

Date: January 31, 2013  
To: School Board  
From: Dr. Malone  
RE: Meeting Notes, February 4, 2013

The stakeholder input session will begin at 5:30 p.m. in the media center. Thirty-two employees were randomly selected to participate:

- Teachers - 14
- Local #284 – 14
- Principal - 1
- Transportation – 1
- Food Service – 1
- District Office - 1

Employees will be divided into groups for pizza and conversation with school board members at tables. School board members are asked to lead the discussion and solicit input from the employees on the following topics:

- What should Becker students know and be able to do to be successful?
- What is your expectation of the Becker School District?
- What is important for the Becker School District in the future (5 to 10 years)?
- Why do you financially support the Becker School District? Would you consider giving more?

At approximately 6:00 p.m. each table will summarize their conversation for the large group. Then the opportunity for large group discussion will be offered. The district secretary will record the input.

The school board meeting will begin at 6:30 p.m., following the discussion with staff.

## 2A. Superintendent's Report

- A Community Task Force convened January 13<sup>th</sup> to examine issues and plan strategies to ensure the welfare of all young people in our community. Shelly Mattson chairs the Task Force. The group of 28 includes representatives from parents, students, law enforcement, social services, probation, the school district, the ministerial association, and CentraCare Health Services. The group will meet again February 10<sup>th</sup> to examine MN Student Survey Data and review the 40 Developmental Assets from the Search Institute, which identifies the skills, experiences, relationships, and behaviors that enable young people to develop into successful and contributing adults.
- An additional technician will be added to the technology staff for FY 15 on a cost neutral basis. Line items within the technology budget were reallocated as shown below so there is no increase to the district general fund expense.

The district technology committee approved the budget reallocation at their November 14<sup>th</sup> meeting. PDF slides are attached relative to this issue, which I will review at the board meeting.

Technology Technician	Tech Budget Reallocations
Device Savings	\$14,800
Labor Savings (iPad repairs)	\$8,000
Reduce Extended School Year Hours	\$8,000
CIPA and Kerio Savings	\$4,000
Other Tech Budget Adjustments	\$5,200
	\$40,000

- iii. The teacher evaluation committee comprised of teachers and administrators continues to meet and develop a plan pursuant to 122a.40, Subd. 8. This statute was enacted by the 2012 legislature. The teachers in the school district must agree to an evaluation plan by June 30, 2014 or adopt the state model. Our committee has met several times and has many parts of the plan completed. I expect the plan to be finished the spring.

### 3. Consent Agenda

**D. I recommend approving the personnel actions as presented.**

**E. 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.**

**F. I recommend approving the enclosed resolution** directing the administration to propose the discontinuance of positions and/or programs for the next school year. The school board approves the resolution each February authorizing the administration to review all programs and positions in developing budget recommendations for the next school year.

**G. I recommend approving the resignation and separation agreement with Dale Blommel.**

**H. Negotiators for SEIU Local 284 Transportation and the school district have reached a tentative agreement on the 2013 – 15 contract. SEIU Local 284 employees approved the agreement on January 22<sup>nd</sup>. I recommend that the school board approve the agreement.**

The two-year total package cost increase to the school district including Salary Increases, FICA, PERA, Health Insurance, Life Insurance, and Long Term Disability is 3.92%.

The changes to the contract are as follows:

- Wages increased by 0.5% for each year of the contract.
- The district insurance contribution increased by 1% for each year of the contract.

- New Year’s Day was added as a paid holiday and was calculated as part of the 3.92% total package increase over the two years.
  - In the event that school is closed for any reason and the employees are not required to perform services, employees shall be able to utilize their accumulated sick leave for the first and second occurrence each year.
  - Van drivers shall receive a minimum of 1 hours pay for any route assigned.
  - An employee shall be granted two personal leave days per year. Personal leave may accumulate to 3 4 days.
  - Field trips are to be offered to full-time bus drivers first.
4. The revised FY 14 General Fund Budget is enclosed. **Joe Prom and I recommend approving the revised FY 14 general fund budget as presented.** The unassigned general fund balance is projected to be 3.3% in comparison to Policy 714 Fund Balance which states that the “district will strive to maintain a minimum unassigned general fund balance of 8% of the annual budget.”
5. The preliminary FY 15 General Fund Budget is enclosed. **Joe Prom and I recommend approving the preliminary FY 15 general fund budget as presented.** The unassigned general fund balance is projected to be 3.6% in comparison to Policy 714 Fund Balance which states that the “district will strive to maintain a minimum unassigned general fund balance of 8% of the annual budget.”

The enrollment and staffing associated with the preliminary FY 15 general fund budget is attached.

6. The 2013-14 calendar (attached) scheduled 173 student instructional days. Four days have been lost to inclement weather. **I recommend amending the calendar to “make up” two lost instructional days as follows:**
- **February 17**
  - **June 6: ½ student day ½ staff day**
  - **After June 6: ½ staff day tba with principal**

**If two or more additional instructional days are lost, I recommend scheduling “make up” days as follows:**

- **March 24, 25, 26, 27, 28**