

# **SCHOOL BOARD MINUTES**

Monday, December 16, 2013 7:04 PM

## **Delano Public Schools**

Independent School District #879, Delano Minnesota

### **1. Call to order/Pledge of Allegiance**

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**

Upon motion by M. Larson, seconded by S. Baker, the Board of Education approved the meeting agenda. Motion passed.

### **3. Program Review - Truth & Taxation Hearing**

M. Reeder addressed the levy recommendation and comparison of levies from FY13. She shared that the proposed property tax statements show the school district taxes 12.59% higher than the taxes will be after the tax levy is certified due to the fact that the district had to levy the maximum amount on 9/23/13 because MDE did not have the correct figures for two areas of the district's levy when the proposed levy had to be certified. The proposed property tax total was \$5,616,804.16, the final certified property tax total for FY14 will be \$4,909,350.04. M. Reeder shared Delano's referendum revenue compared to the state average and state cap. She also summarized expenditure differences and budget changes from FY 12-13 to the proposed budget for FY14. Board Chair provided any community member time to express an opinion regarding the taxation levy information. No community member expressed an opinion.

### **4. Consent Agenda**

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

A. School Board Minutes

1. November 18, 2013

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
10. List of Bills Presented for Payment

**5. Personnel Matters:**

**Upon motion by C. Milano, seconded by L. Seguin, the Board of Education approved all personnel matters. Motion passed.**

**A. Retirements/Resignations/Terminations**

1. Tammy Frommelt, COMM ED Tiger Kids Club Paraprofessional, resignation effective 12-20-13.
2. Stephen Stansberry, COMM ED Tiger Kids Club Student Aide, resignation effective 11-20-13.
3. Katie Beshears, Head Cheerleading Coach, resignation effective for the 2014-15 school year.
4. Sean Roff, DMS Track and Field Coach, resignation effective 11-18-13 for the 2013-14 school year.
5. Amanda Weinandt, DHS JV Softball Coach, resignation effective 12-03-13 for the 2013-14 school year.
6. Todd York, DMS Girls Grade 7 Softball Coach, resignation effective 12-03-13 for the 2013-14 school year.

**B. Recommendations for Employment**

1. Kayla Hofstedt, DES Special Education, EBD Teacher beginning 12-02-13. This is a new .75 fte position to meet the needs of the students.
2. Dawn VanderBroek, Long-term Substitute Paraprofessional beginning 02-03-14 through approximately 03-21-14 for Jill Russek who will be on family medical leave.
3. Jill York, Long-term Substitute Media Paraprofessional beginning 11-19-13 through 12-16-13 for Nancy Heding who is on family medical leave.
4. Gary Daggett, DHS JV Boys Basketball Coach, effective 11-10-13. Replaces Jamie Longstreet who moved into the 8th Grade Boys Basketball position.
5. Dorothea Clark, COMM ED Tiger Activity Center Lifeguard/Water Instructor Aide, beginning 11-26-13.
6. Elizabeth Johnson, COMM ED Tiger Kids Club student aide, beginning 11-11-13.
7. Amy Max, COMM ED Tiger Kids Club student aide, beginning 11-11-13.
8. Dabrina Rolf, COMM ED Gymnastics Coach, beginning 11-14-13.

**C. Contract Changes/Approvals**

1. Wendy Kramp, DES Recess Paraprofessional, adding additional 30 minutes to her regular assignment for additional playground support. Effective 09-03-13.

**D. Leaves of Absence**

1. Marcie Ludwig, DES Kindergarten Teacher, requesting an extension of seven days to her family leave of absence, returning 01-13-14 instead of 01-02-14 as originally approved.
2. Paul Ludwig, DES Technology Coordinator, requesting family leave date change to 01-13-14 through 01-21-14. Was originally approved for 01-02-14 through 01-10-14.
3. Tammy Mathiowetz, DES Special Education Teacher, requesting to change family leave return date to 12-02-13. Was originally approved through 12-20-13.

