

Date: September 5, 2013  
To: School Board  
From: Dr. Malone  
RE: Meeting Notes - September 9, 2013

## 2A. Superintendent's Report

- i. The fall staff development program was a success. The general session on Monday included an update of the construction projects and an overview of the administrative goals for this year in support of high academic achievement for all students:
  - a. PLCs will be a professional development model in which teachers work collaboratively and autonomously with the 4 questions and instructional framework to build teacher capacity and increase student learning.
  - b. Ramp up to readiness: 90% of seniors will apply to a post-secondary institution or the military.
  - c. Inform and train teachers to use new testing protocols.
  - d. Provide for students' social and emotional needs.

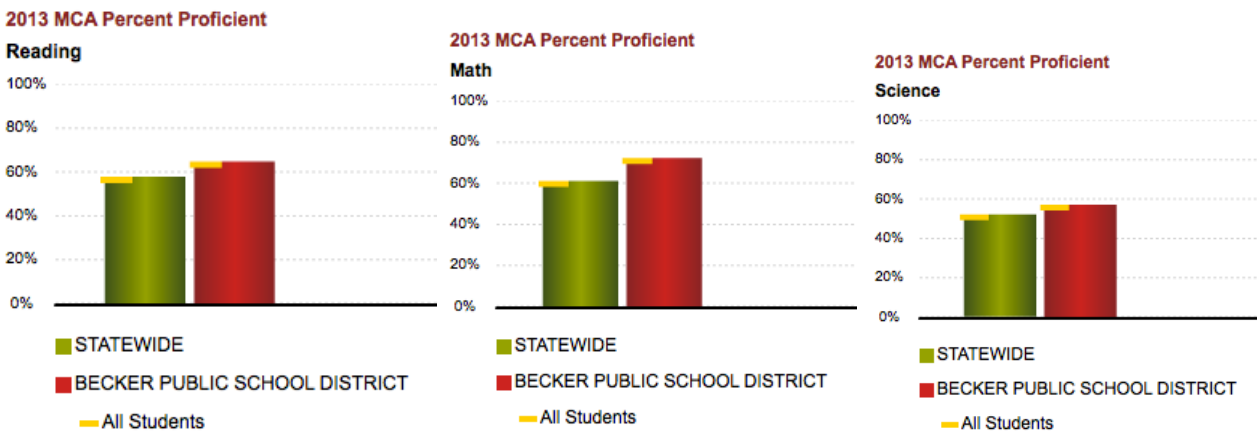
The orientation, induction, and mentoring sessions were beneficial for new teachers and will continue throughout the year.

Building activities addressed schedules and programs specific to each site. The schedules also included time for teachers to prepare rooms and instructional materials. The secondary Open Houses were well attended. The Assessment Days at the elementary schools were successful.

- ii. The third annual orientation for site-based team members was conducted in August 19. An overview included the rationale for involving stakeholders in decision-making, membership configurations, statutory authority, and the decision-making matrix approved by the school board. Most SBT members were in attendance. Each SBT conducted their first meeting of the year after the general overview. The orientation session and materials are posted on each school website.
- iii. Stakeholder involvement is critical to the success of our school district. It is essential that staff members, parents, community members, and students have a voice in the operation of our schools. To that end, along with the site-based teams, the following venues will continue again this year:

- I will meet bi-monthly with Local #284 and BEA representatives to foster communication. I appreciate the cooperation of the union leadership to engage in regular discussions, maintain open communication, and resolve issues.
  - The BEA President is invited to all Superintendent’s Cabinet meetings. This group, comprised of all the department and program supervisors in the district, coordinates and resolves operational issues across the district.
  - “District discussions” are conducted every Thursday morning before school. These forums, scheduled at each school on a rotating basis, provide an opportunity for staff members to communicate with the superintendent. Those in attendance determine the discussion topics.
  - The Nutrition Committee is comprised of staff members, parents, students, and a school board representative. The group meets regularly and provides input to the food service director regarding lunch menus, nutrition, and other issues relative to the food service operation.
  - The Technology Steering Committee is comprised of staff members, parents, and a school board representative. This committee advises the technology director on matters pertinent to the district technology programs.
  - The Calendar Committee provides staff members, parents, and students a voice in creating the annual academic calendar. The committee will convene again this year to develop a calendar recommendation.
  - The Activity Advisory Committee is comprised of coaches, parents, students, and a school board representative. This committee meets regularly to advise the activities director about policies, issues, and decisions regarding the districts’ activity programs.
  - The school boards’ strategic planning process will again invite parents, students, staff members, and community members to meetings beginning in January. These discussions provide stakeholders an opportunity to collaborate with the school board to develop goals pertaining to the future of the district.
- iv. I will be using video casts again this year for monthly superintendent updates. The monthly “super talk” is linked from the home page and the superintendent’s page on the district website. This communication provides timely information regarding school district initiatives, events, and other school-related items of interest to the public.
- v. A survey of parents with secondary students, living within the 1 to 2 mile walk zone was distributed. The survey determined that a “pay for service” option to add an additional bus route would generate \$3,680. The cost to add an additional route is \$16,000. Therefore, an additional route will not be added.

