

Dale's School Board Meeting Recap

June 19, 2017 School Board Meeting

Our Mission Together

**Empowering students with
knowledge and skills to succeed.**

Our Vision

**To be the school district of choice, inspiring
excellence in academics, arts, and activities.**

NOTE: This review is authored by the Superintendent, intended as information for the District employees, to keep them informed of the important decisions made by the School Board. This review includes selected items as determined by the Superintendent, and does not include all items of business conducted by the Board. This review is not intended to replace the official minutes of the School Board. Additional information can always be obtained from the official Board minutes or by contacting Dale.

Student Achievement

Washington D.C. Extended Field Trip – Teacher Theresa Buendorf shared information about the planned field trip to Washington D.C. in April 2018. School Board Policy 610 does require Board approval. The Board approved the trip.

K-3 Literacy Plan 2017-2018 – The Board approved the K-2 Literacy Plan for 20-17-2018. The state of Minnesota passed legislation that seeks to have all of Minnesota’s children reading well by third grade. The bill requires local school districts to adhere to certain expectations including:

- All students are provided reading instruction that is scientifically based.
- Parents are notified of student progress at least annually for all students and must give parents of students not reading at or above grade level (in K-3) timely information. This timely information includes reading assessments administered, services available and strategies parents can use at home to support their child. At the elementary this is communicated during parent teacher conferences and at other times during the year.
- Students who are not reading at or above grade level are given intervention evidence based practices to accelerate their growth toward grade level expectations. These interventions are provided by classroom teachers and paraprofessionals who have been trained in interventions.
- Assessment methods and data points used to determine grade level proficiency are reported to the Minnesota Department of Education annually. This report that you are adopting this evening is part of that process.
- Sufficient training is provided for all licensed staff to improve reading instruction.
- A *Local Literacy Plan* is developed and posted to the official district web site.

Student Support

Minnesota State High School League (MSHSL) Membership – The Board renewed the District’s membership with the MSHSL. The Board also viewed the video “Why We Play” which speaks to the purpose of high school athletics beginning with a focus on relationships.

Board Policy 533: Wellness Second Reading – The Board approved the second and final reading of a revised Wellness policy. The Wellness Policy Committee has been working for the past several months to revise the policy to reflect mandated requirement changes to take effect July 1, 2017. Waseca and Steele County Public Health has provided guidance for us in combination with MSBA. Thank you to those staff members serving on the Wellness Policy Committee.

Finance

Revised 2016-2017 Budget – The Board approved the revised budget for 2016-2017 with projected revenue of \$10,839,267 and expenditures of \$10,808,302.

Adopted 2017-2018 Budget – The Board adopted the 2017-2018 budget with projected revenue of \$11,088,602 and expenditures of 11,117,146.

School Finances and Financial Planning Model – Within the Finance focus area of the District’s Strategic Plan, the Board developed a goal to “preserve the district’s strong financial standing while maintaining programs, services, and facilities at maximum efficiency.” To achieve this goal, the Board identified four objectives including an objective that states: “By July 1, 2018, develop, adopt, and annually update a three-year budget projection plan that takes into account: enrollment projections; anticipated state and federal funding increases; and assumptions on expenditure increases. The Board also set a goal for the Superintendent that “by June 1, 2017, share preliminary draft and/or update on progress made to develop and

recommend for adoption a three-year school district budget forecast taking in to account: projected revenues, expenditures, and student enrollment for all funds.

At the May School Board meeting, the Board was presented with a recommendation for the District to purchase the Financial Planning Model and services from School Finances. Benefits of the Financial Planning model:

1. Brings together all components of financial planning (budget, staffing, audit info) in one system
2. Allows the analysis of future implications of current decisions – referendum changes, budget reductions, state funding changes, etc
3. Annual updates to insure compliance with legislative funding changes
4. Includes a 5 year enrollment and revenue projection
5. Currently used by 82 districts in the state from enrollments of 500-37,000+

The annual cost is \$3,349 over three years for the program and services. The Board approved the recommendation.

