

## **ISD 110 School Board Work Session**

Monday, June 10, 2024 7:00 PM

Waconia Public Schools - District Office - Conf Rm A, 512 Industrial Blvd.,  
Waconia, MN 55387

### **1. Budget**



# FY25 Proposed Original Budget

# Presentation Purpose

The purpose of tonight's presentation is to present the FY25 budget for School Board review.



# FY25 ADM Projections - Summary

## ADM Projections - Summary

	FY23 EOY	FY24 Proj	FY25 Proj	Net Change FY25 to FY24
Early Childhood (EC)	34	30	30	-
Voluntary Pre-K	-	-	-	-
Kindergarten	242	263	263	-
Grades 1-3	847	796	787	(9)
Grades 4-6	878	853	817	(36)
Grades 7-12	1,978	2,008	2,021	13
<b>Total ADM</b>	<b>3,979</b>	<b>3,950</b>	<b>3,918</b>	<b>(32)</b>



# FY25 General Fund Assumptions:

- Projected enrollment decline of 32 ADM's
- State Aid Formula Increase of 2%
- Salary & Benefits Increase of 5%
- Purchased Services decrease of \$21,238 or .3%
- General Supplies decrease of \$174,227 or 9.2%
- Equipment decrease of \$181,702 or 13%
- Debt Service decrease of \$12,000 or 12.6%
- Other increase of \$38,912 or 11%



# FY25 Legislative Mandates with Budgetary Impact:

- Unemployment Insurance for hourly employees – Estimated \$110,000
- State Aid Formula Increase of 2%
- Earned Sick and Safe Time (ESST)
- READ Act
- Special Education
- English Learner (EL)



# FY25 General Fund Budget Overview

<b>General Fund - 01</b>							<b>June 30, 2025</b>	<b>Net Increase</b>
		<b>July 1, 2024</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Transfers</b>		<b>Proj. Balance</b>	<b>or Decrease</b>
<b>Unassigned - 422</b>		(2,525,036)	52,232,672	50,788,614	1,733,685		652,707	3,177,743
		-4.86%					1.22%	
<b>Restricted</b>								
Student Activities - 401		343,063	-	-	-		343,063	-
Staff Development - 403		-	629,399	349,895	(279,504)		-	-
Operating Capital - 424		-	973,416	1,404,005	430,589		-	-
Learning & Development - 428		1,125,975	799,923	238,690	(1,187,208)		500,000	(625,975)
Literacy Incentive Aid - 412		-	235,000	-	(235,000)		-	-
Gifted & Talented - 438		87,358	56,189	16,682	(40,000)		86,865	(493)
Library Aid - 443		-	50,000	-	(50,000)		-	-
Basic Skills - 441		256,387	390,289	274,114	(372,562)		-	(256,387)
Safe Schools - 449		145,629	166,832	168,168	-		144,293	(1,336)
LTFM - 467		270,492	683,886	376,605	-		577,773	307,281
Medical Assistance - 472		530,966	215,000	4,500	-		741,466	210,500
<b>Subtotal Restricted</b>		<b>2,759,870</b>	<b>4,199,934</b>	<b>2,832,659</b>	<b>(1,733,685)</b>		<b>2,393,460</b>	<b>(366,410)</b>
<b>Nonspendable</b>								
Prepays		885,964	-	-	-		885,964	-
<b>Subtotal Nonspendable - 460</b>		<b>885,964</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>885,964</b>	<b>-</b>
<b>Total General Fund</b>		<b>1,120,798</b>	<b>56,432,606</b>	<b>53,621,273</b>	<b>-</b>		<b>3,932,131</b>	<b>2,811,333</b>





