, expenditures, and revenue.

<u>Budget Planning: FY17 Budget Revisions and FY18 Proposed Budget</u> - Ms. Amy Schultz, Director of Business Services updated the board on 2016-17 budget adjustments to the debt service fund due to the recent bond refunding which resulted a direct savings to the taxpayer.

Ms. Schultz reviewed the 2017-18 proposed budget, calendar of events for budget planning and development, overview of influences and assumptions, enrollment trends and levy resources. The proposed 2017-18 budget reflects desired results identified in the guiding change document created in partnership with the Board, aligning resources with strategic and district operations plans, focused on improving student learning. Dr. Ronneberg reminded the board that working together effectively and proactively positions the district for the future, and because of this work the district has not had to make any cuts in the last seven years. Board members commented on their appreciation of the amount of time and effort Ms. Schultz and her team put in to the work that supports such a comprehensive presentation and their high level of trust in the team.

3. Superintendent's Report, Dr. Jeff Ronneberg, Superintendent of Schools, shared a facilities update which included a summary of the major projects currently under construction or design, including: construction of a new PreK-4 elementary school, new science classroom construction, "C" building renovation, and career and Technical Ed classroom renovation at the high school; design of early learning spaces, grade 5-8programming at Westwood, and athletics and activities spaces. Additional projects underway include Westwood driveway and parking project, and updates to the high school weight/fitness room, stadium/rotunda entrance, and cafeteria/commons space.

Groundbreaking for the new elementary schools was held May 26 and the school will open September 2018. Dr. Ronneberg summarized the many benefits of having the new school located at the National Sports Center, which included: cost savings of an estimated \$3 million compared to other sites; the site is approximately 25 acres, providing extensive green space; multiple entrance and exit points for buses and parents; central location in the Spring Lake Park Schools boundary; partnership and collaboration opportunities with the MN Amateur Sports Commission and the community.

Dr. Ronneberg shared information on the Personalized Learning initiative, Parent input on hopes for future learning by their children overwhelmingly focused on wanting students to learn in an environment that cultivates curiosity so students experience joy in learning while preparing for success beyond school. Numerous other school districts have requested the opportunity to visit Spring Lake Park Schools to see the work happening in our district. The commitment to innovation and continuous improvement of Spring Lake Park Schools teachers and staff is so appreciated.

Ms. Colleen Pederson gave a brief overview of summer activities in the district, including: Tower Days Parade, Summer Meal Program, Learning Ventures summer activities, online summer programming, summer preschool, early childhood programming, extended school year programming, and K-8 Power Up.

G. ACTION ITEMS

1. Approval of 2016-2017 Budget Revisions

Motion by Hennen, seconded by Forsberg, to approve the revised FY17 budget as presented. Motion carried unanimously with all members present voting yes. (6-0)

2016-17 Budget Revisions June 13, 2017

Fund	Revenues	Expenditures	
General	61.303.446	60.456.670	

Food Service	2,979,000	3,106,000
Community Service	3,202,000	3,202,000
Debt Service	27,050,182	42,302,389
Debt Service - OPEB	969,113	922,950
Construction	50,337,605	5,000,000
Trust & Agency	50,000	50,000
Total	145,891,346	115,040,009

2. Approval of 2017-2018 Proposed Budget

Motion by Ruch, seconded by Delfs, to approve the proposed 2017-2018 budget as presented. Motion carried unanimously with all members present voting yes. (6-0)

2017-18 Original Budget Approved June 13, 2017

Fund	Revenues	Expenditures	
General	62,904,572	62,846,731	
Food Service	2,900,000	2,900,000	
Community Service	3,200,000	3,200,000	
Debt Service	10,876,920	27,864,041	
Debt Service - OPEB	943,659	922,473	
Construction	350,000	35,000,000	
Trust & Agency	50,000	50,000	
Total	81,225,151	132,783,245	

3. Approval of Lease Agreement for the Purchase of Technology Equipment

Motion by Delfs, seconded by Forsberg, to approve the lease agreement for the purchase of technology equipment as presented. Motion carried unanimously with all members present voting yes. (6-0)

4. <u>Approval of the FY 2019 Application for Long-term Facilities Maintenance Revenue (LTFMR) to be submitted to the Minnesota Department of Education.</u> *LTFMR has replaced Health and Safety and deferred maintenance revenue and programming per 2015 Legislative Action.*

Motion by Easter, seconded by Hennen, to approve the FY 2019 Application for Long-term Facilities Maintenance Revenue be submitted to the Minnesota Department of Education. Motion carried unanimously with all members present voting yes. (6-0)

5. Resolution Approving Northeast Metropolitan Intermediate School District No. 916's Long Term Facility Maintenance Budget and Authorizing the Inclusion of a Proportionate Share of Those Projects in the District's Application for Long Term Facility Maintenance Revenue