Bakery Bid for 2017-2018 – The Board approved the bid from Pan O Gold Baking Company which meets our required guidelines. The rate across the board is an increase of approximately 2% with a range from \$0.02 - \$0.06 increase per unit. We have been with Pan O Gold Baking Company since September 2012.

Dairy Bid for 2017-2018 – The Board approved the bid from Dean Foods. The rate across the board is about a 5% increase from the prior year. We have been with Dean Foods since September 2014.

District Property, Liability, Auto, Workers Compensation Insurance Policy for 2017-2018 – The Board approved the quote submitted by the Jensen Agency in Owatonna, MN in the amount of up to \$104,625.04 for the annual premium. The District received a total of four (4) quotes from two (2) insurance brokers.

Frontline Education Contract Renewal – The Board renewed our agreement with *Frontline Education* (formerly AESOP) which provides us with our employee absence and substitute management system. This is separate from our agreement with Teachers on Call which you will see in the next item below. The cost for the Frontline agreement is \$5,400.22 for the 2017-2018 school year which compares to a cost of \$5,360 for the 2016-2017 school year.

Teachers on Call Contract Renewal – The Board renewed our agreement with *Teachers on Call* (TOC) which provides us with management of our substitute staffing needs and staff absences. The agreement is for a two-year period from July 1, 2017 through June 30, 2019. The agreement calls for a 26% administrative mark-up to the substitute’s rate which covers payroll costs, benefits, taxes, insurance, worker’s comp, unemployment, and other expenses. We estimate the true cost to the district for contracting with TOC is estimated at about 11% of a substitute’s rate.

Donations -- We are fortunate to have community members, organizations, and businesses who make donations to the school district. Often the donations are designated toward specific programs or activities. The Board approved the following donations.

Central Farm Services Foundation	\$1,500 to the FFA
Land O’Lakes Foundation	\$1,500 to the FFA
New Richland Fire Department	\$200 to the Elementary Special Education Program
Hartland Fire Department	\$500 to the Elementary Special Education Program
Waseca Area Foundation	\$500 to the HS Marching Band
Waseca Area Foundation	\$1,785 to the Elementary Osmo Coding Kits
Waseca Area Foundation	\$3,150 to the HS Mobile Internet
Waseca Area Foundation	\$5,000 to the Elementary Guided Reading Program
TOTAL	\$14,135.00

Workforce

New Hires – The Board approved the following staff to join us next year. They include:

- Kiley Beenken, Second Grade Teacher
- Ladonna Olson, Licensed Practical Nurse
- Kelsey Routh, 4th Grade Teacher
- Lise Weegman, Business Teacher
- Macy Whiteside, Community Education Director

Resignations – The Board approved resignations as presented. We wish Darlyne Dahle, Jennifer Dutton, Brad Edwards, Elizabeth Nelson, Kirsten Shappell, Alicia Smith, Katie Waters, and Megan White much success in the future as they pursue other opportunities, and thank them for their service to students.

Retirement – The Board approved the resignation/retirement of Carol Bayerkohler, Secondary Paraprofessional, and thanked her for her 14 years of service.

FMLA Leave Request– The Board approved a leave for Carrie Petsinger.

Extended Leave of Absence Request– The Board approved a three-year extended leave of absence for teacher Jackie Schultz beginning with the 2017-2018 school year.

Child Care Leave Request – The Board approved a one-year Child Care Leave for Erin Holland for the 2017-2018 school year.

Teacher Contract Adjustment – The Board approved the contract adjustment for teacher Marlene Schoenrock from a 0.9 FTE contract to a 1.0 FTE contract for the 2017-2018 school year.

Facilities

Ellendale Softball Parking and Access Project – The Board approved a recommendation from the Building and Grounds Committee to contract with Dobberstein Backhoe to complete the parking and access project at a submitted quote of \$5,814.50.