

**Date:** January 5, 2012  
**To:** School Board  
**From:** Dr. Malone  
**RE:** Meeting Notes, January 9, 2012

The stakeholder input session will begin at 6:00 p.m. Sixty invitations were mailed to parents (enclosed). School board members telephoned the parents.

Parents 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 parents 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 parents.

#### 1. Election Of Officers

- C. The MSBA publication The First Monday In January: Everything you need to know for your board's organizational meeting is enclosed. A procedure for Election of Officers begins on page 3.

MSBA's interpretation of MS 123B.14 Subd. 1 is found on page 1. "If the most recently selected chair (the person elected chair last year) is still on the board, that board member should call the meeting to order and run the meeting until his or her successor is selected and qualifies." Accordingly, Bryan Olson will preside until another chairperson is selected. Or (p. 6) "If a vice chair is elected before the chair, the newly elected vice chair will then preside until the deadlock for chair is broken."

- D. The Art teachers will present a video to the school board.

2. The board chairperson makes the appointments (if the board is unable to elect a chair, the 2011 chair or the newly elected vice chair). The 2011 committees and representatives are enclosed
  
3. A. Superintendent's Report
  - i. School board members are registered for the MSBA Conference Thursday, January 12<sup>th</sup> and Friday, January 13<sup>th</sup>. I will coordinate transportation plans early next week.
  
  - ii. One of the school board goals for 2011-12 is to *review an analysis of secondary course offerings by February 2012*. Ms. Logrono and I are preparing relevant information. I will recommend that the school board schedule a workshop in February for this purpose.
  
  - iii. The district began to implement the Marzano Instructional Model last year. Decades of research as documented in The Art and Science of Teaching (Marzano, 2007) clarify the most effective instructional methodology for increasing student achievement. We are in the 2<sup>nd</sup> year of a 3-year book-study whereby every teacher is reading & discussing the book.

Resource Training and Solutions staff members have been certified to teach the Marzano Model and will be providing staff development to member districts over the next several years. This is a fantastic opportunity for our school district to bolster our goal of utilizing research-based instructional to advance academic achievement for Becker students.

#### 4. Consent Agenda

**D. I recommend approving the following resignations:**

- i. Karen Lipski - Food Service
- ii. Matt Eigen – Asst. Head Baseball

**E. I recommend approving the following contract:**

- i. Lynn Shierts, 30 minutes per day, \$15.77 per hour – Ms. Shierts will be working 6.75 hours per day.

**F. I recommend approving the following reduction in force pursuant to Article XI, Section VI of the Master**

**Agreement with Local 284: Joan Lindquist** effective end of the work day on January 13, 2012. (Student IEP needs no longer require this position.)

- G. I recommend adopting Policy 412 Expense Reimbursement.** The first reading was last month.
- H. I recommend approving the Annual Agenda.**
- I. I recommend approving the 2011-13 Local #284 Transportation Contract as presented.**

Negotiators for the School District and the Transportation Employees Local SEIU reached a tentative 2-year contract agreement for the 2011-2012 and 2012-13 school years. The agreement increases the salary schedule by 0.5% in the first year of the contract and 0.75% in the second year of the contract. Bus drivers are eligible for any step advancements to which they may be entitled. The school district's contribution for health insurance will be frozen during both years of the contract and remain as a defined amount. The school district's cost increase of 4.99% over the 2 years of the contract includes PERA, FICA, step and advancements, and health insurance over the 2 years.

Other changes to the contract include:

- **ARTICLE VI RATES OF PAY - NEW SECTION – SECTION 4**  
Section 4 In-Unit substitute compensation  
In the event that a van driver is assigned the duties of a bus driver in a substitute capacity, the van driver shall be compensated according to the schedule set forth in Appendix A. There shall be no deduction from the employee's leave time to perform these duties.

