

Date: October 4, 2012

To: School Board

From: Dr. Malone

RE: Meeting Notes, October 8, 2012

2A. Superintendent's Report

- i. The general informational brochure for the upcoming referendum was mailed to all residents of the school district on October 3rd. The mailing explains that voters will decide on a comprehensive plan that includes a Building Bond and a Levy for Learning. Question 1 is the Building Bond, which would provide funds to update all the school facilities, including needed maintenance and other facility and site improvements. Also, to meet the needs of students and the community, construction of a high school auditorium and swimming pool are included in Question 1. The Levy for Learning is comprised of Question 2, which would maintain existing student programs and avoid a major budget reduction to be determined in the spring of 2013, and Question 3, which would provide full-time kindergarten for all students.
- ii. The required referendum notice to taxpayers will be mailed on October 12th.
- iii. Referendum information was added to the district website. An interactive levy calculator is included for each of the ballot questions. An FAQ is also included for the public to submit questions and receive answers from the school district.
- iv. Referendum informational meetings are scheduled for October 16th at 7:30 p.m. and October 23rd at 6:00 p.m. in the high school auditorium. Joe Prom and I will explain the ballot questions and answer questions regarding the Building Bond and Levy for Learning.

3. Consent Agenda

D. I recommend accepting the following resignations:

- I. Rob Curtis, Custodian
- II. Sara Lessard – Art Teacher

E. I recommend approving terminating the following contracts:

- I. Amy Quella, 7th Volleyball Coach, \$1,642 (\$2036 pro-rated 25 of 31 workdays @ \$65.68 per day).
- II. Diane Koubsky, Payroll Coordinator, \$44,100 (\$60,000 pro-rated Oct 4 - June 30).
- III. Nichole Stenberg, (Teacher, Long Term Sub 3rd grade), BA, Step 1, 36 days \$7,285.

- IV. Julie Steinkraus, Teacher 6th grade, MA 60, Step 7, \$53,357
(Prorated Oct 2 – June 6).
- V. Christian Sipe, Camp Opportunity, \$7.25 per hour
- VI. Emily Knudsen, Camp Opportunity, \$7.25 per hour
- VII. Stacie Hennen, Camp Opportunity, \$7.25 per hour
- VIII. Kelly Girtz, Paraprofessional, 2.25 hours per day, 3 days per week, \$14.57
per hour.
- IX. Lynn Jensen, Paraprofessional, 2.25 hours per day, 2 days per week, \$15.46
per hour
- X. Joan Lindquist, Paraprofessional, 6.5 hours per day, \$15.01
- XI. Stephanie Schiebe, Art Teacher, BA, Step 1, \$31,467, (prorated 155.5 days).

- F. The first reading of modifications to Policy 566 Student Extended Trips was last month. The modification grants authority for the superintendent to approve student major trips when circumstances are such that the advisor learns that students have become eligible for a student major trip before the next regularly scheduled school board meeting will occur. The modification also clarifies that a major trip, which does not occur during the school year, is governed by the policy

I recommend approving Policy 566 Student Extended Trips as modified.

- G. Policy 511 Student Fundraising requires that “The superintendent shall report to the board, at least annually, on the nature and scope of student fundraising activities approved pursuant to this policy.” Each fundraising activity has completed the Fundraiser Request Form and has been approved by the Advisor, Principal, and Superintendent. Each fundraiser complies with Policy 533 Wellness. **I recommend accepting the Annual Fundraising Report.**

- H. **I recommend accepting the following donations:**

- i. Alerus Mortgage, Jeffrey and Deborah Folsom
- ii. Becker Lions Club \$200 for School Supplies

- I. **I recommend approving the Student Extended Trip for the high school choir, March 21-26, as presented.** The proposal was developed in accordance with Policy 566 Student Extended Trip Policy. The proposal complies with the requirements of the policy.

- J. A Request For Reconsideration Of Resources has been received by the superintendent.

Pursuant to Section IV Procedures, copies have been sent to the department chairperson, the teacher in whose class the materials were used, the building principal, and the superintendent. When the entire committee is appointed they will receive a copy.

Section V Review Committee: Two parents volunteered from the high school site-based team and one from the middle school site-based team. **I recommend the school board appoint Russ Gurtz, Dr. Becky Mueller, and Mike Tauer as the Community Members to the review committee.** The principal appointed Jean Duffy as the Curriculum Specialist. I am coordinating the appointment of a BEA member with the BEA leadership. I appointed Mark Kolbinger as the Moderator. The review committee meeting will be public and posted in advance.

Section VI provides that the school board will make the final decision after considering the recommendation from the review committee.

4. During the strategic planning discussion last month, there was agreement to schedule another board workshop to review the high school scheduling process, requirements, and electives offered. **I recommend setting a school board workshop for the purpose of establishing a smart goal regarding high school electives on one of the following dates:** Nov 13th 6:30 p.m., Nov 15th 6:30 p.m., Nov 19th 7:00 p.m.
5. Mark Kolbinger, Assistant High School Principal and Chantel Boyer, Assistant Middle School Principal will present an overview of the Ramp-Up To Readiness Program. The presentation was suggested during board strategic planning discussion last month. The information should be helpful in formulating the board's goal around Exit Outcome Area 5: Students will demonstrate the ability to effectively apply life skills.
6. The board should continue to develop strategic goals for 2013-14. A draft of the board goals is enclosed. Items in regular font seemed clear during the discussion at the last board meeting. *Items in italics seemed less clear during discussion at the last board meeting.* I suggest the board clarify two or three goals to be finalized this December. A first reading of the goals should be conducted next month.

Five and ten year plans to comply with our minimum fund balance policy are shown below:

5 Year Plan		
	Projected Unassigned Gen Fund Balance	% Unassigned Gen Fund Exp*
FY 13	\$601,978	2.63%
FY14	\$847,395	3.71%
FY 15	\$1,092,812	4.78%
FY 16	\$1,338,229	5.85%
FY 17	\$1,583,646	6.93%
FY 18	\$1,829,064	8.00%

10 Year Plan		
	Projected Unassigned Gen Fund Balance	% Unassigned Gen Fund Exp*
FY 13	\$601,978	2.63%
FY14	\$724,687	3.17%
FY 15	\$847,395	3.71%
FY 16	\$970,104	4.24%
FY 17	\$1,092,812	4.78%
FY 18	\$1,215,521	5.32%
FY 19	\$1,338,229	5.85%
FY 20	\$1,460,938	6.39%
FY 21	\$1,583,646	6.93%
FY 22	\$1,706,355	7.46%
FY 23	\$1,829,064	8.00%