

School Board Study (Work) Session

Study (Work) Session will begin 10 minutes after adjournment of the Business Meeting.

1. Introductions
2. Activities and Athletics (20 minutes) 2
Anthony Williams, Executive Director of Community Education, Athletics, and Activities
3. Follow up from April 7, 2025 Study (Work) Session (20 minutes)
Dr. Teri Staloch, Superintendent
 - A. Financial Advisory Council (FAC) Discussion (20 minutes) 18
Kristen Hoheisel, Chief Financial Officer
 - B. Review Updated Superintendent Recommendations/Decisions (40 minutes) 22
 - C. Critical Communication and Agreed Upon Metrics (10 minutes)
4. School Board Professional Development Discussion (10 minutes)
Dr. Greta Evans-Becker, School Board Chair
5. School Board Committee Assignments (10 minutes)
Dr. Greta Evans-Becker, School Board Chair



Athletics and Activities

School Board Study (Work) Session
Anthony Williams
03/17/2024

Purpose

1. Understand how activities are allocated in [Appendix B: Co-Curricular Activities](#).
2. Understand contractual parameters for reducing a co-curricular activity.
3. Review initial considerations and impact.
4. Make recommendation and receive feedback from the School Board.
5. Review

Appendix B

- Part of the Teachers Contract
- Establishes the level of compensation for activities, but does not guarantee that the District will offer a program or activity.



Parameters

Where more than one scheduled level of an activity is mandated by the Minnesota State High School League, where at least two-thirds of the Classic Lake Conference schools are offering that level, and where a coach is available, and where sufficient students exist to support each level, then such scheduled levels shall be provided by District 281 high schools, unless the specific level or entire program has been eliminated by the School Board.

Initial Considerations

- Eliminate a level of competition from the following activities: Baseball, Basketball, Football, Soccer, Softball, Volleyball, Wrestling. (Requires Board Approval)
- Co-op the following activities based on participation numbers: B/G Golf, Boys Lacrosse, B/G Tennis. (Requires Board Approval)
- Eliminate MS wrestling, and restructure some MS Clubs to be run through Community Education.
- Annual savings of \$200,000

Impact of Initial Considerations

- Disproportionate impact on individual schools
- Reduces opportunities for students to participate in activities
- Strengthens numbers for activities with low enrollment
- Annual savings of \$200,000



Initial Considerations

Activity	Reduction	Budgetary Impact
Baseball	1 Assistant Coach/school	\$9,520
Basketball	1 Assistant B/G Coach/school	\$23,816
Football	1 Assistant Coach/school	\$11,908
Soccer	1 Assistant Coach/school	\$9,520
Softball	1 Assistant Coach/school	\$9,520
Volleyball	1 Assistant B/G Coach/school	\$19,040
Wrestling	1 Assistant Coach/school	\$9,628
Hip Hop	Eliminate Stipend and combine with Step Team	\$7,188

Initial Considerations

Activity	Reduction	Budgetary Impact
Golf	Co-Op B/G teams	\$9,520
Lacrosse	Co-Op Boys teams	\$23,816
Tennis	Co-Op B/G teams	\$11,908
Middle School Wrestling	Eliminate	\$4,439
Middle School Chess	Run through Community Ed	\$7,356
Math Team	Run through Community Ed	\$7,232
New/AV Club	Run through Community Ed	\$7,356
Elementary Chess	Run through Community Ed	\$20,229

Recommendations for 25-26

- Implement Coach:Student ratios
- Explore opportunities for increasing revenue



Coach:Ratios

- **Strategy**

Utilize the data per sport to create a ratio that provides mentorship while maintaining safety within the sport.

- **Impact**

- Equitable distribution of District resources.
- Initial cost savings of \$100,000 for 25-26.
- Maintains opportunities for student participation.

