

Work Session

Monday, July 27, 2020 7:15 PM

Virtual Meeting via Google Hangout, To view or listen to this meeting, send request to: jkilian@isd110.org, or , call: 952-442-0600

1. **Fall Planning Update**

2. **Operating Levy - Fall 2020**

- 2.A. Financial Outlook

- 2.B. Communication Plan

3. **School Board Calendar**

	January	February	March
Self Governance & Superintendent Relations			
Q1	Hold Organizational Meeting	Review Code of Conduct	
	Induct New Members & add them to website & handbook (if applicable)	Present on MSBA Conference Findings	
	Attend MSBA Leadership Conference		
	Adopt a Resolution directing Superintendent to make Recommendations for Adjustments in Curriculum, Programs, and Staff for the following School Year.	Set Board Training and Development Opportunities for the Year (1-2)	
	Set Calendar for Small Group Meetings		
	Define Committee Roles & Positions with Desired Outcomes		
	Consider a city update on regular meeting agendas?		
Policy & Advocacy			
		Legislative Forum/Session	
	Ensure Board Section Updated with new members	Review Policies for Annual Review (prior to Student Handbook development)	
		ONE10 Advisory Council Meeting (1 of 3)	
		Follow Legislative MDE or Court Recommended policy revisions/adaptations/replacements (ongoing)	
Finance & Facilities			
	SOD Plan submitted to MDE		Review Enrollment Projections for upcoming school year (January MSBA)
	Long Term Planning Model Reviewed	*Assess proposed recommendations for discontinuing and/or reducing programs and positions	Review student enrollment options data and yearly comparisons (January MSBA)
	Begin work to revise current Annual Budget		Take Action on Resolutions discontinuing and/or reducing programs and positions (if necessary)
	Building Visits - revisit to align with the worksessions (build schedule)		City/County Project Reports (from City Council Liaison)
			Review Insurance Renewal Rates
Leadership & Service			
	Set Calendar for stakeholder meetings and board engagement		Review High School Course Changes and Course Registration (review or receive HS course registration results)
	Plan for ONE10AC Meeting 1		Plan for ONE10AC Meeting 2
	Board Listening Hour w/WEA (1 of 3)		

	April	May	June
Self Governance & Superintendent Relations			
Q2		Adopt Official Board Agenda, Calendar, and Goals for upcoming year	
			Determine Fall Board Elections (if applicable)
		Initiate WEA Negotiations (if applicable)	Approve Board Members for District Employment
			Establish Board Member Stipend & Allowances
		Recognitions, Retirements & School Board Reps	Final Supt. Evaluation
	Adopt Resolutions for Non-Renewal of Probationary Teaching Contracts & Continuing Contract ULA		
Policy & Advocacy			
	400 Series	500 Series	700 Series
		Review Board Handbook	
		Review Employee Handbook (Online Link)	Review District Survey Results
	ONE10AC Meeting (2 of 3)		
	Follow Legislative MED or Court Recommended policy revisions/adaptations/replacements (ongoing)		
Finance & Facilities			
			Approve and Adopt Initial Revenue and Expenditures Budget for Coming Year (Preliminary Budget)
	Capital Projects Reviewed	Long Term Model Reviewed	
Leadership & Service			
		Review School Improvement Plans for subsequent school years	Review Staff Development plan for upcoming school year
	Recruit Student School Board Reps	Select Student School Board Reps	

