

**MINNETONKA INDEPENDENT SCHOOL DISTRICT #276**  
**District Service Center**  
**5621 County Road 101**  
**Minnetonka, Minnesota**

**Minutes of January 4, 2024 Regular Board Meeting**

The School Board of Minnetonka Independent School District #276 met in regular session at 7:00 p.m. on Thursday, January 4, 2024 in the Community Room at the District Service Center, 5621 County Road 101, Minnetonka, Minnesota. Chairperson Meghan Selinger presided. Other Board members present were: Sally Browne, Kemerie Foss, Patrick Lee-O'Halloran, Dan Olson, Mike Remucal, and Superintendent David Law, ex officio. Absent: Chris Vitale. The meeting was also livestreamed on the District's YouTube channel.

Prior to the meeting, the Board recognized, via a video, recipients of the Hennepin Theatre Trust Spotlight Awards for the Minnetonka Theatre production of Cabaret; Bowling State Qualifiers; and 2022-23 AP Scholars.

Also prior to the meeting, Superintendent Law administered the Oath of Office to re-elected Board member Mike Remucal, and newly elected Board members Sally Browne, Kemerie Foss, and Dan Olson.

Vice Chairperson Selinger then called the meeting to order and asked that everyone stand and recite the Pledge of Allegiance to the Flag.

1. **AGENDA**

Remucal moved, Lee-O'Halloran seconded, that the School Board approve the agenda, as presented. Upon vote being taken thereon, the motion carried unanimously.

2. **ELECTION OF OFFICERS**

Vice Chairperson Selinger announced that each year at the organizational meeting of the School Board, Board members were asked to elect from their membership, by majority vote, persons to fill the positions of Chairperson, Vice Chairperson, Treasurer, and Clerk.

Chairperson

Remucal moved, Olson seconded, that Meghan Selinger's name be placed in nomination to be Chairperson of the Minnetonka School Board for 2024. Upon vote being taken thereon, the motion carried unanimously.

### Vice Chairperson

Olson moved, Browne seconded, that Patrick Lee-O'Halloran's name be placed in nomination to be Vice Chairperson of the Minnetonka School Board for 2024. Upon vote being taken thereon, the motion carried unanimously.

### Treasurer

Remucal moved, Lee-O'Halloran seconded, that Dan Olson's name be placed in nomination to serve as Treasurer of the Minnetonka School Board for 2024. Upon vote being taken thereon, the motion carried unanimously.

### Clerk

Lee-O'Halloran moved, Remucal seconded, that Chris Vitale's name be placed in nomination to serve as Clerk of the Minnetonka School Board for 2024. Upon vote being taken thereon, the motion carried unanimously.

### Deputy Clerk and Deputy Treasurer

Remucal moved, Olson seconded, that the School Board appoint Executive Director of Finance & Operations Paul Bourgeois as Deputy Clerk to act on the Clerk's behalf on normal and routine business matters, and as Deputy Treasurer to carry out duties as described in law and in his job description. Upon vote being taken thereon, the motion carried unanimously.

## 3. **SCHOOL REPORT: MME**

MME Principal Pete Dymit and Language Arts teacher Patti McConeghey presented on the Lighthouse program at MME. Lighthouse is a short- to medium-term educational option for students who are coming back from a long absence, have had ongoing attendance difficulty or are experiencing school-related anxiety.

Board members thanked Ms. McConeghey for her work on the program and said it was wonderful to see that this type of program is being offered. Vice Chair Lee-O'Halloran asked whether this program is well-accepted by students and teachers. Ms. McConeghey said students have grown to understand what the program is and what it's for and that teachers have been tremendously supportive. Currently there are 14 students in the program, which is roughly 1% of MME's student population.

## 4. **COMMUNITY COMMENTS**

Chairperson Selinger noted that this opportunity for comment was available to community members who wished to address the Board on any item on that

night's agenda. She also read the guidelines for Community Comments, for the benefit of those who wished to speak.