Supporting Data

AHS 23-25 Participation

Male Unduplicated	545
Female Unduplicated	472
Total Unduplicated	1017

CHS 23-24 Participation

Male Unduplicated	296
Female Unduplicated	210
Total Unduplicated	506

Increase Revenue

- **Strategy**

- Charge admission fee for lower level indoor sports.
- Increase cost of ticket packages for families.
 - Current prices is \$125 for 25 home games.
 - Price beginning 25-26SY: \$135 for 25 home games.
- Review District advertising policy [AP 905](#), and look for opportunities to increase advertising partnerships.
- Research implementation of student activities access fee (similar to technology fee).

- **Impact**

Increased revenue to support/offset some of the overall costs of running activities.

Equity in Participation

MSHSL Title IX

- Title IX requires schools to effectively accommodate the athletic interests and abilities of their students, regardless of sex, and provide equal opportunity in the benefits, opportunities, and treatment provided for their athletic teams.



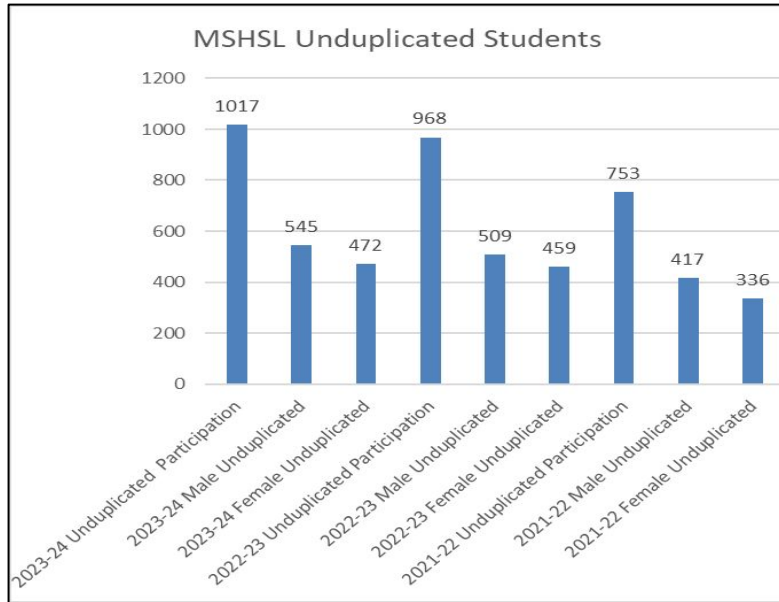
Minnesota State High School League Diversity, Equity, and Inclusion Statement

The Code of Commitment The Board of Directors established the following Code of Commitment and will communicate its spirit and intent throughout all League programs.

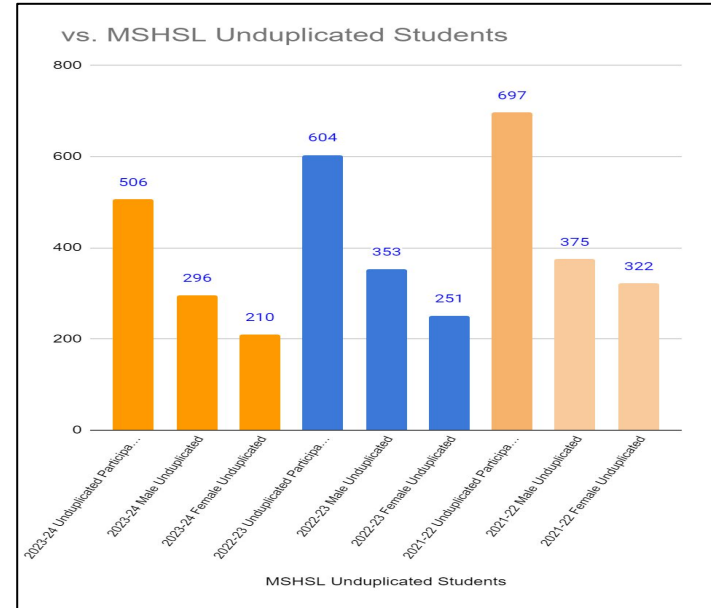
I will join in the commitment of the Minnesota State High School League and its member schools to champion diversity, equity, inclusivity and belonging in League programs by: ... educating myself and being empathetic to gender fairness, equity, cultural heritage and traditions of others; ...modeling language and behavior that is non-biased and inclusive of individuals regardless of ethnicity, race, religion, ability or gender; ...taking action to prevent prejudice and discrimination against individuals or groups; ...and intervening to let others know I will not tolerate any demeaning actions or words that are ethnic, racial, religious, ability or gender based.

