

**SCHOOL BOARD MINUTES**  
Monday, October 27, 2014 5:45 PM  
**Delano Public Schools**  
Independent School District #879, Delano Minnesota

**1. Call to order**

A. Record of members present or absent

Members Present: A. Johnson, C. Milano, L. Seguin, S. Baker, R. Durick, C. Black and M. Larson

Members Absent: None

**2. Approval of Meeting Agenda**

**Before approval of meeting agenda, A. Johnson asked for the removal of Item B.10., List of Bills Presented for Payment under Consent Agenda due to a conflict of interest, and add Item C.1., List of Bills Presented for Payment under Consent Agenda. In addition, A. Johnson asked that Item C, Curriculum Advisory Council, be removed from Item 12, Board Reports.**

**Upon motion by L. Seguin, seconded by M. Larson, the Board of Education approved the meeting agenda. Motion passed.**

**3. Work Session**

M. Schoen reviewed Policy 419-Tobacco-Free Environment and shared that the staff's recommendation was to make no changes from the first read. He added that Policy 514-Bullying Prohibition Policy contains non-substantive semantic changes only, Policy 531-Harrassment and Violence will be repealed due to policy duplication with Policy 413-Harrassment and Violence. In addition, mandatory MSBA Policy 531-The Pledge of Allegiance will be added. Board members discussed this policy and the way it is used in the classrooms and schools. M. Schoen shared that the first facilities committee meeting was successful with a diverse membership and openly engaging members. C. Black asked how committee members were chosen. M. Schoen stated that there were over 65 applicants and the Cabinet chose applicants with a variety of backgrounds to create a diverse committee. In addition, members had to commit to attend all meetings. Board members discussed questions asked of community members regarding the impact open enrollment has on the Delano student population. M. Schoen stated that some open enrollment must be allowed due to state statute. In addition, each year the district's open enrollment resolution is renewed to allow a small amount of open enrolled students into Delano which helps offset those leaving the district. This number is also limited due to space constraints. The Board shared that they felt WOLD Architects moderated the meeting very well and did not lead the group in any direction. M. Reeder discussed the projected FY14 vs. the actual FY14 budget. She shared that the district was a positive .2% from budget to actual. L. Seguin asked about underspending vs. overspending. M. Reeder shared that dollars are saved for emergency purchases. M. Schoen added that the district is run financially by historical trends. A. Johnson explained a change in the Personnel Matters portion of the school board agenda. Personnel items will not be listed, but rather linked as lists that are public. The date and time to canvass school board candidates votes was discussed.

Upon motion by M. Larson, seconded by L. Seguin, the Board of Education called the meeting to recess at 6:50 p.m. Motion passed.

#### **4. Pledge of Allegiance**

#### **5. Program Review - MCA Test Results for 2013-14 (Joe Vieau)**

J. Vieau shared the 2013-14 MCA test results which include assessment data, proficiency results, and longitudinal information. C. Black asked why proficiency rates decrease as grades progress. J. Vieau stated that tests become more rigorous with each grade level. J. Vieau shared that staff is examining reasons for low scores, such as standards taught, and talking with surrounding districts on curriculum and methods to help increase Science proficiency scores. J. Vieau added that staff professional development objectives include visiting higher scoring schools and learning from peers. M. Schoen stated that finalizing Curriculum Maps is critical to finding out if current curriculum is aligned with the assessments provided students, where we are succeeding, and where the district needs to improve. C. Milano added that this student success is achieved even with the low amount of state funding Delano receives compared to neighboring districts. For additional information on the MCA Test Results Program Review, click on the link above.

#### **6. Consent Agenda**

Upon motion by C. Milano, seconded by L. Seguin, the Board of Education approved the consent agenda. Motion passed.

##### **A. School Board Minutes**

1. September 15, 2014
2. September 29, 2014

##### **B. Financial Affairs**

1. Current Budget Status with Year-to-Date Adjustments
2. Investment Transactions
3. Wire Transfers
4. Minnesota Liquid Asset Fund
5. Cash Report
6. Revenue Report by Fund
7. Expense Report by Fund
8. Expense Report by Program
9. Expense Report by Object

C.

1. List of Bills Presented for Payment

**Upon motion by M. Larson, seconded by L. Seguin, the Board of Education passed the List of Bills Presented for Payment. Members voting in favor: L. Seguin, M. Larson, C. Milano, S. Baker, C. Black, A. Johnson. Member abstained: R. Durick. Motion passed.**

**7. Resolution for Acceptance of Gifts**

**Upon motion by M. Larson, seconded by R. Durick, the Board of Education approved the Resolution for the Acceptance of Gifts. Motion passed.**

**8. Personnel Matters:**

- A. Retirements/Resignations/Terminations
- B. Recommendations for Employment
- C. Contract Changes/Approvals
- D. Leaves of Absence

**Upon motion by R. Durick, seconded by C. Milano, the Board of Education approved the Personnel Matters. Motion passed.**

