



Intermediate
School
District 917

Intermediate School District 917

1300 145th Street East

Rosemount, MN 55068

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ISD 917 BOARD NOTES

July 9, 2019

Organizational and Regular Board Meeting



Organizational Meeting Notes

The oath of office was administered to reappointed Board Member Jill Lewis, representing Inver Grove Heights and Melissa Sauser, representing Farmington.

The Board elected the following officers for 2019-2020

Chair-Jill Lewis * Vice Chair-Russ Rohloff * Clerk-Vanda Pressnall * Treasurer-TBA

- ⇒ The School Board set the meeting dates for 2019-2020 on the 1st Tuesday of each month at 5:00 PM, with the exception of August which will be August 20, 2019, at 5:00 PM. Two work sessions have been incorporated into the calendar: January 21, 2020, and April 21, 2020. All work sessions begin at 4:30 PM
- ⇒ Lillie Suburban Newspapers, Inc., Sun Thisweek/Dakota County Tribune, Sun-Media Bloomington and the Hastings Star Gazette were designated as the official newspapers for ISD 917 for 2019-2020 school year.
- ⇒ Motion was passed to approve the ISD 917 Public Notice regarding student records. This will be included in the Student Handbook.
- ⇒ Motion was passed to retain the school board compensation for District 917 School Board Members at \$4,000 and \$4,250 for the Board Chair for the 2019-2020 school year and stipends remain the same per meeting for Personnel and Insurance Committees only. No other stipends are given.
- ⇒ Resolution passed pertaining to Business Operations.

PERSONNEL

New Hires: Breanna Baker, Licensed School Nurse, effective August 22, 2019. Cortney Chelmo, Speech Language Pathologist, effective August 22, 2019. Ashley Collins, Special Education Teacher, effective August 22, 2019. Alison Hild, Special Education Teacher, effective August 22, 2019 (from paraprofessional to Special Education Teacher). Emma Karnes, Classroom Assistant, effective August 29, 2019. Lisa Kent, Teacher of Deaf/Hard of Hearing, effective August 22, 2019. Jennifer Kerkhoff, Special Education Teacher, effective August 22, 2019 (from paraprofessional to Special Education Teacher). Bridget Kopp, Special Education Teacher, effective August 22, 2019 (from paraprofessional to Special Education Teacher). Emma Mayes, Special Education Teacher, effective August 22, 2019. Shelby Nero, Teacher of Deaf/Hard of Hearing, effective August 22, 2019. Emily Payne, Special Education Teacher, effective August 22, 2019. Lisa Proeung, Developmental Adaptive Physical Education Teacher, effective August 22, 2019. Kathleen Rick, Speech Language Pathologist, effective August 22, 2019. Shannon Rosenberg, Teacher of Deaf/Hard of Hearing, effective August 22, 2019 (from paraprofessional to Special Education Teacher). Amber Schmitz, Speech Language Pathologist, effective August 22, 2019. Irene Schultz-Albert, Occupational Therapist, effective August 22, 2019. Rebecca Schumacher, Special Education Teacher, effective August 22, 2019. John Volkert, Special Education Teacher, effective August 22, 2019 (from paraprofessional to Special Education Teacher). Heather Winblad, Special Education Teacher, effective August 22, 2019, (from paraprofessional to Special Education Teacher). Alexander Worobah, Special Education Teacher, effective August 22, 2019. *Change in status:* Sarah Johnson, Orientation & Mobility Specialist, decrease from 114 days per year to 111 days per year effective August 26, 2019, for the 2019-2020 school year only. Linda Lacher Goddard, Speech Language Pathologist, continue at .6 FTE (148 days at 6 hours per day) effective August 26, 2019, for the 2019-2020 school year only. Shanyin Tuftee, Physical Therapist, continue at .7 FTE (129.5 days @ 8 hours per day, effective August 26, 2019, for the 2019-2020 school year only. *Rehires:* Shelby Abbott, School Psychologist, effective August 23, 2019. Keith Bartholomaeus, DAPE Teacher, effective August 23, 2019. Mark Bauer, Special Education Teacher, effective August 23, 2019. Alexandra Buttedal, Special Education Teacher, effective August 23, 2019. Jessica Chamblin, Teacher of the Blind/Visually Impaired, effective August 23, 2019. Shereen Eldeeb, Special Education Teacher, effective August 26, 2019. Patricia Eldred, Physical & Health Disabilities Teacher, effective August 26, 2019, through June 5, 2020. Thomas Garding, Special Education Teacher, effective August 26, 2019. Megan Glockner, School Psychologist, effective August 23, 2019. Kristin Goesser, DAPE Teacher and Permanent Sub Teacher, effective August 23, 2019. Jana Jonasen, Special Education Teacher, effective August 23, 2019. Abigail Larson, Teacher of the Blind/Visually Impaired, effective August 23, 2019. Lauren Melzer, Special Education Teacher, effective August 23, 2019. Jenna Moon, Special Education Teacher, effective August 23, 2019. Kaila Palmberg, Special Education Teacher, effective August 23, 2019. Jessica Randol, Special Education Teacher, effective August 26, 2019. Briana Ruiz-Bruce, Special Education Teacher, effective August 23, 2019 (from Community Expert to Special Education Teacher). Amy Swaney, Dean, effective July 1, 2019. (contract signed at 6/11/19 bd mtg.) Deric Thames, Special Education Teacher, effective August 26, 2019. Jocelyn Thompson, Special Education Teacher, effective August 23, 2019. Heather Webb, Special Education Teacher, effective August 23, 2019. Andrew Webster, DAPE Teacher, effective August 23, 2019. Christina Wilkin, Special Education Teacher, effective August 26, 2019. Lori Wilson, Special Education Teacher, effective August 22, 2019. *Resignations and terminations:* Joan Asmus, Licensed School Nurse, effective July 1, 2019. Dina DeLong, Classroom Assistant, effective June 24, 2019. Crisoula Economou, Speech Language Pathologist, effective June 7, 2019. Ashly Gagner, Special Education Teacher, effective June 28, 2019. Charles Kregel, Classroom Assistant, effective June 6, 2019.