# FY25 Community Service Fund Budget Overview

	July 1, 2024	Revenues	Expenditures	Transfers	June 30, 2025 Proj. Balance	Net Increase or Decrease
<b>Community Services - 04</b>						
<b>Nonspendable</b>						
Prepays	63,565	-	-	-	63,565	-
<b>Subtotal Nonspendable - 460</b>	<b>63,565</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>63,565</b>	<b>-</b>
<b>Restricted - 464</b>	830	97,336	94,466	-	3,700	2,870
<b>Restricted / Reserved</b>						
Community Ed - 431	1,468,521	2,926,704	2,733,522	-	1,661,703	193,182
ECFE - 432	151,672	398,733	369,910	-	180,495	28,823
Adult Basic Ed - 447	-	-	-	-	-	-
School Readiness - 444	187,641	592,494	589,180	-	190,955	3,314
<b>Restricted/Reserved - Subtotal</b>	<b>1,807,834</b>	<b>3,917,931</b>	<b>3,692,612</b>	<b>-</b>	<b>2,033,153</b>	<b>225,319</b>
<b>Unassigned - 463</b>	(9,025)	-	-	-	(9,025)	-
<b>Total Community Education</b>	<b>1,863,204</b>	<b>4,015,267</b>	<b>3,787,078</b>	<b>-</b>	<b>2,091,393</b>	<b>228,189</b>



# FY25 Construction Fund Budget Overview

							June 30, 2025	Net Increase or Decrease
			July 1, 2024	Revenues	Expenditures	Transfers	Proj. Balance	
<b>Construction - 06</b>								
Restricted - 464			4,500,000	10,839,500	15,239,314	-	100,186	(4,399,814)
<b>Total Construction Fund</b>			<b>4,500,000</b>	<b>10,839,500</b>	<b>15,239,314</b>	<b>-</b>	<b>100,186</b>	<b>(4,399,814)</b>



# FY25 Debt Service Fund Budget Overview

	<u>July 1, 2024</u>	<u>Revenues</u>	<u>Expenditures</u>	<u>Transfers</u>	<u>June 30, 2025 Proj. Balance</u>	<u>Net Increase or Decrease</u>
Debt Service - 07						
Restricted - 464	2,250,870	9,376,864	9,328,000	-	2,299,734	48,864
<b>Total Debt Service Fund</b>	<b>2,250,870</b>	<b>9,376,864</b>	<b>9,328,000</b>	<b>-</b>	<b>2,299,734</b>	<b>48,864</b>



# Next Steps

## Finalize FY25 Original Budget

- June 10th - Work Session for Non-Action Review
- June 24<sup>th</sup> - Business Meeting for Action – Approve FY25 Original Budget





Questions ?