Minnetonka teacher Nick Bahr read the following prepared statement:

*My name is Nick Bahr - I am here to speak on the agenda item of reviewing the 24-25 school board goals, specifically the action step of Expanding Student Opportunities in the Excellence In Student Learning and Support Goal. I currently teach computer science at the high school, and have been with the district for the past 15 years teaching both Tech Ed and Computer Science courses at the high school and middle school levels. I am a son and brother of educators. It's something that I absolutely love and until recently, there's no other job I could imagine myself doing. During my 15 years with the district I have taught 38 different courses. That averages out to 2 new courses a year for me. I have also been involved in the creation of dozens of new courses for middle school, high school, Tonka Online, VANTAGE, and MOMENTUM programs. I have been instrumental in the creation of our Computer Science offerings at the high school level, where we now have over a dozen different options, including a CIS course that only three other schools in the state of MN offer. I am not sharing this information as some form of a humble brag as the youth would say, but to help you gain a better understanding of my perspective when it comes to new course and program creation.*

*The work that goes into the ideation and creation of these courses is no small feat to accomplish and it takes countless hours of research and work to make it happen. We of course are paid for the curriculum writing aspect for these courses. But the number of hours we are paid for never comes close to covering the number of hours that we actually take to create, modify, and refine these new courses. Additionally, we are not provided any sort of compensation for the initial planning and creation of the courses.*

*Why do we do all this work that goes unpaid? Because we are teachers! Because we want our students to have these opportunities and thrive! I and my fellow colleagues take great pride in the fact that we have so many offerings and resources available to our students. It is clear that the district too is proud of all the great opportunities our students have. We see it through communications in person, online, and distributed to our local community. We often hear from district leadership how students want to come to our district because of our offerings. Yet these programs would still be ideas or shells of courses if it weren't for the hard work, dedication, and passion the Minnetonka teachers bring to them. I ask that if our district is truly proud of the programs and offerings our students have, then they should acknowledge the hard work that goes into them by providing a fair financial compensation for the educators who are responsible for the*

*creation and implementation of these new opportunities - Minnetonka Teachers.*

Chairperson Selinger thanked Mr. Bahr for his comments.

**5. ORGANIZATION OF THE SCHOOL BOARD**

Chairperson Selinger said the following agenda items covered the annual organizational duties of the Board.

Day, Time and Place of Board Meetings:

Remucal moved, Olson seconded, that the School Board meetings be held at 7:00 p.m. in the Community Room at 5621 County Road 101, Minnetonka, Minnesota on the following dates during 2024:

Thursday, January 4, 2024	Thursday, August 1, 2024
Thursday, February 1, 2024	Thursday, September 5, 2024
Thursday, March 7, 2024	Thursday, October 3, 2024
Thursday, April 11, 2024	Thursday, November 7, 2024
Thursday, May 2, 2024	Thursday, December 5, 2024
Thursday, May 30, 2024	

Upon vote being taken thereon, the motion carried unanimously.

Day, Time and Place of Study Sessions

Remucal moved, Lee-O'Halloran seconded, that Study Sessions be held at 6:00 p.m. in the Community Room at 5621 County Road 101, Minnetonka, Minnesota on the following dates during 2024:

Thursday, January 18, 2024	Thursday, August 22, 2024
Thursday, February 22, 2024	Thursday, September 26, 2024
Thursday, March 21, 2024	Thursday, October 24, 2024
Thursday, April 18, 2024	Thursday, November 21, 2024
Thursday, May 23, 2024	Thursday, December 19, 2024
Thursday, June 13, 2024	

Upon vote being taken thereon, the motion carried unanimously.

Setting of Salaries:

Remucal moved, Browne seconded, that the School Board establish salaries for each School Board position as follows:

- An annual salary of \$375.00 per month in 2024 for each Board Member.

- An additional annual salary of \$1500.00 in 2024 for the Chairperson.
- An additional annual salary of \$750.00 in 2024 for the Vice-Chairperson.
- No extra amount in 2024 for the Clerk.
- No extra amount in 2024 for the Treasurer.
- A stipend of \$50.00 per meeting in 2024 for up to four standing committee meetings per month.

Upon vote being taken thereon, the motion carried unanimously.