Motion by Forsberg, seconded by Easter, to approve the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 16, State of Minnesota, as follows:

- 1. The school board of Northeast Metropolitan Intermediate School District No. 916 has approved a long-term facility maintenance budget for its facilities for the 2017-2018 and 2018-2019 school year in the amount of \$326,860. The various components of this program budget are attached as EXHIBIT A hereto and are incorporated herein by reference. Said budget is hereby approved.
- 2. Minnesota Statutes, Section 163B.53, Subdivision 1, as amended, provides that if an intermediate school district's o budget is approved by the school boards of each of the intermediate school district's member school districts, each member district may include its proportionate share of the costs of the intermediate school district program in its long term facility maintenance revenue application.
- 3. The proportionate share of the costs of the intermediate school district's long term facility maintenance program for each member school district to be included in its application shall be determined by utilizing a blended rate where half of the rate is determined by multiplying the total cost of the intermediate school district long term facility maintenance times the ratio of the member school district's net tax capacity to the total net tax capacity of the intermediate school district and half of the rate is determined by multiplying the total cost of the intermediate school district long term facility maintenance times the ratio of ADM utilization by district to the total ADM utilization.

The inclusion of this proportionate share in the district's long term facility maintenance revenue application for fiscal year 2018 is hereby approved, subject to approval by the Commissioner of the Minnesota Department of Education.

4. Upon receipt of the proportionate share of long term facility maintenance revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

Roll Call: Ayes: Delfs, Forsberg, Ruch, Hennen, Easter, Stroebel; Nays: None.

The resolution was duly adopted.

6. Resolution Relating to Termination and Non-renewal of Probationary Teaching Contracts

Motion by Forsberg, seconded by Ruch, to approve the following resolution:

NOW THEREFORE BE IT RESOLVED, by the School Board of Independent School District 16, that pursuant to M.S. 122A40, the teaching contracts of the following probationary teachers in Independent School District 16, are hereby terminated at the close of the 2016-2017 school year.

BE IT FURTHER RESOLVED, that written notice shall be sent to the following teachers regarding termination of pay and fringe benefits as provided by law:

<u>Name</u>	Location	<u>FTE</u>	<u>Position</u>
Steven Veenstra	District Wide	0.4	School Counselor

Roll Call: Ayes: Easter, Forsberg, Delfs, Hennen, Ruch, Stroebel; Nays: None.

Resolution was duly adopted.

7. <u>Approval of 2017-18 Annual QComp Memorandum of Understanding (MOU)</u> *Motion by Easter, seconded by Hennen*, to approve the QComp Memorandum of Understanding.

Dr. Hope Rahn briefly reviewed the core components of QComp and the 2016-17 QComp aspects, including: walkthroughs, extended PLCs, continuum of support, vertical dialogue, vertical learning walks, and professional learning, prior to the vote being taken. Next steps were shared. *Motion carried unanimously with all members present voting yes.* (6-0)

8. Approval of Spring Lake Park Teacher's Master Agreement for 2017-2019

Motion by Ruch, seconded by Hennen, to approve the 2017-2019 Master Agreement between Spring Lake Park School District 16 and Spring Lake Park Teachers United as negotiated and recommended by the School Board Negotiation Committee and the Administration.

Dr. Ronneberg stated his thanks to Julie Seiler, Ryan Stromberg, and SLP Teachers United for working in partnership to create the conditions to enhance student learning and attract and retain top teachers, which positions the district for effectiveness now and in years to come.

Motion carried unanimously with all members present voting yes. (6-0)

9. Approval of Bid for Re-roofing of Area E at Westwood Middle School

Motion by Forsberg, seconded by Easter, to approve the bid for re-roofing of Area E at Westwood Middle as presented. Motion carried unanimously with all members present voting yes. (6-0) Bid was awarded to Jackson & Associates.

10. Designation of School Board Meetings for the 2017-2018 School Year

Motion by Delfs, seconded by Ruch, to designate the second Tuesday of the month for the Regular School Board Meeting (7:00pm, with communication to the Board and Administration starting at 6:45pm) and the fourth Tuesday of the month for School Board Work Sessions (6:00pm) for the 2017-2018 school year (unless otherwise noted) at the District Services Center, 1415 81st Ave NE, Spring Lake Park, MN:

August 15	Regular Meeting
August 29	Work Session
September 12	Regular Meeting
September 26	Work Session
October 10	Regular Meeting
October 30	Work Session
November 14	Regular Meeting
November 30	Board Retreat
December 12	Regular Meeting
January 9	Regular Meeting
January 23	Work Session
February 13	Regular Meeting
February 27	Work Session
March 6	Regular Meeting
March 27	Work Session
April 10	Regular Meeting
April 26	Board Retreat
May 8	Regular Meeting
May 22	Work Session
June 12	Regular Meeting
June 26	Work Session

