

**MINUTES OF THE REGULAR MEETING OF THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 271
Bloomington, Minnesota**

May 28, 2019

- I. ROLL CALL Pursuant to due call and notice thereof, and there being a quorum present, the School Board of Independent School District 271, was called to order by Chair Maureen Bartolotta at 7:00 p.m. on May 28, in the Arlene Bush Board Room at the Educational Services Center, 1350 West 106th Street, Bloomington, Minnesota.
- Members Present Maureen Bartolotta, Chair; Dick Bergstrom, Vice Chair; Tom Bennett, Clerk; Jim Sorum, Treasurer; Beth Beebe, Nelly Korman and Dawn Steigauf.
- Administration Present Les Fujitake, Rod Zivkovich, Mary Burroughs, Jennifer McIntyre, and Rick Kaufman.
- II. PLEDGE OF ALLEGIANCE Recited.
- Chair Maureen Bartolotta called for a motion to establish a closed session upon the conclusion of tonight’s School Board meeting. The meeting will be closed as permitted by section 13D.03 to discuss the District’s labor negotiation strategy related to the District’s negotiations with all bargaining groups. So moved by Dick Bergstrom and seconded by Dawn Steigauf. Motion carried unanimously.
- III. APPROVAL OF THE AGENDA Tom Bennett moved, Dick Bergstrom seconded, to approve the agenda as amended—removing VI. PART B, 1. Research-Practice Partnership Agreement with the University of Minnesota—Computer Science. Motion carried unanimously.
- IV. RECOGNITION OF STUDENTS/STAFF/PUBLIC
- BTC Interns Bloomington Transition Center interns were recognized for their work with the District’s Buildings and Grounds Department, Food Service Department and Early Childhood Program. Jennifer McIntyre, Executive Director of Special Education, shared that eighteen (18) students participated in the internship program working at nine (9) schools/centers. Special Education Supervisor Robin Bloom introduced the students as they received a certificate for their internship completion.
- ACT Perfect Scores Four (4) students earned a perfect score of 36 on the ACT—Kennedy’s Jordan Thomson and Jefferson’s Ryan Cole, Colden Longley and Christopher Melville. Jefferson Principal Jaysen Anderson acknowledged the academic achievements of these students. Less than one-tenth of one percent of students who take the ACT receive a perfect score. The average score for Minnesota students is 21.6.
- Student School Board Representatives Reports Student School Board Representatives reported to the School Board on their respective school activities. Ally Starks highlighted Jordan Thomson for the perfect ACT score, Genesys Works held its Breaking Through Ceremony at which Kennedy High School received the Distinguished School Partner Award, Evening of Excellence at which \$1.8 million in scholarships were

awarded to seniors, the baseball team is in its second round of section play, softball team member Courtney Kopischke won the Star Tribune Minnesota Softball Hub Top Performer of the Week, 70,000 students nationally took the French exam and nine (9) Kennedy students took honors, twenty-three (23) seniors will continue their athletic careers in college, and Prom at the Mall of America was host to approximately 1,000 students from Kennedy and Jefferson; over 500 from Kennedy. Ally thanked Jackson for his mentorship this year and wished him well as he goes off to college.

Jackson Domagala reported that Jefferson is in the top 20 high school high schools in the state of Minnesota according to recent rankings by U.S. News & World Report. There is a high AP course participation rate, a 91% graduation rate and Reading and Math proficiency levels well above statewide averages. Jefferson High School received a Minnesota Association of Secondary School Principals Gold Star of Innovation Award for initiatives that positively impact a school environment. The Jaguar Proud project is a photo display (wall in Jag Hall) designed to celebrate and recognize every student enrolled at Jefferson. Each student photo includes a unique, positive comment written by a staff member. Jackson enjoyed his last high school Prom and recommends continuing the Mall of America venue. The boys track team captured the MWC championship for the first time since 1985. Jackson thanked the School Board for his experience over the last two years as a student representative.

Policy 202.1 establishes the role of School Board Student Representatives. The high school representatives of the BSAC establish the application process, a screening and selection process, and a timeline for the process of selecting student representatives to the School Board. High School juniors and seniors can apply; an applicant must be endorsed by their respective principal. In accordance with the policy, at a School Board meeting, the sitting Board Student Representatives, Jackson and Ally, presented to the School Board the nominated applicants recommended by the BSAC to be their successors. The full School Board will vote to authorize the nominated students to be advisory, non-voting members of the School Board for the term of one school year. Student Board Representatives attend one meeting per month from September through May.

