



School District 622
NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

SCHOOL BOARD MEETING

Regular Meeting

**January 26, 2016
6:00 PM**

Board Members:

Caleb Anderson, Director
Theresa Augé, Director
Amy Coborn, Chair
Steve Hunt, Vice Chair
Nancy Livingston, Director
Becky Neve, Clerk
Michelle Yener, Treasurer

Superintendent:

Christine Osorio

622 Education Center
2520 East 12th Avenue
North St. Paul, Minnesota 55109

District Mission Statement:

A community collaborative dedicated to educating and empowering all learners to excel in our changing world.

**SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 622
North St. Paul-Maplewood-Oakdale**

**Regular Meeting
January 26, 2016
6:00 PM**

District Education Center, 2520 East 12th Avenue, North St. Paul

A G E N D A

I. Call to Order and Pledge of Allegiance

II. Approval of the Agenda

III. Public Comment

An opportunity for public to comment on items pertaining to the agenda. Speakers shall complete a registration card, state their name and address, and will have between two and four minutes, depending on the number of speakers, to speak on an agenda topic. The Public Comment section of the meeting shall last no longer than thirty minutes.

IV. Consent Agenda

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The Consent Agenda consists of routine items that are acted on in a single, consolidated motion without Board discussion. Board members have the option of pulling items off the Consent Agenda if they wish to discuss them or consider them individually.

****I recommend that the consent agenda items, listed below, be approved as presented.***

- | | |
|--|----|
| A. Minutes of December 15, 2015 Reflection Study Session | 9 |
| B. Minutes of December 15, 2015 Business Meeting | 10 |
| C. Minutes of January 12, 2016 Special Meeting | 16 |
| D. Minutes of January 12, 2016 Work Study Session | 21 |
| E. Routine Personnel | 22 |
| F. Bid Calendar | 25 |

G. Bid Award	26
H. Disbursements	33
V. Reports	
A. Student School Board Representatives	
B. Superintendent	
1. Board Retreat	
<i>I will take a few minutes to share highlights from our January 22 - 23 School Board Retreat.</i>	
2. Strategic Plan Update	
<i>I plan to provide a Strategic Plan Update at each board meeting to bring everyone up to speed on the process and outline next steps.</i>	
C. Business Office	
1. 2016-2017 Enrollment & Financial Projections - R. Anderson	36
<i>Randy will be reviewing enrollment numbers and budget adjustment scenarios in preparation for action later on in the meeting to set the budget adjustment/reduction number.</i>	
<i>He has included two budget adjustment scenarios, the ramifications of doing nothing, and the projected result of the reducing expenditures by a minimum of \$1.7 million dollars.</i>	
<i>Below are his comments regarding changes in enrollment projections:</i>	
<i>"I have updated the enrollment projection and will use these numbers to update our Financial Projection Model and to do the revised budget for 2015-2016 and our projected budget for 2016-2017."</i>	
D. Teaching & Learning/Student Services	

1. Positive School Climate - Miller/McIntyre 39

A safe learning environment is important and necessary to support the academic success of each child, giving them opportunity to learn and achieve in a safe and nurturing environment. Without it they are unable to focus on learning the skills needed for a successful education and future.

Recently, local and national incidents around school violence continue to teach us that school safety is not about any one method of control: metal detectors, surveillance systems, or swift punishment. Nor is it about any single risk factor such as dysfunctional homes and inadequate schools. Instead, efforts to enhance school safety must involve students at an early age and be reinforced throughout their education.

Having safe schools requires a comprehensive safe school plan that includes effective programs, services, skilled staff, targeted professional development, and community partnerships that are integrated into the overall school improvement process.

Troy and Cory will highlight some key components of our efforts in District 622 that represent a comprehensive approach to promoting safe schools, violence prevention and response.

VI. Action Items

A. Business Office

1. Acknowledgment of Contributions - Neve 54
**I recommend that the list of contributions, with a year to date total of \$183,438.70 be accepted with appreciation.*
2. 2015-2016 Budget Revision - R. Anderson 57
At our January 12, 2016 study session, we walked through each line

of the 2015-16 budget revisions with a detailed account of the changes which affect the General Fund, Community Service Fund, and the Trust Fund. These changes are listed in the attached worksheet.

**I recommend that you approve the 2015-2016 budget revisions as listed.*

3. Proposed 2016-2017 Budget Reduction Amount - R. Anderson 59

The audit and enrollment projection process are now complete. The January budget revisions for the 2015-2016 budget were discussed and are an action item tonight.

The Financial Projection Model uses the audited fund balances, updated enrollment projections, agreed upon budget parameters and the revised 2015-2016 budget. Based on the results of the projection, planning options were presented to the Board for consideration in developing the 2016-2017 budget at the January 12, 2016 work session.

Based upon discussion of various planning options, administration recommends that the Board adopts a minimum of \$1.7 million in budget adjustments for the 2016-2017 budget. A recommended list of budget adjustments will be given to the Board at the February 9, 2016 work session. A final list of budget adjustments will be presented to the Board at the February 23, 2016 business meeting for adoption.

**I recommend that the Board adopts the resolution that a minimum of \$1,700,000 in budget reductions be approved for the 2016-2017 school year.*

B. Student Services

1. Student Services FTE - McIntyre 60

Due to continued student enrollment/student need increases over projections in specific programs and buildings, and the addition of a

new Care and Treatment facility in District 622, Student Services is requesting an additional 9.00 iFTE. Increased iFTE for staffing is being requested in order to attempt to bring us back into compliance with state staffing regulations and the new district special education staffing guidelines and policy.

**I recommend that the Student Services FTE increase be approved.*

C. School Board

1. Set Time, Location & Agenda for February 9, 2016 Work Study Session
We have set the day for our next work session, but we need to set the time, location and agenda. The following items have been proposed for the agenda: Superintendent Check-In; Young Scholars Presentation; Budget Process Update/Plan/Recommendations (including recommendations for bussing and budget cut examples); MCA Progress Monitoring for Reading & Math (flipped session); and Pollinator Support.

**I recommend that the February 9, 2016 work study session be held in Room 202 of the District Education at 4:30 p.m. and include the following agenda items: Superintendent Check-In; Young Scholars Presentation; Budget Process Update/Plan/Recommendations; MCA Progress Monitoring for Reading & Math; and Pollinator Support.*

2. MSHSL Designated School Board Representative & School Representatives 62
A letter from the Minnesota State High School League (MSHSL) dated January 12, 2016 was received in our office on January 20, 2016. They are requesting each school district to appoint a designated school board representative as well as a designated school representative and have the individuals named at the next official school board meeting.

The reason they are asking each district to affirm the name of their designated school board representative and designated school

representative is that the League office has received a request to amend the MSHSL Constitution which will call for a mail ballot, and they want to ensure that the designated voters for each school district receive the necessary information.

As you may recall, our school district had a representative serve on the MSHSL Committee, but the position rotates through MSHSL Region 4AA and a District 622 representative was not needed when the board recently took action on January 12 to approve individual board members to serve as representatives or liaison members. Therefore, a resolution is necessary to designate a school board representative (as well as a designation of school representatives) due to this new request.

Traditionally the board chair has been named as the designated individual in situations such as RCLLG and AMSD and this situation is similar. Our two athletic directors, Jed Helwig from North and Bryan Munter from Tartan are the recommended designated school representatives.

**I recommend that Amy Coborn be identified as the School District 622 Designated School Board Representative to the MSHSL and that Jed Helwig and Bryan Munter be identified as the School District 622 Designated School Representatives to the MSHSL.*

VII. Board Communications

VIII. Future Board Meeting Dates

A. February 9, 2016 Work Study Session

B. February 23, 2016 Business Meeting 6:00 p.m. (Board Room)

IV. CONSENT AGENDA

The Consent Agenda is designed to expedite the handling of routine and miscellaneous official business of the School Board. The entire agenda may be adopted by the Board in one motion. The motion for adoption is not debatable and must receive unanimous approval. By request of an individual Board member, an item can be removed from the Consent Agenda and placed upon the regular agenda for consideration and action.

Therefore, the following resolution is recommended:

BE IT RESOLVED by the School Board of Independent School District No. 622 that Consent Agenda Items, IV.A. through IV.H., be approved as written, and a copy of the agenda items is attached to the minutes.

MOTION:

SECOND:

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**REFLECTION STUDY SESSION
SCHOOL BOARD
December 15, 2015**

Chair Augé called the meeting to order at 5:02 p.m. with the following present: Chair Augé, Vice Chair Hunt, Clerk Livingston, Treasurer Yener, Directors Coborn, Neve, and Superintendent Osorio. Absent: Director Anderson.

Others present were: Kim Cavallaro.

In the audience: Rory Sanders.

Board members and the Superintendent completed their check-in and shared recent workshops and meetings they had attended.

Board members discussed Election of Officers and the procedure that they would be using at the January special meeting.

Board liaisons and committees were reviewed. This will be an Action Item at the January special meeting.

The meeting adjourned at 5:50 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**REGULAR MEETING
SCHOOL BOARD
December 15, 2015**

Chair Augé called the meeting to order at 6:00 PM with the following present: Chair Augé, Vice Chair Hunt, Clerk Livingston, Treasurer Yener, Directors Coborn, Neve, and Superintendent Osorio. Absent: Director Anderson and Student Representatives Phoebe Ato and Charlotte Zangs. Arriving at 6:27 PM: Director Anderson.

Others present were: Keith Gray, Director of Human Resources; Troy Miller, Assistant Superintendent; Randy Anderson, Director of Business Services; Cory McIntyre, Director of Student Services; Terri Johnson, Director of Community Education; and Kim Cavallaro, Administrative Assistant.

The meeting opened with the Pledge of Allegiance led by Rory Sanders.

Neve moved and Coborn seconded the following motion, which carried:

THAT the agenda be approved as presented.

Coborn moved and Livingston seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following Consent Agenda Items, IV.A. through IV.D., be approved as written, and a copy of the agenda items is attached to the minutes.

Augé noted that Director Anderson would be late to the meeting.

Osorio reported on items on the evening's board agenda. She also mentioned that she will be joining a task force with other Ramsey County superintendents led by Ramsey County Attorney John Choi. The task force will be addressing violence in schools. Osorio added that District 622 is at a five year low with fights and other incidents.

R. Anderson presented the 2015 Payable 2016 Property Tax Levy and offered community members an opportunity to speak; however no community members wished to do so.