Motion carried unanimously with all members present voting yes. (6-0)

11. Approval of Second Reading of Revised School Board Policies

Motion by Forsberg, seconded by Hennen, to approve the second reading of the following revised policies:

- 511 Fundraising
- 520 Student Surveys
- 801 Equal Access to School Facilities
- 806 Emergency Preparedness/Response

Motion carried unanimously with all members present voting yes. (6-0)

12. Approval of Second Reading to Delete School Board Policy

Motion by Delfs, seconded by Ruch, to approve the second reading to delete the following policies:

- 802 Disposition of Obsolete Equipment and Material
- 803 Warning Systems and Emergency Plans
- 804 Bomb Threats
- 805 Waste Reduction and Recycling
- 807 Health and Safety

Motion carried unanimously with all members present voting yes. (6-0)

13. Approval of First Reading of Revised School Board Policies

Motion by Easter, seconded by Forsberg, to approve the first reading of the following revised policies:

- 601 School District Curriculum and Instruction Goals
- 602 Organization of School Calendar and School Day
- 603 Curriculum Development
- 606 Textbooks and Instructional Materials
- 610 Field Trips
- 611 Home Schooling
- 612.1 Development of Parental Involvement Policies for Title 1 Programs
- 616 School District System Accountability
- 620 Credit for Learning

Motion carried unanimously with all members present voting yes. (6-0)

14. Approval of First Reading to Delete School Board Policy

Motion by Forsberg, seconded by Hennen, to approve the first reading to delete the following policies:

- 604 Instructional Curriculum
- 605 Alternative Programs
- 607 Organization of Grade Levels
- 608 Instructional Services Special Education
- 609 Religion
- 614 School District Testing Plan and Procedure
- 615 Basic Standards Testing, Accommodations, Modifications and Exemptions for IEP, Section 504, Accommodation and LEP Students
- 623 Early Graduation

624 Distance Learning Enrollments

Motion carried unanimously with all members present voting yes. (6-0)

15. Acknowledgment of Gifts

Motion by Delfs, seconded by Ruch, to acknowledge gifts to the district, as shown and to extend the School Board's thanks and appreciation.

Spring Lake Park Schools ISD 16 Donation summary for June 13, 2017 Regular Board Meeting

Monetary Donations

Description	Value	Donor	Purpose/To
Monetary	\$ 100.00	Comm Shares of MN	Park Terrace Elementary
Monetary	\$ 90.00	Wells Fargo Community Support	Park Terrace Elementary
Monetary	\$ 90.00	Wells Fargo Community Support	Park Terrace Elementary
Monetary	\$ 8,500.00	SLP Panther Basketball Club	Park Terrace Elementary Gym Floor
Monetary	\$ 87.72	Wells Fargo Community Support	Spring Lake Park High School
Monetary	\$ 389.80	Wells Fargo Community Support	Woodcrest Spanish Immersion
Total	\$ 9,257.52		

Non-Monetary Donations

Description	Donor	Purpose/To
Craft Supplies	Debbie Waytashek	Community Education - Learning Ventures
Food	Joanne Lero	Community Education - Panther Pantry
Books/Games	Joe and Amanda Hauck	Lighthouse School

Motion carried unanimously with all members present voting yes. (6-0)

16. Authorization of Issuance of Individual Procurement Card (P-Card)

Motion by Ruch, seconded by Easter, to authorize the issuance of Procurement Card to the following Spring Lake Park Schools employees:

Sarah Brydziak Administrative Assistant to Student Services - DSC Nate Johnson Accounts Payable Clerk/Accounting Technician - DSC

Motion by carried unanimously with all members present voting yes. (6-0)

H. BOARD FORUM AND REPORTS

The School Board thanked Dorothy Williams and Emily Lall for their dedication and participation as student council representatives to the School Board. Emily noted that graduation took place with great weather, new officer positions have been inducted in to Student Council, Panther Mentors are gearing up for next school year, students were inducted in to the National Honor Society, and Scholarship Night took place. Dorothy has graduated and will be off to college soon; she shared her thanks for the opportunity to be part of the board and had an awesome experience at the high school.

Member Forsberg gave	brief updates or	n NeMetro 916	and mentioned	she attended	her final	meeting at
EMID (MN Equity Alliand	ce).					

