

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Work Session - August 25, 2008 - 4:00 PM
District Administration Building, 210 County Rd. 101 N., Plymouth, MN 55447

AGENDA

- | | | |
|----|---|----|
| 1. | CALL TO ORDER - Board Chair Moroz | 3 |
| 2. | ADMINISTRATIVE | |
| | A. Administrative Council Retreat Update - J. Sigford | 4 |
| 3. | CURRICULUM AND INSTRUCTION | |
| | A. Business Department Curriculum Report - J. Rakun | 6 |
| | B. Middle School Self Study Update - J. Sigford, S. Root, P. Paetzel, S. Sommerfeld | |
| 4. | FINANCIAL | |
| | A. Report on the New Miracle - HF 4178 - J. Westrum | 17 |
| 5. | HUMAN RESOURCES | |
| 6. | BOARD REPORTS | |
| 7. | SCHOOL BOARD | |
| | A. Tentative Board Agenda for September 8, 2008 - J. Moroz | 23 |
| 8. | ADJOURN | 24 |

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

VISION

A model of excellence among learning communities

MISSION

The mission of the Wayzata School District is to prepare all students for the future by providing a challenging education which builds academic competence, develops responsible citizenship, encourages creativity, promotes lifelong learning, advances critical thinking skills, instills a commitment to personal wellness, and fosters respect for self and others.

District Directions for 2008-2010

To ensure high achievement on the part of each student and to realize our vision, the district's directions for 2008-2010 are:

- *Provide a more personalized education for each student.*
- *Eliminate the predictability of student achievement based on race.*
- *Provide opportunities for students to engage in global connections.*
- *Prepare students in skills that they will need to function effectively in the future including creative thinking, diplomacy, problem solving and teamwork.*
- *Enhance the sense of ownership and engagement in the district by all segments of the community.*

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Work Session – August 25, 2008

AGENDA ITEM: 1. CALL TO ORDER/ROLL CALL

COMMENTS BY: Board Chair Moroz

| | <u>PRESENT</u> | <u>ABSENT</u> |
|-----------------------------------|----------------|---------------|
| Ms. Linda A. Cohen | _____ | _____ |
| Ms. Susan J. Droegemueller | _____ | _____ |
| Ms. Patricia L. Gleason | _____ | _____ |
| Mr. Jay A. Hesby | _____ | _____ |
| Mr. John A. Moroz | _____ | _____ |
| Ms. Carter G. Peterson | _____ | _____ |
| Mr. Greg D. Rye | _____ | _____ |
| Dr. Chace B. Anderson, Ex Officio | _____ | _____ |

Agenda
Administrative Council Retreat
Tuesday, August 5, 2008
Narratives, Dreams, and Leadership

| | | |
|-------------|---|--------------|
| 8:00 | Coffee | |
| 8:30 | Welcome | Chace |
| | Observations and Learning from Travels Through the District | Chace |
| | Introduction of our new team members | Chace |
| 9:00-9:30 | <u>Leader's Guide to Story Telling</u> Each person use the template and write their narrative | Chace & Jane |
| 9:30-10:15 | Share stories in groups of 4 | |
| 10:15-10:30 | Break | |
| 10:30-11:00 | How could the process of writing a narrative help us to build community in our buildings? With students? Meet in like groups... | |
| 11:00-12:00 | <u>2 million minutes</u> video | Jane |
| 12:00-12:30 | Lunch | |
| 12:30-1:30 | What are the implications of the video in light of our District Directions? | Chace & Jane |
| 1:30-1:45 | Break | |
| 1:45-2:30 | Discussion of <u>Dream Manager</u> | Chace & Jane |
| 2:30-3:15 | Each individual fill out Dream Journal | Jane |
| 3:15-3:30 | Wrap-up | Chace & Jane |

Agenda

Administrative Council Retreat Wednesday, August 6, 2008 Narratives, Dreams, and Leadership

| | | |
|-----------|--|-------|
| 8:00 | Coffee | |
| | Leadership work with Emily Puetz | |
| 8:30-2:30 | Introduction of the Day's Activities and Emily Puetz | Chace |
| | Building trusting relationships | Emily |
| | Background work on working with teams | Emily |
| | How to have more productive work | Emily |
| | Preview of the work on August 7 & 11 | Emily |
| 2:30-3:30 | Ready or Not, Here They Come! | Chace |
| | Updates & News from Executive Directors | |
| | Updates & News from Directors | |
| | Updates & News from Principals | |
| | Handbook Updates | Jane |
| | Discussion Topics | All |
| | Mileage Reimbursements | |
| | Administrative Council Agendas for 2008-09 | |
| | Other | |