9. **Public Comment: School patrons are given the opportunity to address the school board regarding items that are not on the agenda. All patrons will be asked to state their name and address for the record.**

**10. Administrative Reports**

- A. Superintendent

M. Schoen shared details of the Delano Public Schools Facilities Committee. He reported on the first meeting, the location of facilities committee documents on the district website and the responsibility of the committee members. The responsibilities include attending all meetings to gain knowledge of the facilities and develop ideas, prioritize needs and determine a short term (2-5 year) and long term (5-10 year) plan. M. Schoen stated that the committee will make a recommendation to the school board in December. He added that the school board will then make a decision regarding facilities for the district in December or January. M. Schoen shared that committee members will tour the middle and high schools during the second meeting, to gain a visual and physical understanding of each building.

**B. Principals:**

**1. Ms. Klinkner**

R. Klinkner shared the 2014-15 School Improvement Plan (SIP) for Delano Middle School in the areas of Technology, Curriculum, Professional Development, Facilities and Communication. R. Klinkner stated that middle school staff and students are beginning the transition to Google Education. For additional information on the Delano Middle School School Improvement Plan, click on the link above.

**2. Dr. Heil**

S. Heil reviewed the 2013-14 goals/results and the 2014-15 School Improvement Plan for Delano High School in the areas of Curriculum, Technology, and Facilities. He reported that the high school is transitioning from STEM to STEAM education, which changes curriculum for many classes to include the arts. This goal was partially met last year and staff hopes to make a complete transition this year. He shared that Professional Development goals will continue to look at tools that are needed by staff members to improve the learning environment for students. For additional information on the Delano High School Improvement Plan, click on the link above.

**3. Mr. Schuler**

D. Schuler shared the 2014-15 School Improvement Plan for Delano Elementary School. D. Schuler added that new parent/teacher conference times were well received by parents and parent surveys were being completed. For additional information on the 2014-15 School Improvement Plan for Delano Elementary, click on the link above.

**C. Business Manager**

M. Reeder reported that the Board of Education approved the 2014-15 property tax levy of 4.9 million in September, which is a 1.1% increase from 2013-14. This is a \$54,000 increase. In addition, M. Reeder shared that there will be a Truth in Taxation meeting held on December 15, 2014, in the Delano High School Media Center.

**D. Community Education Director**

D. Johnson shared the 2014-15 Community Education Improvement Plan. For detailed information on this plan, please click on the link above.

**11. Student Board Representatives Report**

**A. Abbey Hutchins and Thomas Grover**

Abbey Hutchins reported that the school district celebrated Homecoming Week and Chinese students and staff were visiting that week as well. In addition, 8th graders recently took a geological field trip to Henderson, MN. Abbey said she had talked to 7th and 8th graders about their schedule change this year and most were in favor of the change because choir and physical education are on separate days and there is less homework. Abbey shared that DHS choir and band students travelled to Nashville and Memphis over MEA weekend and performed at Graceland and Studio B. She added

that the volleyball team was going to section finals and two boys cross country runners qualified for state. Thomas Grover stated that elementary students were excited about the upcoming Sock Hop on October 24. He shared that October was Bullying Awareness Month and as part of the elementary's theme *Everybody Needs a Friend*, 4th graders and their kindergarten buddies read stories and shared time together. Thomas added that staff is integrating iPads into curriculum and students like the educational games. He reported that students liked computer-based testing this year because it is faster. He also said 3rd and 4th grade students are excited about the Monster Mash dance to be held on Friday, October 31. This dance is a fundraiser for the DHS Prom Committee. Abbey shared that the DHS Theatre Department is performing the fall play on November 6-8 and there is a choir concert on Thursday, October 30. She explained that she and Thomas had discussed district questions to ask students and share the responses at upcoming meetings. Some of the topics include: school readiness, safety with peers and teachers, and student learning environments. M. Schoen suggested beginning with school readiness for November.

## 12. Board Reports

### A. MAWSECO

A. Johnson reported that she attended the last meeting in which they discussed keeping special education costs down for member districts, filling vacant job openings, and preparing for the upcoming audit.

### B. Wright Technical Center

R. Durick reported that he attended the last meeting on October 7. WTC hosted a career fair with 35 vendors in attendance. He added that the youth apprenticeship program has started and five students have been placed with companies. R. Durick stated that apprenticeships are handled with consideration of a student's school schedule. He shared that the director's report was heard and the final proof of the video advertisement is waiting for approval and will then be aired in local theaters. He expressed that they are working with MDE and current career technical certification issues. Current certification limits opportunities for WTC candidates, and the University of MN ended its certification program, so the future is unknown as they struggle to fill positions at WTC. He added that the MDE Special Education Director believes that WTC should have a special education director on site so as not to rely on individual school districts for special education assistance. A. Johnson agreed that services required should be handled on site, yet costs will be billed back to the member districts. He added that WTC is exploring an expansion of the welding program into evenings due to a shortage of welders and companies are willing to fund this expansion. He also stated that the Landscape and Greenhouse career program is being revisited and WTC might replace it with an alternate program.