23-24 Participation Data

Armstrong High School



Cooper High School



2024 Civil Rights Data Collection

Cooper High School

	Males Only	Females Only	All Students
Number of sports	13	13	7
Number of teams	25	21	8
Duplicated Student Participation	411	255	15

16

Armstrong High School

	Males Only	Females Only	All Students
Number of sports	10	10	7
Number of teams	27	28	15
Duplicated Student Participation	713	598	22



ROBBINSDALE
Area Schools

Questions?



**BYLAWS
OF
ROBBINSDALE AREA SCHOOLS – INDEPENDENT SCHOOL DISTRICT
281 FINANCIAL ADVISORY COUNCIL**

ARTICLE I: NAME

The name of this organization shall be the Robbinsdale Area Schools Financial Advisory Council.

ARTICLE II: PURPOSE OF THE COUNCIL

The purpose of the Robbinsdale Area Schools Financial Advisory Council (“Council”) is to provide financial advice and support to the Robbinsdale Area School Board and senior administration that is consistent with the mission of the district. The Council is accountable to the School Board of Robbinsdale Area Schools.

The Robbinsdale Area Schools Financial Advisory Council will review and evaluate the district’s economic conditions and future budget assumptions. The Council will utilize the district’s financial planning model to review revenue and expenditure projections for future budget years. The Council may also make recommendations to the Robbinsdale Area School Board on future budget targets and assumptions. The Council will use the district’s equity policy to inform its advice to the ~~Executive Director of Finance~~ Chief Financial Officer and the Robbinsdale Area School Board.

The Robbinsdale Area Schools Financial Advisory Council shall also support the ~~Executive Director of Finance~~ Chief Financial Officer and the Robbinsdale Area School Board in creating and developing consumer-oriented presentations regarding the district’s finances. Upon approval of the School Board, the Council may present information to the community.

ARTICLE III: POLICIES

- A. The Robbinsdale Area Schools Financial Advisory Council shall be nondiscriminatory in regard to race, color, family status, creed, religion, national origin or gender. The Council shall be noncommercial and nonpartisan. Attempts will be made to have the Council membership reflect the demographic profile in the Robbinsdale Area School District.
- B. All Council reports, findings, and recommendations will be available to the public.
- C. The Robbinsdale Area Schools Financial Advisory Council will work within state and federal statutes, school district statutes, School District policy and accepted financial practices.

ARTICLE IV: ME

MEMBERSHIP

The Robbinsdale Area Schools Financial Advisory Council shall consist of:

- ~~Five to~~ Seven residents of the communities serviced by the Robbinsdale Area School Board
- Treasurer of the Robbinsdale Area School Board
- ~~Executive Director of Finance~~ Chief Financial Officer

The Robbinsdale Area School Board shall solicit applications from District residents to be appointed to serve on the Robbinsdale Area Schools Financial Advisory Council.

- A. The preferred qualifications for Applicants include:
1. A strong background in finance, economics, or accounting
 2. Experience in business and financial matters
 3. Experience in school finance
 4. Ability to declare no conflicts of interest

The ~~Executive Director of Finance~~ Chief Financial Officer will be available to help potential applicants assess their qualifications.