Business Education Department

Curriculum Review

- Jean Rakun
- Candy Lee
- John Posechl
- Sara Heeg
- Michelle Cornwell
- Scott Wojtanowski
- Dave Traurig
- Dave Miller
- Heidi Wolbert
- Dave Chjoveck
- Tyler Shepard
- Tika Kude
- Steve Mumma
- Rhonda Dean
- Jane Sigford

Committee Members

- Update Mission statement
- Program approval
- Hardware
- Outdated textbooks
- Curriculum alignment with standards
- Declining enrollments in courses
- Software outdated
- Teaching in isolation
- Inactive advisory board
- Utilization of the business community
- Gender in technology classes

Issues in 2006

- Self analysis
- Review of current curriculum with staff and the business advisory board
- Review of economic and work trends
- Visits to local schools and colleges
- Review articulations with colleges
- Review of current textbooks
- Attended several professional conferences - local and national
- Evaluate standards
- Create a new mission statement

Procedures

The Wayzata Business Education department provides a rigorous and relevant curriculum that not only teaches necessary business skills, ethics, and strategies, but also educates students on how to build relationships that will prepare the aspiring professional to play significant roles in the competitive global economy.

Mission Statement 2008

- More community involvement
- All classes have a career unit
- Improve information for parents
- Improve gender ratio in technology classes
- Include an ethics unit in all classes
- More involvement in professional organizations
- Encourage CLEP tests and other standardized tests
- Increase job shadows, mentoring, and internships
- Class size
- Work with Special Education to improve instruction and learning for special needs students
- Update hardware, software, and textbooks
- Align curriculum with standards and industry

Year One recommendations

- Major Hardware and Software changes impacting all computer curriculum
- Master Student changing focus to High School 101
- Entrepreneurship becoming a hands on curriculum
- Keyboarding or computer literacy for the middle school
- Implementing 2007 Microsoft Office in computer courses
- Create a new focus for Integrated Computer Apps. (Computer Applications for College and Beyond)
- Changing curriculum in desktop publishing to include digital publishing and adding podcasting
- Utilize Smart Board technology
- Working with Vista in AI03
- Add PHP programming language to Web Page design
- Changing curriculum in A+ hardware/software to Essential and changing from Aries to Jean Andrews Curriculum
- Adding a Banking course in 2009
- Changing the International Business course in 2008
- Changing all Business Computer courses to Vista in 2008
- Adding the AP Computer Science course to Business in 2007
- Adding the Yearbook to business

Business Department Changes for 2007-08

Align curriculum to standards in Business, Math, Communications, Sciences, Economics, and Technology.

Create curriculum maps and common assessments

Place curriculum on the staff web site and on the new E Curriculum site

Year 2

- Select standards and indicators
- Unwrap those standards and indicators
- Determine the big ideas
- Write Essential questions
- Plan the performance tasks
- Find the interdisciplinary connections
- Create engaging scenario
- Write the scoring guides

Performance Assessment Design Steps for year 2

- Accounting & Finance
 - Accounting 1 & 2, Personal Financial Mgmt. Managing your Investments
- Marketing & Business
 - Intro. to Business, Business Law, Advertising & Promotion, International Business, Entrepreneurship, Fashion Merchandising, Entertainment Marketing 1 & 2, AP Macroeconomics, AP Microeconomics, Internship/Mentorship
- Computers & Technology
 - Keyboarding, Intro. to Computer Technology, Digital & Desktop Publishing, Computer Applications for College and Beyond, Website Design, Advanced Website Development, Cisco Networking 1, 2, & 3, Visual Basic.Net Programming, AP Computer Science (Java), Computer Essentials 1 & 2

*High School 101-A course design for all students to help them succeed

Current Courses in Business, Marketing and Technology

- www.wayzata.k12.mn.us/curriculum

Curriculum Link

HOUSE RESEARCH

Bill Summary

FILE NUMBER: H.F. 4178
Version: As introduced

DATE: April 9, 2008

Authors: Greiling and Others

Subject: Education Finance System Funding Reform

Analyst: Tim Strom

This publication can be made available in alternative formats upon request. Please call 651-296-6753 (voice); or the Minnesota State Relay Service at 1-800-627-3529 (TTY) for assistance. Summaries are also available on our website at: www.house.mn/hrd/hrd.htm.

Section

- 1 Equalized debt service levy.** Increases the first tier debt service equalization factor from \$3,200 to 100 percent of the state average adjusted net tax capacity per pupil (approximately \$7,500). Increases the second tier equalizing factor from \$8,000 to 150 percent of the state average adjusted net tax capacity per pupil (roughly \$11,250).
- 2 School bond agricultural credit.**
 - Subd. 1. Eligibility.** Makes all property classified as agricultural or timberland (but excluding the house, garage and one acre of an agricultural homestead) eligible for the credit established in this section.
 - Subd. 2. Credit amount.** Provides for a credit of 20 percent of the portion of the property tax attributable to school debt levies, for all eligible property.
 - Subd. 3. Credit reimbursements.** Requires the county auditor to report to the commissioner of revenue the credit amount for each school district, and requires the commissioner to certify the accuracy of the submitted amounts.
 - Subd. 4. Payment.** Requires the commissioner of revenue to certify the reimbursement amounts to the commissioner of education, and the commissioner of education to pay the reimbursement amounts to the school districts.
- 3 Health and safety levy.** Increases the health and safety revenue program equalizing factor from \$2,953 to 100 percent of the state average adjusted net tax capacity per pupil (approximately \$7,500).

