

Date: November 29, 2012
To: School Board
From: Dr. Malone
RE: Meeting Notes, December 3, 2012

2A. Superintendent's Report

- i. Preliminary planning to update our school facilities, including maintenance, site improvements, and the construction of a high school auditorium is underway, following the approval of the building bond in the recent election. Mark Lenz, of MLA Architects, Pat Overom of ICS Consulting, Joe Prom, Chuck Stanger and I have met November 14th and 28th. We plan to meet monthly with the school board member(s) appointed to the facilities committee at the January meeting.

We are planning the project timelines. Meetings are scheduled with staff user groups for the auditorium and swimming pool spaces December 7th.

- ii. School Board members are registered for the MSBA Conference Thursday, January 17th and Friday, January 18th. The conference theme this year is "Building Trust". This is an excellent professional development opportunity and I encourage board members to attend. **If you cannot attend, please notify me by December 7th.**
- iii. Preparation of the revised FY 13 and preliminary FY 14 budgets will begin soon this month and completed for the February 4th meeting. The amount of the FY 14 budget adjustment will be known then. The process and timeline for the budget adjustment will also be presented at the February meeting.

3. Consent Agenda

C. I recommend accepting the following resignations:

- I. Cindy Lutz, Bus Driver
- II. Betty Thell, Administrative Assistant To The Superintendent

D. I recommend approving the following contracts:

- I. Jeanne Lemire, Paraprofessional (SPED), 5 hours per day, \$24.09 per hour.
- II. Mary Ann Anderson, Paraprofessional (SPED), 6.5 hours per day, \$14.73 per hour.
- III. Rebecca Kollman, Paraprofessional, 6.5 hours per day, \$15.46 per hour
- IV. Keith O'Brien, Teacher (SPED), Step 15, MA increase of 0.375 FTE to 1.0 FTE, increase of \$23,863.

- V. Tara Bierschbach, Teacher (long term sub music), 54 days, Step 3, BS + 45, \$12,669.
- VI. Eric Austin, Video/Webcast Advisor, \$1,628 (prorated from \$2,500).
- VII. Kenneth Thiesen, 9th GBB Coach, \$2,154.
- VIII. Josh Ihrke, JV GBB Coach, \$3,371.
- IX. Bridget Tieglan, JV Dance Coach, \$1,080.
- X. Shelby Lieser, Camp Opportunity, \$7.25 per hour.
- XI. Lindsey Schmidt, Camp Opportunity, \$7.25 per hour.

E. MDE requires school boards to receive the Annual Report of Curriculum, Instruction, and Student Performance. The report provides standardized testing information relative to the 2011-12 school year.

F. I recommend approving the Student Extended Trip for the Spanish Department, June of 2014, as presented. The proposal was developed in accordance with Policy 566 Student Extended Trip Policy. The proposal complies with the requirements of the policy with the exception of the precise travel dates, which will not be announced by ISE until mid-2013. Approval is requested 18 months in advance because there is no fundraising and students/families need ample time to plan for the trip. Students who attend the trip will not miss any instructional days.

G. I recommend terminating the employment of an employee.

4. KDV, the school district auditors, will present the 2012 financial audit. The audited general fund summary is shown below.

	7/1/11	2011-12				6/30/12
	Beginning Fund Balance	Revenues and Other Funding Sources	Expenditures		Net change Fund Bal.	Ending Fund Balance
General Fund	\$937,938	\$24,830,841	-\$24,730,824		\$100,017	\$1,037,955

Joe Prom and I recommend approving the FY 12 financial audit as presented. The June 30, 2012 unassigned fund balance represents is 2.4% of expenditures. District Policy 714 Fund Balances states that the school district will strive to maintain a minimum unassigned general fund balance of 8%. (KDV PowerPoint Enclosed).

5. Joe Prom, Director of Business Services, will describe the Truth and Taxation data. He will also explain the Payable 2013 increase of 1.6% (PowerPoint enclosed). **Joe Prom and I recommend approving the Payable 2013 Levy in the amount of \$7,665,146.**

6. Policy 533 Wellness was updated by the MSBA Policy Service's Council of School Attorneys in 2010. **I recommend first reading of the policy.**

The updated policy reflects MS 121A.215 and 42 U.S.C. 1758b, which both became law in 2010. The revised policy does not reflect the PL 111-296, also known as the Healthy, Hunger-Free Kids Act of 2010, which was adopted in December of 2010.

The USDA Food and Nutrition Service (FNS) has convened an interagency workgroup including the US Department of Education, Health and Human Services, and the Center for Disease Control and Prevention. The USDA FNS will publish a final rule in the fall of 2013, which will provide additional regulations for public school food service programs including a model wellness policy.

The final rule by USDA FNS, reflecting PL 111-296, will require public schools to comply with the model wellness policy and show progress toward obtaining it's goals. I expect the MSBA Policy Service's Council of School Attorneys to update Policy 533 Wellness after the USDA FNS publishes their final rule in 2013.

Enclosures:

- 5-year Technical Assistance and Guidance Plan for Local School Wellness Policies (2010, drafted by USDA FNS, US DOE, and DHHS' CDC)
- Nutrition Standards For Foods In Schools (2009, published by CDC)

Given the additional stricter requirements to be imposed on school districts in 2013, it would not be prudent to approve a Wellness Policy less stringent than the 2010 MSBA Model Policy. To do so would be disruptive and confusing to students, staff, parents, and community members when we are required to comply with PL 111-296 in approximately 18 months.

7. The Review Committee conducted a public hearing on November 8th pursuant to Policy 606 Textbooks And Instructional Materials. The Review Committee Report and recommendation is enclosed along with supporting documents. **I recommend approving the Review Committee's recommendation regarding the Reconsideration Procedure.**
8. Policy 223 Strategic Goals is the culmination of the school board's work this year to identify strategic goals for the 13-14 school year. The school board should modify Section V Strategic Goals of the policy each December.
- Section V, A. Describes the board's discussion of a goal whereby 90% of seniors will apply to a post-secondary institution (includes military enlistment) by May 2014. During the 2011-12 school year about 75% of seniors applied to a postsecondary institution, which included about 6% military enlistments.

- Section V, B. Describes the board's discussion of goal to attain a minimum unassigned general fund balance over a period of 5 or 10 years. Given the major budget reduction looming this spring, I advise the board to delay the implementation of this goal.

I recommend modifying Policy 223 Strategic Goals to reflect the school board's desired outcomes for 2013-14. (There is no MN Statute or Becker District Policy requiring a first and second reading to modify or adopt a policy. While doing so is usually good practice, in this case it is appropriate for the current board to approve the strategic goals because they were developed throughout the 2012 calendar year.)

Please contact me with any questions or concerns.