

# **SCHOOL BOARD MINUTES**

Monday, September 25, 2017 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, A. Briesemeister, R. Depa, C. Milano and L. Seguin

Members Absent: C. Black (arrived at 6:13 p.m.), M. Larson

### **2. Approval of Meeting Agenda**

Upon motion by R. Depa, seconded by A. Briesemeister, the Board of Education approved the meeting agenda after removing item 12A, the MAWSECO report, and adding items 12C and 12D, a SEE report and a staff development report, respectively. Motion passed 5-0.

### **3. Work Session**

Joe Vieau was present to answer questions regarding a Memorandum of Understanding with Hennepin County that provides guidance on transportation and the cost of transporting students who are in foster care. The board had been briefed on the agreement at previous meetings. Superintendent Matt Schoen said the agreement is a good thing for the district, because historically the district has paid transportation costs. Vieau agreed that the agreement was a positive for the district and noted that the number of students served by such an arrangement has historically been small.

L. Seguin provided an update from the POC committee. She said the intermediate school will likely be completed ahead of schedule, possibly in March rather than in May as scheduled, but that will not change the dates that the school plans to open. She added that loading dock issues have been resolved, and that discussions are underway about traffic flow and other issues in the cafeteria. L. Seguin said the cafeteria would be an ongoing challenge for the next few weeks because of the temporary nature of the setup. She said that all students are receiving their meals, however, and that the full commons remains scheduled to open at the end of October. L. Seguin added that work is beginning on the district office area, and that brickwork is taking place on the performing arts center exterior. C. Black had expressed concerns about the sequence of some construction items at the intermediate school, such as sheetrock being installed before the building is fully enclosed. M. Schoen said the terrazzo floor in the high school commons will wait until next year, and that there could be soil issues when the diving well project begins. Funding considerations will impact what flooring is chosen, and the district will wait to see if soil corrections are needed or if there are issues tying in the diving well to the middle school building. The preference would be to use terrazzo flooring because of its durability. M. Schoen said feedback received during a tour by chamber of commerce members of the buildings and grounds was very positive. He thanked Chris Rear, Mike Lindquist and the principals for helping with the tour. A. Johnson asked if any public tours are planned around the time the new high school entrance opens and added that some residents who are not parents of students have expressed interest in seeing the progress. L. Seguin said that hadn't been discussed in any detail, but M. Schoen said there is interest and Wold has some ideas about how to hold such an event. One consideration is that workers cannot be onsite at the time.

Business Manager Mary Reeder discussed preliminary levy numbers. She explained that the district would levy the maximum amount in its preliminary document, but there can still be changes before the final budget is adopted in December after the Truth-in-Taxation hearing. M. Reeder said there was an

increase related Tiger Kids Club due to expenses exceeding the budget. She added that there is a lower amount in the debt service. This is the second year that bond payments are being made on the \$65 million, and because interest rates came in lower the payments will be lower than the first year. As for the general fund, M. Reeder said there were several reasons for an increase, but the biggest was an increase in the long term facilities maintenance revenue. That revenue has been scheduled to increase each year, but after this year it will level off and remain stable. A. Briesemeister clarified that the proposed levy amounts are the maximum allowable. M. Reeder said that was correct, but the budget is preliminary and the max does not tie the district to any particular dollar amount.

M. Schoen shared about the district's health insurance transition. He explained that the district went out for bids, and that those from Blue Cross Blue Shield would have included very high increases of 30-39 percent. Those numbers led the district to consider PEIP. M. Schoen said several plans through PEIP provide the same value of health insurance, and that almost every teacher voted to go that route. The transition requires a repeal of the district's VEBA policy, and new guidelines for PEIP will be developed. M. Schoen said final work was being done on MOUs regarding the transition, and said most staff were choosing higher deductibles but lower premiums. He said that while the VEBA policy would be repealed, employees can keep their VEBA, which will be facilitated through PEIP. M. Schoen said staff need to be aware of changes in how to manage their plans, and that a number of informational meetings have been held to ensure staff are fully educated on a tight timeframe. M. Reeder clarified that VEBA allows employee contributions only, and VEBA dollars can only be used for vision and dental if employees have an HSA. She said the majority of employees are doing the VEBA plan. R. Depa asked if Ridgeview would be changing cost tiers. M. Schoen said PEIP assigns the cost levels based on annual ratings.

M. Reeder explained the need for a permanent interfund transfer, which has not been done before but is needed because a certain restricted fund cannot be negative. That fund includes non-public dollars, and if it is spent it is reimbursed from the state. The preschool screening fund also goes through that account, and that has gone negative. In past years the account has been positive, but there has been a negative fund the past couple of years, which requires a transfer to bring the fund balance to zero. A. Briesemeister asked if costs are going up, meaning the deficit will continue in future years. M. Reeder replied that expenses this year were a little higher than normal due in part to items like staff training, and the matter is simply one that will need to be monitored.