Section

- 4** **Alternative facilities; to qualify.** Allows all districts to levy for deferred maintenance projects under the alternative facilities program (current law limits participation in the program to the 21 largest school districts in the state).
- 5** **Deferred maintenance revenue.** Increases the deferred maintenance categorical revenue for school districts not participating in the alternative facilities program from \$60 to \$100 per pupil unit.
- 6** **Deferred maintenance levy.** Increases the deferred maintenance revenue equalizing factor from \$5,900 to 100 percent of the state average adjusted net tax capacity per pupil (approximately \$7,500).
- 7** **Pupil of limited English proficiency.** Removes the five-year limit on the number of years that a non-English speaking student qualifies for limited English proficiency revenue.
- 8** **School district LEP revenue.** Increases the basic LEP revenue from \$700 per pupil to 20 percent of the formula allowance (\$1,500) per pupil. Note, the LEP concentration revenue of up to \$250 per pupil is repealed in section 40.
- 9** **School district special education aid.** Removes the statewide cap on special education revenue so that each school district's initial formula amount of special education revenue is fully funded.
- 10** **District special education excess cost aid.** Removes the statewide cap on special education excess cost revenue so that each school district's initial formula amount of special education excess cost revenue is fully funded.
- 11** **Adjusted net tax capacity equalizing factor.** Defines the ANTC equalizing factor as the statewide average ANTC per pupil unit.
- 12** **Location equity index.** Defines the location equity index as the sum of .65 of each district's wage equity index plus .35 times the district's housing equity index. Sets the wage index by using three years of weighted age data. Makes the housing index equal to the ratio of each district's median value home to the state average median value home. Requires the commissioner of education to annually calculate the location equity index for each school district.
- 13** **Pupil unit.** Simplifies the count of pupils by giving each pupil unit a weight of 1.0, regardless of the pupil's grade. Includes funding for full-day kindergarten by weighting kindergarten pupils at 1.0.
- 14** **Compensation revenue pupil units.** Modifies the calculation of compensatory revenue. Changes the measure from a site-based count to a district-based count of pupils (but continues to require the revenue to be distributed to the sites on a proportionate basis). Sets the compensatory funding equal to 40 percent of the formula allowance times the count of free and reduced pupils times the concentration factor. Sets a minimum amount of compensatory revenue for each eligible pupil at \$2,500.

Section

- 15 Adjusted pupil units.** Replaces the current additional pupil weighting for declining enrollment with a three year average measure of declining enrollment under section 24.
- 16 Resident pupil units.** Eliminates the declining enrollment adjustment to the count of resident pupil units.
- 17 Average daily membership.** Requires students to attend school for the statewide average hours of instruction before qualifying for eligibility under the extended time revenue program (960 hours per year for elementary pupils and 1,050 hours for secondary students).
- 18 Free and reduced price lunches.** Bases the count of students eligible for free or reduced meals from a site level to a school district level.
- 19 LEP pupil units.** Removes the concentration factor from the count of LEP pupils.
- 20 Education funding framework.** Establishes an education funding framework by grouping revenue amounts into the categories of general classroom funding, district instructional services, and district support services.
- 21 General education revenue.** Redefines the components of general education revenue for fiscal year 2010 and later.
- 22 Basic revenue.** Increases the basic formula allowance from \$5,124 to \$7,500 per pupil unit beginning in fiscal year 2010. Increases the formula allowance for each subsequent year by the same rate of growth as the growth in the implicit price deflator.
- 23 Extended time revenue.** Links extended time revenue to the formula allowance (currently extended time revenue is calculated using the formula allowance amount for FY 2005 of \$4,601).
- 24 Declining enrollment revenue.** Creates a new component of general education revenue for districts with declining enrollment. Sets the revenue amount equal to the formula allowance times the average loss of pupils for the three preceding years.
- 25 Location equity revenue.** Creates a new component of general education revenue called location equity revenue. Sets the revenue equal to the product of 50 percent of the basic formula allowance, the district's pupil units for that year and its location equity index minus one.
- 26 Referendum replacement revenue.** Grants each district an additional \$500 per pupil unit (Note: section 36 offsets the first \$500 of referendum revenue per pupil unit).
- 27 Compensatory education revenue.** Establishes a minimum amount of compensatory revenue for each pupil eligible for free or reduced price meals equal to \$2,500 per pupil. Sets the compensatory formula equal to 40 percent of the basic formula allowance times the district's compensation revenue pupil units.
- 28 Basic skills revenue.** Eliminates the concentration portion of LEP revenue.

