

Dale's School Board Meeting Recap

September 17, 2018 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

Teaching and Learning Feature: Elementary staff presented an update on Benchmark Assessments. Thank you to Jennie Bunn and Kelsey Routh for presenting. Great job!

Minnesota North Star Assessment Report: Terri Engel presented on the results of the North Star Assessment recently released by the Minnesota Department of Education. The North Star accountability system was established to meet the federal government's mandate that Minnesota update its criteria to the Every Student Succeeds Act (ESSA). This new system has five indicators:

1. Academic achievement measured by proficiency in MCA math and reading
2. Academic progress measured by growth from one year to the next in MCA math and reading
3. English language proficiency
4. Graduation rates
5. Regular school attendance rates

Facilities

Snow Removal Bid: The Board approved to accept the quotes from Dobberstein Snow Removal for the Ellendale sites and from Josh Moen Snow Removal for the New Richland sites. These are two-year service agreements.

Property Purchase: The Board came out of closed session and approved the purchase of the property at 335 Ash Avenue South for \$51,000.

Finance

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.

Dave & Shelly Mangskau	Panther Power Up	\$100
Olson Excavating LLC	Panther Power Up	\$250
Brad Root	Shop Supplies	\$1,000
Mitikie Gushwa 3 rd Grader	Reach Program (sold Kool Aid)	\$23
David/Beverly Newgard	Hot Lunch Program (children in need)	\$500.00
Holly Mortenson	Clarinet w/accessories, music books & stand	
NR Firemen's Relief	Eagle Bluff Donation	<u>\$300</u>
	Total	\$2,173

Special Education Audiology Services Agreement with South Central Service Cooperative for 2018-2019 School Year: The Board approved an agreement with SCSC for (5) days at a salary of \$1,681.02, benefits of \$750.66 for a total of \$2,431.68. The Region 9 Low incidence grants offsets the cost of these services by paying \$15,000 of the total cost and covering all travel expenses related to providing services. This is an increase of \$99.28 from last year.

Purchase of Service Agreement for Mental Health Services with South Central Human Relations Center, Inc: The Board approved renewing services with South Central Human Relations Center. The total amount to be paid for such Purchased Services shall not exceed \$44,900.00 for a Family Service Coordinator providing 194 days of service (8 hour days).

SHI International Contract: The Board approved a lease agreement for 30 Dell Chromebooks, 30 Google Chrome Management Licenses, 30 Gumdrop Drop Tech Notebook hardshell case, 8 Gumdrop Drop Tech Notebook top and rear cover for a total cost of \$10,745.46. Some are replacing current laptops and some are due to an increase in the number of students needing a laptop at a specific grade level.

Maximum Levy Authority for 2018-2019: The Board approved to certify the maximum levy authority for 2018 Payable 2019. At this time, we are anticipating a 0.37% increase over last year's levy. The 2017 Payable 2018 Levy was set at \$1,254,611.52. The proposed 2018 Payable 2019 Levy is in the amount of \$1,259,298.12 resulting in a projected increase of \$4,686.60.

Truth-in-Taxation Hearing Date: The Board set the date of our Truth-in-Taxation hearing for Monday, December 17, 2018, at 6:00pm, in advance of the regular 6:30 pm School Board meeting.

Workforce

Resignation – The Board approved the following resignation.

- Elementary Paraprofessional – Hannah Lundberg

Employment – The Board approved the following 2018-2019 employment assignments.

- Secondary Paraprofessional – Karina Gaona WELCOME KARINA!
- Secondary Paraprofessional – Susan Minter WELCOME SUSAN!
- Secondary Paraprofessional -- Audrey Weiske WELCOME AUDREY!
- ELL Translator – Kalyna Stitt We welcome Kalyna back with us as she joined us second semester last year to assist with students who had moved into the School District with limited English. Kalyna will be spending up to 12 hours a week at the Secondary School.

Teacher Lane Advancement – The Board approved lane advancements for Jessica Williams, Jill Larson, Kari Olson, Mike Weber, and Ryan Evan. Special congratulations to Jill and Kari for earning their Master Degree!!

Staffing Plan Memo Revision: The Board approved revisions to the 2018-2019 Staffing Plan. The revised plan included two changes: increasing the original assignment for Jennifer Fredrickson at the Elementary School to include an overload, and reducing the planned overload for Dan Sorum at the Secondary School for a semester.

2018-2019 Superintendent Work Goals: The Board approved the Superintendent goals for 2018-2019 which are a result of the Board's discussion at the August 15 Board work session.

Goal 1: Provide leadership to implement and monitor the school district's established World's Best Work Force (WBWF) plan achievement goals and targets. (Student Achievement)

Objective 1: By June 1, 2019, share progress made to implement plan for the ongoing review and evaluation of students' test results, including WBWF established targets, staff involvement, and scheduled board meeting reports and updates. Indicators to be used to measure progress include: established targets, level of staff engagement, and Board reports.

Goal 2: Provide leadership to ensure the effective management of school district finances. (Finance)

Objective 1: By July 1, 2019, develop and adopt a budget reduction process to be used in order to achieve a balanced budget on an annual basis.

Objective 2: By May 15, 2019, present to the Board a planned budget for 2019-2020 that maintains a balanced budget in which projected expenditures do not exceed projected revenue.

Goal 3: Provide leadership to advertise, recruit, and retain quality, licensed staff. (Workforce)

Objective 1: By June 1, 2019, share progress made in the implementation of processes to gather and analyze staff retention-related data on past hires and future hires (SP Workforce Objective 1A). Indicators to be used to measure progress include: Exit interview tool and data, evidence of charting retention data, and draft of hiring indicators including number of licensed applicants, number interviewed, etc.