Jim Eichten, from the auditing firm of Malloy Karnowski & Radosevich, presented the 2014-2015 Audit Report and offered a clean opinion on the District's financial statements.

(Anderson arrived during the Audit Report)

Gray highlighted the District’s Well at Work Clinic. He spoke about buying services at a discount, clinic utilization, and other savings and benefits.

Augé shared an updated on District 916 and noted that the St. Francis School District had become members of District 916. She also said that District 916 had their audit and were issued a clean opinion by the auditing firm of MMKR.

Livingston moved and Coborn seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

<u>Donor</u>	<u>Item and/or Amount</u>	<u>Purpose</u>
Michael Johnson and Saron Sexton	Yamaha Trumpet (valued at \$600.00)	North High School band
Elise d’Entremont	Electric Clothes Dryer (valued at \$284.05)	John Glenn FACS classroom
United Sisters of Cross Lutheran Church	\$250.00	John Glenn for teacher supplies
Anonymous	\$436.00	Skyview MS - Knowledge Bowl
Anonymous	\$436.00	Skyview MS - Knowledge Bowl
Cathy Miller	\$200.00	Cowern Community Garden
North High Boys Hockey Blue Line Club	\$2,300.00	North Boys Hockey Coaches salary
Buffie Brothers Construction	Refrigerator (valued at \$500.00)	Cowern Elementary
Christa Waymire	\$50.00	Harmony Learning Center Pilot Program
Kristin Munce	Digital camera, charge & SD card (valued at \$50.00)	Castle Elementary
Park Dental	Hitachi Projector CP-AW 250 N (valued at \$950.00), Touchboard Hitachi FX TRIO - 88W (valued at \$1,600.00), 3 small & 1 medium dry-erase boards (valued at \$85.00)	Castle Elementary
Jennifer Kust	\$200.00	Tartan Robotics Team
Hope Lutheran Church Women	\$150.00	ISD 622 Meals on Wheels

Kinh Luan Vu Nguyen	\$50.00	Gladstone Meals on Wheels
Truist	\$42.32	Gladstone Meals on Wheels
Anonymous	\$1,000.00	North High School Backpack program
Margaret A. John	\$50.00	Richardson holiday bags
Carol J. Olson	\$50.00	Richardson holiday bags
Andrus Built, LLC	\$100.00	Gladstone Meals on Wheels
Leonard Hassel	\$126.00	Gladstone Meals on Wheels
Super America	\$1,000.00	Maplewood Middle School - Shannon McCarthy's classroom supplies
Jenna Peters	\$150.00	Richardson holiday bags
St. Paul East Park Lions Club	\$100.00	North High School Robotics Team
North St. Paul Lions Club/American Legion Post 39	\$200.00	North High School AFJROTC program
Metropolitan Mechanical Contractors	\$200.00	North High School Robotics Team
Tolerance Tool, Inc.	\$1,000.00	North High School Robotics Team

Neve moved and Yener seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the 2015 Payable 2016 property tax levy is adopted in the total amount of \$41,227,331.30 and, further, that the School Board Clerk is authorized to sign the document used to certify the property tax levy to the county auditors and the Minnesota Department of Education.

Coborn moved and Hunt seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the audit reports for the fiscal year ending in June 30, 2015 presented by Malloy, Montague, Karnowski, Radosevich and Co. P.A. be accepted as presented.

Yener moved and Neve seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District 622 that the 2015-2016 District 622 Community Education Advisory Council Members as stated below be approved.

Name	Representing	Term Ends
Darrell Benhardus	Faith Community	6/30/16
Pattianne Casselton-Demaray	Community Bridge Advisory Council, Oakdale Resident	6/30/16
Tara Lemke Ebenhoch	Carver Parent	6/30/17

Bette Jayne Haak	City of North St. Paul	6/30/16
Jen Hanson	Meals on Wheels Program, North St. Paul Business	6/30/16
Pam Jakes	Adult Basic Education Program	6/30/16
Terri Johnson	District 622 Community Education	N/A
Matt Ladhoff	3M	6/30/17
Sylvia Neblett, Vice-Chair	Maplewood Resident, District Staff	6/30/17
Amy Petersen, Chair	ECFE Advisory Council, Richardson Parent	6/30/16
Therese Sonnek	Ramsey County Library	6/30/17
Michael Stahlmann	North St. Paul Resident	6/30/16
Antenhe Tena	Youth	6/30/16
Pat Williamson	Maplewood Resident	6/30/16

Yener moved and Neve seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the 2015-2017 Local 12 Master Agreement be approved.

**Tentative Local 12
Settlement Summary**

	2015-2016	2016-2017
Salary Schedule Improvement	0%	0%
Lump Sum Payments	Employees at top step receive a lump sum = 1.95% of their annualized salary	Employees at top step receive a lump sum = 1.95% of their annualized salary
Health Insurance Caps	No Change	1% increase in the cap 12 mo: \$636.02 single & \$1,492.94 family 11 mo: \$636.02 single & \$1,373.50 family 10 mo: \$636.02 single & \$1,254.07 family

Total		2.60
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Hunt moved and Anderson seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the 2015-2016 School Calendar be revised to reflect April 19, 2016 as a full school day for eleventh graders only at the high school level for the purpose of ACT testing.

Augé asked board members to set a special meeting for election of officers and acting on organizational resolutions. Yener moved and Livingston seconded the following motion, which carried:

THAT a Special Meeting be set for January 12, 2016, in the Board Room of the District Education Center with a start time of 5:00 p.m. and the following agenda items: Election of Officers; Organizational Resolutions.

Augé proposed a change in date to the January 5, 2016 work study session; she asked board members to set the agenda, time and location of that session. Yener moved and Anderson seconded the following motion, which carried:

THAT the January 5, 2016 School Board Work Study Session be changed to January 12, 2016 at that it begins immediately following the January 12, 2016 Special Meeting in Room 202 of the District Education Center (approximately 5:15 p.m.) and includes the following agenda items: Superintendent Check In; 2016-2017 Budget Parameters & Plan/Projections; 2015-2016 Budget Revisions; Staff Development Update; and Strategic Plan Update.

Augé asked board members to set the agenda for the January 22 - 23, 2016 board retreat. Yener moved and Livingston seconded the following agenda, which carried:

THAT the January 22 - 23, 2016 School Board Retreat which will be held at the Hilton Garden Inn in Oakdale with Facilitator Jim Rickabaugh from 4:00 - 9:00 p.m. on January 22, and 8:00 a.m. - noon on January 23, have the following agenda items: Ice Breakers/Team Building; Strategic Planning (Role of Board & Levy Planning); Establish Norms of Communication (Among Members, With Administration, With Community at Large); Review Board Governance (including policy review G-010); Enhancing Roles of Board Members as Officers; and Board Goals.

Augé took a moment to thank her board colleagues (especially Vice Chair Hunt for his work with the Pledge of Allegiance) for the opportunity to serve as Board Chair; and Osorio, Cavallaro, and the Directors for making her role so rewarding.

During Board Communications, the following items were shared:

- ✓ Livingston gave an advance “thank you” to the North High Show Choir who will be performing this Friday for the North St. Paul-Maplewood-Oakdale Rotary Club.
- ✓ Hunt thanked Augé for her role as Board Chair and the opportunities she provided him. He also spoke about the MSBA Delegate Assembly and wished everyone happy holidays.
- ✓ Coborn congratulated the high potential group and added that last Wednesday an Inventions Fair was held at Skyview and the room was packed. She thanked the group for the good work that they do.
- ✓ Augé reported that all board members will be attending MSBA’s free Leadership Conference on January 14. She wished everyone a safe and healthy holiday.
- ✓ Osorio reminded all to look around and engage in fun and learning activities over winter break. She thanked Augé for her work as Board Chair.

Livingston moved and Yener seconded the following motion, which carried:

THAT the meeting be adjourned.

The meeting adjourned at 7:26 PM.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**SPECIAL MEETING SESSION
SCHOOL BOARD
January 12, 2016**

Chair Augé called the meeting to order at 5:01 p.m. with the following present: Chair Augé, Vice Chair Hunt, Clerk Livingston, Treasurer Yener, Directors Anderson, Coborn, Neve, and Superintendent Osorio.

Others present were: Randy Anderson, Troy Miller, and Kim Cavallaro.

Augé requested nominations for Chair. Yener nominated Coborn. Augé requested additional nominations for Chair. Augé nominated Hunt. There being no other nominations, a roll call was held with the following voting for Coborn: Anderson, Livingston, Yener, Coborn And the following voting for Hunt: Hunt, Neve, Augé
The motion carried with Coborn receiving the majority of votes cast and was therefore elected Chair.

Coborn requested nominations for Vice Chair. Yener nominated Hunt. There being no other nominations, a unanimous ballot was cast.

Coborn requested nominations for Clerk. Augé nominated Neve. There being no other nominations, a unanimous ballot was cast.

Coborn requested nominations for Treasurer. Neve nominated Yener. There being no other nominations, a unanimous ballot was cast.

The Organizational Resolutions were considered. Livingston moved and Neve seconded the following resolution, which carried:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following organizational resolutions, numbered 1-19, be accepted as presented:

1. THAT the School Board approve memberships, related dues, and authorize signature of membership documents by the appropriate individual(s) in the following organizations:
 - Minnesota School Boards Association (MSBA)
 - Association of Metropolitan School Districts (AMSD)
 - Minnesota State High School League (MSHSL)
 - Metropolitan Service Coop (formerly ECSU)
 - Ramsey County League of Local Governments (RCLLG)

2. THAT the School Board appoint the following individual Board Members to serve as Board Representatives or Liaison members as indicated:
January - December 2016 Appointment:
NMI 916 Board (Livingston)
Tartan Ice Arena Joint Powers Board (Neve, Augé)
CACC (Augé)
Educational Equity Alliance Collaborative (Livingston: January - May 2016; Coborn: June - December 2016)
Metro ECSU (Hunt)
3. THAT the School Board approves monthly compensation for School Board members at the rate of \$475 per month; \$500 per year additional for Board Chair; and \$600 per year expense allowance for each Board member.
4. THAT pursuant to Board Policy G-033 the School Board business meeting dates, will be as follows:
January 26, February 23, March 15, April 26, May 24, June 28
AND THAT THE School Board Work Study Session meeting dates will be as follows:
January 12, February 9, April 12
AND THAT THE School Board Reflection Study Session meeting dates will be as follows:
March 15, June 28
THE regular meeting place for School Board business meetings shall be the Board Room in the District Education Center at 6:00 p.m., unless otherwise specified.
THE regular meeting place and time for School Board Study Sessions will be posted.
5.
 - a. Premier Bank and Associated Bank are designated as the official depositories of School District funds, subject to its furnishing collateral security and otherwise complying with the provisions of Minnesota statute.
 - b. The School Board treasurer or chief financial officer are authorized to accept and release collateral as required.
 - c. The officers of the School Board, the Superintendent, and the chief financial officer and designee(s), whichever are necessary, are authorized to sign checks, signature cards, and other forms and documents required from time to time by the depository.
 - d. The depository is authorized to accept facsimiles of the signatures of the officers of the School Board upon checks drawn on school district funds in accordance with Minnesota statute.
 - e. This resolution shall be valid until superseded.
6. THAT imprest funds be authorized in the amount of \$51,505, that the Superintendent or designee be appointed as custodian of such funds, and that their only uses be for the payment of proper claims against the District, excluding salaries and personal expenses, which it is impractical to pay in any other manner, and for travel expense advances, all as permitted by Minnesota statute.