I. ADJOURNMENT	I.	AD	JC	UF	INS	ИE	NT
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I. <u>ADJOURNMENT</u>		
Motion by Ruch, seconded by Easter, to adjourn members present voting yes. (6-0) Meeting adjusted	•	n carried unanimously with all
	Date	Amy Hennen, Clerk
		Spring Lake Park Schools
		Independent School District 16

ATTACHMENT D-1b

MINUTES OF THE SCHOOL BOARD WORK SESSION and MEETING School Board, Independent School District 16 Spring Lake Park, MN Tuesday, June 27, 2017

A. CALL TO ORDER

Chairperson Stroebel called the meeting to order at 6:07pm.

The following School Board members were present: John Stroebel, Jodi Ruch, Amy Hennen, Kelly Delfs, Marilynn Forsberg, and Tony Easter, along with Superintendent Jeff Ronneberg. Member Jim Amundson arrived at 6:11pm.

B. AGENDA APPROVAL

Motion by Delfs, seconded by Easter, to approve the agenda with the following change(s):

- a. addition of Closed Session
- b. addition of action item to approve administrator's agreement
- c. rearrange order of agenda move consent agenda to follow discussion items *Motion carried unanimously with all members present voting yes. (6-0)*

C. DISCUSSION ITEMS

1. <u>Facilities Update</u> - per discussion, this update was merged into the District Operations Plan (DOP) review and update discussion item #2)

2. District Operational Plan

2016-17 Review - Superintendent Ronneberg shared a summary of the work accomplished and end of year updates for the projects in the 2016-17 school year. The summarized work in the 2016-17 District Operational Plan will be available on the district website at springlakeparkschools.org. In addition, Dr. Ronneberg updated the board that soil remediation will be needed at the new elementary school site, but will not slow down the schedule.

2017-18 Update - Superintendent Ronneberg and Dr. Hope Rahn reviewed the District Operational Plan (DOP) projects for the upcoming school year, highlighting the deliverables, key achievement points, timeline, and the Why for each of the projects. The 2017-18 DOP will be available on the district website at springlakeparkschools.org.

3. Other - no other discussion items this evening.

D. CONSENT AGENDA

Motion by Forsberg, seconded by Hennen, to approve the following items of the consent agenda:

1. Routine Organizational Matters

Routine Organizational Matters for 2017-2018

The School Board of Independent School District 16 authorizes the following for the school year 2017-2018:

A. That the following be the approved School Board Reimbursements:

- 1. The financial stipend paid to the Chairperson be \$5,950.00 and the financial stipend paid to the Vice-Chairperson, Clerk, and Treasurer be set at \$5,450.00.
- 2. The financial stipend paid to Directors be set at \$5,350.00.
- 3. Each School Board member will be provided the option to participate in the District's group term life insurance program, and that the premium for selected options be deducted from the Board member's annual financial stipend.
- 4. Expenses incurred by Board members, in accordance with the District's policies for which payment vouchers are submitted to the District's business office, reviewed by the School Board treasurer, reported to and approved by the School Board, and paid by the District.
- 5. Worker's compensation coverage will be provided to School Board members for work directly related to School Board business.
- B. That the School District continue membership in the following organizations or associations for the 2017-2018 school year:
 - 1. Minnesota School Boards Association (MSBA)
 - 2. Metropolitan Educational Cooperative Service Unit (Metro ECSU)
 - 3. Association of Metropolitan School Districts (AMSD)
 - 4. Minnesota State High School League (MSHSL)
- C. That for fiscal year 2017-2018, consistent with M.S. 123B.11, 123B.02, 471.38, and 471,425, the Superintendent, Director of Business Services, or designee, be hereby vested with the authority and responsibility to make routine payments in advance of Board approval.
- D. That Minnesota School District Liquid Asset Fund plus US Bank and Wells Fargo, First Horizon and Merchant Processing Center Transfirst (credit card receipts), Elavon, and Village Bank, N.A. as the official cash depositories for the fiscal year 2017-2018, and:
 - 1. The School Board and the Chairperson, Clerk, and Treasurer hereby authorize the school district depository banks to honor checks, drafts, warrants, warrant-checks and other orders on public funds bearing facsimile signatures of any of said officers and to charge the same to the account upon which drawn fully as though those instruments bore the manually written signatures of any of said officers, in accordance with M.S. 47.41.
 - 2. The School Board of said district approves the use of such facsimile signatures and hereby determines to insure the school district with an insurance company authorized to do business within the state in the amount of up to \$100,000.00 blanket employee faithful performance bond forgery insurance against the loss of any public funds which may be withdrawn upon unauthorized use of such facsimile signatures, an officer of said school district shall not be personally liable for loss resulting from the use of any facsimile signature unless said loss occurs by reason of that officer's wrongful act, in accordance with M.S. 47.42.
 - 3. The clerk is hereby authorized and directed to furnish the school district depositories with copies of this approval and the school district officers and said depositories are hereby authorized and directed to make the necessary arrangements for the use of facsimile signatures thereafter.