- B. Members of the Robbinsdale Area Schools Financial Advisory Council will be appointed to the Council by majority vote of the Robbinsdale Area School Board.
- C. Members of the Robbinsdale Area Schools Financial Advisory Council will be appointed at the first meeting of the Robbinsdale Area School Board in June; all appointments, regardless of when they are made during the school year, are retroactive to June of that year.
- D. For each new fiscal year, the prior year's Chair or the ~~Executive Director of Finance~~ Chief Financial Officer will convene the first meeting of the Robbinsdale Area Schools Financial Advisory Council. The Council will appoint a Member of the Council to serve as Chair for that fiscal year. Any mid-term vacancy will be filled at the discretion of the ~~School Board~~ Chief Financial Officer.
- E. Members of the Robbinsdale Area Schools Financial Advisory Council shall serve a term of three years; the Council will determine how the terms will be staggered to support continuity on the Council. ~~The Council and/or the Chief Financial Officer will determine renewal of each member at the time of their expiring term.~~
- F. Any member missing two Robbinsdale Area Schools Financial Advisory Council meetings within a school year will be contacted by the ~~Executive Director of Finance~~ Chief Financial Officer to discuss the expected commitment of the member to the Council. In the event that a member resigns from the Council ~~or does not actively participate for either one-half year or two meetings~~, the application and appointment process ~~noted above will be followed~~ will be at the discretion of the Chief Financial Officer.
- G. ~~The School Board may, by majority vote, remove any appointee at any time, with or~~

~~without cause, each by a separate motion.~~

ARTICLE V: MEETINGS

- A. The Robbinsdale Area Schools Financial Advisory Council shall meet a minimum of four times a year. The ~~Executive Director of Finance~~ Chief Financial Officer will work with the Council to determine meeting dates, according to the school calendar.
- B. Special meetings of the Financial Advisory Council may be called at the discretion of the Chair, in conjunction with the ~~Executive Director of Finance~~ Chief Financial Officer, or, by a majority of the members of the Robbinsdale Area Schools Financial Advisory Council.
- C. Written notice of each meeting of the Financial Advisory Council shall be delivered to each member of the Council prior to such meeting. Subject to each Council member's consent, notice may be delivered electronically.
- D. All meetings of the Robbinsdale Area Schools Financial Advisory Council shall be open to the public.
- E. Meetings will include, but not be limited to, the analysis of financial information and the development of recommendations for long-term financial planning.
- F. The Robbinsdale Area Schools Financial Advisory Council will strive to reach consensus on recommendations that will be made to the Robbinsdale Area School Board.
- G. In the event that unanimous consensus cannot be achieved, the matter may be put to a vote. All members of the Council are voting members. A quorum of members present is required for a vote to proceed. A quorum is more than half of the Council's membership.
- H. Minutes of all meetings shall be prepared by the Chair or designee of the Chair and filed with the ~~Executive Director of Finance~~ Chief Financial Officer and forwarded to all members of the Robbinsdale Area Schools Financial Advisory Council.

ARTICLE VI: EXPECTATIONS

- A. The ~~Executive Director of Finance~~ Chief Financial Officer, in consultation with the Chair, will provide agendas for meetings with input from other Members of the Council.
- B. Members of the Robbinsdale Area Schools Financial Advisory Council will prepare for each meeting by reviewing agenda materials.
- C. Members of the Robbinsdale Area Schools Financial Advisory Council are expected to develop an understanding of the district's educational programs and budgetary and regulatory constraints.
- D. Members of the Robbinsdale Area Schools Financial Advisory Council are expected to contact the ~~Executive Director of Finance~~ Chief Financial Officer if unable to attend a meeting.
- E. At no time shall confidential Robbinsdale Area School District information or personal information be given to or acted upon by the Robbinsdale Area Schools Financial Advisory Council
- F. The Robbinsdale Area Schools Financial Advisory Council shall not make unsubstantiated, subjective judgments or recommendations. In the course of their duties, the ~~Executive Director of Finance~~ Chief Financial Officer and School Board Treasurer are free to use the findings of the Council.
- G. Information regarding the Robbinsdale Area Schools Financial Advisory Council's analysis of financial information and development of recommendations for long-term fiscal planning will be presented to the School Board in time for budget planning.
- H. An annual summary of the recommendations from the Robbinsdale Area Schools Financial Advisory Council will be distributed by the Finance Department and posted on the district's website.