7. THAT the Ramsey County Review, the Maplewood Review, the Oakdale-Lake Elmo Review, and the Woodbury-South Maplewood Review newspapers are designated as the official newspaper of the School District, in accordance with Minnesota statute.
8. THAT the following legal firms be designated and recognized as the School District's attorneys for legal affairs and consultations, with any exceptions to be approved by the School Board:
Karen Kepple Law Office
Knutson, Flynn, and Deans
Ratwik, Roszak, and Maloney
Kennedy-Graven
Dorsey & Whitney, LLP
Rupp, Anderson, Squires & Waldspurger
Booth Law Group
9. THAT the Superintendent or designee be authorized to issue checks between Board meetings in advance of Board approval under the following conditions and to include such payments in the next list of bills submitted to the Board for approval:
 - a. Payments of claims which cannot be deferred until the next Board meeting without loss to the District of a discount privilege or because of contract terms, purchase order terms, or a vendor's standard terms which are part of contract, in accordance with Minnesota statute.
 - b. Payments of claims within the standard payment period as defined in Minnesota statute.
10. THAT, as permitted by Minnesota statute, the Superintendent or designee be authorized to lease, purchase, and contract for goods and services, within the budget as approved by the Board, provided that any transaction in an amount exceeding the minimum amount for which bids are required (\$100,000 per Minnesota Statute 471.345), must first be specifically authorized by the Board and must fulfill all other applicable legal requirements for School District contracts.
11. THAT the Director of Business Services be allowed to open brokerage accounts with U.S. Bank, Minnesota Trust, and PMA Securities.
12. THAT Springsted, Incorporated and Ehlers be approved as the District Financial Advisors for the fiscal year 2015-2016.
13. THAT MMKR be approved as the District Auditor.
14. THAT the Superintendent or designee be authorized to enter into agreements to make electronic funds transfers (wire transfers) as permitted by Minnesota statute and submit a list of such transfers at the next regular School Board meeting after the transfers take place.
15. THAT the Superintendent or Director of Business Services are authorized to approve change orders to building program contracts, as requested by the construction manager and architect, within the budget, in the amount of \$100,000 or less per change order.
16. THAT application for financial assistance as provided under ESEA as amended, be authorized, and that the Superintendent of Schools or designee appoint a

Local Agency Representative who would be directed to execute and file application(s) for and on behalf of the School District and otherwise act as authorized representative of the School District in all activities related to ESEA. Further, that the Superintendent of Schools appoints the ESEA contact person.

17. THAT the Superintendent of Schools or designee be authorized, on behalf of the Board, to prepare and apply for grants to the School District from local, state, federal, or private resources.
18. THAT authority be granted to the Superintendent of Schools or designee for the 2015-16 school year to execute non-resident student attendance agreements, as required by Minnesota statute, on behalf of the School Board.
19. THAT the following public notice shall be mailed to students' homes and distributed to staff through the District's annual information & student responsibility handbook publication and posted on the district's website at www.isd622.org/district_policies

NOTICE IS HEREBY GIVEN -

That Independent School District 622, pursuant to the U.S. General Education Provisions act and Minnesota Government Data Practices Act, declares the following as "directory information" as provided in said Act and, that information relating to students may be made public if said information is in any of the following categories:

- Name, Address and Telephone Number of Student
- Name, Address and Telephone Number of Student's Parent(s)
- Gender
- Participation in official recognized activities and sports
- Weight and height of members of athletic teams
- Grade levels completed
- Degrees and awards received
- The most recent previous educational agency or institution attended by the student.
- Photos, such as those taken for yearbooks or other school and District publications, are directory information for those specific purposes only.

Directory information does not include identifying data that references religions, race, color, social position, or nationality.

A parent, or student who is 18, who wishes to make directory information private must notify their principal in writing each year the child attends district schools. The notification remains in effect until the beginning of the next school year.

Additionally, a parent, or student who is 18, who wishes to refuse the release of directory information to military recruiting officers and post-secondary institutions must notify their principal in writing by October 15th each year.

Yener moved and Hunt seconded the following motion, which carried:

THAT the meeting be adjourned.

The meeting adjourned at 5:08 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

**INDEPENDENT SCHOOL DISTRICT 622
NORTH ST. PAUL-MAPLEWOOD-OAKDALE SCHOOLS**

**WORK STUDY SESSION
SCHOOL BOARD
January 12, 2016**

Chair Coborn called the meeting to order at 4:30 p.m. with the following present: Chair Coborn, Vice Chair Hunk, Clerk Neve, Treasurer Yener, Directors Anderson, Augé, Livingston, and Superintendent Osorio.

Others present were: Randy Anderson, Peter Mau, Troy Miller, and Kim Cavallaro.

In the audience: Rich Bennett, Rory Sanders.

In a brief Superintendent Update, Osorio discussed Special Education staffing; the need to upgrade District PA systems; the timeline for a levy decision, the appointment of Mau to the Superintendent's Cabinet (with no increase in pay or change in title); and the AMSD Legislative Platform for 2016.

R. Anderson shared the 2015-2016 budget revisions. This item will be discussed further and proposed for action at the January 26, 2016 Board Business Meeting.

R. Anderson reviewed the 2016-2017 budget parameters and plan. He also presented various operating levy amounts and the impact each amount had on the projected financial plan. This topic will be an agenda item at the January 26, 2016 Board Business Meeting.

Mau gave an update regarding curriculum and staff development activities and the related issue of substitute teacher shortages.

Osorio reported briefly on the process thus far on the District's Strategic Plan and reviewed next steps.

The meeting adjourned at 7:14 p.m.

Clerk

Public notice for solicitation of bids, requests for quotes and requests for proposals are located on the ISD 622 website, www.isd622.org.

Employment

First Name	Last Name	Employed as	Building	Effective	Pay Rate	Per
Tim	Baden	Boys Swimming - Assistant Coach	North	11/30/15	\$3,992.49	assignment
Shawna	Campbell	Licensed Health Asst.	John Glenn	1/19/16	\$20.25	hour
Kathryn	Cooley	Title I Intervention Teacher	Carver	1/4/16	\$13,042.39	year
Ryan	Delacroix	Misc Activities	District-Wide	12/23/15	\$17.25	hour
Laura	Delly	Tubman Tutor	Tubman Shelter	1/25/16	\$26.00	hour
Thomas	DeLong	Lunch/Playground Monitor	Carver	1/4/16	\$13.35	hour
Samantha	Deutschman	CE Pool Guard	District-Wide	1/15/16	\$11.40	hour
Alejandro	Diez	Tubman Tutor	Tubman Shelter	1/25/16	\$26.00	hour
Alejandro	Diez	PT Behavior Intervention Specialist	Castle Elementary	1/11/16	\$21.85	hour
Hannah	Gagnelius	CE Water Safety Aid	District-Wide	1/12/16	\$9.00	hour
Carrie	Gillund	Misc Activities	Tartan High School	12/7/15	\$17.25	hour
Elizabeth	Hammons	CREED EBD Teacher	Tartan	12/14/15	\$26,539.79	year
Henry	Harris	PT Bus Driver	Bus Garage	1/6/16	\$19.00	hour
Henry	Harris	PT Bus Driver Trainee	Bus Garage	12/14/2015	\$17.07	hour
Mark	Hofacker	PT Bus Driver	Bus Garage	1/11/16	\$19.00	hour
Chris	Johnson	PT Bus Driver	Bus Garage	1/4/16	\$19.00	hour
Chris	Johnson	PT Bus Driver Trainee	Bus Garage	12/21/15	\$17.07	hour
Miranda	Johnson	Licensed Health Asst.	Richardson	2/9/16	\$19.50	hour
Lauren	Joslin	FSIII Cafeteria Assistant - Short Hours	North High School	12/14/15	\$13.11	hour
John	Lorentzen	CE Water Safety Aid	District-Wide	1/12/16	\$9.00	hour
Paula	McGaughey	Before School Monitor	Oakdale	12/10/15	\$13.35	hour
Paula	McGaughey	Lunch/Playground Monitor	Oakdale	12/10/15	\$13.35	hour
Paul	Michaelis	PT Bus Driver	Bus Garage	1/19/16	\$19.00	hour
Latisha	Morrison	PT Bus Driver	Bus Garage	12/30/16	\$19.00	hour
Anthony	Mudek	CE Pool Guard	District-Wide	12/7/16	\$11.40	hour
Erin	Nelson	SAC OJT Student Trainee	Eagle Point Elementary	1/4/16	\$10.25	hour
Sean	Nesheim	Girls Swimming - Assistant Coach	North	11/30/15	\$3,541.73	assignment
Marissa	Noak	Speech Language Pathologist	Castle	1/4/16	\$35,554.33	year
Ruth	Paisley	Enrichment Instructor	District-Wide	9/24/15	\$48.00	hour
David	Perkins	Misc Activities	Tartan High School	12/14/15	\$17.25	hour
Jay	Rattanaovong	Youth Leadership Council Support/Enrichment Instructor	District-Wide	1/19/16	\$20.00	hour
Mary	Russ	Lunch/Playground Monitor	Weaver	1/6/16	\$13.35	hour
David	Terry	Before School Monitor	Weaver	1/4/2016	\$13.35	hour
Shane	Thompson	Grant Support E/ American Indian Ed Academic Advisor	District-Wide	1/19/16	\$20.00	hour
Darcy	Timmerman	Enrichment Instructor	District-Wide	12/12/15	\$13.64	hour
Amy	Tumbleson	Tubman Tutor	Tubman Shelter	1/25/16	\$26.00	hour
Danica	White	CE Water Safety Instructor C	District-Wide	12/16/15	\$13.11	hour
Danica	White	CE Pool Guard	District-Wide	12/16/15	\$11.40	hour
Wendy	Wilcox-Garrity	French Teacher	Skyview Middle/Maplewood	1/4/16	\$15,642.13	year
G-Pachi	Yang	SAC OJT Student Trainee	Cowern Elementary	1/4/16	\$10.25	hour