- 4. The School Board authorizes the Superintendent of Schools and the Superintendent's Executive Assistant to utilize facsimile signature stamps covering the Chairperson and the Clerk signatures, in accordance with M.S. 123b.02 covering general powers.
- E. That the Superintendent or designee, as assigned by the Superintendent, is authorized to make electronic fund transfers and report all such transfers to the School Board in a separate report included with the District's Monthly Financial Report.
- F. Designation of Authorized Personnel
 - 1. That the Director of Business Services and Finance Manager are authorized with full power to give Minnesota School District Liquid Asset Fund Plus written direction to:
 - a. Open and close accounts
 - b. Request changes to wire redemption instruction, and other account information
 - c. Effectuate the purchase and redemption of Fund Shares of the Entity
 - 2. That the following personnel with full power are authorized to give Wells Fargo, N.A. written direction to access all safe deposit boxes (for storage of education records, as required by law) in the District's name: Director of Business Services; and Spring Lake Park High School representative as appointed by the high school principal.
- G. That the firm of Kennedy & Graven is designated as the School District's attorney and legal advisor to the Superintendent of Schools and to further authorize the Superintendent or designee to consult with other legal counsel as necessary to best serve the needs of the School District.
- H. That Ehlers Investment Partners be designated as the School District's financial advisor.
- I. That the firm of Malloy, Montague, Karnowski, Radosevich, & CO., P.A., certified public accountants, be designated as the School District's accounting firm and accounting advisor to the Superintendent of Schools and to have said firm conduct the District's annual audit and assist in the preparation of the District's Annual Financial Report.
- J. That the following investment brokers (and their custodians) be designated as the official brokers for investment purposes for the fiscal year 2017-2018: US Bank Minneapolis and Minnesota School District Liquid Asset Fund Plus; PMA Financial Network, Inc/LaSalle National Bank, Village Bank, N.A., Wells Fargo; RBC Wealth Management.
- K. That for fiscal year 2016-2017, the Director of Business Services, or designee, be hereby vested with the authority and responsibility to invest funds which are not currently needed in accordance with M.S. 118A. Consistent with this delegation of responsibility for conducting the investment of excess funds, the Director of Business Services is hereby authorized to sign the following investment documents ads deputy treasurer: Collateral Assignment Forms and Collateral Release Forms.
- L. That the board may authorize its Superintendent or Director of Business Services to lease, purchase, and contract for goods and services within the budget approved by the board.
- M. That the Board Treasurer, Chairperson, and Clerk mechanically sign the District's checks.
- N. That Blaine/Spring Lake Park Life be designated as the District's official newspaper for the 2017-2018 school year.

- O. That the Director of Learning and Innovation is the Identified Official with Authority for Spring Lake Park Schools, and has the legal authority to authorize persons to access MDE secure websites for Spring Lake Park Schools.
- P. That the District's per diem maximum amount for 2017-2018 be established at \$50.00 for staff and Board members when traveling on official school business.

2. Personnel Items

I. EMPLOYMENTS

Name	Location	Position	Start Date	New or Replace
Brenna Bloome	SLPHS	Science Teacher	8/28/2017	Replace
Ashley Drake	PT	Academic Specialist	8/28/2017	Replace
Alyssa Eschrich	WWMS	Science Teacher (0.8 FTE)	8/28/2017	New
Andra Gulenchyn	SLPHS	Language Arts Teacher (long-term substitute)	8/28/2017	Replace
Cynthia Nelson	PT	Art Teacher (0.8 FTE)	8/28/2017	Replace
Kairsten Nelson	WWMS	Grade 6 Teacher	8/28/2017	Replace
Bertha Ortiz-Robles	WCSI	Grade 1 Teacher	8/28/2017	Replace
Alexandra Post	WWMS	Language Arts Teacher	8/28/2017	Replace

II. TERMINATIONS/RESIGNATIONS/NON-RENEWAL OF CONTRACT

Name	Location	Employee Group	Notes
Kathleen Burns	SLPHS	Nutrition Services	Retirement as of June 8, 2017
Nicole Frase	NP	Teachers	Resignation as of June 9, 2017
Christina Miller	PT	Teachers	Resignation as of June 9, 2017
Tatiana O'Donnell	WCSI	Teachers	Resignation as of June 9, 2017
Ann Tate	WWI	Teachers	Resignation as of June 9, 2017

III. LEAVES OF ABSENCE

Name	Location	Employee Group	Notes
Hillary Aronow	NP	Teachers	August 28, 2017 through June 8, 2018
Casey Robertson	WWMS	Teachers	October 9, 2017 through June 8, 2018

Motion carried unanimously with all members voting yes. (7-0)

E. ACTION ITEM

1. Approve Recommendation to Discontinue Membership with TIES (Technology and Information Educational Services) Beginning FY19

Motion by Amundson, seconded by Forsberg, to approve the following resolution:

BE IT RESOLVED, by the School Board of Independent School District 16, to discontinue membership with TIES (Technology and Information Educational Services), effective beginning the FY19 school year.