ARTICLE VII: MEMBER INSERVICE

- A. An overview of the Robbinsdale Area Schools Financial Advisory Council responsibilities and accomplishments will be presented annually to the School Board (usually June of each year).

ARTICLE VIII: AMENDMENT

- A. These bylaws may be altered, amended, or repealed, and additional bylaws adopted, by the affirmative vote of a majority of the members present at any meeting of the Council at which a quorum is present, and any such proposed changes will be forwarded for approval to the School Board.

September 2021-April 2025



To: School Board
From: Dr. Teri Staloch, Superintendent
Date: January 6, 2025 *UPDATED April 22, 2025 (updates in red)*
Re: Discussion of Meeting and Procedures Format

Goal #1: Bring recommendations from Attorneys Mick Waldspurger and Liz Vieira October 10, 2024 memo from professional development into practice

- Maintain focus on students
- Assume positive intent
- Formalities minimize personalities
- Transparency means preparation
 - **Board members request all meeting materials be posted by noon on the Thursday prior to a board meeting. This change would provide more time for board members to review materials and prepare for meetings, and ensure all information was in the packet when sent to the Board. This change would replace the current Wednesday information being sent to the Board.**
 - **Outstanding questions**
 - **Is there consideration from the Board to post materials at 4:00 pm on Thursday?**
 - **When would the board packet be released to the public?**
- Training
- Business Meetings v. Work/Study Sessions
- Be future-focused

Specifically,

- Formalize Board Reports to become Committee Reports as the purpose of Board Reports is for a Board representative appointed to an internal or external committee or organization to inform the rest of the Board about relevant work of the committee. Because the Board delegates representation with such a group to one or more Board members, those representatives are responsible for reporting back to the Board on the work they do on its behalf. **(Did not discuss this exact issue but did agree to red bullet below on 4-7-22. Clarity needed to strike or adopt).**
- Another recommendation is to assume there is no committee report unless (1) a Board representative on the committee asks to be on the agenda, or (2) another Board member requests that the representative(s) on an identified committee provide an update to the Board. **(Did not discuss this exact issue but did agree to red bullet below on 4-7-22. Clarity needed to strike or adopt).**
- **The Board discussed and agreed to a two-minute time limit per director on Board Reports, keeping information concise and relevant to Board work. It was also agreed that if there is nothing to report, board directors will state that there is no report. (agreed on 4-7-22)**
- ~~There has also been some discussion about having board reports prepared in writing to assist with meeting preparation and formalizing the reports. (agreed on 4-7-22)~~
- I would also like to recommend based on our last study session discussion that there is no board report summarizing the board listening time. I heard board members concerned that it is difficult to paraphrase what people have said so I would recommend we discontinue that practice. **(Did not discuss or did not come to agreement on 4-7-25 on striking this or adopting this practice)**

- Regarding Listening Time, I would also recommend that we maintain the current structure. Anne Becker is planning to attend our next Listening Session and determine if there is language in the introductory statements and on the form to support improvements and clarity. **(Did not discuss or did not come to agreement on 4-7-25 on striking this or adopting this practice)**

Goal #2: Improved meeting efficiencies

- We will add estimated time allotments to each agenda item to support more focused and efficient meetings. The last two meetings went until midnight and almost 2:00 a.m. respectively and no one is at their best at that hour. **Time allotments have been added to agendas to help stay on track and this practice will continue. (agreed on 4-7-22)**
- The Board will not meet past 10:00 p.m., unless under extenuating circumstances. **(agreed on 4-7-22)**
- In alignment with the recommendations offered by our legal team regarding holding just one business meeting and one study session per month, I would like to propose working toward the following:
 - ~~The first business meeting each month will be more robust with either a short study (work) session or no study (work) session.~~ **In consideration of the discussion by the Board, a revised recommendation is to move Listening Time to the first meeting of the month, followed by a robust Business Meeting, and no Study (Work) Session.**
 - ~~The second business meeting each month will be shorter~~ **brief, with only draft minutes and finance approvals on the agenda, as well as the occasional business action that is time restrictive.** ~~However~~ **The study (work) session will be more robust to support the shared goal of studying and discussing issues in detail before coming to the business meeting.**
 - **Requesting final agreement on this so we can create a meeting calendar and seek Board approval for 2025-26 Board Meeting dates.**