MOTIONS, REPORTS AND RESOLUTIONS

- ◆ Motion was passed to approve the Temporary Work Agreement Report..
- ◆ Motion was passed to approve the membership with Metro ECSU, AMSD, and MSBA for the 2019-2020 school year.
- ◆ Motion was passed to approve the Indoor Air Quality Management Plan and Written Plans for 2019-2020.
- ◆ Motion passed to approve the Substitute Teacher Pay Rate of \$24 per hour for the 2019-2020 school year.
- ◆ Motion passed approving the drafts of DCALS and DCALS North and DCALS South Student Handbook, Special Education Student Handbook, and the 917 Staff Handbook for 2019-2020.
- ◆ Resolution passed accepting donations in the amount of \$1,058. Donation of nine blind/visually impaired teacher resources valued at \$363.33 from Sue Allen of St. Paul Park, to be used for the students in the Blind/Visually Impaired program. (Value: \$363.33.) Donation of \$500 from the Inver Grove Heights Animal Hospital to be used in the TESA Program. (Value: \$500.) Donation of a Cacoon swing and stand from Mark and Mary Tessier of Hastings to be used in three school sites that provide Federal Setting IV services for student who have Autism Spectrum Disorder. (Value: \$495.)
- ◆ Motion passed approving the school lunch prices fo4r 2019-2020.

Calendar

August 20, 2019 —5:00 PM, School Board Meeting, 917 Board Room, DCTC

August 22, 2019—3-7 PM, Open House, Lebanon, 5800 149th St., Apple Valley

August 22, 2019—3-7 PM, Open House, Cedar, 2140 Diffley Road, Eagan

August 29, 2019— 7:30 AM, Opening Days Inservice—Hastings High School, 200 General Sieben Drive, Hastings

August 29, 2019—3:30—7:30 PM, Open House—Alliance Education Center, 14300 Biscayne, Rosemount

September 17, 2019—3:00-7:00 PM, Open House at Options, 151 W. Burnsville Parkway, Burnsville

September 17, 2019— 3:00-7:00 PM, Open House at Juvenile Services Center, 1600 Highway 55 West, Hastings

September 3, 2019 – 5:00 PM, School Board Meeting, 917 Board Room. DCTC

September 26, 2019—3:30—7:30—Open House, DCALS—DCTC Location

September 26, 2019—3:30—7:30—Open House, DCALS North, 150 E. Marie, West St. Paul

September 26, 2019—3:30—7:30—Open House, DCALS South, 421 Walnut Street, Farmington

October 30, 2019—3:30—7:30— Open House, TESA, DCTC

SafeSchools IS READY!

Please log onto **www.isd917.org** to begin your annual training. This is an annual requirement for all staff. If you are new, please go to the website and then to:



- For 917 Staff (**log in** to this area first)
- Then go to SafeSchools Online Training and at the bottom of the page it says “Employee On-Line Training Website (SafeSchools)—Click here
- Username is your work e-mail
- No password is required. Just “Log Me In!”
- OR go to <http://www.isd917.mn.safeschools.com>

Required courses are Blood Borne Pathogens and Sexual Harassment. Additional courses may be assigned depending on your position such as back safety, defensive driving, personal protective equipment, etc.

All courses must be completed by October 1, 2019. Thank you.

ALL STAFF WELCOME BACK!

The All Staff Welcome Back event is scheduled for Thursday, August 29, 2019.

The location for this years’ event is being held at Hastings High School, 200 General Sieben Drive, Hastings. It begins at 7:45 AM with coffee and donuts.

Tables will be set up for union groups and vendors.



New and current staff—the ISD 917 Staff Handbook is available online at www.isd917.org under “For 917 Staff.”

Policy Updates

The following policies were reviewed and approved: (Policies can be found at www.isd917.org, About, School Board, Policies.)

