

1. **CALL TO ORDER / PLEDGE OF ALLEGIANCE:** The December 19, 2011 regular school board meeting was called to order by Chair Peter Brasket at 7:00 p.m. in the Delano High School Cafeteria.  
**ROLL CALL:** Present: Carolyn Milano, Amy Johnson, Sarah Baker, Randy Erika Frake, Lisa Seguin, Randy Durick and Peter Brasket. Absent: None.
  
2. **MEETING AGENDA:** S Baker moved, L Seguin seconded, to approve the meeting agenda as presented. Motion passed 7-0.
  
3. **DISCUSSION OF BUDGET AND TAXES AND ADOPTION OF FINAL CERTIFIED LEVY:** Dr. Sweet and Mary Reeder presented the Truth in Taxation hearing information, which included the levy amount being recommended to be certified, an analysis of the 11 Pay 12 levy, and summaries of the 2010-2011 and 2011-2012 budgets. The 11 Pay 12 levy was certified at \$4,623,264.96, which is a \$264,183.09 or 5.41% decrease over the 10 Pay 11 levy. The 10 Pay 11 levy had also showed a decreased of 9.74% when compared to the 09 Pay 10 levy. The FY11 General Fund ended with an audited fund balance of \$6,040,374, of which only \$3.8 million is classified as unassigned; the remaining fund balance is committed, reserved or assigned for a specific purpose. The FY12 ending General Fund balance is budgeted to be \$5,221,425. On the current operating levy, the district is levying \$426.86 per pupil; the district is not levying the additional \$306 operating levy that it currently has authority to levy which had been approved by the taxpayers to operate a new building. The current state average operating levy amount is \$896.40; the state cap on authority is \$1,604 per student. The \$426.86 levy revenue expires June 30, 2013. The November 6, 2012, election affects revenues for the 2013-2014 school year. C Milano moved, A Johnson seconded to approve the the final certified levy. Motion passed 7-0.
  
4. **CONSENT AGENDA:** R Durick moved, E Frake seconded to approve the consent agenda. Minutes: Board minutes for November 28, 2011 Regular School Board Meeting Minutes; Financial Affairs: Current Budget Status with Year to Date Adjustments, Investment Transactions, Wire Transfers, and Minnesota Liquid Assets Fund. Cash Report, Revenue and Expense Fund Totals, Expense Report by Program, Expense Report by Object, and Bills Presented for Payment. Donations: \$500 grant from MEADA for FY12 Red Ribbon Week events; \$500 grant from MEADA for PIF (Pay It Forward) Academy; \$500 from Lions Club for DES FRED night; Barcode Scanner from Chris Gross for Tiger Activity Center. Motion passed 7-0.
  
5. **PERSONNEL MATTERS:** P Brasket moved, A Johnson seconded to approve the following personnel matters.
  - A. Retirements/Resignations/Terminations
    1. John Sweet, Superintendent, retirement effective 6-30-12
    2. Virginia Grefsrud, DHS Paraprofessional, resignation effective 12-30-11
    3. Daniel Tschudi, DHS Assistant Wrestling, resignation effective for the 2011-2012 school year
  
  - B. Recommendations for Employment
    1. Jill Anderson, DES long-term substitute for Nicole Jensen (FMLA), beginning 1-12-12 through 3-1-12
    2. Sharon Moock, DHS long-term substitute for Shallyn Tordeur (FMLA), beginning approximately 1-23-12 through 3-23-12
    3. Jeanne Hanson, Jr High Gymnastics, effective 11-30-11. Position was not filled in FY11 due to participation
    4. Sean Roff, DHS Assistant Wrestling, effective 11-28-11. Replaces Daniel Tschudi who resigned
    5. Timothy Schrupp, DMS Jr High Wrestling, effective 11-28-11. Replaces Sean Roff who moved to the assistant position.

C. Contract/Assignment Changes/Approvals

1. Alexandra Shrode, TAC Aquatics, step increase, effective 6-1-11

D. Leaves of Absence

1. Annaliese Johnson, TKC Paraprofessional, requesting FMLA extension from 1-3-12 through 1-20-12

Motion passed 6-1

6. **PUBLIC COMMENT:** Dale Vanderlinden thanked Dr. Sweet for the time he has spent at Delano Public Schools, as well as for his participation in the Delano Lions Club and the American Legion. Dale especially appreciated Dr. Sweet's honoring of the district's veterans and allowing the veterans to take part in various school activities and events.