Add to Appendix A: Van Drivers – Bus Driver Substitution Per Route

|               |             |
|---------------|-------------|
| <u>Step 1</u> | <u>\$33</u> |
| <u>Step 2</u> | <u>\$35</u> |
| <u>Step 3</u> | <u>\$37</u> |

|        |             |
|--------|-------------|
| Step 4 | <u>\$39</u> |
| Step 5 | <u>\$41</u> |

- ARTICLE VI - SECTION 6. School Closing. 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 occurrence each year. For each subsequent occurrence, the employee's compensation shall be reduced accordingly. If an employee is not informed one hour in advance of starting time and reports to work, he/she shall receive compensation for 1 /2 day, and duties may be assigned during that 1/2 day.
- ARTICLE XIV SEVERANCE PAY SECTION 8. There shall be a cap of ~~\$15,000~~ \$17,500 on the combined total of all severance and School District 403(b) contributions.

In the event that the total School District 403(b) contributions as stipulated by Article XV exceed the total amount of the retiring employee's severance payment as calculated according to ARTICLE XIV, Section 3, the district shall not require the employee to pay back the excess of the contribution balance

- Merge MOU on Mechanic position into contract
- J. **I recommend continuing with Sherburne State Bank, Minnesota School District Liquid Assets Fund, and PMA/MN Trust as District Depositories for 2012.**
- K. **Joe Prom, Director of Business Services, and I recommend continuing with Kern DeWenter Viere, LTD as the district auditors for FY 13.**
- L. **I recommend continuing with Kennedy & Graven as the school district's Legal Counsel.**

- M. **I recommend continuing with the Sherburne County Citizen as the official district newspaper.**
- N. **I recommend establishing the regular board meeting date as the first Monday of each month with the following exceptions:**
- **Monday, February 6<sup>th</sup>, 2:00 p.m. stakeholder input meeting with high school students, 3:00 p.m. board meeting, location in the high school auditorium.**
  - **Monday, March 5<sup>th</sup>, 6:00 p.m. stakeholder input meeting with staff members, 7:00 p.m. board meeting.**
  - **Monday, April 2<sup>nd</sup>, 6:00 p.m. stakeholder input meeting with community members, 7:00 p.m. board meeting.**
  - **September 10<sup>th</sup> (September 3<sup>rd</sup> is a holiday)**
  - **October 8<sup>th</sup> (Supt at MASA Conference October 1<sup>st</sup>)**

5. The December 1, 2011 grievance documents submitted by the BEA and the district's responses are enclosed. The letter at issue, along with the teacher's written acknowledgement of receiving the letter via certified mail, are also enclosed. **I recommend that the school board deny the grievance** for the reasons set forth in my December 13, 2011 correspondence to Eric Austin. MSBA and our district attorney agree it would be in the best interest of the school district to deny the grievance.

6. Revised FY 12 General Fund Budget (enclosed). **Joe Prom and I recommend approving the revised FY 12 general fund budget as presented.**

Adjustments to the originally FY budget are as follows:

Revenues Total: (\$178,000)

- Enrollment – AMCPU Increase Of 17: \$88,000
- Gen Ed Aid \$50 Formula Increase: \$156,000
- Ad Revenue Projection Decrease: (\$100,000)
- EdJobs Federal Stimulus Funding Shifted to FY 13: (\$483,000)
- SPED Aid Increase: \$100,000
- iPad Insurance Premiums: \$30,000

- Other: \$31,000

Expenses Total: (\$156,000)

- Health and Dental Insurance Decrease: (\$438,000)
- Unemployment Compensation Increase: \$60,000
- SPED Expense Increase: \$180,000
- iPad Repair/Replacement: \$30,000
- Other: \$12,000

7. Preliminary FY 13 General Fund Budget (enclosed). **Joe Prom and I recommend approving the preliminary FY 13 general fund budget as presented.**

Revenues Total: \$691,000

- Enrollment – AMCPU Increase Of 11: \$57,000
- General Ed Aid Increases - \$50 Formula, Literacy Incentive, Other: \$296,000
- EdJobs Federal Stimulus Funding Shifted To FY13: \$472,000
- Decreases Of Federal SPED Revenue: (\$94,000)
- General Fund Levy Reduction: (\$59,000)
- Other: \$19,000

Expenses Total: \$668,000

- Maintain Current Staffing
- Health Insurance Increase: \$140,000
- Employee COLA And Other Inflationary Adjustments: \$528,000

Note:

- EdJobs Federal Stimulus Revenue (\$472,000) Will Expire After FY13
- Integration Aid (\$292,000) Likely To Expire After FY 13