Designation of Depositories:

Olson moved, Foss seconded, that the School Board adopt the following resolution:

*It is recommended that:*

1. **US Bank, Minneapolis, MN**
2. **Wells Fargo, Minneapolis, MN**
3. **Alerus Financial, NA, Grand Forks, ND**
4. **MN Trust Investment Fund (PMA Financial Network), Albertville, MN**
5. **Chase Manhattan Bank (Smith Barney, Inc.), New York, NY**
6. **MN School District Liquid Asset Fund (PFM Asset Management), Minneapolis, MN**
7. **Northland Trust Services, Minneapolis, MN**
8. **Bank of New York Mellon, New York, NY**
9. **Computershare Trust Company, NA, Canton, MA**

*be designated as depositories for the funds of this District, and any designated representatives of this District hereby authorized to open or cause to be opened an account or accounts with said institutions of such terms, conditions and agreements as shall be required by said institutions, to endorse or cause to be endorsed, in the name of the District or to negotiate or to deposit or cause to be deposited in such account or accounts any money, checks, drafts, orders, notes and other instruments for the payment of money and to make any other agreements deemed advisable in regard thereto. The designated representatives are the Executive Director of Finance & Operations Paul Bourgeois, or Coordinator of Accounting and Audit Jess Hulitt.*

**RESOLVED FURTHER**, that checks or other withdrawal orders issued against the funds of this District on deposit with said institutions may be signed by the regular facsimile signature as follows:

1. \_\_\_\_\_, Clerk
2. \_\_\_\_\_, Chairperson

*and said institutions are hereby fully authorized to pay and charge to the account of this District any checks, drafts or other withdrawal orders, so signed, including those payable to the individual order of the person signing the same and including also checks or other withdrawal orders payable to said institutions or to any other person or corporation, which are applied in payment or any indebtedness owing to said institutions from the person or persons who signed such checks or other withdrawal orders. Upon telephone request of the designated representatives, transfer of funds between designated depositories is authorized.*

**RESOLVED FURTHER**, that the resolution shall continue in force until express written notice of its recession or modification has been furnished to and received by said institutions.

**RESOLVED FURTHER**, that any and all resolutions heretofore adopted by the School Board of the District and certified to:

1. **US Bank, Minneapolis, MN**
2. **Wells Fargo, Minneapolis, MN**
3. **Alerus Financial, NA, Grand Forks, ND**
4. **MN Trust Investment Fund (PMA Financial Network), Albertville, MN**
5. **Chase Manhattan Bank (Smith Barney, Inc.), New York, NY**
6. **MN School District Liquid Asset Fund (PFM Asset Management), Minneapolis, MN**
7. **Northland Trust Services, Minneapolis, MN**
8. **Bank of New York Mellon, New York, NY**
9. **Computershare Trust Company, NA, Canton, MA**

*as governing the operation of this District's account(s) with them be and are hereby continued in full force and effect, except as the same may be supplemented or modified by the foregoing.*

Upon vote being taken thereon, the motion carried unanimously.

Official Newspaper:

Browne moved, Remucal seconded, that the School Board authorize the *Sun-Sailor* as the official newspaper for 2024 for legal publications such as the Clerk's Minutes of Proceedings, the Policy Statement on Free and Reduced School Lunch Program and Bids for District Purposes, and that the School Board authorize the use of the District website as an alternative means of dissemination for District bids, quotes, and requests for proposals as authorized under

Minnesota Statutes 331A.03 Subd. 3(b). Upon vote being taken thereon, the motion carried unanimously.

Official Radio Station:

Foss moved, Remucal seconded, that the School Board designate radio station WCCO-AM as the official station during 2024 for emergency school announcements, such as the closing of school due to inclement weather. Upon vote being taken thereon, the motion carried unanimously.

Appointment of Auditor:

Olson moved, Lee-O'Halloran seconded, that the School Board appoint the firm of CliftonLarsonAllen, LLP to conduct the annual audit. Upon vote being taken thereon, the motion carried unanimously.

Setting of Superintendent Evaluation Dates:

Remucal moved, Foss seconded, that the School Board adopt the following schedule to conduct their evaluation of the Superintendent for the 2023-24 school year:

- Thursday, February 22 at 4:30 p.m. – mid-year evaluation on performance and progress on goals
- Thursday, June 13 at 4:00 p.m. – self-evaluation report with the Superintendent and Board
- Monday, June 17 at 6:00 p.m. – Board development of its evaluation of the Superintendent
- Thursday, June 20 at 6:00 p.m. – Board review of the evaluation with the Superintendent

Upon vote being taken thereon, the motion carried unanimously.