Goal #3: Board Meeting: Sample Agendas **First presented at Board PD - July 19-20, 2024**

Business Meeting Sample Agenda

- *Call to Order*
- *Roll Call*
- *Approval of Agenda*
- *Rdale Proud*
- *Consent Agenda*
- *Personnel Items* (if needed)
- *Unfinished Business* (refers to any agenda items or matters that were not fully discussed or resolved during a previous meeting; additionally, the agenda items may be topics that were discussed during a study (work) session and now are being brought forward for action).
- *New Business* (refers to any topic or item that is being introduced for discussion for the first time, meaning it wasn't previously addressed in prior meetings and is now being brought up for consideration or as information sharing).
- *Policy* (policies brought forward for consideration will come to the board as a first read, and then as a second read for approval, if no policies are being considered the agenda will indicate, no report).
- *Administrative and Board Committee Reports* (superintendent report, then administrative, ending with board reports - board will share any committee updates and their reports)
- *Future Events/Announcements*
- *Adjourn*

Study (Work) Sessions Sample Agenda (aligned to [BOE 2024-25 Goals, Agenda and Working Document](#) **First presented at Board PD - July 19-20, 2024 - this would be planned out for the entire year (revised as needed) and used as an introduction at a part of each study/work session).**

- *Welcome*
- *Roll Call*
- *Purpose and Agenda*

- *District Governance and Policy*
- *Operational Performance Oversight and Organizational Direction*
- *Board Governance*
- *Superintendent Relations*
- *Public Engagement*
- *Information Items*
- *Adjourn*

Most of the Board Directors agreed to try the new agenda formats, and the proposed BOE Goals, Agenda and Working Document. We will work on proposed changes and agreed upon recommendations with a target to begin with the new fiscal year - July 1, 2025. **(agreed on 4-7-22)**

additional information, seek direction toward next steps.

Critical Incidents Communication Threshold to the Board Follow-Up

The Ad Hoc Safety and Security Committee requested review of the document approved in March of 2024 during Study (Work) Session on 4-7-22

Discussion of Memo from Attorney Mich Waldspurger (April 7, 2025)

- Introduction
- Reporting Requirements
- Legal and Practical Issues
 - States the protocol raises legal issues, including violation of Minnesota Government Data Practices Act and FERPA
 - States the protocol raises practical issues, including the protocol being poorly written and difficult to follow, in addition to it imposing an unusual and unnecessary burden on administration
- Recommendations
 - “The board has a need to know about truly critical events, such as a student’s possession of a firearm on school property. This type of event qualifies as a health and safety emergency. The Superintendent may legally communicate to the board and community about health and safety emergencies”.
 - **The current protocol in place is that board members receive the notices that go out to staff and families when there are health and safety concerns and incidents in schools.**
 - “Also, at longer intervals, such as quarterly or at the end of the year, the Board has the right to access summary data about the number of Level 3 or Level 4 offenses that occurred during the school year, or the number of suspensions that occurred. This high-level type of data can be provided without releasing personally identifiable information. This type of data disclosure would be appropriate so the Board can evaluate whether its policies are effective”.
 - **There was discussion that members of the ad hoc safety and security committee would work with Attorney Waldspurger to draft a usable and practical template of summary data to bring forward for discussion.**
 - **Administrators have included some student discipline summary data on the District Balanced Scorecard. The current measures can be discussed to determine if there are additional measures based on legal recommendations the board as a whole would like included. This data will be shared with the board in the End of the Year Report. In future years, the data will be shared with the board during the mid-year evaluation report and in the end-of-the-year report.**

Additional Board Action

- **The board determined to rescind the Critical Incidents Communication Threshold to the Board, as it forces the superintendent to violate the law.**