**WACONIA**  
**Budget Overview**  
Preliminary Budget Summary 2024-25

<b>General Fund - 01</b>	<b>July 1, 2024</b>	<b>Revenues</b>	<b>Expenditures</b>	<b>Transfers</b>	<b>June 30, 2025 Proj. Balance</b>	<b>Net Increase or Decrease</b>
<b>Unassigned - 422</b>	(2,525,036)	52,232,672	50,788,614	1,733,685	652,707	3,177,743
	-4.86%				1.22%	
<b>Restricted</b>						
Student Activities - 401	343,063	-	-	-	343,063	-
Staff Development - 403	-	629,399	349,895	(279,504)	-	-
Operating Capital - 424	-	973,416	1,404,005	430,589	-	-
Learning & Development - 428	1,125,975	799,923	238,690	(1,187,208)	500,000	(625,975)
Literacy Incentive Aid - 412	-	235,000	-	(235,000)	-	-
Gifted & Talented - 438	87,358	56,189	16,682	(40,000)	86,865	(493)
Library Aid - 443	-	50,000	-	(50,000)	-	-
Basic Skills - 441	256,387	390,289	274,114	(372,562)	-	(256,387)
Safe Schools - 449	145,629	166,832	168,168	-	144,293	(1,336)
LTFM - 467	270,492	683,886	376,605	-	577,773	307,281
Medical Assistance - 472	530,966	215,000	4,500	-	741,466	210,500
<b>Subtotal Restricted</b>	<b>2,759,870</b>	<b>4,199,934</b>	<b>2,832,659</b>	<b>(1,733,685)</b>	<b>2,393,460</b>	<b>(366,410)</b>
<b>Nonspendable</b>						
Prepays	885,964	-	-	-	885,964	-
<b>Subtotal Nonspendable - 460</b>	<b>885,964</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>885,964</b>	<b>-</b>
<b>Total General Fund</b>	<b>1,120,798</b>	<b>56,432,606</b>	<b>53,621,273</b>	<b>-</b>	<b>3,932,131</b>	<b>2,811,333</b>
<b>Food Service Fund - 02</b>						
<b>Nonspendable</b>						
Inventory	94,725	-	-	-	94,725	-
<b>Subtotal Nonspendable - 460</b>	<b>94,725</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>94,725</b>	<b>-</b>
<b>Restricted - 464</b>	<b>1,734,101</b>	<b>3,178,575</b>	<b>3,499,970</b>	<b>-</b>	<b>1,412,706</b>	<b>(321,395)</b>
<b>Total Food Service</b>	<b>1,828,826</b>	<b>3,178,575</b>	<b>3,499,970</b>	<b>-</b>	<b>1,507,431</b>	<b>(321,395)</b>
<b>Community Services - 04</b>						
<b>Nonspendable</b>						
Prepays	63,565	-	-	-	63,565	-
<b>Subtotal Nonspendable - 460</b>	<b>63,565</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>63,565</b>	<b>-</b>
<b>Restricted - 464</b>	<b>830</b>	<b>97,336</b>	<b>94,466</b>	<b>-</b>	<b>3,700</b>	<b>2,870</b>
<b>Restricted / Reserved</b>						
Community Ed - 431	1,468,521	2,926,704	2,733,522	-	1,661,703	193,182
ECFE - 432	151,672	398,733	369,910	-	180,495	28,823
School Readiness - 444	187,641	592,494	589,180	-	190,955	3,314
<b>Restricted/Reserved - Subtotal</b>	<b>1,807,834</b>	<b>3,917,931</b>	<b>3,692,612</b>	<b>-</b>	<b>2,033,153</b>	<b>225,319</b>
<b>Unassigned - 463</b>	<b>(9,025)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(9,025)</b>	<b>-</b>
<b>Total Community Education</b>	<b>1,863,204</b>	<b>4,015,267</b>	<b>3,787,078</b>	<b>-</b>	<b>2,091,393</b>	<b>228,189</b>
<b>Construction - 06</b>						
<b>Restricted - 464</b>	<b>4,500,000</b>	<b>10,839,500</b>	<b>15,239,314</b>	<b>-</b>	<b>100,186</b>	<b>(4,399,814)</b>
<b>Total Construction Fund</b>	<b>4,500,000</b>	<b>10,839,500</b>	<b>15,239,314</b>	<b>-</b>	<b>100,186</b>	<b>(4,399,814)</b>
<b>Debt Service - 07</b>						
<b>Restricted - 464</b>	<b>2,250,870</b>	<b>9,376,864</b>	<b>9,328,000</b>	<b>-</b>	<b>2,299,734</b>	<b>48,864</b>
<b>Total Debt Service Fund</b>	<b>2,250,870</b>	<b>9,376,864</b>	<b>9,328,000</b>	<b>-</b>	<b>2,299,734</b>	<b>48,864</b>
<b>Trust Fund - 08</b>	<b>26,198</b>	<b>5,000</b>	<b>5,000</b>	<b>-</b>	<b>26,198</b>	<b>-</b>
<b>Custodial Fund - 18</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Internal Service - 20</b>	<b>67,126</b>	<b>475,000</b>	<b>485,000</b>	<b>-</b>	<b>57,126</b>	<b>(10,000)</b>
<b>OPEB Revocable Trust - 25</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OPEB Irrevocable Trust - 45</b>	<b>1,030,871</b>	<b>100,000</b>	<b>300,000</b>	<b>-</b>	<b>830,871</b>	<b>(200,000)</b>
<b>OPEB Debt Service - 47</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total All Funds:</b>	<b>12,687,893</b>	<b>84,422,812</b>	<b>86,265,635</b>	<b>-</b>	<b>10,845,070</b>	<b>(1,842,823)</b>