IN ADDITION, notice to TIES will be given as necessary or as required.

Roll Call: Amundson, Ruch, Forsberg, Delfs, Hennen, Easter, Stroebel; Nays: None

Resolution was duly adopted.

2. Approval of Spring Lake Park Administrators Agreement for 2016-2017

Motion by Delfs, seconded by Hennen, to approve the proposed 2016-2017 agreement between Spring Lake Park School District 16 and the Spring Lake Park Schools Administrators as negotiated and recommended by the School Board Negotiation Committee and the Administration.

Motion carried unanimously with all members voting yes. (7-0)

F. CLOSED SESSION

Motion by Delfs, seconded by Easter, to enter in to Closed Session to discuss employee negotiations. Motion carried unanimously with all members voting yes. (7-0) Entered in to Closed Session at 6:40pm.

Motion by Forsberg, seconded by Easter, to reconvene the meeting. Motion carried unanimously with all members voting yes. (7-0) Meeting reconvened at 6:51pm.

G. ADJOURNMENT

Motion by Ruch, seconded by Hennen, to adjourn the meeting. Motion carried unanimously with all members voting yes. (7-0) Meeting adjourned at 6:53pm.

te Amy Hennen, Cle Spring Lake Park Schoo	
Spring Lake Park School	Date

ATTACHMENT D-3



PERSONNEL AGENDA ITEMS

SPRING LAKE PARK SCHOOLS

High expectations. High achievement for all. No excuses.

DATE: August 9, 2017

TO: Dr. Jeff Ronneberg, Superintendent

FROM: Ryan Stromberg, Director of Human Resources and Organizational Development

RE: Personnel Agenda Items for the August 15, 2017 School Board Meeting

I. EMPLOYMENTS

Name	Location	Position	Start Date	New or Replace
Megan Alpaugh	Early Ed	Preschool Teacher	8/28/2017	Replace
Jolene Baldridge	WCSI	Kindergarten Teacher	8/28/2017	Replace
Fiorella Ball	SLPHS	Program Assistant	08/18/2017	Replace
Victoria Bauers	SLPHS	Math Teacher	8/28/2017	Replace
Michael Begley	NP	Music Teacher long-term substitute	8/28/2017	Replace
Haskel Black	WWIS	Music Teacher	8/28/2017	Replace
Jennifer Blaido	SLPHS	Dean of Personalized Learning	8/14/2017	New
Megan Blakeley	PT	Special Education Teacher – DCD	8/28/2017	Replace
Matthew Boucher	SLPHS	Principal	7/3/2017	Replace
Mary Calistro	SLPHS	Paraprofessional, Special Education	9/5/2017	Replace
Carin Call	SLPHS	Reading Teacher	8/28/2017	New
Lawrence Coleman	SLPHS	Dean of Students	8/14/2017	Replace
Jennifer Craft	SLPHS	Math Teacher	8/28/2017	Replace
Rachel Ellis	PT	Grade 3 Teacher	8/28/2017	Replace
Sara Grant	SLPHS	ELL/English Language Arts Teacher	8/28/2017	Replace
Kyle Greene	SLPHS	Science Teacher	8/28/2017	New
Michele Gressman	SLPHS	Science Teacher	8/28/2017	Replace
Jessica Harrington	NP	Special Education Teacher – ASD	8/28/2017	Replace