7. **ADMINISTRATIVE REPORTS:**

- A. Superintendent: Dr. Sweet reported that last week there had been a follow up meeting to the meeting with the legislators that had been held in November. Brad Lundell from SEE was present, and at this time, the group is looking at trying to resurrect some former legislation that would solve some of the equity issues. Dr. Sweet wanted to give credit to Rep. Joe McDonald for continuing to push forward the district's fund transfer request for the Community Ed boiler project. Dr. Sweet has been asked to meet with members of the Senate, House and their staff to draft the language for the transfer. Dr. Sweet stated that he had met with Rep. Garofolo and Rep. McDonald last summer, and that Rep. Garofolo promised that the fund transfer request would be the first thing on the docket when the legislature met in January. A Johnson asked Dr. Sweet if a lawsuit against the State of Minnesota was still in the works through SEE; Dr. Sweet stated that it is still being investigated. The biggest question will be how the lawsuit would be funded; it would not be a quick fix.
- B. Middle School Principal: Renee Klinkner reported that there have been great Band and Choir concerts going on the Middle School, with one more Band concert to take place tomorrow night. Ms Klinkner stated that last year, the Middle School wanted to look for a better way to recognize high achieving students and came up with "B's or Better", but they did not anticipate that 73% of the student population would qualify; that equates to 252 5<sup>th</sup> and 6<sup>th</sup> Graders and 264 7<sup>th</sup> and 8<sup>th</sup> Graders. The Middle School will continue to work on this project. Ms. Klinkner reported that in the past month, she was one of 36 who were interviewed by the MN Dept. of Education about the new administrative evaluation process; she said it was a positive experience. The Middle School Site Based Team met and information was requested on upcoming changes in view of the levy failure and how that will changes things for FY13, such as scheduling changes.

High School Principal: Matt Schoen reported that the High School met with an ACT consultant last week. The High School has a stretch goal of increasing the ACT scores by 1%, which the consultant said was aggressive. Mr. Schoen wants to get the PLAN and EXPLORE test results to teachers as a way to help them see if there are any areas that need to be addressed for higher student achievement. Mr. Schoen stated that the best thing is that they are getting smarter on what the scores are telling the staff and administration, "Are kids ready for college?" If not, then interventions are put in place. The High School is preparing for 2012-2013 registration, which takes place next month; the registration guide needs to be printed by the end of this month. Mr. Schoen reported that over 25 courses in the High School are articulated for college credit – whether the classes are CIS, AP, Tech Prep, Rasmussen courses, etc. There are multiple pathways for all learners to receive some type of post-secondary education credits.

Elementary School Principal: Darren Schuler reported that over 280 dads and students attended FRED Night, which is double of those that attended the last time it was held. Over 400 books were given away to students, and Mr. Schuler wanted to thank the Lions for the \$500 donation. Mr. Schuler attended the TIES conference last week, and he was pleased to learn that the Elementary is currently teaching 21<sup>st</sup> Century skills. 90% of the staff currently have blog pages, the Elementary is going to start Twitter accounts as another avenue to reach parents, the Special Ed Department has been doing a great job with Wiki pages, and Darren has started to work with Pod Casting. Mr. Schuler commented that the UN has declared that access to the internet is a human right. Mr. Schuler reported that the district raised \$9,515 for the Delano-Loretto Area United Way – there were about 100 contributors. Last year, the Delano-Loretto Area United Way donated back to the school district for the Early Childhood Special Education program, Chemical Health Counselor, Destination Imagination and Dollars for Scholars.

- C. Business Manager: Mary Reeder had nothing else to report after the Truth in Taxation levy and budget information.
- D. Community Education Director: Diane Johnson reported there was great weather for the Old-Fashioned Christmas, which was well attended. The Tiger Kids Club HoliDAZE Family Fun Night went well, and Becca Seiberlich, the new TKC coordinator, was the greeter and met many parents and students that evening. The next brochure is ready to be printed.

