

# **SCHOOL BOARD MINUTES**

Monday, November 18, 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, S Baker, R Durick, C Black and M Larson

Members Absent: L. Seguin

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

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

### **3. Program Review - District Audit Presentation - Andrew Grice, KDV**

Mr. Andrew Grice, of KDV, presented Delano Public Schools independent audit report. Mr. Grice provided an unmodified opinion on financial statements, which is the best opinion an auditor can provide. Financial statements present fairly in all material respects, the financial position and change in financial position of the governmental activities, each major fund, and the aggregate remaining funds. He added that there was an unmodified opinion on compliance with Federal Programs: Special Education. Mr. Grice also explained two internal control findings. He shared that local property taxes were up from FY12 and discussed average daily membership (ADM) and pupil units and how the statewide formulas were impacted. He explained ADM and General Fund expenditures and how they performed vs. what was spent districtwide. Fund balance is healthy so there is no need to borrow short term and the General Fund has a healthy financial position. KDV also analyzed the Food Service Fund and warned to monitor and do not exceed what statute allows. In conclusion, a positive audit was presented to the Board of Education.

### **4. Consent Agenda**

Upon motion by C. Milano, seconded by M. Larson, the Board of Education approved the Consent Agenda. Motion passed.

A. School Board Minutes

1. October 28, 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. Resolution for Acceptance of Gifts**

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

**6. Personnel Matters:**

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

**A. Retirements/Resignations/Terminations**

1. Brad Neutz, DMS/DHS Custodian, resignation effective 11-29-13.

**B. Recommendations for Employment**

1. Martin Lira Landa, DHS Custodian, part-time (30 hrs) changing to full-time (40 hrs). Effective when part-time position is filled. Replaces Donald Jerde who retired 09-30-13.
2. Nancy Hokenson, DES Long-term Substitute Grade 1, beginning approximately 01-20-14 through 04-11-14 for Nicole Jensen who will be on family leave.
3. David Link, COMM ED Youth Football Coach, effective 08-26-13.

**C. Contract Changes/Approvals**

**D. Leaves of Absence**

1. Matthew Nohner, DHS Mathematics, requesting change of family medical leave from 12-12-13 through 12-20-13 to 11-12-13 to 11-20-13.
2. Nancy Heding, DES Media Assistant, requesting medical leave beginning 11-19-13 through 12-16-13.
3. Jill Russek, DES Early Childhood Special Education Paraprofessional, requesting family medical leave beginning 02-03-14 through 03-21-14.

**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 Schoen reported on the first quarter progress of the Strategic Plan. The four major aims were addressed individually and details were shared. Superintendent Schoen added that the district's wireless system does not work effectively and they have narrowed wireless vendors down to four companies for a decision to be made by mid-December. District would like to have a negotiated proposal process vs. a vendor bidding process. Wireless and cabling systems are being considered as

the district looks at what is needed now, what will be needed in the future, and what costs are involved. Google Drive training was provided for teachers because of multi-level users. He shared details about the curriculum mapping process and how it is being streamlined. Superintendent Schoen described how professional development funds were allotted in the past and how they have been allotted for this year. Also explained, Tiger Tech Time, when staff can share how they are using technology in their classrooms to educate students with fellow staff members. In addition, Superintendent Schoen shared the Facilities Planning Committee's progress with research, which will help to develop a Facilities Plan. He highlighted that most of our facility needs can be met on one campus and this is a positive for the whole community. A. Johnson expressed that community members are still welcome to provide input and complimented Superintendent Schoen on the success of facilitating the plan and carry through.

B. Principals:

1. Ms. Klinkner

Ms. Klinkner reported that this week is American Education Week and thanked the volunteers who logged 181 hours at Delano Middle School in the past month. She thanked Medtronic for their generous donation, along with others who have donated to the middle school. Ms. Klinkner proceeded to highlight their Homework Help program that is offered after school and Encore, an integrated instructional time used to fill the gap for students who need extra time to complete assignments, extra assistance and to assure they gain a complete year of educational growth. This was stressed because research suggests that students need 80 minutes in Reading and Math to accomplish this goal. She also shared that DMS's annual Global Service Project is coming up in early December.