Whitney Hout	WWIS	Special Education Teacher – ASD	8/28/2017	Replace
Shalah Jackson	SLPHS	Behavior Specialist Paraprofessional	9/5/2017	New
Rachael Johnston	SLPHS	Behavior Specialist Paraprofessional	9/5/2017	Replace
Kathryn Kahoun	Early Ed	Speech Language Pathologist	8/28/2017	Replace
Charlotte Kuntz	WWMS	Art Teacher long-term substitute (0.8 FTE)	8/28/2017	Replace
Whitney Lee	DSC	Student and Family Advocate	8/23/2017	New
Jessica Linden	WWMS	Grade 6 Teacher	8/28/2017	New
Barbara Lundberg	WWMS	Behavior Specialist Paraprofessional	9/5/2017	New
Anthony Mayer	DSC	Director of Special Education	7/11/2017	Replace
Samuel Miller	PT	Academic Specialist	8/28/2017	Replace
Kelly Mohr	WWMS	STEM Teacher	8/28/2017	Replace
David Muehe	WWMS	Language Arts Teacher	8/28/2017	Replace
Kayla Mueller	PT	Kindergarten Teacher	8/28/2017	Replace
Martha Ochs-Efraimson	Early Ed	Early Childhood Special Education Teacher	7/24/2017	Replace
Melissa Olson	SLPHS	Gifted Specialist	8/28/2017	Replace
Andrew Radermacher	WWIS	Grade 5 Teacher	8/28/2017	Replace
Patricia Richmond	SLPHS	Behavior Specialist	8/28/2017	Replace
Cassandra Sheppard	SLPHS	Social Studies Teacher	8/28/2017	Replace
Bethany Stiles	NP	Art Teacher (0.66 FTE)	8/28/2017	Replace
Peggy Swanson	WCSI	Academic Specialist (0.4 FTE)	8/28/2017	New
Carrie Tamminga	Early Ed	Early Childhood Special Education Teacher	8/1/2017	Replace
Paul Tinerella	SLPHS	Special Education Teacher – ASD	8/28/2017	New
Alexandra Tish	NP	Behavior Specialist Paraprofessional	9/5/2017	Replace
Gregory Tomlinson	NP	Special Education Teacher – EBD	8/28/2017	New
Amber Turcotte	DSC	Student and Family Advocate	8/23/2017	Replace
Amy Walsh	SLPHS	Child Care Assistant Teacher		

II. TERMINATIONS/RESIGNATIONS/NON-RENEWAL OF CONTRACT

Name	Location	Employee Group	Notes	

Kelly Bakker Early Ed Teachers Resignation as of June 9, 2017

Fiorella Ball	WWIS	Paraprofessionals	Resignation as of August 17, 2017
Daniel Bunich	WWIS	Custodian	Resignation as of August 4, 2017
Barbara Burkhardt	Early Ed	Teachers	Resignation as of August 16, 2017
Courtney Coulter	DSC	Unaffiliated II	Resignation as of August 4, 2017
Philip Day	SLPHS	Teachers	Resignation as of July 31, 2017
Lisa Hansen	SLPHS	Child Care	Resignation as of August 4, 2017
April Kirkland	PT	Teachers	Resignation as of June 9, 2017
Jane Stevenson	SLPHS	Principals	Retirement as of June 30, 2017
Julie Tweit	WWMS	Teachers	Resignation as of August 9, 2017
Amy Walsh	NP	Paraprofessionals	Resignation as of August 25, 2017
Jennifer Weier	Early Ed	Teachers	Resignation as of June 9, 2017
Whitney Woodford	WWIS	Teachers	Resignation as of June 9, 2017

III. LEAVES OF ABSENCE

Name	Location	Employee Group	Notes
Leann Neyhart	District-Wide	Teachers	August 28, 2017 through June 8, 2018

ATTACHMENT F-2

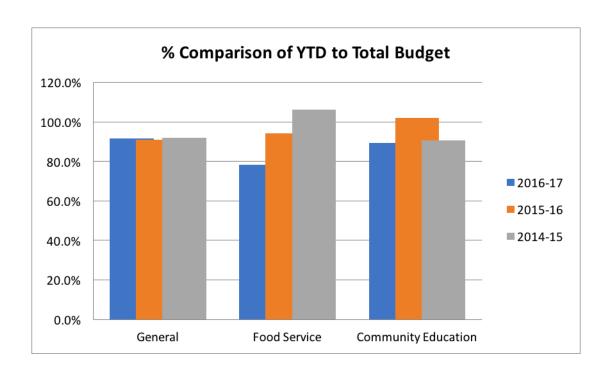
TREASURER'S REPORT May 2017

	Beginning			
Fund	Balance	Receipts	Disbursements	Ending Balance
General	\$31,835,236	\$8,441,580	\$8,769,194	\$31,507,623
Food Service	\$712,381	\$333,531	\$370,376	\$675,536
Community Education	\$57,888	\$478,979	\$355,377	\$181,490
Debt Service	\$1,558,392	\$1,995,234	\$-	\$3,553,626
Trust and Agency	\$112,725	\$9,410	\$-	\$122,135
Building Construction	\$45,831,768	\$2,681,973	\$1,746,076	\$46,767,665
Internal Service Funds	\$1,312,372	\$437,401	\$457,186	\$1,292,587
OPEB Trust Account	\$6,099,310	\$-	\$-	\$6,099,310
OPEB Debt Services	\$180,117	\$215,544	\$-	\$395,661
TOTAL	\$87,700,190	\$14,593,652	\$11,698,209	\$90,595,633