	July	August	September
Self Governance & Superintendent Relations			
Q3	Set Superintendent Goals for Next Year		
	Annual Resolution designating combined polling place	Call for General/Special Election (if applicable)	
	Review MSBA Membership & Memberships in Other Organizations		
	Review District Subscriptions	Welcome Back for Staff and New Teacher Lunch	
Policy & Advocacy			
	600 Series	800 Series	Submit any proposed MSBA Legislative Resolutions
		900 Series	Incorporated by Reference Policies (if necessary)
		Review District Communication Plans & State of the District	Review MSBA Legislative Changes and Overall Policy Compliance, Concerns & Housekeeping
		Review Student & Activity Handbooks	100, 200, & 300 Series
			Update all applicable policies on the website
	Follow Legislative MDE or Court Recommended policy revisions/adaptations/replacements (ongoing)		
Finance & Facilities			
			Certify Proposed Property Tax Levy
	Approve Lunch Prices	Set Misc. Wage Rates (if rate changes)	Publish Current and Prior Year Budget Information (no formal action needed by the board)
		Submit bond or operating levy referendum intentions to DOE, if applicable	
Leadership & Service			
		Report on District Test Results	Recognitions: Essence, Teacher(s) of the Year, Continuing Contract
			Swear in Student Representatives to the Board
	Review Annual Wellness Report	Review Opening Week & Open House Plans	
		Review Strategic Goals & Recommend Modifications (if applicable)	Consider Revisions to Strategic Plan and WBWF Goals

	October	November	December
Self Governance & Superintendent Relations			
Q4		Assign Board Mentors to Newly elected board members (if applicable)	Recognitions: Outgoing Board Members
		Superintendent Contract Negotiations (if applicable)	Hold/Attend New Board Member Orientation Sessions (if applicable)
			Mid-Year Superintendent Evaluation
Policy & Advocacy			
	Create Legislative Agenda & Platform	Complete November Election Tasks	
	Review MSBA Legislative Changes and Overall Policy Compliance, Concerns & Housekeeping (Cont.)	ONE10AC Meeting (3 of 3)	
	Approve Assurance of Compliance Report	Meet any new legislative representative & schedule legislative forum	
	Hold WBWF Meeting & Present Report		
	Follow Legislative MED or Court Recommended policy revisions/adaptations/replacements (ongoing)		
Finance & Facilities			
		Approve Community Education Annual Report	Hold Truth in Taxation Hearing
			Certify Final Property Tax Levy
		Review Long Term Model	Approve the annual audit report.
			Review and Submit Compulsory Attendance Report
Leadership & Service			
	Adopt Resolution to District Strategic Plan and WBWF Plan - Change to: Hold WBWF Meeting & Present Report	Approve School Calendar for Next Year	
	Submit Application for MSHL Grant (if applicable)	Submit Required WBWF Report to MDE	Publish the Districts WBWF Plan to D110 Teaching and Learning Web Page
	Plan for ONE10AC Meeting 3		
	Hold WBWF Meeting & Present Report		

4. Policy 908 Acceptance and Use of Contributions
from Individuals and Groups for Educational
Program Support

DISTRICT ACCEPTANCE AND USE OF CONTRIBUTIONS FROM INDIVIDUALS AND GROUPS FOR EDUCATIONAL PROGRAM SUPPORT

The School Board desires to encourage the broadest possible support of the district's educational program which is in the interest of all students. The Board encourages individuals and groups to contribute funds and/or materials in support of educational programs. The acceptance and use of all contributions will be controlled and maintained by the school district to insure the interest of all students is met.

I. GIFT ACCEPTANCE:

- A. Individuals and groups desiring to make a district contribution in support of a school program shall communicate with the superintendent. The contributor shall outline the nature and extent of contribution, as well as other specifics. A written contribution proposal is required for all contributions exceeding \$1,000 (this includes in-kind gifts).
- B. The superintendent is authorized to accept contributions of \$1,000 or less on behalf of the district (this includes in-kind gifts). The contribution must meet the guidelines outlined in this policy.
- C. The school board will authorize acceptance of all contributions exceeding \$1,000 on behalf of the district. The contribution must meet the guidelines outlined in this policy.

II. STAFF POSITIONS AS A GIFT CONTRIBUTION:

If a contribution proposal involves the hiring of personnel, the administration shall oversee the entire hiring process. The school board must approve the posting of all personnel positions and the hiring of all personnel.

Cross References: Policy 706 Acceptance of Gifts
 Policy 510 Student Activities
 Policy 911 Booster Communications

Policy Adopted: June 14, 1993 \ Amended: June 9, 1997/Amended June 2004
 Policy Reviewed: September 2017
 Independent School District No. 110
 Waconia, Minnesota

5. Small Group Meeting Expectations