Status Change						
First Name	Last Name	From	To	Effective	Pay Rate	Per
Paris	Burns	FS III (Cafeteria Assistant) - Short Hour (North High School)	FS III Cafeteria Assistant- Long Hour (Skyview Middle School)	10/19/2015	13.64	hour
Nicole	Chessnoe	Before School Monitor .02	Classroom EA .25	1/4/2016	\$13.47	hour
Angela	Dunbar	FT Night Custodian (Carver)	FT Night Custodian (Beaver Lake/Tartan)	12/16/2015	\$17.40	hour
Gordon	Fjetland	FT Night Custodian (Tartan High School)	FT Night Custodian (DEC)	10/19/15	\$19.10	hour
Elizabeth	Geroy	.50 B-2 ECSE Teacher	.70 B-2 ECSE Teacher	1/4/2016	\$36,894.48	year
John	Hassinger	FT Night Custodian (North High School)	FT Driver/Custodian	12/10/2015	\$21.75	hour
Mary	Helfman	FT Driver/Custodian	School)	12/10/2015	\$21.75	hour
Julie	Kelly	Building EA .25	Building EA .23	1/18/2016	\$14.05	hour
Paula	McGaughey	Before School Monitor .02	Before School Monitor .03	1/4/16	\$13.35	hour
Lisa	Pietig	.80 Speech Pathologist	1.0 Speech Pathologist	2/1/16	\$62,379.02	year
Clifford	Schmitz	PT Driver	FT Night Custodian (Carver)	1/4/2016	\$16.58	hour
Howard	Walters	Adv. Conn. SN CC Para .11	Adv. Conn. SN CC Para .13	10/19/15	\$15.80	hour
Janelle	Walters	Adv. Conn. SN CC Para .10	Adv. Conn. SN CC Para .11	12/16/2015	\$14.18	hour

Leave of Absence					
First Name	Last Name	Assignment	Building	Leave Type	Dates
Molly	Jovanovich	Bus Monitor	Bus Garage	Child Care	11/19/15 - 1/6/16
Linette	Manderfeld	ECSE Teacher	Gladstone	Child Care	2/22/16 - 4/8/2016
Shaylee	McComb	Music Teacher	Weaver	Child Care	2/22/16 - 4/22/16
Patrick	McGuire	EBD Trainee/ Behavior Intervention Specialist	Skyview Elementary	Special Leave of Absence	1/4/16 - 3/11/16

Resignation				
First Name	Last Name	Assignment	Building	Effective
Dominique	Burgin	Lunch Monitor	Skyview MS	12/25/15
Patricia	Chinn	Adv. Conn. CC Para	Castle	1/2/2016
Timothy	Cleland	Lunch/Playground Monitor	Weaver	12/14/15
Laresa	Fitzgerald	Classroom EA	Skyview MS	1/4/2016
Kionna	Hampton	CID Para	Tartan	1/29/16
Richard	Hernandez	PT Bus Driver	Bus Garage	12/14/2015
Miranda	Johnson	Licensed Health Asst.	Richardson	1/28/16
Jennifer	More	Adv. Conn. CC Para	Cowern	1/15/16
Rebecca	Muotka	PBIS Specialist	John Glenn Middle School	1/22/2016
Jodi	Nichols	Student Services Clerk	DEC	1/1/16
Emily	Roberts	RN - BSN	Gladstone/Beaver Lake/Eagle Point	12/22/2015
Danielle	Thiele	PT Arena Worker	Arenas	1/18/2016

Termination				
First Name	Last Name	Assignment	Building	Effective
Anthony	Boyd	Sound & Light Technician	District Wide	1/12/2016
Emily	Erickson	CE Pool Guard	District Wide	1/12/2016
Emily	Erickson	CE Water Safety Instructor	District Wide	1/12/2016
Terryl	Gordon	Tubman Tutor	Tubman Shelter	1/15/2016
Linda	Guidera	Tubman Tutor	Tubman Shelter	1/15/2016
Hannah	Hansen	CE Pool Guard	District Wide	1/12/2016
Hannah	Hansen	CE Water Safety Instructor	District Wide	1/12/2016
Clarissa	Herrera	AVID Tutor	Skyview	12/14/2015
Rachel	Highley	AVID Tutor	Skyview	6/5/2015
Chelsea	Kolander	Misc Activities	Tartan High School	1/6/2016
Elizabeth	Lovick	Misc Activities	Tartan High School	1/6/2016
Jacob	Luczak	CE Assistant Enrichment Instructor	District Wide	12/31/2015
Sara	McCabe-Martin	Tubman Tutor	Tubman Shelter	1/15/2016
Nathan	Miller	Tubman Tutor	Tubman Shelter	1/15/2016
Keith	Reynolds	Tubman Tutor	Tubman Shelter	1/15/2016
Debra	Stigen	Bus Monitor	Bus Garage	10/28/2015
Holly	Stone	Tubman Tutor	Tubman Shelter	1/15/2016
Erik	Tvedten	Tubman Tutor	Tubman Shelter	1/15/2016

BID/RFP CALENDARS

<u>NAME OF BID</u>	<u>BID OPENING</u>	<u>BOARD MEETING</u>
PAGING & CLOCK SYSTEM REPLACEMENT – DISTRICT WIDE – LONG TERM MAINTENANCE FACILITY PLAN	12/2/2015	1/26/2016
FIBER OPTIC NETWORK & SERVICE – DISTRICT WIDE	1/26/2016 1:00 P.M. Room 202	2/23/2016
DISTRICT WIDE ROOF REPAIR & REPLACEMENT WIDE – LONG TERM MAINTENANCE FACILITY PLAN	3/8/2016 2:00 P.M. Room 101 Board Room/East	3/15/2016
BOILER REPLACEMENT – SKYVIEW COMMUNITY SCHOOL WIDE – LONG TERM MAINTENANCE FACILITY PLAN	4/14/2016 2:00 P.M. Room 202	4/26/2016
COWERN ELEMENTARY & JOHN GLENN MIDDLE SCHOOL DOMESTIC WATER PIPING REPLACEMENT WIDE-LONG TERM MAINTENANCE FACILITY PLAN	4/14/2016 2:00 P.M. Room 202	4/26/2016

<u>NAME OF RFP</u>	<u>RFP DUE DATE/TIME</u>	<u>BOARD MEETING</u> (if applicable)

“Notice to Bidders” can be found on ISD 622 website at www.isd622.org. Click on “New Bid/RFP Posted” Quick Link to see a complete listing of Bids and RFPs.

Note: RFP’S have a due date/time only. There is not a formal opening or reading of the proposals unless noted. Bids have a due date/time and room location for the formal opening and reading of the bids.

IV. D. BID AWARDS

Sealed bids were solicited as required by law for goods and services listed below. The bids were opened and tabulated by the Business Office and are recommended for award to the lowest responsible bidders. Bid tabulations are on file in the Business Office.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that contracts be awarded as follows:

<u>For</u>	<u>Vendor</u>	<u>#Bids</u>	<u>Fund</u>	<u>Amount</u>
PAGING & CLOCK SYSTEM REPLACEMENT - DW	Ban-Koe Systems, Inc.	2	06	\$ 418,560.54

BID TALLY SHEET

BID: PAGING AND CLOCK SYSTEM REPLACEMENT - DW

Due Date: 12/2/2015

	VENDOR	BID BOND (CASHIER'S CHECK)	Affidavit of Non- Collusion	Contractor Responsibility & Acknowledgement	Credit Card Acceptance/Fee
	DAVIS TECHNOLOGY INC	X	X	X	YES
Items	Equipment Specifications				
1	Interface				
	To include:				Unit Cost
a	Main Control Assembly C/W				\$ 3,061.90
b	(1) CCU-XL Center Cage Unit				
c	(1) CPU-4-XL Central Processor Unit				
d	(1) ABU-3A-MB Amplifier Buffer Unit Channel A Model B				
e	(1) CCP-300-MB XL Console Port for MCC-300				
f	(1) PSU-28 Power Supply Unit (24VDC/4.5A, 5VDC/5A)				
g	(1) ATP-AX2-1 Audio Termination Panel				
h	(1) ATP-8 Audio Termination Panel				
l	IOP-4 IC Station Card - Call-In & Speaker 25 Points - 4 Wire *all cards must be in 25 stations, no exceptions				\$ 426.56
j	CID-SLCB-MA Caller ID Single Line Console Board				\$ 691.83
k	MCC-300 Administrative Control Console				\$ 695.83
l	ST-8/6 Telephone Wall Plate For MCC-300 and DP300				\$ 3.28
m	Amplifier - Rack Mount 125 Watts *Quantity or Capacity as appropriate per site				\$ 665.20
n	15' Cable Assembly (per 25 Stations) - 2 per IOP-4 Factory Supplied, No Exceptions (Number Determined By Site Needs)				\$ 55.99
o	Terminal Block (Supports 2 TCH or 2 CHAP-25/2-P or 1TCH-RJ21-SH) Factory Supplied, No Exceptions, Site Determines Quantity				\$ 55.98
p	Wiring, Relays & Service Fees As Needed Per Site				\$200 ESTIMATE