**6. 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. No comments were received.**

**7. Administrative Reports**

**A. Superintendent**

Superintendent Schoen reported that by the end of this week or next week the technology team will have made a decision on a wireless solution for the district. He shared that the bidding has been aggressive and lower bids than expected have come in, therefore, no formal bidding process is needed for this project. In addition, he shared that the state released their December forecast which showed a surplus. With this surplus, the state is going to pay back the tax shift dollars owed to Minnesota's schools. This equates to about \$1 million dollars. A portion will be paid in December 2013 and the remainder will be paid by the end of June 2014. Superintendent Schoen shared that Delano is showing growth. He added that there have been over 70 permits issued in the last two years, which could equate to higher enrollment numbers. In addition, the future shows steady growth. Superintendent Schoen added that our district buildings are still over capacity and moving to All-Day Kindergarten will create more space issues for the elementary school.

**B. Principals:**

**1. Ms. Klinkner**

Ms. Klinkner reported that each Fall students are surveyed regarding the climate and culture of Delano Middle School. When asked if they feel safe, connect with adult teachers, and the culture is friendly, 80% or more of the responses were positive. Ms. Klinkner shared when students are asked about bullying, the students are less apt to answer honestly, yet the school has measures in place to combat bullying. Ms. Klinkner added that on Friday, December 13, DMS participated in a Global Outreach Project. This project was teacher driven and the focus for students in grades 5-8 is to learn the importance of giving back to the community. In addition, Ms. Klinkner said that DMS is exploring different scheduling models. One of the models will eliminate Day 1 and 2 scheduling and students will have the same classes everyday. This model will bring consistency to the students' schedules which has been a big concern of the staff at DMS. Ms. Klinkner added that Encore will not be a part of a student's schedule if the new model is adopted. She will present more details regarding the proposed scheduling model change at the next board meeting.

**2. Dr. Heil**

Dr. Heil reported that the auditorium project is going very well and 2nd Act almost has enough funds to purchase all the seats for the auditorium. He shared that the second Wright County Conference "Top Twenty" meeting will take place on Wednesday, December 18, 2013. At this meeting, students will learn about sportsmanship and continue to form relationships with students from other schools. In addition, these meetings rotate students, but always include the core DHS Leadership Student Group. Dr. Heil explained the "Save the Tiger" campaign which was created by a group of National Honor Society students. This campaign is asking all students in the district to donate \$1 to help buy a new Delano Tiger mascot outfit. Each student who donates will receive an "I saved the Tiger" sticker. Board member C. Black asked what the school will do with the existing auditorium chairs. Dr. Heil expressed that they will either re-purpose them or sell them as surplus items.

3. Mr. Lahr (for Mr. Schuler)

Mr. Lahr reported that December is a season of giving at Delano Elementary, with fundraisers such as the Kindergarten Diaper and Wipes Drive for Love, Inc., the 2nd grade food drive and raising money for the Delano/Loretto United Way. In addition, the staff had a taco potluck, all the food was donated and \$700 dollars was raised for needy families in the community. Mr. Lahr attended the TIES conference this week which explored the use of iPads, apps and their one-to-one use. He added that All-Day Kindergarten informational meetings will be held in early January. These meetings are for parents and all questions are welcome. Mr. Lahr shared details of FRED Night, Fathers Reading Every Day. This night encompasses fathers, grandfathers or other male figures in a student's life coming to school for a few hours to learn about the importance of reading every day. He thanked the Lions for donating the food and McDonalds for donating the the juice. Lastly, Mr. Lahr shared details of his and Mr. Schuler's trip to Washington DC for the National Blue Ribbon Ceremony in November. He mentioned that plans were being made for a local ceremony in either February or May.

C. Business Manager

Ms. Reeder reported that the elementary school will be remodeling their front entrance for security reasons. This remodeling will take place over the Martin Luther King Jr. holiday. She also stated that after this project, security updates will be complete for this fiscal year.

D. Community Education Director

Ms. Johnson began by thanking students and staff for making the Old Fashioned Christmas celebration successful despite the cold weather. The CE winter/spring catalog has been sent to the printer and should be in resident mailboxes by week's end. The final asbestos project in the Community Education building begins Thursday, December 19 with the building re-opening on January 2, 2014. She added that some of the child care over the holidays will be at Delano Elementary School. Ms. Johnson shared that a globally recognized program, Kinder Music, will be started in Delano in January 2014. This program will be run by a parent that recently moved here from Arkansas and is a certified Kinder Music instructor.