Activities Director Mike Lindquist presented information about facilities use in light of recent improvements, including the installation of turf fields. He said that little had been done to the main football field in the previous 35 years, aside from an irrigation system in the late 1980s, and that there had been little fencing. In that time the number of students per grade has roughly doubled and there are more teams for sports like lacrosse and girls' soccer, and far more youth association use of the facilities. He said a plan needs to be developed that is good for the schools, the public, physical education classes and athletic teams alike. The facilities were designed to be multi-purpose to meet various needs, and the logistics of running the facilities are still being worked out, including supervision and security needs. Uses that have been discussed include walking, open field times and association use, and there could also be possible revenue in the future from for-profit rental groups. However, the fields are largely scheduled, not leaving a great deal of free time for unstructured use. In terms of security, M. Lindquist pointed out that there have been issues with vandalism on the grounds in the past, including graffiti and other property damage. During construction he said there has been damage to the track surface, along with various cases of theft both recently and in the past. As a result, the new facilities include more fencing and will receive security cameras. Fencing will also help create a secure site for football games and track meets. M. Lindquist said the turf fields are a treasure that must be taken care of so they last.

M. Lindquist also reported on research he has done on similar facilities elsewhere, saying he has visited around 50 sites. He said Rockford opens its facility when the community fitness center, similar to the TAC, is open. Activity is monitored by camera, and individuals are allowed to walk the track or play catch on the field. But larger groups or teams need to obtain a permit. Board members asked what the

standards were to require a permit. A. Johnson said that whatever rules are decided upon in Delano ought to be clearly documented and explained, and posted in multiple places for consistency. M. Lindquist said it was important to have the discussion in order to do what is best for Delano. He added that supervision comes at a cost. For further comparison, he said Wayzata keeps its stadium locked, and three other turf fields are surrounded by four-foot fences. While there could be some individual use on Sunday mornings, almost all other use requires a permit. Edina also has four-foot fences and the public can use the fields when there is not a permitted use, but the fields are almost always scheduled. Edina and Wayzata do not have vandalism issues, but the stadiums are locked and fields are generally only opened with a supervisor.

Once the facilities are covered by cameras M. Lindquist said TAC supervisors can monitor what is happening on the fields without being there in person. He added that the track could be opened for walking early in the morning, but that procedures would need to be developed in order to allow various types of use in order to ensure safety and security. Board members asked further questions regarding the cameras, seasonal use and maintenance. C. Black asked if there is a facilities handbook that people could be referred to for consistent information. M. Lindquist said there is and it would come to the board work session next month. It includes information on rentals and usage, and is currently being updated to include the turf fields. M. Schoen added that there should be a one-sheet summary for public consumption. M. Lindquist said that policies will be put in place, but additional experience with the facilities will help in forming proper policies. C. Milano said that the community approved the projects, and the district should allow community members to use the facilities when they are available and proper rules are applied. She said that the schools should not forget who is paying for the facilities. M. Lindquist, agreed, but said a balance must be struck and that the public should also know the district is taking measures to care for the facilities it has been given. He said there should be access with proper guidelines.

Upon motion by A Briesemeister, seconded by R. Depa, the Board of Education called the meeting to recess at 6:55 p.m. Motion passed 6-0.

Board Chair A. Johnson called the meeting out of recess and to order at 7:02 p.m.

4. Pledge of Allegiance
5. Program Review: Community Education Programs/Welcome our Chinese visitors/Welcome Brian Koslofsky (New Wright Tech Center Director)

Brian Koslofsky introduced himself as the new director of the Wright Technical Center. Koslofsky said he was honored to visit, and said his first month on the job has gone well. He provided an update on enrollment, and said there are 37 Delano students who attend the first hour of the day. B. Koslofsky said he would be meeting with the superintendents of member districts to make them aware of things he is bringing to his own board. He said the superintendents would be his advisor group, and that he would rely on their expertise and history in their districts. B. Koslofsky said he was looking to sustain current programs and develop and grow new programs. He said the CEO program, now in its third year, has been very successful, and that Wright Tech and supports industries like construction trades, energy and transportation, graphic arts and more in the member communities. B. Koslofsky said he is in his 31<sup>st</sup> year in education, 19 years of which were spent as a tech. ed. teacher for grades 7-12. He invited board members to come for a tour at any time, and said that there are eight member districts. A. Briesemeister asked what the Delano board can do to support Wright Tech. B. Koslofsky said he would like the opportunity to meet with districts and determine where there is duplication, and also identify gaps. He said that industries are experiencing a shortage of workers for machining and manufacturing, and said Wright Tech should look for opportunities to meet needs without sacrificing current programs that are meaningful to member districts. He said Wright Tech could experience growth based on how it works with member districts and supports their needs.

Board members also welcomed their guests from China. Delano teacher Lanette Faul introduced three

Chinese teachers who were visiting through the sister school exchange program. A. Johnson said the board was excited to have the visitors, and encouraged them to enjoy their time in Delano.

Chris Runke shared about youth development programs held by Community Ed. over the summer months. Programs included Summertime in the Parks, which attracted about 25 children per session; T-ball and baseball training camp sessions for ages 3 through grade 2 that attracted a total of 30-plus students; a flag football camp held on the turf fields that included 17 participants; and the Heads Up youth football program through USA Football that focused on safety and better coaching. All coaches needed to get certified, a 2-3 hour process that included watching a series of videos on topics like concussions, heat, tackling and blocking, proper equipment and more. C. Runke said the program was about making sure Delano's programs are up to date with best practices. In addition to sports, there were also a number of enrichment programs. A pair of robotics courses attracted about 18 participants each. A two-day art camp attracted a dozen students to make board games and more. There were also camps at Gale Woods Farm for grades 1-8 that included activities like collecting eggs, feeding chickens, brushing animals and helping with daily chores. The Voyageurs camp for grades 1-6 focused on activities like outdoor survival, canoeing, archery and orienteering, wild edibles and more. A. Johnson asked if there were any programs C. Runke would like to see added that other communities have. C. Runke said it is difficult to compare communities because they have their own desires, but said that as far as he was aware resident wishes are being met with current programming.

Tiger Kids Club Coordinator Becca Seiberlich presented a review of summer happenings. The theme of the summer was "Build a Better World." She said students were told that all they do has a ripple effect on the wider community. B. Seiberlich also shared about the evolution of school-age care over the past four decades. She said it basically began as babysitting to keep children safe, but did not include much interaction with the children. The next step of care was to plan fun and exciting activities for the kids. The third-generation view is to build lifelong skills and combines a passion for children with activities that promote thinking and social-emotional skills to give children the tools to successfully handle emotions and behaviors. B. Seiberlich said children today are under significant pressure to excel, but TKC aims to allow kids to be kids, make mistakes and learn while developing positive skills that will help them become positive influences in their community. B. Seiberlich also shared highlights from the summer program, which included a partnership with a nursing home, art with a children's hospital, and outings for fishing, biking and more. Those types of experiences, she said, promoted responsibility, empathy and perseverance. A number of middle school students served as aides, learning valuable job skills. A. Johnson said she was excited to hear from teachers how connected TKC is with work being done in the elementary and middle schools. She added that it is great to see children who have been actively engaged over the summer so there is not a regression in learning and skills, while fun is also made a priority. L. Seguin said she loved the idea of middle school students helping out as well.

## 6. Consent Agenda

Upon motion by C. Milano, seconded by A. Briesemeister, the Board of Education approved the Consent Agenda. Motion passed 6-0.

A. School Board Minutes

B. Financial Affairs

1. Current Budget Status with Year-to-Date Adjustments
2. Investment Transactions
3. Construction Bond Investment Transactions
4. Wire Transfers

5. Minnesota Liquid Asset Fund
6. Cash Report
7. Revenue Report by Fund
8. Expense Report by Fund
9. Expense Report by Program
10. Expense Report by Object
11. List of Bills Presented for Payment

## **7. Resolution for Acceptance of Gifts**

**Upon motion by L. Seguin, seconded by R. Depa, the Board of Education approved the Resolution for Acceptance of Gifts. Motion passed 6-0.**

## **8. Personnel Matters:**

**Upon motion by C. Milano, seconded by A. Briesemeister, the Board of Education approved the consent portion of the Personnel Matters after A. Johnson recognized and congratulated four teachers who recently earned their master's degrees. Those teachers are Stacy Hegland, Marjorie Miller, Derek Picha and Nathaniel Uselding. Motion passed 6-0.**

## **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.**

**None.**

## **10. Administrative Reports**

### **A. Superintendent**

M. Schoen reported that the Kindness in Chalk event was scheduled to take place the following Monday. He explained that all students and staff from the entire district planned to go on and off campus and around downtown with chalk to write positive messages on the sidewalks. He said the idea came from the diversity task force as a way to celebrate a safe and welcoming community and environment in the schools. M. Schoen said it was a big undertaking and commended district staff members for organizing it. He said some different age groups would mix, and that this would be the first time a similar event has been done districtwide. M. Schoen also reported on his State of the Schools address to the chamber of commerce and tours held for 20-25 chamber members. He informed the board that the reaction from chamber members to the construction projects was very positive, and said it was good to give businesses an up-close view of what is happening on the school campus. He also thanked ICS and the contractors on site for coordinating breaks during the tours. M. Schoen added that the building projects are progressing as scheduled, with the intermediate school slightly ahead of schedule. In the high school/middle school building he said all necessary areas are functional, but there are some kinks that are being worked out on a daily basis.

### **B. Principals:**

1. Mr. Voight

B. Voight said that almost everything is up and running from an operational standpoint in the middle school, aside from interventions, and students were being evaluated to establish what is needed in terms of remedial and enrichment opportunities. He said information will be shared in the newsletter that academic scores are continuing to rise, and that social and emotional dimensions of learning remain in view as well. B. Voight thanked the PIE group for doing its cookie dough fundraiser, and noted that students and families who participate are deserving of thanks because all funds go back into supporting student learning. Additional work included preparations to transition to the intermediate school next year in terms of developing the Tiger Way, and also in terms of core curriculum items and skills classes. Parents and staff were given a survey related to generic skills classes. It revealed some digital literacy items, but also that a primary area of concern remains character learning and social-emotional matters.

2. Dr. Heil

S. Heil said the construction situation at the high school is teaching students an important life skill – how to adapt to their environment. He added that students are excited about the work being done. S. Heil said this year’s homecoming was one of the best he has seen in terms of decorating and school spirit, and longtime staff members agreed. He said that student engagement helps to get the staff excited as well. After some adjustments in the first few days, S. Heil said the tennis court drop-off area is working very well and that drivers are doing a good job of focusing while on campus. S. Heil also highlighted recently released ACT scores. Students improved by nearly a full point from the previous year, from 22.7 to 23.5, which was two points above the state average and 2.5 points above the national average. College preparedness numbers were also comparatively high, and S. Heil said that is an indication that students will do well no matter what they do after high school. He said the strong scores are an indication of quality education pre-K through 12<sup>th</sup> grade, and that all the programs and curriculum offerings are combining to create well-rounded students. S. Heil said a culture committee for grades 7-12 was being re-started to prepare for the secondary school next year.

3. Mr. Schuler

D. Schuler said the elementary is fortunate to have B. Seiberlich and C. Runke in Community Ed., because the elementary has worked well with them both. He said it has been a great start to the school year, beginning with orientation days for a second straight year. Staff members were able to gather good initial information by working with students for a 20-minute period of time and began building relationships with students and parents. D. Schuler said there have been few complaints about the background check process, but a few bugs need to be worked out and he wanted to get volunteer parents into the school as soon as possible. D. Schuler also highlighted Delano Elementary School’s Active Schools National Award and credited the PE staff with doing a lot of work to earn the award. He said initiatives like Bring Your Parent to PE Week were helping families to see how PE has changed over the years. D. Schuler also highlighted the Walk to School Day on Oct. 4 and said that testing is wrapping up prior to implementing interventions. D. Schuler also said that the PIE group has donated funds to add on to the kindergarten playground area, and that work on that addition will start soon. D. Schuler reported

C. Business Manager

M. Reeder reported that the district audit began that same day and would continue through the rest of the week. Preliminary audit results will be brought to the school board work session in October.

D. Community Education Director

D. Johnson passed out a flyer summarizing events sponsored by the Delano United organization, and said that 28 people attended a Saturday morning community reading event at the library related to

diversity. She added that a representative from the U.S. Department of Justice would be in town during the week to help reflect on where the community has been in the past months since holding its vigil, and to help build a plan for the next 18 months regarding diversity. D. Johnson added that early childhood classes were beginning, and that screening would be held at the end of the month, as well as in November and December. She said 55 students have enrolled in Wee Tiger Preschool so far. She added that there is still time to register for swimming lessons and gave directions regarding the TAC desk.

## 11. Student Board Representatives Report

A.

A. Moe reported on homecoming festivities. He said high school students enjoyed the opportunity to play music and address elementary students during the elementary pep fest, and also to read to elementary students afterward. A. Moe said the younger students enjoy seeing their older role models up close instead of just on the field or stage. He said the Lego Batman Movie had a good turnout and reviews, and that school spirit was evident in the hallway decorating for homecoming at the high school. At the middle school, A. Moe said students have completed a leaf project to see what kind of trees are around town, and that science students in grades 6-8 are adjusting to walking down to the high school for classes without too many issues. A little extra passing time to accommodate the distance has helped. Middle school students took part in the high school homecoming pep fest and said they enjoyed it. They also told A. Moe that they would like to have some of their own homecoming activities like powder puff football and he-man volleyball. At the high school, A. Moe said there were 19 students enrolled in robotics in grades 4-8, and there were about 17 students in the grade 7-12 program. Those students were excited to build their machines and compete. In other high school news, he said the new room assignments for teachers have taken students some time to get used to, but everyone was settling in after a few weeks. He shared details on the homecoming events and coronation, and said the student and teacher skits were a lot of fun to watch. A. Moe also said the traffic situation is improving and there has been less of a rush to get out of the parking lot. A. Moe concluded by sharing about the question of the month, which asked what activities or club sports students would be interested in adding or expanding in Delano. He said there was a lot of interest at the elementary and middle school levels regarding club sports in addition to school sports, and that there was a lot of interest in STEM activities. A. Johnson said the board appreciated the student update and looks forward to more during the school year.

## 12. Board Reports

A. MAWSECO

There was no report since the MAWSECO board had not yet met for the month.

B. Wright Technical Center (Board minutes 9.5.17)

A. Briesemeister said roof maintenance has been a topic of discussion, and inspections and quotes were needed in order to pursue spring repairs. Carpeting and painting also needs to be done in some areas. He added that WTC has a greenhouse that has not been used for instructional programs for some time, but there is interest in restarting its use. A. Briesemeister said that B. Koslofsky will be meeting with superintendents in the next few months, and that a change in the cleaning service provider has been made to switch away from Functional Industries. He added that enrollment is up slightly and Delano is contributing 37 students. A. Briesemeister said the WTC career fair will be held from 8 a.m. to 2 p.m. on Monday, Oct. 16, and that there will be 50 different exhibitors sharing about technical careers.

C. SEE

R. Depa said that the state has submitted a plan to the Dept. of Education that will be implemented next year. They will examine which schools really need support, and that Delano can expect a decrease in Title I funding. M. Reeder explained that Title I funding did go down because the

Midwest is not a high poverty area, so funding is being funneled to southern states.

D. Staff Development

The first staff development meeting of the school year has been held, and there was robust conversation about defining roles and establishing bylaws.

**13. Old Business**

- A. Second read of Policy 533-Wellness due to substantive and/or legal reference changes.

Upon motion by A. Briesemeister, seconded by L. Seguin, the Board of Education approved the second read of Policy 533-Wellness. Motion passed 6-0.

**14. New Business**

- A. Approve Delano-Hennepin County MOU for Foster Care Transportation

Upon motion by R. Depa, seconded by A. Briesemeister, the Board of Education approved the Delano-Hennepin County MOU for Foster Care Transportation. Motion passed 6-0.

- B. Approve Permanent Interfund Transfer for 2016-2017

Upon motion by C. Milano, seconded by C. Black, the Board of Education approved the permanent interfund transfer for 2016-17. Motion passed 6-0. \_\_\_\_\_ Vote: \_\_\_\_\_

- C. Approve 2017 Pay 2018 Proposed Property Tax Levy

Upon motion by C. Black, seconded by A. Briesemeister, the Board of Education approved the 2017 pay 2018 proposed property tax levy. Motion passed 6-0.

- D. Set Date, Time and Location for Truth-in-Taxation Meeting

Upon motion by C. Black, seconded by L. Seguin, the Truth-in-Taxation meeting was set for Monday, Dec. 18, 2017 in the Delano High School media center. Motion passed 6-0.

- E. Repeal Policy 411 Voluntary Employees Benefit Association (VEBA) which was specific to the voluntary high-deductible plan through the Minnesota Service Cooperatives and Blue Cross Blue Shield and does not apply to the plans offered through Public Employees Insurance Program (PEIP); a new policy will be drafted in the future.

Upon motion by L. Seguin, seconded by R. Depa, the Board of Education repealed Policy 411 Voluntary Employees Benefit Association (VEBA) which was specific to the voluntary high-deductible plan through the Minnesota Service Cooperatives and Blue Cross Blue Shield and does not apply to the plans offered through the Public Employees Insurance Program (PEIP); a new policy will be drafted in the future. Motion passed 6-0.

**15. Closed session to discuss labor negotiations strategy**

**Upon motion by A. Johnson, seconded by L. Seguin, the Board of Education approved closing the meeting to discuss labor negotiations strategy. Motion passed 6-0.**



## **16. Adjournment**

**Upon motion by A. Briesemeister, seconded by R. Depa, the meeting was adjourned at 9:18 p.m. Motion passed 6-0.**