### C. Schools for Equity in Education (SEE)

C. Milano reported that they met on September 26 and there were two speakers from the legislature. They participated in positive, bi-partisan dialog, with time for questions. She added that SEE Representatives shared this year's accomplishments and they will focus on equalization through Facilities and Early Childhood Education. C. Milano added that ideas were shared regarding SEE and the legislature working together to provide flexibility in mandates. Tom Melcher stated that there is competition for education dollars. He added that the committee work group members are blended across all types of schools, and feels that funding should be comparable across all schools for the same needs. C. Milano shared that some schools can levy for facility dollars and this also needs to be equalized by the state. She added that funding for charter schools should equal that of public schools and 2015 is a school funding year in the legislature.

### D. Delano Area Sports Arena (DASA)

M. Larson reported that the DASA Board met on October 19 to finalize and approve the budget. He added that they discussed a list of current projects and shared that most of the projects were or will be

completed with donated time and materials.

E. Safe Schools

S. Baker reported that safe driving was discussed at the recent Safe Schools meeting. She shared that Youth Development Coordinator, Carley Boll, and the SHARP group bring awareness about safe driving to students in the district. S. Baker added that social media apps and the role schools play in educating students about apps was discussed. A. Johnson asked how to combat this growing problem because some new apps hide identities and technology changes so rapidly it is hard to keep up with. S. Baker expressed that parent involvement is the key support to combat the danger of social media. S. Heil and R. Klinkner both shared that prevention starts with parental supervision because students don't understand the ramifications. S. Baker added that we need to be more technology literate as a school district and communication with parents needs to include the parental rights of viewing the students phone content. Geofencing was discussed as a possible remedy so students cannot access certain apps at school. The Board also discussed working with app vendors to gain support for issues schools are facing. S. Baker shared that parent-to-parent support and understanding your social media rights as a parent could bring increased awareness to this growing problem.

F. Professional Development

A. Johnson attended a meeting on Tuesday, October 21. She reported that agendas are set for the November 3 Professional Development Day, and teams will meet that day to continue the curriculum mapping process. A. Johnson shared that they worked on the agenda for the January Professional Development Day and will finalize this agenda at their next meeting. In addition, each building representative gave PD reports and shared future plans.

### 13. Old Business

- A. Second read of Policy 419 Tobacco-Free Environment due to substantive and/or legal reference changes.

**Upon motion by M. Larson, seconded by L. Seguin, the Board of Education approved Policy 419-Tobacco Free Environment due to substantive and/or legal reference changes. Motion passed.**

### 14. New Business

- A. 2014-15 Q-Comp Program

M. Menz and N. Stoebner presented a 2013-14 Q-Comp review and site goals for the 2014-15 school year. Board members R. Durick and A. Johnson asked why high school did not meet their goal. N. Stoebner stated that rigor of the test, decoding vs. comprehending words, going from paper test to computerized test were all elements that could have made a difference. They shared that MDE sets parameters for schools to set goals, i.e. looking at learning and testing trends. In addition, interventions are used with students to achieve better results, but they don't always help with special education students who don't qualify for special testing accommodations. For additional information on the Q-Comp Program, click on the link above.

**Upon motion by C. Milano, seconded by S. Baker, the 2014-2015 Q-Comp Program was approved. Motion passed.**

- B. Approve Resolution Relating to the Election of School Board Members and Calling the School District General Election

**Upon motion by R. Durick, seconded by L. Seguin, the Resolution Relating to the Election of School Board Members and Calling the School District General Election was approved. Motion passed.**

- C. First and only read of Policy 514-Bullying Prohibition Policy and Policy 413-Harassment and Violence due to non-substantive and/or legal reference changes.

**Upon motion by L. Seguin, seconded by M. Larson, the first and only read of Policy 514-Bullying Prohibition Policy and Policy 413-Harassment and Violence due to non-substantive**

**and/or legal reference changes were approved. Motion passed.**

- D. Repeal of Policy 531-Harassment and Violence (Companion Policy 413).

**Upon motion by R. Durick, seconded by C. Milano, the Board of Education approved the Repeal of Policy 531-Harassment and Violence (Companion Policy 413). Motion passed.**

- E. First read of new Policy 531-The Pledge of Allegiance.

**Upon motion by S. Baker, seconded by L. Seguin, the first read of new Policy 531-The Pledge of Allegiance was approved. Motion passed.**

- F. Set Date and Time to Canvass Votes (Nov 7 thru Nov 14)

**Upon motion by M. Larson, seconded by C. Black, the date and time to canvass votes was set for Monday, November 10, 2014, at 6:00 p.m., in the Delano Public Schools District Office Conference Room. Motion passed.**

## **15. Adjournment**

**Upon motion by L. Seguin, seconded by C. Milano, the meeting was adjourned at 9:20 p.m.**