

Minutes of Study Session/Special Meeting

The Board of Education Mahtomedi Public Schools

A **Study Session/Special Meeting** of the Board of Education of Mahtomedi Public Schools was held **Thursday, March 12, 2020**, beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room.

1. CALL TO ORDER

Meeting called to order at 7:01 p.m. by Chair Lucy Payne.

2. ROLL CALL OF ATTENDANCE

Present: Mike Chevalier; Kevin Donovan (remotely from home); Julie McGraw; Lucy Payne; and Superintendent Barbara Duffrin, ex-officio. Not Present: Judy Schwartz and Stacey Stout.

Also present: Scott Briske, Wildwood Elementary Principal; Laura Eliason, Administrative Assistant to the Superintendent; Katie Nestrud, O.H. Anderson Elementary Teacher; Kathe Nickleby, Mahtomedi High School Principal; Julie Osterbauer, Supervisor of Buildings & Grounds; Susan Prather, O.H. Anderson Elementary Principal; Jeff Priess, Director of Finance & Operations.

3. APPROVAL OF THE AGENDA

McGraw moved, Chevalier seconded, approval of the agenda. Roll Call Vote: McGraw-Aye, Donovan-Aye, Payne-Aye, Chevalier-Aye, Carried 4-0.

4. ACTION ITEMS

A. Approval of Mahtomedi High School and Middle School Roofing/Steel Cladding Project Advertisement for Bids

Julie Osterbauer, Supervisor of Building and Grounds, explained there are water intrusion issues at both Mahtomedi High School & Middle School and going out for bids now will insure the repairs will take place this Summer. Chevalier moved, McGraw seconded, approval of Mahtomedi High School and Middle School Roofing/Steel Cladding Project Advertisement for Bids. Roll Call Vote: Chevalier-Aye, McGraw-Aye, Donovan-Aye, Payne-Aye, Carried 4-0.

5. DISCUSSION/INFORMATION ITEMS

A. School Year 2021-2022 K-5 Assessment Days

Susan Prather, O.H. Anderson Elementary Principal, and Scott Briske, Wildwood Elementary Principal, discussed with school board members the need for K-5 assessment days before school starts to allow teachers to meet and assess students individually in reading. This would allow for earlier interventions and small group instruction for students; eliminate the need for substitute teachers; and save on busing costs, as this is currently taking place during the first two months of school. Two options were considered: the first for August 23 & 24 and the second for September 7 & 8. The September option allows time for teacher training, aligns better with the school district calendar and classrooms will be ready for students. The early assessment days could be combined with Family Connection Days, where information about Mahtomedi Adventure Camp (MAC), Mahtomedi Parent Teacher Organization (PTO), lunch accounts, Community Education programming and mental health resources would be available, along with free book shopping.

B. School Year 2021-2022 Late Start Days

Mahtomedi High School Principal Kathe Nickleby, O.H. Anderson Elementary Principal Susan Prather and Wildwood Elementary Principal Scott Briske discussed with school board members a late start proposal for grades K- 12. The three late start dates would be on October 6, February 2 and April 8 during the 2021-2022 school year. Elementary Schools would start at 11:05 a.m. and Secondary Schools would start at 10:00 a.m. on those dates. Teachers and staff would participate in professional learning. In Grades K-5 the late starts would allow for embedded data days to plan for small group instruction and to determine which students may need remediation or extensions for What I Need (WIN) groups. In Grades 6-12 the late starts would allow for ongoing vertical curricular meetings or grade level content meetings to ensure vertical alignment of standards, common expectations, share resources and create a coherent learning sequence with continued cross-curricular staff development. Buses would run two hours late; Mahtomedi Adventure Club (MAC) would plan activities similar to non-school days; Community Education would offer classes; and the PTO could run card sharks/strategy games during this time.

C. Secondary Schools Schedule Task Force

Superintendent Barbara Duffrin discussed with school board members the formation of a Secondary Schools Schedule Task Force to develop a schedule that would remove barriers and create opportunities to achieve the district/buildings' strategic plan mission(s). Superintendent Duffrin presented a guiding change document and asked school board members to recommend parameters for the task force to follow during the planning for changes in the secondary schedule. Superintendent Duffrin will make the recommend changes and present the updated document at the March 26 School Board Meeting.

D. Long Term Financial Planning

Jeff Priess, Director of Finance and Operations, presented on the district's long term financial planning, which included a budget projection model that reflects actual data from Fiscal Year (FY) 2019, the current FY's 2020 Revised Budget and preliminary budget projections for FY 2021, with subsequent years FY 2022 and FY 2023 showing the long-term financial impacts of the revenue and expenditure assumptions. Priess discussed enrollment, state aid, operating referendum revenue, Special Education aid, salaries/wages, benefits and purchased services/supplies assumptions through 2023. Priess also compared the unassigned fund balance with the total fund balance through 2023 and suggested possible changes to the District's Fund Balance Policy. Priess explained the financial health of MN school districts depends on State funding and enrollment is the key factor in determining that funding.

6. ADJOURNMENT

Chevalier moved, McGraw seconded, adjournment. Roll Call Vote: Donovan-Aye, Chevalier-Aye, McGraw-Aye, Payne-Aye, Carried 4-0. Meeting adjourned at 8:49 p.m.

JULIE MCGRAW, CLERK