Policy 401.10, Code of Ethics and Standard of Conduct—Recommend elimination of Policy 401.10 and replace with unified code of conduct in the Staff Handbook.

Policy 406, Public and Private Personnel Data

Policy 407, Employee Right to Know

Policy 408, Subpoena of a School District Employee

Policy 413, Harassment and Violence

Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse

Policy 415, Mandated Reporting of Maltreatment of Vulnerable Adults

Policy 506, Student Discipline

Policy 514, Bullying

Policy 522, Student Sex Non-discrimination

Policy 524, Acceptable Use and Safety Policy

Policy 419, Tobacco-Free Environment

Policy 526, Hazing Prohibition

Policy 501, School Weapons Policy

Good News—DCALS

- The student built house is planned to be moved to its new home in the next couple weeks. Due to plan delays and weather, the project will be completed on site by the new owner. As you can see once again, the students did a great job with a new design this year. We also want to thank the DCTC maintenance staff and department for the new concrete base that was poured last fall. This has made the house building project much easier and safer for students and staff.



GOOD NEWS—DCALS

- On June 13th and 14th **Eric Van Brocklin, Secondary Principal** attended the ACTE Region 3 Conference in Lisle, IL. Theme was the Hot Trends in CTE. Highlights included a tour of Universal Technical Institute, which has a focus on preparing students for the world of auto and truck industry maintenance careers. The strong use of partnerships are what make this program unique for students. Almost every student is sponsored by an industry partner who covers most if not all the costs of attendance if the student agrees to work for the partner upon graduation. Other areas of focus were on creating partnerships and work experiences for students while they are in high school. We were able to visit and tour Ecolab. The tour highlighted all the ways in which they have created resources to reuse water within industrial plant use. A couple other themes throughout the conference were on attainment/retention of CTE staff and the need for growth in work-based learning opportunities for students. Minnesota will host next summer's conference on June 17-19 in the Twin Cities area.
- On June 17th **Mark Zuzek, Paul Landwehr, Eric Van Brocklin, and Jeremy LaBeau** met regarding our continued partnership with Mr. LaBeau to build a home in our Construction Trades program. Jeremy would like to continue this partnership, but wants to work with us to find other possible partners who could contribute. This would lead to a house that may be able to be provided for low-income housing within Dakota County. Jeremy also discussed the development of potential scholarship opportunities for ISD 917 Construction Trades students who complete our program.
- We have been busy hiring staff for the upcoming school year. We have been able to hire an English teacher for our North campus, a Math teacher who will be shared by our main and South campus, a counselor for our main campus, a Graphics Arts teacher for our CTE program, and a secretary for our South campus. We are still in the process of hiring a part-time Science teacher for our South campus.
- On June 26th the process of installing the new alignment rack in our Total Auto Care program was started. The plan is that it will be ready for students when they return in the fall.



GOOD NEWS—Special Education

- **Crystal and Dariez** graduated from the Cedar SUN program at the end of the school year. Crystal is from the Bloomington School District and Dariez is from the Inver Grove Heights School District.



- **Emily C. (ISD 197), Leah R. (ISD 200) and Emily Cu. (ISD 192)** graduated from the TEA program this spring. Emily C. is going to be attending Minnesota Independence College and Community. Leah is attending Normandale Community College. Emily Cu. will be attending TESA.



GOOD NEWS—Special Education

- Cedar SUN hosted a planting party for students and parents. Everyone spent the afternoon decorating pots, planting grass seed, and eating cookies.



- Cedar high school students learned new skills while overcoming some fears. The class had some previous experience with hand sewing but not with using a sewing machine. The class decided to learn how to make pajama shorts. The students went to Hobby Lobby and selected their own material. With the help from **Jean Bannick, occupational therapist, and Jana Heidemann, speech/language pathologist**, the students learned how to pin, cut, and sew. Two students went on to make a pillow, stuffed animal, and tote bag.



GOOD NEWS—Special Education

- Extended School Year runs July 9th through August 1st for students.

In total, we anticipate 230 students participating in ESY.

DASH – 13

PACES – 23

TESA – 41

CASE – 11

IDEA/SUN-AEC – 27

SUN-CEC – 39

SUN-Cedar - 26

TEA – 24

DHH Preschool – 3

DHH - 19

VI-ECC – (to be held in August) – 4



- We continue to work on staffing for the 2019-2020 school year. At this time a number of positions are still available; however, we believe we have a plan that will allow for robust programming in the fall. We have a variety of openings for paraprofessionals.
- Staff development plans are set. We will be holding a summer institute again this summer. It will happen afternoons July 22-25 with concurrently running sessions on the topics of reading and mental health. Another week will happen August 12-15 with morning sessions on topics of reading and afternoon sessions on topics of mental health. Our schedule will be available soon on the website.
- Our annual event for member district directors and school board members is on July 17th at Concord Education Center in Inver Grove Heights beginning at 11 a.m. Please let me know as soon as possible if you are able to join us.