Items	Equipment Specifications	
2	District Wide Component	
	To include:	Unit Cost
a	DWP-I-IP - District Wide Paging Interface (Prepare Buildings For DWP) *Must be factory certified to install	\$ 3,219.57
b	Web Editing Software Version 6.8 - must be certified on V6.8 from factory	↓
3	I/O Call Button	
	To include:	Unit Cost
	I/O Button Wall Mounted - Surface Mounted or In-Wall	\$ 10.00
	CS5-7 Cat 5 Regular Call Switch	\$ 32.25
	Raceway, Box & Cover Plate As Needed By Site	\$ 20.00
4	Wired Clock System	
	To include:	Unit Cost
a	2400-R-24 - Master Clock - Rack Mount C/W BA2401	\$ 1,327.67
b	2406 - Power Transformer (24VAC, 10 Am	\$ 135.97
c	2461A-120 - 12" Single Face Analog Clock Semi Flush (or 24v as required by site)	\$ 105.31
d	2464-120 - 12" Dual Face Analog Clock (Replace As Needed Per Site)	\$ 325.25
5	Data Cabling	
	To include:	Unit Cost
a	Cat5e Data Line (plenum rated)	\$ 0.29 /FT
b	Leviton RJ-45 Station Jack	\$ 10.00
c	Punched Down On Data Network Patch Panel In Network Closet	\$ 95.00 /HR
d	Box & Cover Plate (As Needed Located Near PA System)	\$ 15.00

Items	Equipment Specifications	
6	Options Requested To Be Bid	
	16" Clock Option A	
	To include:	Unit Cost
a	2463A-120 - 16" Single Face Analog Clock Semi Flush (120VAC)	\$ 157.29
b	2465-120 - 16" Dual Face Analog Clock Semi Flush (120VAC)	\$ 426.56
	Digital Clock Option B	
	To include:	Unit Cost
a	2431-120 - 4" Digital Clock (120 VAC)	\$ 189.95
b	2431-BBS Surface Backbox for 2431, 2426, 2427, 2484, ECLK-4	\$ 37.66
c	2484-24 - Digital Calendar Clock - Capable of Textual Messages	\$ 453.22
d	2405 - Power Transformer (24VAC, 5 Amp.)	\$ 132.75
e	2431-BBS - Surface Enclosure for 2431	\$ 37.66
f	Cat5e Data Line (plenum or non-plenum rated) - As Needed Per Building	\$ 251.94 /1,000 FT EST

BID TOTAL **\$ 390,861.85**

BID TALLY SHEET

BID: PAGING AND CLOCK SYSTEM REPLACEMENT - DW

Due Date: 12/2/2015

	VENDOR	BID BOND	Affidavit of Non-Collusion	Contractor Responsibility & Acknowledgement	Credit Card Acceptance/Fee
	BAN-KOE COMPANIES	X	X	X	NO
Items	Equipment Specifications				
1	Telephone Interface				
	To include:				Unit Cost
a	Main Control Assembly C/W				\$ 3,312.14
b	(1) CCU-XL Center Cage Unit				
c	(1) CPU-4-XL Central Processor Unit				
d	(1) ABU-3A-MB Amplifier Buffer Unit Channel A Model B				
e	(1) CCP-300-MB XL Console Port for MCC-300				
f	(1) PSU-28 Power Supply Unit (24VDC/4.5A, 5VDC/5A)				
g	(1) ATP-AX2-1 Audio Termination Panel				
h	(1) ATP-8 Audio Termination Panel				
l	IOP-4 IC Station Card - Call-In & Speaker 25 Points - 4 Wire *all cards must be in 25 stations, no exceptions				\$ 465.60
j	CID-SLCB-MA Caller ID Single Line Console Board				\$ 755.45
k	MCC-300 Administrative Control Console				\$ 759.51
l	ST-8/6 Telephone Wall Plate For MCC-300 and DP300				\$ 3.59
m	Amplifier - Rack Mount 125 Watts *Quantity or Capacity as appropriate per site				\$ 726.05
n	15' Cable Assembly (per 25 Stations) - 2 per IOP-4 Factory Supplied, No Exceptions (Number Determined By Site Needs)				\$ 61.11
o	Terminal Block (Supports 2 TCH or 2 CHAP-25/2-P or 1TCH-RJ21-SH) Factory Supplied, No Exceptions, Site Determines Quantity				\$ 95.31
p	Wiring, Relays & Service Fees As Needed Per Site				ESTIMATE

Items	Equipment Specifications	
2	District Wide Component	
	To include:	Unit Cost
a	DWP-I-IP - District Wide Paging Interface (Prepare Buildings For DWP) *Must be factory certified to install	\$ 1,876.95
b	Web Editing Software Version 6.8 - must be certified on V6.8 from factory	↓
3	I/O Call Button	
	To include:	Unit Cost
	I/O Button Wall Mounted - Surface Mounted or In-Wall	X
	CS5-7 Cat 5 Regular Call Switch	\$ 33.83
	Raceway, Box & Cover Plate As Needed By Site	\$ 150 - 350
4	Wired Clock System	
	To include:	Unit Cost
a	2400-R-24 - Master Clock - Rack Mount C/W BA2401	\$ 1,449.18
b	2406 - Power Transformer (24VAC, 10 Am	\$ 148.41
c	2461A-120 - 12" Single Face Analog Clock Semi Flush (or 24v as required by site)	\$ 107.67
d	2464-120 - 12" Dual Face Analog Clock (Replace As Needed Per Site)	\$ 340.47
5	Data Cabling	
	To include:	Unit Cost
a	Cat5e Data Line (plenum rated)	\$ 282.00
b	Leviton RJ-45 Station Jack	↓
c	Punched Down On Data Network Patch Panel In Network Closet	↓
d	Box & Cover Plate (As Needed Located Near PA System)	↓
Items	Equipment Specifications	
6	Options Requested To Be Bid	
	16" Clock Option A	
	To include:	Unit Cost

a	2463A-120 - 16" Single Face Analog Clock Semi Flush (120VAC)	\$ 171.00
b	2465-120 - 16" Dual Face Analog Clock Semi Flush (120VAC)	\$ 462.00
	Digital Clock Option B	
	To include:	Unit Cost
a	2431-120 - 4" Digital Clock (120 VAC)	\$ 198.75
b	2431-BBS Surface Backbox for 2431, 2426, 2427, 2484, ECLK-4	\$ 28.88
c	2484-24 - Digital Calendar Clock - Capable of Textual Messages	\$ 510.00
d	2405 - Power Transformer (24VAC, 5 Amp.)	\$ 129.38
e	2431-BBS - Surface Enclosure for 2431	\$ 42.38
f	Cat5e Data Line (plenum or non-plenum rated) - As Needed Per Building	\$ 250.00

BID TOTAL **\$ 418,560.54**

IV. H. DISBURSEMENTS

State statutes require school boards to provide for payment of just claims and also require that a list of electronic fund transfers be submitted to the school board at its next regular meeting. This action will authorize payment of audited and allowable claims, purchase of investments, transfers to the payroll account, and transactions by electronic fund (wire) transfers.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the following disbursements and transfers be approved:

General Fund	\$	1,825,286.00
Food Service		368,414.00
Community Service		58,984.00
Building		91,380.00
Debt Redemption		215,728.00
Trust		144,022.00
Internal Health Insurance		49,668.00
OPEB Benefits Trust		883.00
		<hr/>
A/P Checks Disbursed (12-01-15 thru 12-31-15)	\$	2,754,365.00
Payroll Disbursed - Net (12-01-15 thru 12-31-15)	\$	4,264,769.00
Wire Transfers (12-01-15 thru 12-31-15)	\$	16,589,040.00
Investments on 01-19-16	\$	41,546,488.00

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

INVESTMENTS

DEPOSITORY	TYPE	RATE	PURCHASED	MATURES	AMOUNT
MSDLAF OTHER FUNDS	MM	0.02%	(BALANCE AT 01-19-16)		\$172,669.00
P M A SECURITIES OPERATING FUNDS	VARIOUS	0.04%	(BALANCE AT 01-19-16)		\$26,799,296.00
P M A SECURITIES OPEB BONDS	VARIOUS	0.04%	(BALANCE AT 01-19-16)		\$13,112,850.00
ASSOCIATED BANK EQUITY INVESTMENTS	EQUITY	1.30%	(BALANCE AT 01-19-16)		\$1,461,673.00
					<u>\$41,546,488.00</u>

NORTH ST PAUL - MAPLEWOOD - OAKDALE SCHOOLS

WIRE TRANSFERS

12-01-15 thru 12-31-15

DATE	FROM	TO		REASON
12/01/15	P M A	HEALTH PARTNERS	\$233,756.00	MEDICAL CLAIM FEES
12/01/15	P M A	PREMIER BANK	\$1,000,000.00	A/P - P/R*
12/01/15	PREMIER BANK	DELTA DENTAL	\$129,819.00	MONTHLY PAYMENT
12/01/15	PREMIER BANK	HEALTH PARTNERS	\$280,605.00	HEALTH CLAIMS
12/01/15	PREMIER BANK	STATE OF MINN.	\$121,814.00	PAYROLL TAX
12/07/15	PREMIER BANK	ANNUITY COMPANIES	\$698,210.00	PAYROLL PAYABLES
12/07/15	PREMIER BANK	CORPORATE HEALTH	\$43,502.00	FLEX PROCESSING
12/07/15	PREMIER BANK	HEALTH PARTNERS	\$65,628.00	HEALTH CLAIMS
12/09/15	PREMIER BANK	BANKCARD	\$4,540.00	CREDIT CARD FEES
12/11/15	P M A	PREMIER BANK	\$3,550,000.00	A/P - P/R*
12/11/15	PREMIER BANK	PITNEY BOWES	\$3,000.00	POSTAGE
12/14/15	PREMIER BANK	HEALTH PARTNERS	\$257,264.00	HEALTH CLAIMS
12/15/15	PREMIER BANK	I R S	\$796,600.00	PAYROLL TAX
12/16/15	PREMIER BANK	STATE OF MINN.	\$125,817.00	PAYROLL TAX
12/17/15	P M A	PREMIER BANK	\$65,000.00	A/P - P/R*
12/18/15	P M A	PREMIER BANK	\$750,000.00	A/P - P/R*
12/18/15	PREMIER BANK	I R S	\$30,042.00	PAYROLL TAX
12/18/15	PREMIER BANK	I R S	\$85,008.00	ACA TAX
12/21/15	PREMIER BANK	HEALTH PARTNERS	\$217,306.00	HEALTH CLAIMS
12/21/15	PREMIER BANK	STATE OF MINN.	\$3,360.00	MSRS CONTRIBUTION
12/22/15	P M A	PREMIER BANK	\$1,000,000.00	A/P - P/R*
12/22/15	PREMIER BANK	ANNUITY COMPANIES	\$742,284.00	PAYROLL PAYABLES
12/23/15	PREMIER BANK	CORPORATE HEALTH	\$63,155.00	FLEX PROCESSING
12/29/15	PREMIER BANK	HEALTH PARTNERS	\$296,182.00	HEALTH CLAIMS
12/30/15	P M A	PREMIER BANK	\$5,125,000.00	A/P - P/R*
12/31/15	PREMIER BANK	ANNUITY COMPANIES	\$42,592.00	PAYROLL PAYABLES
12/31/15	PREMIER BANK	CORPORATE HEALTH	\$11,146.00	FLEX PROCESSING
12/31/15	PREMIER BANK	I R S	\$847,410.00	PAYROLL TAX
		TOTAL	<u>\$16,589,040.00</u>	