2. Dr. Heil

Dr. Heil reported on post-season athletics team tournaments. 450 students went to cheer on the Girls Volleyball team and Dr. Heil expressed his appreciation for all the community support. In addition, Football played in the semi-finals at the metro dome with just as much student and community support. He then thanked the Delano Football Boosters for arranging the transportation to the game. Dr. Heil added that 8th grader Jordyn Wenzel qualified for the Girls State Swimming Meet in the 500 yard freestyle and that three DHS students signed their letters of intent to participate in athletics in college. Give to the Max Day was entertained by the 2nd Act Auditorium Restoration Project, with total donations still unknown at this point. The SciTech program was explained and Dr. Heil expressed that the Minnesota Department of Education is looking at Delano to be a model school for the SciTech program statewide. Dr. Heil spoke about student test results and how these results can be a mirror into student strengths and interests. He continued to explain that cross referencing test results can help parents and students plan for class registration and future education plans. This is an area being explored that crosses the World's Best Workforce legislation.

C. Business Manager

Ms. Reeder reported that in October the p-card rebate of \$1000.00 was received. P-cards are used district wide in lieu of checks. A. Johnson inquired about usage and how it works for the district. M. Reeder expressed it is all working well. She also shared that Life and Long Term Disability insurance quotes are being sought and renewal is due on January 1, 2014. In conclusion, she added that the Truth in Taxation meeting will be held on December 16, 2013, at 7:00 p.m., in the Delano High School Media Center.

D. Community Education Director

Ms. Johnson reported on Delano's Old Fashioned Christmas that will take place Saturday, December 7, from 10:00 a.m. to 3:00 p.m. She addressed Wee Tiger Preschool registration that is currently at

86 students and curriculum mapping for ECFE, Wee Tiger Preschool and Tiger Kids Club is progressing and going well. Ms. Johnson added that current enrollment in Tiger Kids Club is at 226 students and there is a waiting list for after school programming because of space constraints. Youth Development's Destination ImagiNation is at 11 teams, which is more than last year, and Youth As Resources (YAR) is looking for adult board members. Ms. Johnson also added that the gymnastics program is still growing and had successful first competitions.

## **9. Student Board Representatives Report**

### **A. Alex Grant and Abbey Hutchins**

Alex Grant and Abbey Hutchins reported about the student enthusiasm at the post-season athletic competitions. They were very excited about all the support of students, parents and the community. A. Hutchins shared her positive thoughts on Nate Triplett's speech at the pep fest and how memorable it was for the students. She also expressed how happy she was that elementary students were allowed to participate in watching post-season play in a couple rooms at the elementary school and the kids were very excited as well. In addition, A. Hutchins shared that Principal Schuler and Assistant Principal Lahr were in Washington D.C. attending the National Blue Ribbon Award ceremony. A. Grant mentioned the Veteran's Day program and how well it was done and how well received it was by the students. He also congratulated those students that won the two essay contests and felt it was great that they could share their winning essays with the audience.

## **10. Board Reports**

### **A. Wright Technical Center**

R. Durick reported that the group focused on career readiness and WTC is looking at trends in Wright County. He shared results of surveys completed which showed percentages of students who had attained four-year degrees in Wright County, Minnesota and the United States. In addition, results were gathered by WTC and shared about how many sophomores in high school plan on pursuing a college degree. WTC is pursuing an apprenticeship program for individuals that are not pursuing four-year degrees because there are so many professions available for those that are not interested in post-secondary education. Other board members inquired about the housing project and if the house sold this year. In addition, a question was asked about WTC adding capital equipment. R. Durick said that the cost for that investment was too high, but they are hoping the youth apprenticeship program will fill this need to expand programs and students' skills. He added that there will be additions to the Law Enforcement program as well.

## **11. Old Business**

### **A. Second 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.**

Upon motion by R. Durick, seconded by C. Milano, the second read of policies stated above were passed. Motion passed.

## **12. New Business**

### **A. Set date for January organizational meeting.**

Upon motion by S. Baker, seconded by C. Milano, the date for the January organizational meeting was set for Monday, January 6, at 7:00 p.m. at Delano City Hall. Motion passed.

### **B. First read of policy due to substantive and/or legal reference changes: Policy 604-Instructional Curriculum.**

Upon motion by S. Baker, seconded by C. Black, the first read of the policy stated above was approved. Motion passed.

**13. Adjournment**

**Upon motion by R. Durick, seconded by C. Black, the Board of Education adjourned the meeting at 8:15 p.m. Motion passed.**