Beth Beebe moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 approves the following students as representatives to the School Board for the 2019-2020 school year: Ally Starks, Kennedy High School, grade 12; and Shonte Brown, Jefferson High School, grade 12. Motion carried unanimously.

Tonight is the last meeting for this year's school Student Representatives to the School Board. Tom Bennett recognized both Jackson Domagala and Ally Starks for their leadership with the Board Student Advisory Council and their participation at School Board meetings.

Public

None.

V. PART A

1. *Board Business*

Minutes

- a. Minutes of the Regular School Board Meeting on May 13, 2019.
- b. Licensed Personnel: Resignations, Employments, Changes of Status, Rescission of Partial Unrequested Leave of Absence of Licensed Teacher. Administrative Personnel: Resignation, Employment. Classified Personnel: Resignations, Employment, Clerical Reductions in Force.

Personnel Actions

2. *Field Trips*

RESOLVED, that the School Board of Independent School District 271 approves field trips per the attached list (on file).

3. *Contracts/Agreements*

CTEP

- b. RESOLVED, that the School Board of Independent School District 271 approves an agreement between Community Technology Empowerment Project (CTEP), an AmeriCorps program of Saint Paul Neighborhood Network and Independent School District 271 with respect to assigning one CTEP AmeriCorps Member to perform services during the 2019-2020 school year.

HTC/Metro South ABE

- b. RESOLVED, that the School Board of Independent School District 271 approves the Facilities Use Agreement between the Board of Trustees of the Minnesota State Colleges and Universities on behalf of Hennepin Technical College and Independent School District 271. The Facilities Use Agreement is in effect from July 1, 2019 through July 11 2019.

Instructure Agreement

- c. RESOLVED, that the School Board of Independent School District 271 approves the agreement with Instructure Inc. for the adoption of the Canvas learning management system (LMS).

4. *Finance*

Authorizing Early Expenditures

- a. RESOLVED, that the School Board of Independent School District 271 authorizes Administration to begin purchasing items needed for the 2019-2020 school year. These purchases will not exceed 5% of the 2018-2019 General, Capital, Capital Projects Levy and Community Services budgets.

Donations

- b. RESOLVED, that the School Board of Independent School District 271 accepts donations, as indicated in the background, in the amount of \$8,465.58.

Receipts/

Disbursements

- c. Receipts and Disbursements as submitted for the month of April 2019.

Dick Bergstrom moved, Dawn Steigauf seconded, to approve Part A items in accordance with all of the written material submitted to the School Board. Motion carried unanimously.

VI. PART B

Graduation 2020

Dick Bergstrom moved, Tom Bennett seconded, that the School Board of Independent School District 271 establishes graduation exercises for the 2019-2020 school year on the following dates: Jefferson High School, Wednesday, May 27, 2020, at 7:00 p.m. and Kennedy High School, Thursday, May 28, 2020, at 7:00 p.m. Furthermore, the School Board of Independent School District 271 establishes the location for the 2019-2020 graduation exercises as the Minneapolis Convention Center and approves the Minneapolis Convention Center Permits for Occupancy for the aforementioned dates. Motion carried unanimously.

The Assistant Superintendent and administrators at Jefferson and Kennedy High Schools recommended the aforementioned dates for graduation exercises. Additionally, they recommend that graduation exercises be held at the Minneapolis Convention Center.

Long-Term Facility
Maintenance Ten-
Year Plan/Budget

Nelly Korman moved, Dick Bergstrom seconded, that the School Board of Independent School District 271 approves the attached (on file) Ten-Year Long-Term Facility Maintenance Program Budget and authorizes the current amount to be included in the District's long-term facility maintenance projects application for long-term facility maintenance revenue. Motion carried unanimously.

Change in legislation in 2015 requires the School Board to approve a ten-year long-term facility maintenance program budget for its facilities to be able to levy for the Alternative Facilities pay-as-you-go, Debt Service on Alternative Facilities Bonds and Health and Safety funding for the 2020-21 school year. Minnesota Statute 123B.571 requires any school district testing for the presence of radon must present results to the School Board. In 2018 the District tested Kennedy, Hillcrest, Ridgeview, and Southwood. Only Southwood had one room exceed the EPA action level. This room was retested with a continuous monitor that measures radon concentrations hour by hour. Results from the continuous monitor indicated when the room was occupied radon levels were below the EPA action level.

