

School Board Meeting Agenda
Tuesday, June 18, 2019
5:00 pm
AAHS Classroom 122

Present: Amy Charpentier, Josh MacLachlan, Rachael McNamara, David Massey, Katie Seiwart, AAHS TPS Representative: Ryan Bauer

Absent: Jill Heroff, Leann Lindusky

Agenda

1. Call to Order : Amy Charpentier calls meeting to order at 5:05
2. Conflict of Interest Check: none to announce
3. Approval of June 18, 2019 Agenda
 - a. Josh motions to approve the June 18, 2019 agenda with addendums 13h and 13i, updates to lottery and closure policies. Amy seconds.
 - b. Discussion: none
 - c. Motion Passes with following votes:
 - i. Amy Charpentier Aye
 - ii. Josh MacLachlan Aye
 - iii. Rachael McNamara Aye
 - iv. David Massey Aye
4. Approval of May 21, 2019 Minutes
 - a. Rachael motions to approve the May 21, 2019 minutes. Amy seconds
 - b. Discussion
 - c. Motion Passes with following votes:
 - i. Amy Charpentier Aye
 - ii. Josh MacLachlan Aye
 - iii. Rachael McNamara Aye
 - iv. David Massey Aye
5. Public Comments:
 - a. No public comments to announce

Katie Arrives at 5:10pm

6. Financial Report (Josh MacLachlan - Treasurer)
 - a. Approval of May 2019 Financial Report

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- i. Josh motions to approve May 2019 Financial Report. David seconds.
 - ii. Discussion:
 - 1. Purchased serv
 - 2. etc
 - iii. Motion Passes with following votes:
 - 1. Amy Charpentier Aye
 - 2. Josh MacLachlan Aye
 - 3. Rachael McNamara Aye
 - 4. David Massey Aye
 - 5. Katie Siewart Aye

- b. Approval of May 2019 Disbursements
 - i. Rachael motions to approve May 2019 Disbursements . Katie seconds.
 - ii. Discussion:
 - 1. question on “subscription” item. Identified as “Amazon prime” membership.
 - iii. Motion Passes with following votes:
 - 1. Amy Charpentier Aye
 - 2. Josh MacLachlan Aye
 - 3. Rachael McNamara Aye
 - 4. David Massey Aye
 - 5. Katie Siewart Aye

- 7. TPS Report (Ryan Bauer - Ex Officio)
 - a. Enrollment: 90
 - b. ADM: 90
 - c. School Events:
 - i. Valley fair
 - d. TPS Accountability Manager: Epicenter up to date
 - e. Staffing:
 - i. 1 teacher (math) did not renew
 - ii. 3 paras left throughout year
 - iii. Hiring For:
 - 1. Art
 - 2. Math
 - 3. SpEd
 - 4. 2 Paras
 - f. Committees:
 - i. TPS:

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1. 5 new enrollments
 - ii. Personnel Committee:
 - iii. Evaluation Task Force:
 1. Evals with Rod are completed as per plan developed last year
 - iv. Curriculum:
 1. Working with Greg Schnagl to develop curriculum and scope and sequence for 2018-2019 and beyond
 - v. Financial: Nothing to report
 - vi. PLC Committee: Nothing to report
 - vii. ESSA Task Force: Nothing to report

8. Student Data Report – Katie Siewert
 - a. Details on FY18-21
 - b. Erin Anderson is acknowledged and given the floor.
 - i. Data for SY18-19 will not be available until after MCA scores for that year are available which will be end of the 19-20 school year.
 - ii. School’s renewal determination will include data from the 17-18 school for which ACNW has not received some data.
 1. Several board members note that some data from 17-18 will not be included.
 2. This is not the view of ACNW and will discuss with board members at a meeting to be scheduled in July.

9. Search Committee for Business Manager/Chief Financial Officer Services
 - a. CLA sent letter of agreement for financial management services.

10. Committee to Evaluate Contract with EdVisions
 - a. Josh has been in contact with EdVisions. Proposes that AAHS be allowed to alter contract to be able to buy insurance benefits outside of EdVisions.
 - b. Edvisions will bring proposals to board meeting on 6/26 and get back to school.

