

# Minutes of Study Session

## The Board of Education Mahtomedi Public Schools

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A **Study Session** of the Board of Education of Mahtomedi Public Schools was held **Thursday, August 23, 2018**, beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room.

### 1. CALL TO ORDER

Meeting called to order at 7:00, p.m. by Chair Judy Schwartz.

### 2. ROLL CALL OF ATTENDANCE

Present: Mike Chevalier (7:05 p.m.); Kevin Donovan; Julie McGraw; Lucy Payne; Judy Schwartz; Stacey Stout and Superintendent Barbara Duffrin, ex-officio.

Also present: Bill Menozzi, Director of Business Services; Nicole Flesner, Human Resource Supervisor and Mike Neubeck, Mahtomedi Middle School Principal.

### 3. APPROVAL OF THE AGENDA

Payne moved to amend the agenda by adding Item 4.A. Committee Structure - Facilities and Personnel Committee Members. Stout seconded. Carried 5-0. Payne moved, Donovan seconded, approval of agenda. Carried 5-0.

### 4. DISCUSSION/INFORMATION ITEMS

#### A. Committee Structure – Facilities and Personnel Committee Members

Payne moved, McGraw seconded, to move School Board Director Mike Chevalier from the Personnel Committee to the Facilities Committee and School Board Director Lucy Payne from the Facilities Committee to the Personnel Committee. Carried 5-0.

#### B. Superintendent Goals

Superintendent Duffrin and school board members discussed the 2018-2019 superintendent goals which included: strengthen relationships throughout the district, both internally and externally; strategic planning and providing clear information regarding the budget development and the operating levy.

Nicole Flesner, Human Resource Supervisor, reviewed the mid-year superintendent evaluation process regarding goals and competencies.

C. School Board Goals

Superintendent Duffrin and school board members discussed the 2018-2019 school board goals which included: foster a positive and productive partnership with the new superintendent; continue to nurture collaborative partnerships between local leaders and organizations and guiding budget development in partnership with district administration.

D. School Board Retreat

Superintendent Barbara Duffrin and school board members discussed various ideas for the January school board retreat which included: strategic planning and school board and superintendent leadership team operating practices. The retreat will be on Thursday, January 24, 2019 from 4:00 p.m.- 8:00 p.m. at Century College.

E. 2018-2019 Budget and Financial Timeline

Bill Menozzi, Director of Business Services presented on the 2018-2019 four step budget process which included: property tax levy, preliminary budget process, revised final budget and the annual financial report and fiscal audit. Menozzi reviewed the 2018-2019 financial calendar/timeline.

F. 2019-2020 Proposed Software Changes

Bill Menozzi, Director of Business Services, reported TIES will discontinue service as a finance and human resource/payroll software system on June 30, 2019. Menozzi stated the district staff heard presentations from 3 vendors: Skyward School Management, PowerSchool Education Technology and Smart Technologies and compared the costs over the next 5 years to account for initial investment, installation and support. Menozzi recommended using Skyward School Management Software starting July 1, 2019.

G. Levy Update

Bill Menozzi, Director of Business Services, gave an update on the November 6, 2018 operating levy which included: the impact of inadequate state funding; how the Mahtomedi School District compares to other districts' referendums; general fund revenue sources and the revenue and expenditures per student. Mahtomedi receives and spends \$1,200 less per student than other metro districts. Menozzi demonstrated the tax impact calculator on the district's website and explained the tiered levy structure, which would revoke the current \$743.74 per pupil voter approved authority and replace it with \$1,020 in 2019-2021, \$1,295 in 2022-24 and \$1,570 in 2025-28.

The tax change on an average home (\$350,000) in the district would be \$159 in 2019, \$159 in 2022 and \$159 in 2025. Superintendent Barbara Duffrin explained the impact on class sizes and programming if the levy passes or if it fails. School Board Directors Kevin Donovan and Mike Chevalier are the levy liaisons, although any of the school board members may attend the upcoming Community Levy Meetings. The district website lists the upcoming meeting dates and times, along with voting information, FAQ's, ballot language, informational videos and more. Levy information will be mailed to district residents and is also being communicated through email and social media.

Mike Neubeck, Mahtomedi Middle School Principal, reported on the increase in class sizes in 6<sup>th</sup> and 7<sup>th</sup> grade and the changes to the Middle School Model due to budget reductions.

#### 5. ADJOURNMENT

Payne moved, Donovan seconded, adjournment. Meeting adjourned at 8:23 p.m. Carried 6-0.

JULIE MCGRAW, CLERK