Objective 2: By June 1, 2019, share progress with reaching negotiated collective bargaining agreements with teachers (2019-2021) and paraprofessionals (2019-2021). Indicators to be used to measure progress include: decisive decision making in response to union interests and successful negotiated agreements.

Goal 4: Assist Board in the development of a short- and long-term facility plan (Facilities)

Objective 1: Provide leadership to the Board in finalizing plan for addressing identified facility and educational programming needs by November 26, 2018.

Objective 2: Depending on the School Board's plan for addressing needs, provide leadership to the Board in the development of a communication plan for the purpose of sharing information with residents on facility and programming needs.

Goal 5: Support implementation of 2018-2019 school board goals.

Board Governance -- Policy

2nd and Final Reading of Policy #515 Protection and Privacy of Pupil Records including 515P-Procedure for Special Education Student Records: The Board approved the second and final reading of a revision to Policy #515 (Part XX) to include a procedure for Special Education Student Records. This is follow-up to the Board's action taken at the July School Board Meeting to adopt the School District General Records Retention Schedule published by the Minnesota Historical Society (MHS).

2nd and Final Reading of MSBA Recommended Revised Policies: The Board approved the second and final reading of the revised policies listed below as provided by the Minnesota School Board Association.

Legislative and Recommended Changes to Policies

- a) Equal Educational Opportunity—102: Definition of “sexual orientation” in the Minnesota Human Rights Act includes “gender identity and expression.” List of protected categories changed to match this definition.
- b) Open Meetings and Closed Meetings—205: Interactive technology provisions added.
- c) Public Participation in School Board Meetings/Complaints about Person at School Board Meetings and Data Privacy Considerations—206: “Public” no longer limited to citizens of the school district. The Board made significant revisions a year ago to this policy to allow for public comments at regularly scheduled Board meetings but had limited those who could speak to residents or citizens of the School District. MSBA is recommending a change from “citizens” to “persons” so those who speak are not limited to only residents of the School District.
- d) Equal Employment Opportunity—401: Definition of “sexual orientation” in the Minnesota Human Rights Act includes “gender identity and expression.” List of protected categories changed to match this definition.
- e) Harassment and Violence—413: Definition of “sexual orientation” in the Minnesota Human Rights Act includes “gender identity and expression.” List of protected categories changed to match this definition.
- f) Form: Harassment and Violence Report—413F:
- g) Tobacco-Free Environment—419: Additions to the definitions, Section III.
- h) Gifts to Employees and School Board Members—421: Clarifies that an award or recognition plaque with a \$5 or less resale value may be accepted.

- i) Student Dress and Appearance—504: Clarifications to head wear restrictions.
- j) Student Discipline—506: Clarifications and additions to the Student Code of Conduct.
- k) Enrollment of Nonresident Students—509: Changes to the lotteries section (II.E.), and a new form is referenced.
- l) Form: Statewide Enrollment Options Form—DELETE FORM—509F
- m) Violence Prevention [Applicable to Students and Staff]—525: Additional in-service training options added.
- n) Immunization Requirements—530: Changes to requirements of a medical statement.
- o) Organization of School Calendar and School Day—602: Addition of provisions for e-learning days.
- p) Home Schooling—611: Additions to Section V. on instructional materials.
- q) Credit for Learning—620: Provisions for weighted grades added.
- r) Transportation of Public School Students—707: Changes to the section relative to homeless students.
- s) Transportation of Nonpublic School Students—708: Changes to Section IV. Students with Disabilities.
- t) Student Transportation Safety Policy—709: One exception eliminated from Paragraph V.E.
- u) Public Data Requests—NEW POLICY—722:
- v) Form: Public Data Requests—NEW FORM—722F
- w) Visitors to School District Buildings and Sites—903: Provisions added consistent with new legislation allowing post-secondary enrollment options students access to buildings and technology.

Policies with Non-Substantive Changes: These changes reflect updates to the legal and cross references (including changes in statute numbers and/or names, new statutes, rules, or cases), changes to the notes within the policies, and minor corrections. The substance of the policy language is not affected.

- x) Criminal or Civil Action Against School Districts, School Board Member, Employee, or Student—211
- y) Employment Background Checks—404
- z) Public and Private Personnel Data—406
- aa) Form: Student Maltreatment Reporting Form—414F
- bb) Drug-Free Workplace/Drug-Free School—418
- cc) Employee-Student Relationships—423
- dd) License Status—424
- ee) Workload Limits for Certain Special Education Teachers—427
- ff) Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees—505
- gg) School Activities—510
- hh) Student Fundraising—511
- ii) Form: Public Notice Form—520F
- jj) Internet Acceptable Use and Safety Policy—524
- kk) Form: Assurance of Test Security and Non-Disclosure—614F
- ll) Student Activity Accounting—713

2018-2019 School Board Goals: The Board adopted the Board goals below for 2018-2019 which are a result of the Board's discussion at the August 15 Board work session.

FOCUS AREA: FINANCE

Goal 1: By July 1, 2019, develop and adopt a budget reduction process to be used in order to achieve a balanced budget on an annual basis.

Goal 2: By June 30, 2019, adopt a planned budget for 2019-2020 that maintains a balanced budget in which projected expenditures do not exceed projected revenue.

Goal 3: By June 1, 2019, integrate the finance committee into the budget development process with the purpose of annually planning and managing revenue and expenditure budgets that meet or exceed the fund balance goal (SP Finance Objective 1C). Indicators to be used to measure progress include: Finance Committee level of engagement, Committee meeting minutes, other communications.

FOCUS AREA: FACILITIES

Goal 1: By November 26, 2018, finalize plan for addressing identified facility and educational programming needs based on recommendation from Facility Task Force.

Goal 2: By December 14, 2018, (dependent on Goal 1), develop communication plan for the purpose of sharing information with residents on facility and programming needs.