2. **Superintendent Updates**

**Presenter:** Brian  
Gersich,  
Superintendent

2.A. Elementary Art and Media Specialist



## MEMORANDUM

**TO:** ISD 110 Administration

**FROM:** Erika Nesvig, Enid Schonewise, Khuzana DeVaan, Keith Baune and Ann Swanson

**DATE:** June 6, 2024

**SUBJECT: Elementary Art and Media Specialist**

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### **Purpose**

The purpose of this proposal is to create a high quality specialists experience for all our elementary students that would allow them to explore their passions in the area of STEAM.

### **History and/or Context**

During the budget cut process in spring of 2022 there were significant reductions made to the elementary specialists program. It was decided to reduce elementary specialists from 4 at each building (phy ed, music, art and spanish) to 2 full time specialists at each building (phy ed and music) and 2 rotating specialists (media and art). These reductions meant changing the role of our media specialist to a prep provider and reduced the number of specialists at each building which resulted in larger class sizes for specialists.

The rotating art and media specialists have proven to be difficult for the staff teaching those classes and for the students. Media specialists being prep providers may have a long term impact that our media centers and innovations labs will not be up to date with learning experiences and resources for our students. The rotating specialists have also noted that it was difficult to create relationships with staff and students due to the rotation. When they are rotating to new schools they are unable to build relationships and learn the individualized accommodations for some of our students. In the area of art, our teacher was not able to teach all the art standards to the depth outlined in the MN State Standards. Our strategic plan includes exploring students' passions. During the 2023-2024 school year students were not able to explore their passions to the extent possible in art or STEM with this specialist plan.

### **Proposal Summary**

We are proposing that each school has one full time art specialist and there be a districtwide elementary media specialist.

The full time art specialist would stay in one building for the whole school year.

The district wide elementary media specialist would be supervised by the Director of Educational Services. The specialist would create a schedule to rotate through the three schools. The media specialists role may include:

- Managing the media centers, book collections and innovation labs at all three elementary schools. This would include:
  - preparing the media centers for the beginning of the school year.
  - developing procedures for sufficient operations, which would include working with assistants and classroom teachers assisting students with book checkouts on a weekly basis.
  - maintaining the inventory resources, including working with building PTOs to have Book Fairs and add to our current resources.
  - completing inventory and steps to close the media center at the end of the school year.
- Collaborating with classroom teachers to:
  - create lessons using the technology and media standards that teachers could deliver to students.
  - create STEM learning opportunities in the innovation labs. Opportunities would be introduced by the media specialist and then classroom teachers would continue the learning experiences with their students. This would build capacity for our classroom teachers to be integrating more STEM activities into their daily plans.

### **Data and Rationale**

In the 2023 legislation session, there was a change to the MN Art Standards which moved from local districts deciding which art standards would be taught to districts being required to teach the MN Art Standards. There are 15 MN Art Standards at each grade level. With the current model, the art teacher meets with students between 15-18 days a trimester. This number of class periods does not allow for a teacher to teach and assess all 15 MN Art Standards. The current scope and sequence plan has been developed that teaches the 15 standards over a two-year timeframe. A full-time art position dedicated at each building would allow the time needed for our students to learn all 15 standards with more depth in one year.

This winter, a survey was conducted among staff regarding the effects of the budget reduction. Staff suggested a variety of priorities for reinstatement. Among the 65 responses, 22 specifically mentioned the need for specialists, with 12 of these indicating a desire for a full-time art specialist in their building.

According to the National Art Education Association, research has shown:

- Students with access to arts education are 5 times less likely to drop out of school.
- Students with access to arts education are 4 times more likely to be recognized for Academic Achievement.

MDE requires districts to have a licensed media specialist to manage the collections in media centers. In ISD110 we also want to make sure our book collections are current and this position can also encourage the use of more STEM activities within our classrooms.