Policy Review

The School Board Policy Committee includes Tom Bennett, Chair; Jim Sorum and Beth Beebe. The committee met on May 14, 2019, to consider policy revisions, deletions, and/or additions.

Policy 701

Tom Bennett moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 approves new Policy 701, Budget Process. Motion carried unanimously.

The purpose of Policy 701 is to provide direction for the development and the sharing of an annual budget. New Policy 701 incorporates language from deleted Policy 701.2 Transfer of Funds and Budget Changes and 701.4 Budget Process. The accompanying new regulation is presented for information.

Policy 701.2
Deleted

Dawn Steigauf moved, Dick Bergstrom seconded, that the School Board of Independent School District 271 approves the deletion of Policy 701.2, Transfer of Funds and Budget Changes. Motion carried unanimously.

Policy 701.2 will be deleted and incorporated into new Policy 701, Budget Process. New Policy 701, and its accompany Regulation, establishes procedures for Transfer Between Funds and Authorized Adjustments to Budget that were outlined in Policy and Regulation 701.2.

Policy 701.4
Deleted

Tom Bennett moved, Dick Bergstrom seconded, that the School Board of Independent School District 271 approves the deletion of Policy 701.4, Budget Process. Motion carried unanimously.

Policy 701.4 will be deleted and incorporated into new Policy 701, Budget Process. New Policy 701, and its accompany Regulation, establishes procedures for Preparation of the Budget that were outlined in Policy and Regulation 701.4.

Policy 702

Dick Bergstrom moved, Tom Bennett seconded, that the School Board of Independent School District 271 approves changes to Policy 702, Accounting. Motion carried unanimously.

The purpose of Policy 702 is to comply with Minnesota State Law in reporting financial information. Revised Policy 702 incorporates language from deleted Policies 702.1, 702.2, 702.3 702.4 and 702.5 and the additional accounting compliance with all federal regulations relating to debt obligations and safeguard against post-issuance violations. The accompanying revised regulation is presented for information.

Policy 702.1
Deleted

Beth Beebe moved, Dick Bergstrom seconded, that the School Board of Independent School District 271 approves the deletion of Policy 702.1, Establishment and Use of Imprest Cash Fund. Motion carried unanimously.

Policy 702.1 will be deleted and incorporated into Policy 702, Accounting. Policy 702, and its accompanying Regulation, establishes procedures for Control and Use of Assets that were outlined in Policy and Regulation 702.1.

Policy 702.2
Deleted

Jim Sorum moved, Tom Bennett seconded, that the School Board of Independent School District 271 approves the deletion of Policy 702.2, General Public Funds Handling Procedures. Motion carried unanimously.

Policy 702.2 will be deleted and incorporated into Policy 702, Accounting. Policy 702, and its accompanying Regulation, establishes procedures for General Public Funds Handling Procedures that were outlined in Policy and Regulation 702.2.

Policy 702.3
Deleted

Tom Bennett moved, Dick Bergstrom seconded, that the School Board of Independent School District 271 approves the deletion of Policy 702.3, Personal Vehicle Expense. Motion carried unanimously.

Policy 702.3 will be deleted and incorporated into Policy 702, Accounting. Policy 702, and its accompanying Regulation, establishes procedures for Personal Vehicle Expense that were outlined in Policy and Regulation 702.3.

Policy 702.4
Deleted

Beth Beebe moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 approves the deletion of Policy 702.4, Sale of Merchandise and Services and Solicitation. Motion carried unanimously.

Policy 702.4 will be deleted and incorporated into Policy 702, Accounting. Policy 702, and its accompanying Regulation, establishes procedures for Conducting Business on District Property that were outlined in Policy and Regulation 702.4.

Policy 702.5 Deleted
Dick Bergstrom moved, Tom Bennett seconded, that the School Board of Independent School District 271 approves the deletion of Policy 702.5, Establishment and Use of Credit Cards. Motion carried unanimously.

Policy 702.5 will be deleted and incorporated into Policy 702, Accounting. Policy 702, and its accompanying Regulation, establishes procedures for Establishment and Use of Credit Cards that were outlined in Policy and Regulation 702.5.

Policy 410
Dawn Steigauf moved, Dick Bergstrom seconded, that the School Board of Independent School District 271 approves revised Policy 410, Family and Medical Leave. Motion carried unanimously.