* TO COVER ACCOUNTS PAYABLE OR PAYROLL CHECKS

**SCHOOL DISTRICT 622
ENROLLMENT PROJECTION**

ADJUSTED AVERAGE DAILY MEMBERSHIP (ADM'S)												
	ADJ ADM	ADJ ADM	ADJ ADM	ADJ ADM	ADJ ADM	ADJ ADM	ADJ ADM	ADJ ADM	ADJ ADM	ADJ ADM	ADJ ADM	ADJ ADM
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
GRADE												
ECSE	91.43	88.24	84.90	92.85	100.19	105.30	107.40	113.48	117.28	122.27	128.15	132.43
Handicapped K	78.21	78.43	91.34	77.93	88.85	96.84	96.24	99.14	107.86	109.12	112.25	117.97
Regular K	619.22	595.86	671.49	688.57	662.05	641.20	614.55	605.56	605.16	601.64	597.44	598.00
Total K	697.43	674.29	762.83	766.50	750.90	738.04	710.79	704.69	713.03	710.76	709.69	715.97
Grade 1	749.04	717.77	688.32	798.46	780.85	763.38	750.73	718.54	723.77	738.15	738.14	739.71
Grade 2	706.27	724.00	726.26	693.54	774.41	761.98	744.52	712.67	697.51	700.43	711.60	710.48
Grade 3	692.29	712.90	725.79	743.13	688.35	766.94	763.56	724.89	711.77	695.64	699.33	711.45
Total 1 - 3	2,147.60	2,154.67	2,140.37	2,235.13	2,243.61	2,292.30	2,258.81	2,156.10	2,133.04	2,134.22	2,149.08	2,161.64
Grade 4	738.66	706.40	726.53	740.45	758.32	703.33	781.55	768.71	740.35	724.75	707.98	711.52
Grade 5	745.98	754.39	722.32	751.58	745.55	764.43	716.49	777.18	777.39	749.03	732.92	716.00
Grade 6	756.19	772.85	744.81	724.73	751.74	745.82	763.53	704.92	779.09	781.15	752.13	725.87
Total 4 - 6	2,240.83	2,233.64	2,193.66	2,216.76	2,255.61	2,213.58	2,261.57	2,250.81	2,296.83	2,254.93	2,193.03	2,153.39
Grade 7	804.77	776.95	797.18	785.58	744.48	790.86	765.46	785.47	729.24	807.52	810.45	779.47
Grade 8	823.52	833.22	795.73	804.33	793.19	784.66	813.41	788.45	810.99	751.66	830.71	832.58
Grade 9	977.19	938.59	938.86	926.48	901.23	902.41	866.13	912.36	882.11	905.99	836.85	926.54
Grade 10	1,009.09	983.47	954.24	976.80	938.75	907.81	907.58	875.34	921.67	883.59	908.48	837.53
Grade 11	1,039.13	1,031.28	1,006.63	949.01	965.37	946.25	894.30	907.36	872.43	917.22	875.82	899.24
Grade 12	1,241.08	1,264.14	1,210.17	1,158.83	1,033.73	1,068.55	1,042.93	1,009.55	1,031.07	981.75	1,034.29	963.40
Total 7 - 12	5,894.78	5,827.65	5,702.81	5,601.03	5,376.75	5,400.54	5,289.81	5,278.53	5,247.50	5,247.74	5,296.61	5,238.75
Total K-12	10,980.64	10,890.25	10,799.67	10,819.42	10,626.87	10,644.46	10,520.98	10,390.14	10,390.40	10,347.65	10,348.40	10,269.75
Total Students	11,072.07	10,978.49	10,884.57	10,912.27	10,727.06	10,749.76	10,628.38	10,503.62	10,507.68	10,469.91	10,476.55	10,402.18
Percentage Inc/D	-2.57%	-0.85%	-0.86%	0.25%	-1.70%	0.21%	-1.13%	-1.17%	0.04%	-0.36%	0.06%	-0.71%

	A	B	C	D	E	F	G	H	M
2	RESERVES - Projected Fund Balance					<i>BEFORE 2015-16 Proposed Reduction</i>			
6						2014-15	2015-16	2016-17	
7									
8	TOTAL ESTIMATED BEGINNING FUND BALANCE					\$7,177,839	\$3,975,251	\$7,765,146	
12	Estimated Revenues					\$127,685,931	\$129,117,669	\$129,068,501	
14	Estimated Expenditures					(\$130,888,519)	(\$125,327,775)	(\$130,744,845)	
16	Revenues - Expenditures					(\$3,202,588)	\$3,789,894	(\$1,676,344)	
17									
18	TOTAL ESTIMATED ENDING FUND BALANCE					\$3,975,251	\$7,765,146	\$6,088,802	
68									
69	TOTAL RESTRICTED AMOUNTS					\$809,722	\$1,096,151	\$1,065,282	
70	UNASSIGNED FUND BALANCE					\$3,165,529	\$6,668,995	\$5,023,520	
73	TOTAL (E.O.Y.) FUND EQUITY & RESERVES					\$3,975,251	\$7,765,146	\$6,088,802	
74						2.42%	5.32%	3.84%	
83	GOAL- 7 % PERCENT					\$9,162,196	\$8,772,944	\$9,152,139	
85	EXP. CHANGES TO ACHIEVE GOAL					(\$5,996,667)	(\$2,103,949)	(\$4,128,619)	

	A	B	C	D	E	F	G	H	M
2	RESERVES - Projected Fund Balance					<i>AFTER 2015-16 Proposed Reduction</i>			
6						2014-15	2015-16	2016-17	
7									
8	TOTAL ESTIMATED BEGINNING FUND BALANCE					\$7,177,839	\$3,975,251	\$7,765,146	
12	Estimated Revenues					\$127,685,931	\$129,117,669	\$129,068,501	
14	Estimated Expenditures					(\$130,888,519)	(\$125,327,775)	(\$129,068,501)	
16	Revenues - Expenditures					(\$3,202,588)	\$3,789,894	\$0	
18	TOTAL ESTIMATED ENDING FUND BALANCE					\$3,975,251	\$7,765,146	\$7,765,146	
68									
69	TOTAL RESTRICTED AMOUNTS					\$809,722	\$1,096,151	\$1,065,282	
70	UNASSIGNED FUND BALANCE					\$3,165,529	\$6,668,995	\$6,699,864	
73	TOTAL (E.O.Y.) FUND EQUITY & RESERVES					\$3,975,251	\$7,765,146	\$7,765,146	
74						2.42%	5.32%	5.19%	
83	GOAL- 7 % PERCENT					\$9,162,196	\$8,772,944	\$9,034,795	
85	EXP. CHANGES TO ACHIEVE GOAL					(\$5,996,667)	(\$2,103,949)	(\$2,334,931)	



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

Creating Safe Schools: A Comprehensive Approach



Creating Safe Schools

Physical safety
and social
emotional safety

Improved
academic and
behavior
outcomes

Interpersonal
relationships

School
connectedness
and engagement

Enhanced student
and staff morale

40



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

What we are doing in ISD 622?

Schoolwide
Behavior Programs

Crisis Prevention/
Response

Mental/Chemical
Health

School Staff
and Services

41

Schoolwide Programs

Olweus Bullying
Prevention

Responsive
Classroom

Developmental
Design

Positive Behavior
Intervention and
Supports

Welcoming Schools

Trauma Informed
Care

Nurtured Heart

Life Space Crisis
Intervention

Link Crew

Triad Meetings

Advisory/Homeroom

Mentoring

42



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

School Staff and Services

District Safe Schools
Committee

District and Building
Crisis Plans and
Response Teams

School Social Workers

School Psychologists

School Counselors

PBIS Specialists

Behavior Intervention
Associates/Specialists

School Nurses

School Resource
Officers



Crisis Prevention/Response

Crisis Prevention
Institute –
Nonviolent Crisis
Intervention

Threat
Assessment
Procedures

Diagnostic
Evaluation
Center

916 Project
Return

916 Assessment
Center

916 Alternative
Learning Center

44



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

Mental/Chemical Health Partners

African American
Family Center for
Healing - 180
Degrees

CLUES
(Comunidades
Latinas Unidas en
Servicio)

Canvas Health**

People, Inc.