- vi. The Becker School District aggregate MCA results are shown below.
  - Proficiency is one component of the MMR (Multiple Measurement Rating) upon which schools are measured for accountability. The other components are student growth, achievement gap reduction, and graduation rate. The MMR scores will be released by MDE on October 1<sup>st</sup>.
  - While each school surpassing the state average proficiency in math, reading and science for the first time is laudable, it should be expected given Becker’s student population. The 2013 MCA scores are the baseline upon which we will build continuous improvement.
  - Each building will establish SMART goals for this school year to improve their MMR score.



### 3. Consent Agenda

**C. I recommend approving the personnel items as presented.**

**D. I recommend designating December 2, 2013 as the public hearing for the Becker FY 2014 budget and payable 2014 levy.**

**E. Joe Prom and I recommend approving a lease-purchase agreement with Sovereign Bank via Hogleund Bus & Truck Co.** Two 77-passenger buses will be leased over five years. The lease payment is included in the FY14 budget for the transportation department. Financing quotes were received from four potential lenders. The lowest rate was received from Sovereign Bank resulting in the amounts below: The lease agreement is similar to previous bus leases.

Summary of Estimated Costs

2 - 2014 International 77 pass. school buses	169,515
Down Payment	\$ (35,395) October 2013
Total Amount Financed	\$ 134,120
	\$ (35,395) October 2014 Payment
	\$ (35,395) October 2015 Payment
	\$ (35,395) October 2016 Payment
	\$ (35,395) October 2017 Payment
Total Interest Costs	\$ (7,460)
Lease Interest Rate	2.20%

G. Policy 706 Acceptance Of Gifts permits the school board to accept donations or gifts under the terms of the policy. **I recommend accepting the gifts as described on the enclosure.**

**4. I have received no input on the following policies and recommend they be adopted:**

A. Policy 406 Public And Private Personnel Data: Clarifies that certain information is public data for individuals who are finalists for employment in a public body.

- i. Section 4, Paragraph A, Item 2. The word ~~may~~ was changed to shall.
- ii. I identified one other policy which prohibits the release of an employee's social security number: **206 Public Participation In School Board Meetings/Complaints About Persons At School Board Meeting And Data Privacy Considerations.**

B. Policy 407 Employee Right To Know – Exposure To Hazardous Substances: Clarifications, adds annual training for employees routinely exposed to blood borne pathogens.

5. The levy certification documents for Minnesota's public schools will be issued by MDE on Sunday, September 8<sup>th</sup>. Information will be forwarded to school board members when it is available.

The first "levy run" typically contains errors. Joe Prom will work with MDE to correct the calculations on September 9<sup>th</sup> and will review the Payable 2014 Levy at the school board meeting.

Joe and I expect the Pay 14 Levy to be comparable to the Pay 14 Levy within a few percentage points. **I recommend approving the maximum preliminary certification.**

A presentation covering the 13-14 budget and the Payable 2014 Levy will be provided by the business manager at the December 2<sup>nd</sup> school board meeting. The final levy amount will be approved by the board at that time.

6. During the August meeting, some school board members expressed interest in reviewing the school board exit outcomes (enclosed). The possibility of combining the first and third exit outcome was mentioned.
7. The board should begin to develop strategic goals for 2014-15. The input from stakeholders is enclosed. A blank template for drafting goals is also enclosed.

The input from stakeholders (enclosed) should be used to develop strategic goals. The board should complete this process during the September, October, and November meetings. The goals should be adopted at the December meeting. The goals should:

- Support an exit outcome (listed on the template)
- Not exceed three (two recommended)

**SMART Goals are:**

S = Specific  
M = Measurable  
A = Attainable  
R = Realistic  
T = Timely

A list of potential goals or goal areas would be an excellent outcome for this agenda item.

8. **I recommend closing the meeting pursuant to MS 13D.03 to consider strategy for labor negotiations.**