## 8. Student Board Representatives Report

A. Alex Grant and Abbey Hutchins

Alex Grant shared that DMS had their 7th and 8th grade band concert tonight and that students in all the schools are excited about the holiday break. Alex continued by sharing information about the "Save the Tiger" campaign and how they want to expand the usage of the mascot beyond sports events to events district and community wide. He shared that DMS students are lobbying to be able to snowmobile to school. Abbey Hutchins visited the elementary school and the students had been upset that they could not have outside recess because of the weather. She added that they are busy celebrating the holidays in school this week through their classroom projects. In addition, the 4th

grade concert was last week and some board members added that it was wonderful. Abbey shared that the high school choir went to Mall of America and sang in the Clouds Choir to help raise money for the American Cancer Society and the music department has also been very active in raising money for 2nd Act, the auditorium renovation project, by singing at several events.

## **9. Board Reports**

### **A. MAWSECO**

A. Johnson reported that she attended the last meeting on November 19. At this meeting they talked about special education programming. The focus is on programming that helps individuals transition from becoming an adult (18 years of age) to being self-sufficient in the workplace. She also shared a regional update about the birth to 3 program. A. Johnson added that the county is making progress, but the workload and needs are growing so fast that staffing needs to be addressed. In addition, the audit review is done.

### **B. Wright Technical Center**

R. Durick reported that the energy savings report was good, the landscaping was done and the director is excited to be a part of Delano High School's SciTech week in 2014. WTC is changing their marketing and branding strategies. They have completed a public relations video that is included in all prospective student packets and they are increasing advertising efforts and will be launching a new website. He added that the apprenticeship program will be starting soon as well. R. Durick also shared that WTC is looking at their wireless capabilities to see what upgrades may need to be made.

### **C. Curriculum Advisory Council**

L. Seguin reported that she did not attend the last meeting, but curriculum maps were online so others can access and comment on them.

### **D. Schools for Equity in Education (SEE)**

C. Milano reported about the November general membership meeting. This meeting focused on college and career readiness. The group concurred that the SEE days at the capital were productive and will be repeated next year. In addition, she shared that the 2014 platform was adopted. The platform includes: (1) to increase the basic formula to restore school funding and provide all school districts with the flexibility to meet unfunded mandates, (2) continue to make voter-approved school referendum more affordable in low property wealth districts by expanding equalization aid, (3) develop new and improve existing funding streams so school districts can meet their facility and technology needs. C. Milano added that districts should re-think holding a legislative session for SEE with our district representatives because meeting with smaller groups can be more beneficial. She would also like to see more community involvement during the SEE days at the capital and will provide more information to be advertised throughout our district.

### **E. Delano Area Sports Arena (DASA)**

M. Larson reported that DASA has not met since the last school board meeting.

### **F. Safe Schools**

S. Baker reported that they met on Thursday, December 12. This group discussed how well the officials from Wright County and the School Resource Officer collaborate with the school. This collaborative effort keeps substance abuse, mental illness and behavioral issues under control, so education can be the focus in our schools. She added that G. Eldred has been instrumental in keeping our schools and parking lots safe. S. Baker shared that drugs and behavioral issues are the biggest concerns and that a diversion program at the county level was developed to avert paying your way out of underage substance abuse.

### **G. Professional Development**

C. Milano reported that at the November meeting the focus was curriculum mapping. There is a

consensus among teachers that there is not enough time for the work that needs to be done on curriculum mapping.

## **10. Old Business**

- A. Second read of policy due to substantive and/or legal reference changes: 604 - Instructional Curriculum

Upon motion by L. Seguin and seconded by M. Larson, the Board of Education approved the second read of the policy stated above. Motion passed.

## **11. New Business**

- A. Certify final tax levy

Upon motion by R. Durick and seconded by C. Milano, the Board of Education approved certification of the final tax levy for FY14. Motion passed.

- B. First read of policies due to substantive and/or legal reference changes: Policy 710 - Extracurricular Transportation, Policy 532 - Use of Peace Officers and Crisis Teams to Remove Students with IEP's from School Grounds, Policy 613-Graduation Requirements.

Upon motion by S. Baker and seconded by A. Johnson, the Board of Education approved the first reading of policies stated above. Motion passed.

- C. Surplus Items

Upon motion by C. Milano and seconded by M. Larson, the Board of Education approved the sale of the named surplus property. Motion passed.

## **12. Adjournment**

**Upon motion by M. Larson and seconded by L. Seguin, the Board of Education adjourned the meeting at 8:22 p.m. Motion passed.**