Mileage Allowance:

Olson moved, Lee-O'Halloran seconded, that the School Board authorize the IRS-approved rate of 67 cents per mile for 2024 for personal automobile usage for school business purposes when an employee or School Board member is not thereby covered under a formally negotiated agreement. Upon vote being taken thereon, the motion carried unanimously.

Approval of School Board Representative to Intermediate District 287 Board

Lee-O'Halloran moved, Browne seconded, that the School Board appoint Michael Remucal as its representative to the Intermediate District 287 Board for a term of

two years, commencing in January of 2024. Upon vote being taken thereon, the motion carried unanimously.

Committee Assignments:

Browne moved, Foss seconded, that the School Board approve the following representatives for 2024 to District committees:

<b>Committee</b>	<b>2024 Representatives</b>
AMSD (Association of Metropolitan School Districts)	Patrick Lee-O'Halloran
MTA Liaisons	Chair and Vice Chair
Finance Advisory Committee	Dan Olson
Materials Review Committee	Chris Vitale
Teaching and Learning Advisory	Meghan Selinger
Minnetonka Foundation	Kemerie Foss
PTO/PTA Leaders	Sally Browne
Special Education Advisory	Sally Browne
Tonka CARES	Mike Remucal
Mental Health Advisory	Mike Remucal
CASE	Patrick Lee-O'Halloran and Sally Browne
Community Education Advisory	Kemerie Foss
Preschool and ECFE Advisory	Chris Vitale
OPEB Advisory	Dan Olson
Intermediate District 287 Board	Mike Remucal

Upon vote being taken thereon, the motion carried unanimously.

**6. REVIEW OF LONG-TERM FINANCIAL STABILITY/POSSIBLE ENROLLMENT INCREASE**

Executive Director of Finance and Operations Paul Bourgeois provided background on the District's financial picture, showing how the District has worked hard to build strong programs, support its teachers and staff and provide outstanding opportunities for students. The District has not had cuts in the past 17 years, which is unprecedented in our state. Mr. Bourgeois presented options for the School Board to consider that would help the District to remain financially strong and stable, going forward, including raising the in-person enrollment cap by 130 students going forward. This would amount to 10 additional students per grade level in the district. The report was presented to the Board for information only at this time. The Board will study this information and will consider options at subsequent meetings.

Board member Lee-O'Halloran asked how the District would manage additional enrollment, if the Board decides to lift the enrollment cap. Superintendent Law said we would prioritize spots across the District where there are lower than average class sizes and that we would work to maintain target class sizes. Board member Olson asked for clarifications on Mr. Bourgeois' current projections, noting that they assume a 4% increase in salaries and wages, but future deficits could be better or worse, depending on how negotiations conclude with the MTA. Mr. Bourgeois confirmed that this was the case. Chairperson Selinger thanked Mr. Bourgeois for the presentation.

**7. REVIEW OF SCHOOL BOARD GOALS**

The School Board met in November to review its current goals and to discuss changes and additions to consider for the 2024-25 school year goals. Parents and teachers were surveyed this fall on the current goals, for their input and suggestions. The survey summary was presented to the Board at its November planning meeting.

Executive Director of Communications JacQui Getty presented the 2024-25 School Board Goals to the Board and the public as currently drafted. Board member Lee-O'Halloran asked whether the district will be soliciting information from the public regarding the drafted goals. Superintendent Law and Dr. Getty shared that the goals are in draft form, have been shared publicly (at this meeting, in the School Board News email, and on the district website as a component of the meeting agenda) and that the Board will have the opportunity to consider any community input it receives regarding the draft goals. The Board will have a meeting later this spring to finalize the goals for 2024-25.

Chairperson Selinger said the Board took the survey results into consideration when drafting the goals and worked to make the goals more readable and useful to the public, as that was something that came up in the survey results.