11. Committee to Find Legal Services Provider
 - a. Met with two legal services providers.
 - b. Recommending Laura Booth.
 - i. Highly recommended
 - ii. Extensive experience
 - iii. Knows school already
 - c. No need for contract. Using services ad hoc.

12. Strategic Items

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- a. Update on clarified family leave policy language
 - i. New wording of policy identifies hourly staff as eligible for the extended family leave benefits described in policy.
 - ii. Julie is acknowledged and given the floor: hourly staff may not be consistent with what TPS suggests
 - iii. Policy still unclear. TPS to come back with a clear policy by August meeting.
- b. Policy Review:
 - i. 4.7: Substance Abuse – Second Reading
 - 1. Certification process for legal Medical Cannabis is not protected by this policy.
 - 2. Rachael will research and if warranted, will suggest changes by next meeting.
- c. Board Bylaws Review:
 - i. Article I: Purpose, Mission, and Vision– Second Reading - no changes
 - ii. Article II: Offices – Second Reading - no changes
 - iii. Article III: Membership – Second Reading REVISIONS
 - 1. “voting members” definition updated
 - 2. Election process updated
- d. Policy Proposal: LICSW Stipend/Lane Proposal
 - i. LICSW is important designation for which school does not currently have a payscale
 - ii. Mallery is acknowledged and given the floor
 - 1. Did research comparing to local districts
 - 2. Proposal is consistent with SPPS and other schools
 - iii. Julie Peterson Acknowledged and given floor
 - 1. Mallery self-advocated and TPS voted to recommend proposal
- e. Review Memorandum of Understanding with Dakota County (ESSA Agreement)
 - i. Still in draft form.
 - ii. Will continue review process once final draft is given to school
- f. RACI Team Update
 - i. Consider dissolving committee
 - 1. School is using system
 - 2. “RACI Team” has not met for almost a year

13. Action Items

- a. Approval of revisions to 4.1 through 4.3: Work Rules and Standards, Attendance/Punctuality, & Absence Without Notice
 - i. Rachael Motions to approve revisions to policies 4.1-4.3. Katie seconds
 - ii. Discussion: None

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- iii. Motion Passes with following votes:
 - 1. Amy Charpentier Aye
 - 2. Josh MacLachlan Aye
 - 3. Rachael McNamara Aye
 - 4. David Massey Aye
 - 5. Katie Siewart Aye

- b. Approval of revisions to 4.4 through 4.6: Harassment, Telephone Use, & Public Image
 - i. Katie motions to approve revisions to policies 4.4-4.6. Rachael Seconds.
 - ii. Discussion: none
 - iii. Motion Passes with following votes:
 - 1. Amy Charpentier Aye
 - 2. Josh MacLachlan Aye
 - 3. Rachael McNamara Aye
 - 4. David Massey Aye
 - 5. Katie Siewart Aye

- c. Approval of contract for service with EdVision Cooperative (tabled from the May board meeting)
 - i. Josh motions to approve contract with EdVisions cooperative pending potential changes regarding health benefits (as outlined in item 10) from Edvisions board. Katie Seconds
 - ii. Discussion:
 - 1. Edvisions board will consider 2 possible changes to the contract:
 - a. Allow AAHS to seek health insurance independently
 - b. Allow for contract to end on September 30, 2019
 - 2. If EdVisions denies these changes and school ultimately decides to seek outside services then it will proceed as per the contract termination section of the contract.
 - iii. Motion Passes with following votes:
 - 1. Amy Charpentier Aye
 - 2. Josh MacLachlan Aye
 - 3. Rachael McNamara Aye
 - 4. David Massey Aye
 - 5. Katie Siewart Aye

- d. Approval of Letter of Engagement with CLA for financial services
 - i. Katie Motions. Amy seconds.
 - ii. Discussion: None

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- iii. Motion Passes with following votes:
 - 1. Amy Charpentier Aye
 - 2. Josh MacLachlan Aye
 - 3. Rachael McNamara Aye
 - 4. David Massey Aye
 - 5. Katie Siewart Aye