### **Measures of Success**

Due to the READ Act PD happening at the elementary level, this would give both the art teachers and the media specialist more time this year to develop strong scope and sequence based on the MN State Standards.

Goal for the art specialists:

- In collaboration with the Department of Educational Services they will develop a year long scope and sequence that incorporates all 15 MN State Art Standards.
- At the end of the year, the art specialists will have a student showcase in collaboration with the music teachers for families.

Goal for media specialists:

- In collaboration with the Department of Educational Services the media specialists will create protocols that are consistent at each elementary media center, develop lessons that include the media and technology standards for classroom teachers to deliver and co-teach STEM activities with classroom teachers in the innovation lab.

### **Potential Pitfalls**

The management of the three elementary media centers could be difficult due to different systems that have been in place over the past few years. By having this position supervised by the Director of Educational Services it would allow more consistency among the three buildings. The first year of this position may involve more work focused on creating similar protocols and experiences at each building, but this could be seen as a long term position that over the years would result in consistent learning opportunities for all our elementary students.

It may be difficult to find two additional art teachers. By having the position stay in one building that may attract more applicants. Since this position is in an elementary school it can be opened up to anyone with an elementary teacher license, they do not need to have an art license.

### **Proposal Cost Estimates**

- 3 Elementary Art Teachers - no additional cost for these positions as they take the place of the current art teacher and 2 media specialists.
- 1 Districtwide Media Specialists - this would be an additional FTE in the Department of Educational Services.

### **Funding**

Two of the three art specialists would be covered through already allocated staffing. The district wide media specialist would be funded through the already allocated Library Aid.

It would require an additional FTE at the elementary for the third art specialists.

### **Timeline**

If the proposal was approved the art teachers and media specialists positions would be immediately posted with the hope of securing these positions as soon as possible. There would be funding through DES available for the media specialist and art specialists to begin their work over the summer.

2.B. Senior Fees Memo



## MEMORANDUM

**TO:** ISD 110 School Board

**FROM:** Mr. Paul Sparby, Waconia High School Principal  
Dr. Brian Gersich, Superintendent

**DATE:** June 10, 2024

**SUBJECT:** Recommendation ISD 110 implement a Senior Fee to offset costs associated with Waconia High School Graduation

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### **Introduction:**

The purpose of this memo is to provide supporting data and rationale for the board to consider introducing a \$40 senior fee to support offsetting costs associated with graduation events for Waconia Public Schools. Several school districts throughout Minnesota already engage in this practice. Some examples include \$60 senior fees for both Chaska and Chanhassen High Schools, \$40 at Orono High School, and \$30 for New Prague High School.

### **Rationale:**

Minnesota Statute does not allow school districts to charge fees for some specific things related to public school graduation ceremonies. Specifically, schools can not charge fees for “graduation caps, gowns, any specific form of dress necessary for any educational program, and diplomas.”

The costs associated with items that we are NOT allowed to add a fee for include:

- Graduation diplomas \$1,700
- Caps and gowns \$14,500

However, other costs associated with graduation activities include:

- Diploma covers \$2,800
- Honor medals / senior awards \$1,850
- Live stream \$2,400
- Graduation programs \$2,200
- Flowers/plants \$600
- Senior breakfast \$2,200

Total \$12,050 (does not include added custodial costs for graduation)

It is also notable that in the past, senior class mugs cost around \$2,400, but it is not yet determined if this is a tradition that will continue given the unclear impact this has had on graduates.

**Proposal:**

Given the above information, our administration recommends that starting with the SY2024-25, ISD 110 follows the practice of other districts and implements a \$40 senior fee to support some of the above-mentioned costs not forbidden by statute. Certainly, our district would waive fees for families in financial need, with a respectful process to be determined with the high school team. Implementation of this practice would generate an estimated \$12,000 each year to offset the costs noted above.

3. Board Calendar (July Meeting Dates)

4. School Board Member Interest in District 110  
Employment for SY 24-25

5. Enter Closed Meeting for Superintendent  
Evaluation