## **8. BOARD REPORTS**

- A. MAWSECO: A Johnson reported that MAWSECO met on Dec. 13, 2011. The topic was the Coop's finances; Coop's are not allowed to borrow so will need to again ask the member districts for advance payments. Due to the shift, \$1 million is expected to be held back, so the Coop will need \$150k to \$200k in February and an additional \$150k to \$300k in June; with repayment to take place in October 2012. The Coop reported that all seven member districts had been overpaid by Medical Assistance for 3<sup>rd</sup> party reimbursement, so once the overpayment has been calculated, the districts will notified of the amount that they will need to reimburse back to Medical Assistance. The Coop is working with AFLAC to look at a private insurance option for their staff.
- B. Wright Technical Center: E Frake reported that there was a meeting on Dec. 16, 2011. Frake noted that Julie Warner, the Director, does a good job meeting with districts and prognosticating future needs. Wright Tech is currently going out for bids for a strategic planner. They are also looking at adding a new Energy course.
- C. Community Education Advisory Council: L Seguin reported that there was a meeting on Dec. 1, 2011. Diane Johnson presented updated Continuous Improvement Plan goals. Seguin wanted to give kudos to staff and parents for the great Tiger Kids Club event. Seguin stated that the group had many questions about the failed levy.
- D. Curriculum Advisory Council: A Johnson reported that the group met on Dec. 8, 2011. The Math department is now in review. Language Arts and Social Studies will be purchasing curriculum in the spring; Math will purchase curriculum next year. Language Arts has made a lot of progress in understanding the new standards and finding materials to meet those standards.
- E. Schools for Equity in Education (SEE): C Milano reported that they did not meet; the next meeting is on Jan. 27, 2012.
- F. DASA: P Brasket reported that there was no meeting.
- G. Safe Schools Committee: S Baker reported that there was no meeting.
- H. Staff Development: E Frake reported that there will be a meeting tomorrow.
- I. City/School: A Johnson reported that there was no meeting. L Seguin wanted to thank Phil Kern and Betsy Stolfa for attending the meeting with legislators held in Buffalo.

**9. OLD BUSINESS:**

- A. Review Operating Levy Information: Dr. Sweet reported that he had read an article that 76% of operating levies in off election years pass, while 52% of operating levies pass in general election years. Dr. Sweet stated that during a general election, it is hard to get the district message out when there are so many other election messages being broadcast at the same time and for that same reason, the volunteer group will need more financial support.
- B. Review Cost Reduction Measures: Dr. Sweet shared a budget reduction update board. The District Office staff, Sts. Peter and Paul bus and combined polling place reductions have already taken place. Staff development is recommended to be reduced to \$76k from \$156k, leaving only .5 FTE of a curriculum director and curriculum writing in place – all other building staff development, mentorship, and academy class funding is gone. The Employee Assistance Program will be discontinued. The Athletics reduction will be mostly covered through increased fees. Cutting two bus routes and the bus that brings students from St. Peter's for band are also being investigated. At this point, \$302k in reductions/revenue increases has been identified. Originally, 5.5 FTE in teachers were asked for in the budget reduction process, but the dollar amount needed for that cut could be covered through some retirements. Dr. Sweet is also hoping that the custodial reductions will be covered through retirements. The paraprofessional reductions are harder to determine due to the need to maintain effort for state and federal special education requirements. Administration is currently working on the process of going from four to three nurses. P Brasket stated that the Board is looking at the \$800k in cuts in view of time, money and parental pain – how soon can the reductions be implemented, how much will be saved, and how much will the reduction impact parents. The Board has approached the reduction process from a revenue and cost perspective; the public told them in November that they were fine with an educational slide. The Board is not ok with an educational slide, so they will look at things before people. Mr. Janas questioned the Board as to why they would not cut salaries and benefits 5% across the board to cover the \$800k in reductions that are needed, since 80% of the budget is made up of salaries and benefits. P Brasket stated that all union contracts are negotiated and have to be accepted by the membership before any increases or reductions can take place. Stahkle Bus Service presented transportation reduction information to the Board. The consensus of the Board was that the Transportation Committee and/or Administration would meet with Stahlke Bus Service again to review and finalize reduction amounts for the different scenarios being presented.

**10. NEW BUSINESS:**

- A. Set Organizational Meeting: The organizational meeting is set for Thursday, Jan. 5, 2012, at 7 p.m. at Delano City Hall. P Brasket stated that there are going to be six school board member openings on the ballot in November 2012, and that would be a great opportunity for people to get involved with the school. P Brasket announced that this would be his last meeting as Board Chair; he feels it is time for a new chair to step up. Brasket also stated the Board has following items that it needs to focus on in the next year: pass an operating levy, hire a new superintendent, complete teacher negotiations, and assist administration in any upcoming personnel issues.

**11. ADJOURNMENT:** C Milano moved, S Baker seconded to adjourn the meeting at 9:18 p.m.

Motion passed 7-0.

RECORDER \_\_\_\_\_  
Mary Reeder

BOARD CLERK \_\_\_\_\_  
Carolyn Milano