Policy 410, Family and Medical Leave, is the District's policy providing for family and medical leave to school District employees in accordance with the Family and Medical Leave Act of 1993 (FMLA) and also with parenting leave under state law. This policy is mandatory and follows the Minnesota School Boards Association model and must be reviewed annually. Revisions were made to reflect minor word changes, but no substantial edits were made.

Policy 413
Nelly Korman moved, Tom Bennett seconded, that the School Board of Independent School District 271 approves revised Policy 413, Harassment and Violence. Motion carried unanimously.

The purpose of Policy 413 is to maintain a learning and working environment free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability. This policy is mandatory and follows the Minnesota School Boards Association model and must be reviewed annually. Revisions were made to match regulation to policy updates, and reflect language found in the MSBA model policy and District preferred terminology.

School Board Goals 2019-2020
Dick Bergstrom moved, Nelly Korman seconded, that the School Board of Independent School District 271 approves its Goals for the 2019-2020 school year. Motion carried unanimously.

At its May 8 retreat, the School Board discussed and agreed upon goals for the next school year.

Board's Role/Goal Statement:

- *Governance* – Study Start Times.
- *Operational Oversight* – Provide support for innovative District projects.
- *Operational Oversight* – Negotiate new contracts.
- *Policy* - 20 policies to be reviewed and updated, if needed.
- *Community Engagement* – Continue to implement the updated Community Engagement Plan of December 10, 2018.
- *Community Engagement* – Plan for Board Succession.
- *Superintendent Relations* - Collaborate with the Superintendent on achieving the above goals.

Superintendent Goals
2019-2020

Beth Beebe moved, Dick Bergstrom seconded, that the School Board of Independent School District 271 approves Superintendent Goals for the 2019-2020 school year. Motion carried unanimously.

At the May 8 retreat, the Board discussed goals for the 2019-2020 school year. As part of that process, the Board discussed Superintendent goals to align his work with that of the Board's to accomplish the Board Goals.

Superintendent's Role/Goal Statements:

- *Serve the School Board by helping them achieve their Goals*
Assist in the publishing of a report on study findings on start times.
- *Bring to life the Strategic Plan Vision*
Enhance our Safe and Support Schools plan.
- *Lead Operations*
Progress toward Vision.
Achieve milestone metrics.
- *Community Engagement*
Collaborate with Board on plan for Board succession.
- *Innovation*
Improve efficiencies with Special Education procedural requirements.

VII. BOARD MEMBER
REPORTS

School Board members reported on various meetings and activities. Dick Bergstrom invited donations to schools to help with payment for student lunches. Beth Beebe highlighted the May 22 Celebration of Service recognizing long-serving staff leaving the District since last year at this time and the awards night at Jefferson High School. Jim Sorum highlighted Kennedy's Evening of Excellence, Jefferson High School graduation for Strive Program students, the Kennedy Community Alliance appreciation breakfast and activities of Beyond the Yellow Ribbon. Dawn Steigauf thanked the PTSA Council, PTSA Presidents and Representatives for their leadership this year; an appreciation breakfast was held May 22. She attended field days at Washburn and Poplar Bridge. Tom Bennett shared that with tonight's policy actions, the committee has brought to the School Board action recommendations for 35 policies during the 2018-2019 school year. Jim Sorum and Beth Beebe are current members of the Board Policy Committee; Dick Bergstrom was on the committee the first part of the year. Nelly Korman reported on the AMSD meeting at which Tom Melcher was a presenter. As the 2019 legislative session ends, she thanked our Bloomington legislators for their work.

Jim Sorum moved, Dick Bergstrom seconded, to establish a closed session of the School Board upon the conclusion of the June 10 School Board meeting for the purpose of Superintendent Evaluation 2018-2019. Motion carried unanimously.

VIII. SUPERINTENDENT'S
REPORT

Superintendent Les Fujitake shared Administration's request for a School Board retreat. Dick Bergstrom moved, Beth Beebe seconded, to establish a School Board retreat on June 6 at 6 pm at Civic Plaza for the purpose of strategic planning. Motion carried unanimously.

Metro South Adult Basic Education graduation is Thursday June 13, at 7:30 p.m. at Olson Middle School.

Congratulations to the Transportation Department team for helping with the video featuring school bus driver Tammy O'Loughlin-Vidmar. The City informs us that it won first place at the recent Minnesota Association of Government Communicators awards ceremony.

IX. OTHER

None.

X. ADJOURNMENT

There being no further business to come before the School Board, the meeting was adjourned at 7:55 p.m. The School Board proceeded to a closed session for negotiations.

Tom Bennett, Clerk