Family Means

Northeast Youth
and Family
Services

Resiliency Institute

Su Familia

45



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

Behavior Incident Descriptors

Academic Integrity	Alcohol	Arson	Assault	Attendance	Bullying
Bus Behavior	Controlled Substances	Cyber Bullying	Disruptive	Dress Policy Violation	Drug/ Tobacco Violation
Electronic Devices	Failure to follow school rules	Failure to follow teacher directions	Fighting	Fire Alarm	Gang Activity
Harassment	Illegal Drugs	Profanity	Pyrotechnics	Sexual Nature	Tardy to Class
Tardy to School	Technology/ Internet Violation	Terroristic Threats	Theft	Threatening/ Intimidating Behavior	Truancy
Unexcused Absence	Unsafe Behavior	Vandalism	Verbal Abuse	Weapon	Other



Violent Behavior Descriptors

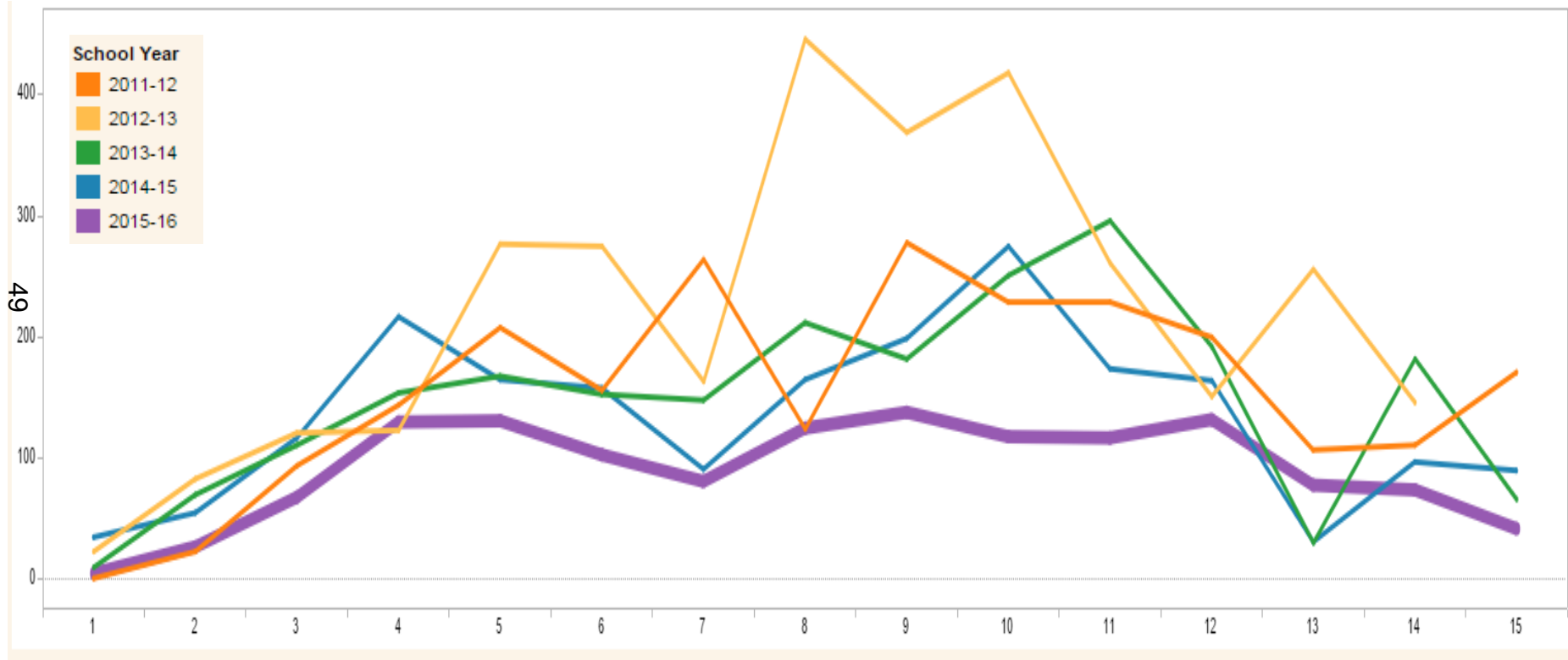


622 Overall Behavior Trends*



- Includes both Behavior Incidents and Violent Behaviors
- Breaks in lines indicate no incidents reported that week

High School Overall Behavior Trend*



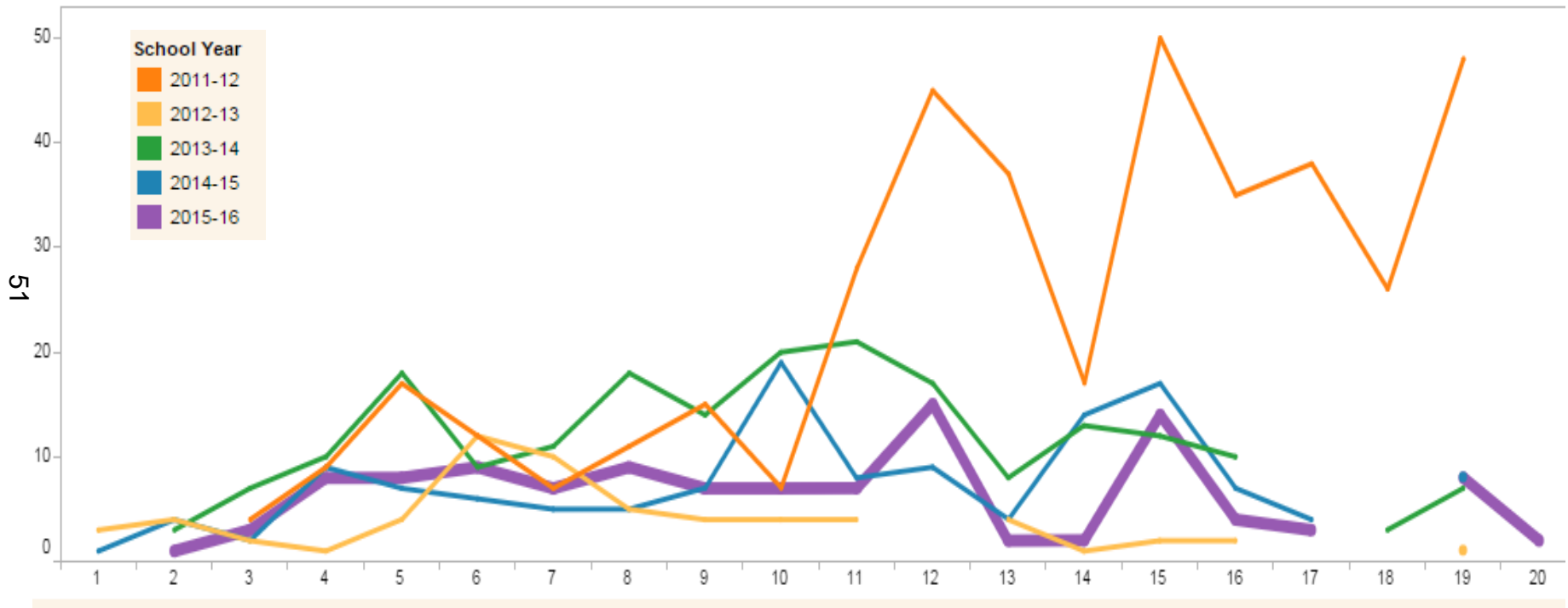


School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

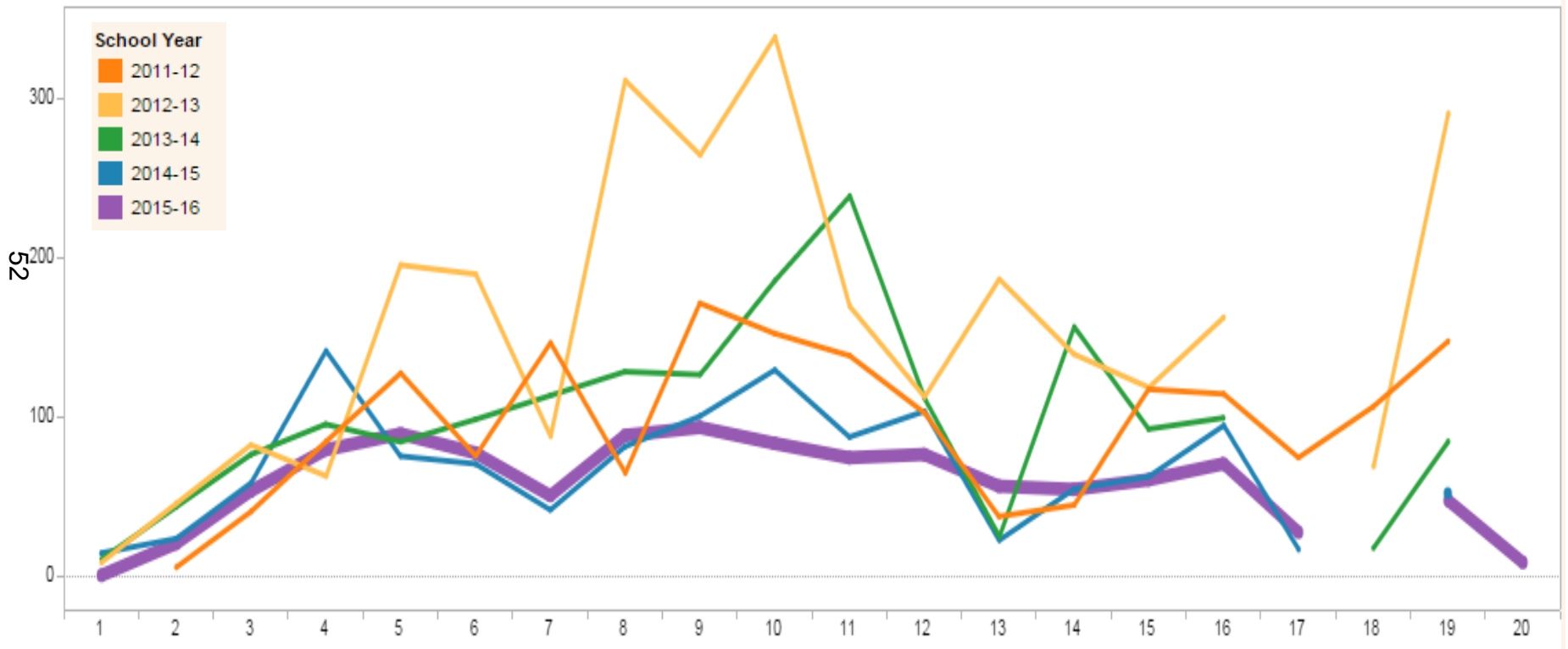
Ready for tomorrow

John Glenn Middle School Behavior Data*



* Breaks in lines indicate no incidents reported that week

North High School Behavior Data*



* Breaks in lines indicate no incidents reported that week

Questions?

53

Christine Osorio

Superintendent

ISD 622 North St. Paul – Maplewood – Oakdale



School District 622

NORTH ST. PAUL | MAPLEWOOD | OAKDALE

Ready for tomorrow

VI. B. 1. ACKNOWLEDGEMENT OF CONTRIBUTIONS - *presented by Neve*

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, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the School Board accept with appreciation the following contributions and permit their use as designated by the donors.