- e. Dissolution of search committee for Business Manager/Chief Financial Officer Services
 - i. Josh Motions. David second.
 - ii. Discussion: Financial management services have been obtained.
 - iii. Motion Passes with following votes:
 - 1. Amy Charpentier Aye
 - 2. Josh MacLachlan Aye
 - 3. Rachael McNamara Aye
 - 4. David Massey Aye
 - 5. Katie Siewart Aye

- f. Approval of 19-20 school calendar
 - i. Josh motions to approve with minor updates (documented in discussion).
Katie seconds.
 - ii. Discussion:
 - 1. ACT can stay on March 24th.
 - 2. MCA testing March 23-25th
 - 3. WIDA: March 16-18
 - 4. Leave NWEA off the calendar (not required by the state to have it on there)
 - 5. Keep May 1st PD day (we can set up PD for all or TPS staff)
 - 6. Take off Oct 4th PD day (this will give us an extra snow day buffer)
 - iii. Motion Passes with following votes:
 - 1. Amy Charpentier Aye
 - 2. Josh MacLachlan Aye
 - 3. Rachael McNamara Aye
 - 4. David Massey Aye
 - 5. Katie Siewart Aye

- g. Approval of budget for FY20
 - i. Katie motions. Rachael seconds.
 - ii. Discussion:
 - 1. Aspirational: 99ADM to afford 4 SpEd and 5 GenEd

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2. Marketing committee established working through summer to recruit
 - a. New logo
 - b. Presence at local events
 - c. Investing in marketing materials
 - d. Streamlining online presence
 - e. “West Saint Paul Neighbor” page on Facebook
 3. TPS committee encourages board members to send resources to
 4. Working budget will be make/revised/updated to be approved in October.
 5. Can’t “Un-hire a teacher”. What if we don’t meet enrollment goals?
 6. TPS will have to make changes if goal is not met.
- iii. Motion Passes with following votes:
1. Amy Charpentier Aye
 2. Josh MacLachlan Aye
 3. Rachael McNamara Aye
 4. David Massey Aye
 5. Katie Siewart Aye

h. Lottery Policy

- i. Kate motions to approve updates to lottery policy. Amy Seconds
- ii. Discussion:
 1. Minor changes needed as per statute
 2. Siblings of students have first priority over children of staff
- iii. Motion Passes with following votes:
 1. Amy Charpentier Aye
 2. Josh MacLachlan Aye
 3. Rachael McNamara Aye
 4. David Massey Aye
 5. Katie Siewart Aye

i. Exhibit M - Closure

- i. Katie motions to approve updates to Exhibit M. David seconds.
- ii. Discussion: Additions to student data section
- iii. Motion Passes with following votes:
 1. Amy Charpentier Aye
 2. Josh MacLachlan Aye
 3. Rachael McNamara Aye
 4. David Massey Aye
 5. Katie Siewart Aye

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Rachel leaves at 6:32pm

14. Formal Review of TPS Committee.

- a. Questions/Comments
 - i. Board would expect more detail in self evaluation from TPS.
- b. Close meeting
 - i. Josh motions to close meeting. Amy seconds.
 - ii. Discussion: None
 - iii. Motion Passes with following votes:
 - 1. Amy Charpentier Aye
 - 2. Josh MacLachlan Aye
 - 3. David Massey Aye
 - 4. Katie Siewart Aye
 - iv. Meeting closes at 6:39pm
- c. NOTES (NOT INCLUDED WITH PUBLIC MINUTES - SUMMARY TO BE PROVIDED IN THE JULY MEETING)
- d. Reopen meeting
 - i. Josh motions to reopen meeting. David seconds.
 - ii. Discussion: None
 - iii. Motion Passes with following votes:
 - 1. Amy Charpentier Aye
 - 2. Josh MacLachlan Aye
 - 3. David Massey Aye
 - 4. Katie Siewart Aye
 - iv. Meeting reopens at 7: 35pm

15. Adjourn

- a. David Massey motions to adjourn at 7:36