



**School Board Meeting Agenda Item**

Topic: Administrative Reports  
 Contact(s):  
 Presenter(s): Martina Wagner, Superintendent

Nature of Action Requested by Board

Board action   
 Board information or scheduled report

Background Information

<p>Wagner Wednesdays</p>	<p>Due to busy schedules and holiday activities there will not be a Wagner Wednesday in the month of December, but we will be ready to meet and gather in the month of January!</p>
<p>Building and Programming Updates                  1st meeting of the Month Building Updates                  2nd meeting of the month Program/Department Updates</p>	<p><u>Community Education</u></p> <ul style="list-style-type: none"> <li>Community Education and Recreation will deliver over 10,000 brochures to postal patrons and businesses in Red Wing the week of January 2, 2024.</li> <li>This fall Community Recreation offered 76 programs, totaling 915 total classes. This winter and spring we will be offering a total of 107 recreational programs for the Winter/Spring 2024 season.</li> <li>Community Recreation is revamping swimming lessons to meet Red Cross standards while allowing for fun and effective learning.</li> </ul> <p><u>Student Nutrition Services</u></p> <ul style="list-style-type: none"> <li>Update: Sunnyside still has 2 open positions - Head Cook/Manager and a 6-hour position. We have gotten creative and added a temporary 2-hour position to help fill in the gaps. Despite the short staffing for so long our 1 and only employee stays positive and works hard each day.</li> <li>A La Carte Milk Report for October (attached)</li> <li>Meal Participation October Report (attached)</li> </ul> <p><u>Nursing Services</u></p> <ul style="list-style-type: none"> <li>The Care Clinic will be conducting dental clinics in our schools in November and December.</li> </ul>

- We have had an increase in illness the last two weeks. Covid cases mostly are being reported. Staff and students are reminded to stay home when ill.
- We are working with other departments to comply with the new legislation that requires period products be available to students in grades 4 through 12 free of charge.

#### Human Resources

- Finishing up and submitting STAR report - due date extended to December 18.
- Finalizing the process of tracking ESST time to roll out on Jan. 1
- Development of process and procedure documentation will be the next "big task"

#### Communication

- The website is live.

#### Buildings & Grounds

- Working on our Cleaver Brooks Boilers as #2 has a pin hole leak in 1 of the tubes. #1 is going to be worked on to get the max efficiency in coordination with the 2 condensing boilers.
- Working on the Domestic hot water issue at Sunnyside. Not providing hot but luke-warm water.
- Help serve lunch at various buildings throughout district

#### Special Services

- Update Special Education Administration shared a Google Slide presentation with building administration on Disproportionate Representation
- Update Preliminary child count has been completed. This involved ensuring that the Master Caseload document matches MARSS reporting data.
- Update Quarter 1 restrictive procedure has been reported to the state and oversight committee meetings are underway.

#### Athletics

- Like fall activities, numbers for winter activities have increased over last year.
- Continuing to recognize students, we have started a Most Valuable Teammate (MVT) program, in which coaches and advisors nominate students that best exemplify the qualities of a great teammate.
- 12 students from RWHS joined 70+ schools at the MSHSL Student Advisory and Leadership Team (SALT) conference at the St. Paul RiverCentre. Topics addressed included: equity, relationships, leadership, and creating safe/welcoming and inclusive activities and athletics.