ATTACHMENT F-2, con't

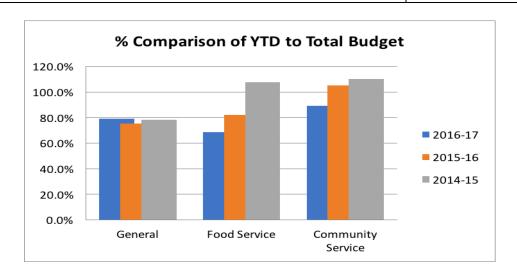
STATEMENT OF REVENUES
For the month ended May 30, 2017

For the month ended May 30, 2017							
	Month	Year		YTD as % of Budget			
Fund	To-Date	To-Date	Budget	2016-17	2015-16	2014-15	
-				-		-	
General	\$7,000,520	\$56,209,929	\$61,303,446	91.7%	91.0%	92.0%	
Food Service	165,206	2,332,858	2,979,000	78.3%	94.3%	106.2%	
Community Education	408,325	2,864,148	3,202,000	89.4%	102.0%	90.6%	
	\$7,574,051	\$61,406,935	\$67,484,446	91.0%	91.6%	92.5%	
Debt Service	1,995,234	7,645,963	9,440,574	81.0%	94.6%	97.0%	
Trust and Agency	9,410	56,926	50,000	113.9%	145.6%	65.5%	
Building Construction	-	50,114,993	50,337,605	N/A	N/A	N/A	
Internal Service Funds	437,401	4,134,611	-	N/A	N/A	N/A	
OPEB Debt Service	215,544	787,519	969,113	81.3%	79.5%	31.3%	
Total All Funds	\$10,231,640	\$124,146,947	\$128,281,738	96.8%	96.4%	94.2%	



ATTACHMENT F-2, con.t

STATEMENT OF EXPENDITURES								
For the month ended May 30, 2017								
Month Year YTD as % of Budg						ıdget		
Fund	To-Date	To-Date	Budget	2016-17	2015-16	2014-15		
General	General							
Compensation	\$4,267,313	\$33,897,652	\$42,883,412	79.0%	74.9%	77.8%		
Purchased Services	969,114	8,044,994	9,802,524	82.1%	81.7%	71.2%		
Supplies & Materials	108,703	1,514,006	1,755,262	86.3%	82.8%	97.2%		
Capital Expenditures	2,211,858	4,164,163	5,291,726	78.7%	62.3%	89.1%		
Other Expenses	2,517	111,621	123,746	90.2%	92.3%	75.7%		
Health and Safety	42,741	211,644	600,000	35.3%	123.0%	111.3%		
Total General Fund	7,602,246	47,944,080	60,456,670	79.3%	75.2%	78.1%		
						ļ		
Food Service	210,167	2,135,097	3,106,000	68.7%	81.9%	107.7%		
Community Service _	294,549	2,857,124	3,202,000	89.2%	104.9%	110.3%		
-	\$8,106,962	\$52,936,301	\$66,764,670	79.3%	93.5%	109.1%		
Debt Service	-	42,192,798	42,196,898	100.0%	100.0%	102.7%		
Trust and Agency	-	49,750	50,000	99.5%	87.0%	50.5%		
Building Fund	(1,058,497)	3,205,358	5,000,000	N/A	N/A	N/A		
Internal Service Funds	457,186	3,999,009	-	N/A	N/A	N/A		
OPEB Debt Service		922,450	922,950	99.9%	99.9%	37.3%		
Total All Funds \$7,505,651 \$103,305,666 \$114,934,518 89.9% 90.2% 8						83.0%		



ATTACHMENT G-6

Spring Lake Park Schools Donation summary for August 15, 2017 Regular Board Meeting

Monetary Donations

\	Value Donor		Purpose/To
\$	449.09	Softball Boosters	Athletics & Activities - extra coaching support
\$	65.00	Wells Fargo Community Support	Northpoint Elementary
\$	8.41	The Kula Foundation	Northpoint Elementary
\$	10.00	Justgive	Northpoint Elementary
\$	126.00	Wells Fargo Community Support	Northpoint Elementary
\$	8.05	Wells Fargo Community Support	Northpoint Elementary
\$	121.00	Target Corp Cybergrant	Northpoint Elementary Employees
\$	105.00	Wells Fargo Community Support	Park Terrace Elementary
\$	102.34	Wells Fargo Community Support	Spring Lake Park High School
\$	52.50	Wells Fargo Community Support	Westwood Intermediate School
\$	65.00	Wells Fargo Community Support	Westwood Intermediate School
\$	1.44	The Kula Foundation	Westwood Intermediate School
			Westwood Intermediate School - extra field trip bus
\$5	5,415.80	Westwood Intermediate PTO	expense
\$	52.50	Wells Fargo Community Support	Westwood Middle School
\$ 6	5,582.13		