

Date: March 1, 2012  
To: School Board  
From: Dr. Malone  
RE: Meeting Notes, March 5, 2012

The stakeholder input session will begin at 6:00 p.m. in the media center. Twenty employees were randomly selected to be participate:

- Teachers - 10
- Principal - 1
- Local #284 – 8
- Transportation - 1

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

- What should students know and be able to do so they can thrive in our changing global community?
- What do you expect from the Becker School District?
- What should the Becker School District be like in ten years?
- Under what circumstances (if any) would you provide additional financial support to the Becker School District?

At approximately 6:30 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 7:00 p.m., following the discussion with the employees.

## 2A. Superintendent's Report

- i. The school district appreciates the excellent contributions of our volunteers. Parent and community member volunteers make many contributions to the success of our school programs.

The volunteer policy and application form have been developed by the administration (see attached). Soon there will be a "feature article" on our website regarding district volunteering. For now the two attachments will be placed under the "Popular Links" portion for the website and eventually housed in the section "About the District".

- ii. The 2012-13 calendar committee will meet March 20<sup>th</sup>. The committee includes parents, teachers, Local 284 representatives, a transportation representative, and students. The calendar, developed by the committee, is recommended to the superintendent. The superintendent's recommendation will be submitted to the school board at the April 2<sup>nd</sup> meeting.

A survey pertaining to the inclusion of a spring break in the 2012-2013 calendar is underway. This survey results will be provided to the calendar committee and the school board.

- iii. The National Conference On Education, sponsored by AASA, was February 16-19 in Houston, TX. My summary notes are attached.

### 3. Consent Agenda

#### **D. I recommend accepting the following resignations**

- I. Tatianna Freidman, Camp Opportunity
- II. Erica Bakke, Jr. High Track
- III. Paula Adamski, Paraprofessional
- IV. Kristine Johnson, Teacher

#### **E. I recommend approving the following contracts:**

- I. Samantha Mroska, Camp Opportunity, 3.5 hours per day, \$9.50 per hour.
- II. Co-Curricular
  - a. Stacy Spindler, 9<sup>th</sup> Girls Basketball Coach, \$2,965
  - b. Tracy Mayer, 7<sup>th</sup> Baseball Coach, \$1,975
  - c. Rachel Watkins, Jr. High Girls Track Coach, \$1,975
  - d. Steve Hill, Assistant Baseball Coach, \$2,698
  - e. Rob Olson, Assistant Boys Tennis Coach, \$2,403
  - f. Nate Bucher, Jr High Boys Tennis Coach, \$2,075
- III. Dawn Drayna, Long Term Substitute Teacher, 3<sup>rd</sup> Grade, Beginning March 16, Step 1, BS, \$7,838
- IV. Yuli Wu, Long Term Substitute Teacher, SPED, Beginning April 2, Step 3, MA, \$10,886
- V. Jim Steffen, Van Driver, 4 hours per day, \$14.80 per hour
- VI. Melody Rust, Van Driver, 2 hours per day, \$14.80 per hour
- VII. Field House Supervisors (The expense for these positions will be reimbursed by BYSA resulting in no additional cost to the school district.)
  - a. Rochelle Johnson, 4 to 6 hours per day, \$10.00 per hour
  - b. Heidi Arbuckle, 4 to 6 hours per day, \$10 per hour

- F. MDE rules require school boards to approve the integration revenue worksheet. The revenue is used to pay for the CRIC program expenses (Art and Spanish

Teachers, Data Integrationists and Software, School Community Liaison, and Coordinator.) The program is cost neutral as the revenues match the expenses. Becker is mandated to participate under federal desegregation rules. **I recommend approving the Integration Revenue Budget Worksheet FY 13.**

4. The FY 12 Revised General Fund Budgets were approved in January. **Joe Prom and I recommend approving the enclosed Revised FY 12 Food Service, Community Education, and Debt Service Fund Budgets.**
5. The FY 13 Preliminary General Fund Budgets were approved in January. **Joe Prom and I recommend approving the enclosed Preliminary FY 13 Food Service, Community Education, and Debt Service Fund Budgets.**
6. HVAC bids will be opened on Thursday, March 8<sup>th</sup> at 2:00 p.m. **I recommend setting a special school board meeting on Monday, March 12<sup>th</sup> at 6:00 p.m., to accept the low HVAC bids, or at another time convenient to the school board.**
7. The board action at the January organizational meeting set establishing the regular board meeting date as the “first Monday of each month with the following exceptions: February 6<sup>th</sup>, 3:00 p.m., March 5<sup>th</sup>, 7:00 p.m., April 2<sup>nd</sup>, 7:00 p.m., September 10<sup>th</sup>, October 8<sup>th</sup>”. The motion did not specify the meeting time for regular board meetings.

**I recommend the school board establish the meeting time for regular meetings.** The Becker School Board regular meetings have been conducted at 6:00 p.m. since 2003.

8. MS 123B.09 Publishing Proceedings. “The board must cause its official proceedings to be published once in the official newspaper of the district. Such publication shall be made within 30 days of the meeting at which such proceedings occurred. If the board determines that the publication of a summary of the meetings would adequately inform the public of the substance of the proceedings, the board may direct that only a summary be published, conforming to the requirements of section 331A.01, subdivision 10.”

The practice of the Becker School District is to publish official school board meeting minutes in the paper after the school board has approved them. The school board meets monthly and approves the minutes from the previous meeting. For example, the February 6<sup>th</sup> minutes will be approved by the board on March 5<sup>th</sup> and published on March 10<sup>th</sup>. The Minnesota School Boards' Association informed me that this is the practice of most school districts in Minnesota and a reasonable interpretation of the statute.

It is permissible for the school board to authorize a summary of the meeting to be published as defined by MS 331A.01, “Subdivision 10. “Summary” means an accurate and intelligible abstract or synopsis of the essential elements of proceedings, ordinances, resolutions, financial statements, and other official actions. It shall be written in a clear and coherent manner, and shall, to the extent possible avoid the use of technical or legal terms not generally familiar to the public. When a summary is published, the publication shall clearly indicate that the published material is only a summary and that the full text is available for public inspection at a designated location or by standard or electronic mail. A summary published in conformity with

this section shall be deemed to fulfill all legal publication requirements as completely as if the entire matter which was summarized had been published. No liability shall be asserted against a political subdivision in connection with the publication of a summary or agenda.”

The summary of the board meeting would be published the Saturday following each board meeting in lieu of the official school board minutes being published approximately one month later. Publishing a summary would be timelier and reduce expense to the district, as the summary would be more succinct than the minutes. The official minutes would continue to be posted on the district website and available for public view in the district office. Publishing a meeting summary meets the requirements of 123B.09, subdivision 10.

Options available to the school board include:

- A. Take no action. Continue the district’s practice of publishing meeting minutes after the board approves them.
- B. Authorize that only a summary of the meeting proceedings be published pursuant to section MS 331A.01, subdivision 10.

**9. I recommend closing the meeting to discuss labor negotiations pursuant to MS 13D.03.**