## 8. CONSENT AGENDA

Remucal moved, Lee-O'Halloran seconded, that the School Board approve the following recommendations included within the following Consent Agenda items:

- Minutes of December 7 Regular Meeting and Closed Session
- Study Session Summary of December 14, 2023
- Payment of Bills – in the sum of \$9,215,075.12
- Recommended Personnel Items
- Gifts and Donations for December 2023: \$220.00 from the Blackbaud Giving Fund to be placed in the MHS Principal Discretionary Fund. \$5.60 from the Blackbaud Giving Fund to be placed in the MMW Principal Discretionary Fund. \$443.28 from the Clear Springs Elementary PTO to be placed in the Clear Springs Elementary School Enrichment Fund. \$1,845.95 from the Clear Springs Elementary PTO to be placed in the Clear Springs Elementary School Classroom Fund. \$3.63 from Kurt Hoddinot, \$48.83 from Anonymous, and \$160.00 from Benjamin Clark; all to be placed in the Scenic Heights Elementary School Principal Discretionary Fund. \$100.00 from the Blackbaud Giving Fund to be placed in the Clear Springs Elementary School Principal Discretionary Fund. \$65.00 from Ann Lien to be placed in the Minnetonka Public Schools General Fund. \$19.42 from Kristen Isbell to be placed in the Minnewashta Elementary School Principal Discretionary Fund. \$120.00 from the Blackbaud Giving Fund to be placed in the MHS Robotics Team Fund. \$1,500.00 from the Gene Haas Foundation to be placed in the Minnetonka Community Education First Lego League/Youth Enrichment/Robotics Fund. \$500.00 from Dr. Timothy and Nancy Fargo to be placed in the MHS Theatre Department Fund. \$33.32 from FedEx Corporation and \$28.60 from the Blackbaud Giving Fund, both to be placed in the Groveland Elementary School Principal Discretionary Fund. \$5,824.00 from the Deephaven Elementary PTA to be placed in the Deephaven Elementary School Birthday Books Fund. \$91,107.00 from the Deephaven Elementary PTA to be placed in the Deephaven Elementary School Teacher Grants Fund. A 2003 Honda Odyssey from Cathy Schulenberg to be placed in the MHS Momentum Program. \$4,030.25 from the Minnetonka Volleyball Booster Club to be placed in the MHS Volleyball Fund for Assistant Coaches pay. \$5,252.32 from the MME PTA to be placed in the MME Classroom Fund. \$21,449.06 from the Anchor Club to be placed in the Minnetonka Aquatics Program Fund. \$70.00 from Charities Aid Foundation America to be placed in the Deephaven Elementary School Principal Discretionary Fund. \$250.00 from the Minnetonka Skippers Booster Club for the Robotics Club. \$250.00 from the Minnetonka Skippers Booster Club for the Human Rights & Relations Club. \$833.49 from the Scenic Heights PTA to be placed in the Scenic

Heights Elementary School Fifth Grade Field Trip Fund. Total Gifts and Donations thus far for 2023-24: \$447,555.59.

- Electronic Fund Transfers

Upon vote being taken on the foregoing Consent Agenda items, the motion carried unanimously.

9. **BOARD REPORTS**

Board member Lee-O'Halloran commented on the CASE legislative advocacy committee. He said the committee is reinvigorated and more people are getting involved. Another meeting is coming up on January 16 at 7:00 p.m. here at the District Service Center where those in attendance will have the opportunity to speak to our elected officials. He suggested if you are interested in getting involved and helping district parents to advocate for more school funding support from the state, you can reach out to him directly or to Carrie Voeltz, the executive assistant to the Superintendent.

Chairperson Selinger shared that on January 27th the Minnetonka Community Education Center is hosting a preschool and ECFE open house from 9:30-11:30. Registration for those programs opens Feb 1.

10. **SUPERINTENDENT'S REPORT**

Superintendent Law reminded the viewing public that the Foundation's premier fundraising event, Dream Makers, is fast approaching on February 3. For more information and to purchase tickets, visit the Foundation's website.

11. **ANNOUNCEMENTS**

There were no announcements this evening.

12. **ADJOURNMENT**

Lee-O'Halloran moved, Remucal seconded, adjournment to closed session at 8:17 p.m. Upon vote being taken thereon, the motion carried unanimously.



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Chris Vitale, Clerk