<u>Donor</u>	<u>Item and/or Amount</u>	<u>Purpose</u>
Mike Henslin	\$20.00	Harmony Pilot Program
Steve Henslin	\$50.00	Harmony Pilot Program
Dale and Laurel Karnes	\$42.00	Gladstone Meals on Wheels
Paul and Pamela Woodward	\$42.00	Gladstone Meals on Wheels
Cathy Miller	\$100.00	Gladstone Meals on Wheels
Susan Purvis	\$30.00	Gladstone Meals on Wheels
Josephine Zeug	\$1,000.00	Gladstone Meals on Wheels
Graphic Options - Tim McKane	\$50.00 credit toward copying	Gladstone Meals on Wheels
Darlene & Jules Loipersbeck	\$30.00	Gladstone Meals on Wheels
Mr. and Mrs. Bruce Fisher	\$20.00	Gladstone Meals on Wheels
Brenda Hedrick	\$25.00	Gladstone Meals on Wheels
K.B. Service Company	\$300.00	Gladstone Meals on Wheels
Shawn & Susan McMahon	\$50.00	Gladstone Meals on Wheels
David & Kristine Anderson	\$25.00	Gladstone Meals on Wheels
Betty Jayne Haak	\$50.00	Gladstone Meals on Wheels
Raymond & Karen Bade	\$336.00	Gladstone Meals on Wheels
Thierry & Theresa Augé	Young women's clothing (valued at \$175.00)	ISD 622 students in need
Anonymous	\$2,000.00	Webster holiday gift bags
Charles Christopherson	\$100.00	John Glenn holiday gift bags
Anonymous	\$20.00	Richardson holiday gift bags
Mike Skifstad	\$20.00	Harmony Pilot Program
ECMC Group, Inc.	\$17,184.00	Maplewood Middle School
Anonymous	\$5.00	Richardson holiday gift bags
Anonymous	\$2,000.00	Richardson holiday gift bags
J.J. & R.M. Steenberg	\$25.00	Gladstone Meals on Wheels

Timothy & Arlene Morgan	\$42.00	Gladstone Meals on Wheels
Marvin & Joann Bjostad	\$84.00	Gladstone Meals on Wheels
Curtis & Joan Reeves	\$42.00	Gladstone Meals on Wheels
Karen Pohl	\$25.00	Gladstone Meals on Wheels
Theresa Augé	\$42.00	Gladstone Meals on Wheels
Becky Neve	\$84.00	Gladstone Meals on Wheels
Lynn Howe	\$25.00	Gladstone Meals on Wheels
Margaret Hanson	\$126.00	Gladstone Meals on Wheels
Mary Lynch	\$100.00	North High School Backpack Program
Beth Stanley	\$50.00	North High School Backpack Program
Patricia Mack	\$20.00	North High School Backpack Program
Veda Koenig	\$20.00	North High School Backpack Program
Somwattie Singh	\$40.00	Gladstone Meals on Wheels
Kate Trexel	\$20.00	Harmony Pilot Program
Debbie Skifstad	\$20.00	Harmony Pilot Program
Susan Purvis	\$20.00	Gladstone Meals on Wheels
Nancy Johnson	\$25.00	Gladstone Meals on Wheels
Anonymous	\$2,000.00	Richardson Cultural and Academic programs
Victoria Malcolm	4 bags of children's socks (valued at \$50.00)	Weaver Health office
Peter and Lorraine Fischer	\$50.00	Gladstone Meals on Wheels
Susan Purvis	\$20.00	Gladstone Meals on Wheels
Michael Testa	\$50.00	Gladstone Meals on Wheels
Shirley Strum	\$15.00	Gladstone Meals on Wheels
Maplewood North Lions	\$336.00	Gladstone Meals on Wheels
James Fitzpatrick	\$250.00	Gladstone Meals on Wheels
M.M. Ellingwood	\$42.00	Gladstone Meals on Wheels
Patrick and Cheryl Gysbers	\$126.00	Gladstone Meals on Wheels
Shannon Lotthammer (In Memory of her father, Robert Wright - North High Class of 1962)	\$500.00	North High Wrestling
Patrick Gerdes	\$20.00	Harmony Pilot Program
Christa Waymire	\$50.00	Harmony Pilot Program
Benjamin Beran	\$20.00	Harmony Pilot Program
Diane Currie Richardson	Craft rubber stamps and paper punches (valued at \$376.00)	Cowern Adventure Connection
Diane Currie Richardson	Craft rubber stamps (valued at \$762.50)	ISD 622 Community Education ECFE and Adult Programs
James & Therese Faulconbridge	\$42.00	Gladstone Meals on Wheels
Knights of Columbus	\$250.00	Gladstone Meals on Wheels

Tartan Soccer Booster Club

Soccer balls, ball bags,
game socks and girls
uniforms (valued at
\$7,950.00)

Tartan Soccer program

Alan and Marie Winn

\$50.00

Harmony Learning Center

MOTION:

SECOND:

Total fiscal year 2015-2016 monetary contributions: \$183,438.70

VI. A. 2. ADOPTION OF THE 2015-2016 BUDGET REVISIONS

At the January 12, 2016 work session, the Director of Business Services recommended that the School Board approve the attached list of budget revisions affecting the 2015-16 budget.

General Fund 01

Revenues: Positive and negative revenue adjustments are outlined on the attached document and amount to a change to 2015-16 revenue from \$127,320,913 to \$129,117,669, an increase of \$1,796,756.

Expenditures: Expenditure adjustments are outlined on the attached document and amount to a change in 2015-16 expenditures from \$124,129,775 to \$125,327,775, an increase of \$1,198,000.

With these revisions, the General Fund will have revenue minus expenditures of a positive amount of \$3,789,894. This will increase the estimated General Fund unassigned fund balance from \$3,165,529 to approximately \$6,668,995. This increase was planned by the Board and Administration by implementing a \$8 million budget adjustment for the 2015-16 budget year.

Community Services Fund 04

Revenues: Positive and negative revenue adjustments are outlined on the attached list and amount to a change in 2015-16 revenue from \$8,299,372 to \$8,656,360.

Expenditures: Positive and negative expenditure adjustments are outlined on the attached list and amount to a change in 2015-16 expenditures from \$8,081,363 to \$8,381,287.

With these revisions, the Community Service Fund will have revenue minus expenditures of a positive amount of \$275,073. This will increase the estimated fund balance from \$779,190 to approximately \$1,054,263.

Trust Fund 09

Revisions to these funds include, adding an increase in contributions and expenditures for the Trust Fund for \$200,000.

THEREFORE the Director of Business Services recommends that the following resolution be approved:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the 2015-16 District Budget be revised as per the attached listing of changes.

MOTION:

SECOND:

VI. A. 3. 2016-2017 BUDGET ADJUSTMENT RESOLUTION

At the January 12, 2016 work session, the School Board considered various scenarios using the Financial Projection Model to close a projected funding gap of approximately \$1.7 million in the 2016-17 budget. After discussion and analysis, the administration recommended that a minimum adjustment of \$1.7 million needed to be done in order to balance the 2016-17 budget - the projected ending fund balance would total approximately \$6.7 million which is about 5.2% of expenditures.

Therefore, the Director of Business Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District 622 that the administration's budget reduction plan totaling a minimum of \$1,700,000 in reductions be approved for the 2016-17 fiscal year.

MOTION:

SECOND:

VI. B. 1. 2015-2016 ADDITIONAL STUDENT SERVICES iFTE APPROVAL

Due to continued student enrollment/student need increases over projections in specific programs and buildings, and the addition of a new Care and Treatment facility in District 622, Student Services is requesting an additional 9.00 iFTE. Increased iFTE for staffing is being requested in order to attempt to bring us back into compliance with state staffing regulations and new the new district special education staffing guidelines and policy.

	Adjusted Board Approved <u>2015-16</u>	NEW <u>2015-16</u>	<u>Difference</u>
STUDENT SERVICES Increase	301.85	310.85	9.00

Therefore, the Director of Student Services recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District No. 622 that the Student Services 2015-16 iFTE budget increase to 310.85 be approved.

MOTION:

SECOND:

January 2016 Staffing Adjustment Proposal

The Student Services Department continues to work hard to find delivery efficiencies to maximize resources and cost effective ways to right size our case loads. In doing do, our budgeting continues to be meticulously planned as we staffed our programs extremely tight. We have continued closely monitored student enrollment and staffing at a micro level. With the additional FTE approved in November we also shared that there was the potential need for at least 5 additional FTE with more to be determined. We continue to strive to be highly transparent with any small adjustments needed as our enrollment shifts. As in past months, we are working to respond quickly to enrollment changes within our system.

Identified below are the current recommendations for FTE adjustments within our district.

Program	Current Needs	Current Staff FTE	Additional FTE Needed as of 1-26-16	Potential Needs	Funding
Center Based	State mandated ratios, increased Student Enrollment in intensive high-needs students with Emotional Behavioral Disabilities	57.6	N/A	TBD	Special Education revenue for 2014-15 is \$2,000,000.00 above budget which will increased our 2014-15 fund balance.
Resource	Increased Student Enrollment and service hours due to increased student need. Caseloads continue to be especially high at Carver, Castle, Cowern, Oakdale, and Weaver.	53.59	+3.5	TBD	Medical Assistance revenue came in \$261,000 over budget for 2014-15 and looks to exceed budgeted revenue for 2015-16 by \$400,000.
Early Childhood ECSE	State Mandated Ratios. Up 20% from last fall; Current enrollment at 274 with 135 students in evaluation B-5 (historically 90% of these will qualify for an IEP).	41.98	+3	+3	All FTE added will be offset by an increase in State Special Ed Revenue which is approximately 50% of total compensation.
Care and Treatment - Prairie Care	Prairie Care Treatment Facility is opening in Maplewood in March. ISD 622 is required by law to provide education for the program.	2.5	+2.5	0	Costs are invoiced to the resident districts; cost neutral to ISD 622 once reimbursement is received
TOTAL		155.64	+9.0	TBD	

VI. C. 2. MSHSL DESIGNATED SCHOOL BOARD REPRESENTATIVE & DESIGNATED SCHOOL REPRESENTATIVES

The Minnesota State High School League (MSHSL) is requesting each school district to appoint a designated school board representative as well as a designated school representative. Districts with multiple high schools for which the school board is responsible shall provide a designated school representative for each building. Appointment of representatives requires school board approval.

The MSHSL office has received a request to amend the MSHSL Constitution which will call for a mail ballot. They want to ensure that each school district and the designated voters for each school receive the necessary information.

Therefore, the Superintendent of Schools recommends the following resolution:

BE IT RESOLVED by the School Board of Independent School District 622 that Amy Coborn be appointed to serve as the MSHSL Designated School Board Representative; and that Jed Helwig and Bryan Munter be appointed to serve as the MSHSL Designated School Representatives.

MOTION:

SECOND: