

# **SCHOOL BOARD MINUTES**

Monday, October 28, 2013 7:01 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**

Before approval of meeting agenda, R. Durick asked to add the November 25 School Board meeting date to the agenda. M. Larson and L. Seguin asked to strike the DASA Meeting and Curriculum Advisory Council meeting off the agenda because they did not take place. Upon motion by R. Durick, seconded by M. Larson, the Board of Education approved the meeting agenda. Motion passed.

### **3. Program Review - MCA/MMR Results & Annual Report - Joe Vieau**

J. Vieau shared the results of MCA and MMR tests which were outlined in the 2012-13 Annual Report. The Math Department reviewed their assessments and wrote new curriculum, the Language Arts Department purchased additional Nooks and are moving to a digital learning curriculum. MCA scores reflect that the majority of Delano students meet and/or exceed expectations on these tests. Because of the lower number of students that partially meet or do not meet expectations, Delano is characterized as a strong school district. A. Johnson asked if we track progress on standardized tests as our students go through school. J. Vieau stated that he has just started tracking progress such as this. He went on to explain that the change in reading test scores statewide were because 2012-13 was the first year students' were tested according to the MCA III standards and test results reflected the new baseline set for students. This in turn was also seen in Q-Comp results. J. Vieau continued by explaining that the new MCA III reading tests require more critical thinking. He then summarized the MCA test results for the elementary, middle and high school. Two points were added: 83-84% of core students remain the same from 8th-10th grades, and MAP tests are given at the elementary level to measure growth during the younger years. J. Vieau continued by explaining the ACT test results which include continual improvement in test scores from 2003. He added that we are a high-performing district on ACT test scores and Minnesota is the top in the nation. The MMR (Multiple Measurement Rating) system was explained. This is a rating system that measures proficiency, growth, gap and graduation rate. Delano Elementary School measured 106 out of 862 schools in the state and had a rating of 88.19%. Delano Middle School ranked 38 out of 224 middle schools in the state and has a rating of 86.74%. Delano High School was 18 out of 467 in the state and has a rating of 97.18%. J. Vieau shared that this is a very encouraging rating because DHS is one of the top in the state. Lastly, focus ratings were explained as ratings that weigh proficiency along with special education needs and free and reduced lunch population.

### **4. Consent Agenda**

Before the Consent Agenda was approved, R. Durick asked if there have been any budget adjustments

**so far this year. M. Reeder replied that there have not been. Upon motion by L. Seguin, seconded by S. Baker, the Board of Education approved the Consent Agenda. Motion passed.**

A. School Board Minutes

1. September 23, 2013
2. October 10, 2013 - Special Meeting

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. Resolution for Acceptance of Gifts**

**The motion for the adoption of the foregoing resolution was by C. Milano and seconded by R. Durick and upon vote being taken thereon, the following voted in favor thereof: C. Black, C. Milano, A. Johnson, R. Durick, L. Seguin, M. Larson, and S. Baker. The resolution was duly passed and adopted.**

**6. Personnel Matters:**

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

A. Retirements/Resignations/Terminations

1. William Decker, DES Recess Paraprofessional, resignation effective 10-14-13.
2. Kevin Jaunich, DHS 9th Grade Boys Basketball Coach, resignation effective 08-21-13 for the 2013-14 school year.
3. Renee Pillsbury, COMM ED Instructor/Coach, resignation effective 10-09-13.

B. Recommendations for Employment

1. William Decker, DES Recess Paraprofessional, beginning 10-01-13. New position.
2. Margaret Grgas, DES (Comm. Ed. Bldg) Early Childhood Special Education Paraprofessional, beginning 10-14-13. New position.
3. Jennifer Trujillo, DMS/DHS Food Service Worker, effective 10-10-13. New position (job share).

4. Pam VanBeusekom, DMS/DHS Food Service Worker, effective 10-01-13. New position (job share).
5. Jackie Unrein, DES Recess Paraprofessional, effective 10-23-13. Replaces William Decker who resigned.
6. Stacy Hegland, DES Long-term Substitute Teacher, beginning approximately 11-02-12 through 12-20-13 for Marcie Ludwig who will be on family leave.
7. Damon Clare, DHS 9th Grade Boys Basketball Coach, beginning 11-10-13. Replaces Kevin Jaunich who resigned.
8. Rylan Bistodeau, COMM ED Volleyball Assistant Coach, beginning 09-10-13.
9. Annalisa Bragg, COMM ED Yoga Instructor, beginning 01-01-14.
10. Makenna Giese, COMM ED Volleyball Assistant Coach, beginning 09-09-13.
11. Madeline Gilbert, COMM ED Lifeguard/Aide, beginning 10-05-13.
12. Alaina Johnson, COMM ED Swim Lesson Aide, beginning 09-28-13.
13. Keith Jurek, COMM ED Youth Football Coach, beginning 08-26-13.
14. Phil Kern, COMM ED Youth Football Coach/Coordinator, beginning 08-26-13.
15. Lee Vandal, COMM ED Youth Football and Tiger Strength Coach, beginning 08-26-13.
16. Mike Warne, COMM ED Youth Football Coach, beginning 08-26-13.

#### C. Contract Changes/Approvals

1. Memorandum of Agreement - Custodian and Maintenance Employee Group, changing paid holiday from Dr. Martin Luther King Day to New Year's Eve Day for the 2013-14 school year.

#### D. Leaves of Absence

1. Nicole Jensen, DES Grade 1 Teacher, requests family leave beginning approximately 01-20-14 through 04-11-14.
2. Laura MacLean, DMS Physical Education Teacher, requests family leave beginning approximately 01-20-14 through 03-21-14.
3. Mackenzie Narins, DMS Special Education Teacher, requests family leave beginning approximately 04-07-14 through 05-16-14.
4. Amanda Roff, DMS Grade 7 Mathematics Teacher, requests family leave beginning approximately 01-22-14 through 03-21-14.
5. Sean Roff, DMS Phy. Ed/DAPE/Health Teacher, requests family leave beginning 03-31-14 through 04-08-14.

**7. 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.**

#### **8. Administrative Reports**

##### A. Superintendent

Superintendent M. Schoen reported that Delano Public Schools has been recognized by Forbes magazine as the number one school in the nation for high performing schools in a district with affordable housing. He explained the criteria that was used to choose the number one school and his conversation with Forbes editor, Daniel Fisher. M. Schoen explained that Delano has always had high educational expectations throughout Delano's history. He also shared that Delano Elementary School was a recipient of the 2013 National Blue Ribbon Award. Delano Elementary will be honored for this award at a ceremony in Washington DC in November and principal Darren Schuler will attend the ceremony.

B. Principals:

1. Ms. Klinkner

2013-2014 School Improvement Plan

Ms. Klinkner reported on the 2013-2014 School Improvement Plan. She shared that curriculum needs will be communicated to the elementary school as well as to the high school to identify what is best for the middle school students. This is in an effort to align curriculum district wide. DMS's Q-Comp goal is to increase reading scores by 1% for the 2013-14 school year. In addition, the Professional Development Committee worked with Bruce Miles to create a communication plan to be implemented with the middle school staff throughout the school year. In addition, middle school staff is discussing ways to improve their facilities to better serve the community, parents and students. R. Klinkner added that they are exploring ideas aesthetically that will be low cost, but beneficial for all.

2. Dr. Heil

2013-14 School Improvement Plan

Dr. Heil reported on DHS athletic teams that are in post season play. This included volleyball, football and Adam Armbruster, who has qualified for the state cross country meet. He also mentioned other fall sports and the outcomes to their seasons. Dr. Heil went on to explain the Delano High School 2013-14 School Improvement Plan. He stated that their Q-Comp goal for the 2013-14 school year is to improve their Reading test results by 1%. This is still being reviewed by the state. Secondly, DHS wants to improve daily classroom instruction, technology, curriculum and move the STEM program to STEAM. He added that this year's in-service days will be used to work on curriculum mapping. Dr. Heil announced that the SciTech website was launched and the 2nd Act, Auditorium Transformation website was donated by Five Technology and this donation was greatly appreciated.

3. Mr. Schuler

2013-14 School Improvement Plan

Mr. Schuler reported on the Delano Elementary School Improvement Plan. This plan will focus on academic excellence by holding high expectations for all, hiring and retaining quality staff, using continuous improvement models that focus on the use of data in decision making, developing one's full potential through providing programs, activities and courses that meet the needs of students, staff and the community, promoting integrity and a strong work ethic and providing a supportive learning environment. Mr. Schuler also shared that improving communications among all stakeholders, promoting community involvement and continuing to incorporate current technology into the curriculum were goals, along with using resources effectively by continuing to incorporate current technology into curriculum and communication systems. In addition, the elementary school is promoting Skyward awareness, the parent portal system which is used to retrieve grades and school/family information. They are also continuing to educate their teachers about technology and tools they can use in the classroom. DES's Q-Comp goal is to raise their Reading score from 73.5% to 74.5% for the 2013-14 school year. In addition, the Professional Development committee is working on tracking student progress, bullying awareness for parents and students, and implementing a reading level system for students in grades K-4. Mr. Schuler also mentioned that DES was named a Reward School for the second time and a recipient of the 2013 National Blue Ribbon School award.

C. Business Manager

Ms. Reeder reported on the approved proposed operating levy. This levy is slated to decrease from last year by a little over \$86,000. The school district has never levied taxpayer dollars for the operating levy that was voter-approved in November 2007.

D. Community Education Director

2013-2104 Community Education Improvement Plan

Ms. Johnson reported on the upcoming Facilities Community meeting which will be held on November 7, 7 p.m., at Delano City Hall. She continued to share the results from last year's improvement plan and the Community Education Improvement Plan for the 2013-14 school year. This year's CE Improvement Plan includes: serving on the Facilities Committee to implement a new facility use policy and facility use software, seek feedback from user groups and process reviewal. In addition, implement iPad use in early childhood classes, new member management software at Tiger Activity Center and identify and meet training needs. In addition, CE will be increasing professional development for swimming instructors and lifeguards. An increase in professional development will be had for TAC, gymnastics, Tiger Kids Club, ECFE, and Wee Tiger Preschool staff. Curriculum will be enhanced in ECFE, the Wee Tiger Preschool will serve as a control group for Minnesota Reading Corps, Tiger Kids Club will seek MAAP Accreditation, TKC Pre-K will apply for a Parent Aware 4 star rating, a creative curriculum model will be implemented in ECFE and Birth to 3 classes, and all of community education will participate in curriculum mapping.

## 9. Student Board Representatives Report

A. Alex Grant and Abbey Hutchins

Alex Grant expressed that students are honored to be at a school that is ranked number one by Forbes magazine. He reported that 8th graders went on a field trip to Henderson to learn about geology and middle school art classes are exciting for the students, especially the mural that is being designed in the commons area. Abby Hutchins thanked the teachers for their dedication and contribution in relation to the Forbes ranking. She added that the elementary school began their own bullying prevention program that will take place the first Wednesday of each month with students wearing orange in an effort to stamp out bullying, fitness testing is going on school wide and the first graders went to a farm to experience life lived in that culture. Abby shared details about post season sports schedules and talked about what she, Alex and others experienced at WE Day, a youth empowerment

event that was held in Minneapolis. Alex added that this event has inspired a lot of students to challenge themselves to make a positive impact in the world, and has driven many wonderful activities around the school campus, i.e. a book drive, fundraising for the auditorium, and a clothing drive. He continued by sharing a story about one of the presenters who has no legs, but climbed Mt. Kilaminjaro. The message to students was if you work hard enough and don't give up, you can achieve your dreams, no matter what obstacles you face. C. Black expressed gratitude for the school board representatives for reaching out to the younger grades and making an impact.

## 10. Board Reports

### A. MAWSECO

A. Johnson reported that the MAWSECO board met last week. They toured the Wright Technical Center and Cornerstones, a treatment center for behavioral issues, depression and mental illness. She expressed that funding is a challenge for Cornerstones, there isn't enough space to house the students that need help, but they benefit greatly from being a member of MAWSECO. The Board is trying to strategize new ways to meet the needs of the students. A few weeks ago they toured TREK, where only 6 students with disabilities can be served. A. Johnson added that TREK has been around for two years, there is always a waiting list and increasing the size is a tough issue. Another program, Journeys houses 16 students, who have level 4 behavioral issues and Cornerstones houses 13 students. Also mentioned were Village Ranch, Wings and Westside which are chemical treatment facilities. Space is the biggest issue for all of these programs. In addition, policies were reviewed and discussed.

### B. Wright Technical Center

S. Baker reported that WTC met on October 1. They are taking a second look at their technology needs. They moved to a month-to-month contract with their current contractor. WTC continues to look at their marketing efforts to better promote their programs, improve their image, and improve their outward appearance to entice students to attend their school. S. Baker added that professional development is being added for teachers, they are updating their current policies and getting rid of outdated equipment.

### C. Curriculum Advisory Council

No report given, as this committee did not meet.

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

M. Schoen attended the regional meeting in Cokato which was to prepare for the 2014 legislative session and to continue to make progress as SEE is committed to making an educational investment in Minnesota. He reported on SEE's future objectives: to increase the basic formula to restore school funding and provide school districts with the flexibility to meet unfunded mandates, to continue to make voter-approved school levies more affordable in low property wealth districts by increasing equalization aid, and to create an ongoing bonding program where school districts can access state bonds to upgrade existing facilities, technology, building safety and energy efficiency. M. Schoen added that Delano Public Schools are investigating a new wireless system for the district, which is timely as the state is considering legislature to support mandates on wireless infrastructures in schools.

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

No report given as this committee did not meet.

### F. Safe Schools

S. Baker reported that Safe Schools Committee met on October 10. This meeting included all the local officials and included talk on high risk students, chemical abuse issues and how this committee collaborates with all involved parties to prevent issues from growing and to continue to strive to make schools safer for all students.

G. Staff Development

C. Milano reported that they finalized the budget for the 2013-14 school year. She also added that they met twice this past month and decided how the \$95,000 budgeted for this year would be spent. This committee also decided on the agenda for the final in-service day and discussed district-wide curriculum mapping.

## 11. Old Business

- A. **Second reading of policies due to substantive and/or legal reference changes:** Policy 406-Public and Private Personnel Data, Policy 417-Chemical Use and Abuse, Policy 509-Enrollment of Nonresident Students, Policy 515-Pupil Records, Policy 528-Student Parental, Family and Marital Status Nondiscrimination, Policy 610-Field Trips, Policy 711-Video Recording on School Buses, Policy 712-Video Surveillance Other Than on Buses.

Upon motion by L. Seguin, seconded by C. Black, the second reading of the policies stated above were passed. Motion approved.

## 12. New Business

- A. **First and only read of policy due to non-substantive and/or legal reference changes:** Policy 614-School District Testing Plan and Procedure.

Upon motion by R. Durick, seconded by C. Milano, the first and only reading of the policy stated above was approved. Motion passed.

B. **2013-14 Q-Comp Plan**

M. Menz and N. Stoebner presented the district Q-Comp goals for the 2012-13 school year. The elementary school goal was to increase the achievement level on the reading portion of the MCA tests from 93.2% to 94.2% and this goal was not met; the middle school goal was to increase the achievement level of the reading portion of the MCA tests from 86.6% to 88.6% and this goal was partially met; and the high school goal was to increase the math portion of the MCA tests from 58.5% to 60.5%, and this goal was met. At the district level, the goal was to increase all students in grades 3-12 on the math portion of the MCA tests from 80.2% to 82.2%. The district goal was partially met. They continued to share the 2013-14 goals which include: The elementary school's goal is to increase their achievement level of the reading portion of the MCA tests from 73.5% to 74.5%. The middle school's goal is to increase their achievement level of the reading portion of the MCA tests from 74.7% to 75.7% and the high school's goal is to increase their achievement level on the MCA reading portion of the MCA from 74.5% to 75.5%. The district goal is for the percentage of students in grades 3-12 who earn proficiency in the MCA reading test to increase the achievement level from 74.3% to 75.3%.

Upon motion by C. Milano, seconded by S. Baker, the Board of Education approved the 2013-14 Q-Comp Plan. Motion passed.

- C. **First read of policies due to substantive and/or legal reference changes:** Policy 215-Student School Board Representatives, Policy 425-Professional Development, Policy 601-Goals and Objectives of the Education Program, Policy 616-School District System Accountability, Policy 618-Assessment of Student Achievement, Policy 620-Credit for Learning, Policy 624- On-Line Learning Options.

Student representative Alex Grant asked to see the new Policy 215-Student School Board Representatives. M. Schoen told Alex he would review changes and provide him a copy in the near future.

Upon motion by R. Durick, seconded by L. Seguin the first reading of the policies stated above were passed. Motion passed.

**D. Surplus Property - Rockwell International Radial Arm Saw**

M. Reeder explained that OSHA's visit required that we dispose of a radial arm saw because of an equipment violation. It will be sold as surplus property.

Upon motion by S. Baker, seconded by L. Seguin, the Board of Education approved the sale of the named surplus property. Motion passed.

**E. Change the November School Board meeting date and location.**

Upon motion by L. Seguin, seconded by M. Larson, the Board of Education changed the November School Board work session and regular meeting date from Monday, November 25, at Delano City Hall to Monday, November 18, in the Delano High School Media Center. The School Board work session begins at 5:45 p.m. and the regular meeting begins at 7:00 p.m. Motion passed.

**13. Adjournment**

**Upon motion by L. Seguin, seconded by M. Larson, the Board of Education adjourned the meeting at 9:09 p.m. Motion passed.**