

## **AGENDA**

Board of Education Regular Meeting  
Independent School District No. 110  
Waconia, Minnesota  
November 8, 2010 - 7:00 PM  
Waconia City Council Chambers

1. CALL TO ORDER, ADOPTION OF AGENDA, and NOTATION OF MEMBERS IN ATTENDANCE
2. ANNOUNCEMENTS, ACKNOWLEDGEMENTS, AND CORRESPONDENCE
  - A. Dave Kuehn, 2010 Athletic Director of the Year for 2AA
  - B. Thank you for leading successful, innovative fall fundraisers:
    - Angie Lovinger, Chuck Anderson, Bayview Elementary
    - Josie Precht, Khuzana Devaan, Southview Elementary
  - C. Long Lake Conservation Center Recognition  
Clearwater Teacher Amber Bussman, and 6th grade students Jeffry Week and Allison Bares will present a plaque received at Long Lake for 30 years of participation.
3. PUBLIC COMMENTS RELATED TO AGENDA ITEMS
4. MINUTES OF PREVIOUS MEETINGS:
  - A. October 11, 2010 Regular Board Meeting
5. CONSENT AGENDA
  - A. Approve Bills and Wire Transfers  
Monthly bills are available for Board Members to audit before or after the meeting. Please contact Todd Swanson with any questions or concerns regarding district bills as presented.
  - B. Approve Personnel Items
    1. Accept letter of retirement:
      - a. Jane Leopold, CW Para (7+ years of service)
    2. Approve the following Employee Status Changes  
Karna Kroening BV MA (30.5 hrs/wk to 33 hrs/wk)  
Julie Torgeson BV MA (30 hrs/wk to 33.75 hrs/wk)
    3. Approve the following new hires:  
Colleen Hiner Part Time ECSE Educational Assistant (replacement)  
Sally Haselhorst Part-Time Kids' Co Aide (replacemnt)  
Beth Billstrom Part-Time ECSE MA (new position)  
Jenna Mossberg Part-Time Kids Co Lead (replacement)  
Aundrea Grantham Full-Time Technology Assistant (replacement)
    4. Accept the following resignation:  
Chris Behrens CE Behing-the-Wheel Instructor
6. REPORTS

- A. Administrative Written Reports  
(Community Education, Activities, Bayview Elementary, Southview Elementary, Clearwater Middle School, Waconia High School, Teaching & Learning, Grant Development, and Special Education)
- B. Student Board Representative Report  
Presenter: Kaitie Heenie and Chaneen Haler
- C. Finance Report  
Presenter: Todd Swanson
- D. Superintendent's Report  
Presenter: Dr. Rajanen

## 7. ACTION ITEMS

- A. Appoint 2010 ISD #110 School Board Treasurer (**ROLL CALL VOTE**)  
As a result of the personnel change for the Director of Finance and Operations, the School Board must appoint Todd Swanson to the position of School Board Treasurer.  
Presenter: Dr. Rajanen
- B. Approve Terms of Proposal for Representative for Land Inquiry  
Presenter: Dr. Rajanen
- C. Approve Resolution of Canvassing Results for the 2010 General Election (**ROLL CALL VOTE**)  
The school board serves as the canvassing board for school elections and must canvass and declare the results within 7 days of an election. Precinct Summary Statements will be distributed at the meeting on Monday night.  
Presenter: Dr. Rajanen
- D. Approve Resolution to Authorize Issuance of Certificates of Election (**ROLL CALL VOTE**)  
This resolution authorizes the board clerk to issue certificates of election to newly elected school board members.  
Presenter: Dr. Rajanen
- E. Approval of 3-Year Terms and Conditions Contract with Superintendent  
Summary of Tentative Resolutions for 2011-2014 Contract between Waconia Public Schools and Dr. Nancy Rajanen, Superintendent of Schools:

The School Board and Dr. Rajanen have entered into a tentative three (3) year agreement that includes a 1% salary increase in all three years of the contract. The School District's annual matching contribution to the 403(b) plan will be increased from \$2,500.00 to \$3,500.00. The number of paid sick leave days will be increased by five (5) days per year to be aligned with other district administrators. Vacation leave will be increased by five (5) days per year. A provision was added to provide for post-employment insurance coverage.

Language providing a \$350.00 monthly automobile allowance was removed with those dollars added to base salary. Language was added to clarify the current practice of allowing mileage reimbursement at the rate set by Board policy. Language was removed that required Dr. Rajanen to submit to a medical examination.

The total increased cost for the 2011-2012 contract year in this tentative agreement is \$2,898.43, which equates to a percentage increase of 1.65%. The total increased cost for the 2012-2013 contract year in this tentative agreement is \$1,546.42, which equates to a percentage increase of 0.86%. The total increased cost for the 2013-2014 contract year in this tentative agreement is \$1,561.65, which equates to a percentage increase of 0.87%. The three-year total package percentage increase for this tentative agreement is 3.38%. As insurance costs may rise during this contract period, the cost of this tentative agreement could increase.

Presenter: Teresa Kittridge

## 8. DISCUSSION ITEMS

### A. Open Enrollment 2011-2012

On an annual basis, the School Board is asked to make a decision regarding the District's participation in the Open Enrollment program.

Attached to the Board packet are information pieces from the Minnesota Department of Education, including common questions & answers, application forms, and a MDE clarification memorandum.

The District currently has waived the January 15 deadline, which allows students to open enroll at any time. No grade level is closed at present.

As of September 7, 2010, Waconia School District 110 had 249 students that enroll INTO the District.

Grades K - 5 =	103 students
Grades 6 – 8 =	45 students
Grades 9 – 12 =	101 students

As of the same date, Waconia School District had 342 students that enroll OUT of the District to surrounding Districts.

These numbers DO NOT include charter schools, parochial schools or home schooled students. The numbers above would suggest that there is an equal or slightly larger enrollment at the secondary level. This is actually a cumulative function of open enrollment. In other words, students often open enroll at an elementary age, but remain in the district until graduation. For example, in 2010, there were only 30 new open enrollment students added to the Waconia Schools. Only 7 of those were at the High School.

The School Board needs to consider whether or not to implement the January 15 deadline, which is currently waived. Additionally, the District needs to decide if any specific grade (s) should be closed to future open enrollment.

Action will need to be taken at the December School Board meeting.

Presenter: Dr. Rajanen

## 9. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS

## 10. BOARD COMMITTEE REPORTS

- A. Negotiations/Personnel Committee
- B. Budget/Finance Committee
- C. Policy Committee
- D. Facility Committee
- E. Curriculum Advisory Council Representative
- F. Carver-Scott Cooperative Representative
- G. Community Education Advisory Council Representative
- H. MSHSL Representative
- I. MSBA Government Representative

J. Technology Committee Representative

K. District 110 Foundation Representative

L. Community Center Advisory Board Representative

M. Grant Writing Committee

11. ADJOURNMENT