Section

- 29** **Definitions.** Increases the number of districts eligible for sparsity revenue by lowering the minimum distance to the next nearest school building from 19 to 15 miles.
- 30** **Total operating capital revenue.** Raises the basic operating capital allowance from \$70 to \$100 per pupil to adjust for the loss of pupil weighting by grade under section 13.
- 31** **Transportation sparsity revenue allowance.** Makes a technical change to include transportation sparsity revenue in the revenue under section 32.
- 32** **Transportation revenue.** Adds two new transportation components to the transportation sparsity revenue amount. Adds an amount for hazardous transportation services equal to the district's actual costs, not to exceed 20 percent of the district's total to and from transportation costs and adds an amount equal to 5 percent of a district's total transportation spending for bus purchase or other transportation needs.
- 33** **Innovation revenue.** Requires a school district to use at least 1.5 percent of its basic revenue for innovative revenue programs including peer-reviewed, research-based measures to improve academic performance. Requires a district that is not meeting acceptable student achievement measures to submit a plan to the commissioner of education describing how it intends to use its innovation revenue.
- 34** **General education aid.** Eliminates the property tax levies of general education revenue so that general education revenue is provided entirely through state aid.
- 35** **Uses of revenue.** Specifies that a certain portion of general education revenue must be set aside for the following:
- ▶ 1 percent of basic revenue (\$75 per pupil) for gifted and talented services;
 - ▶ 1.5 percent of basic revenue to implement a district's innovative revenue program;
 - ▶ 0.5 percent of basic revenue for additional career and technical programming;
 - ▶ basic skills revenue (compensatory and LEP revenue) must be set aside as is required by current law; and
 - ▶ operating capital must be set aside as required by current law.
- 36** **Referendum allowance.** Reduces each school district's approved referendum allowance by \$500 per pupil unit (this amount is replaced with revenue under section 26).
- 37** **Annual general education aid appropriation.** Expands the open and standing appropriation for general education revenue to include the amounts necessary to fund the special education formulas, debt service equalization aid, and the school bond agricultural credit.

Section

- 38** **To lease building or land.** Increases the building lease levy from a maximum of \$100 per pupil to \$150 per pupil and authorizes school districts to lease administrative space as well as classroom space. Increases the lease levy for districts that are members of an intermediate school district from \$25 to \$50 per pupil unit.
- 39** **Revisor's instruction.** Instructs the Revisor to remove the phrase "marginal cost" from all of the definitions of pupil units that appear in statute.
- 40** **Repealer.** Repeals the fixed standing appropriation for debt service equalization aid, special education revenue caps, gifted and talented revenue, the operating capital levy, equity revenue, transition revenue, alternative teacher compensation revenue, the learning and development revenue set-aside and the teacher retirement and PERA pension adjustments to general education revenue.

General Education and Referendum Revenue FY 2009 Baseline versus Alternative

| | Wayzata | | School Dist. # | | | | | | |
|---------------------------|--------------------------------|-----------------------------------|------------------------------------|------------------------|-----------------------|-----------------------|------------------|----------------------------|------------------------|
| | | | | 284 | | | | | |
| Variable Name | District Baseline Amount | District Alternative Amount | District Increase in Revenue | Dist Base /pupil | Dist Alt /pupil | Dist Inc /pupil | Dist % inc | State Ave Inc /pupil | State pct /pupil |
| Adj ADM 09 | 9,921 | 9,921 | 0 | | | | | | |
| Adj Pupil Units 09 | 11,550 | 11,550 | 0 | | | | | | |
| AMCPU 09 | 11,550 | 9,921 | -1,629 | | | | | | |
| Basic Revenue | 59,183,942 | 74,407,500 | 15,223,558 | 5,966 | 7,500 | 1,534 | 25.7% | 1,558 | 26.2% |
| Extended Time | 287,102 | 468,000 | 180,898 | 29 | 47 | 18 | 63.0% | 43 | 63.0% |
| Compensatory | 613,195 | 3,062,500 | 2,449,305 | 62 | 309 | 247 | 399.4% | 383 | 90.9% |
| LEP | 118,436 | 285,165 | 166,729 | 12 | 29 | 17 | 140.8% | 51 | 103.4% |
| TNE | 0 | 0 | 0 | 0 | 0 | 0 | | -2 | -100.0% |
| LEI | 0 | 4,464,450 | 4,464,450 | 0 | 450 | 450 | | 190 | |
| Operating Sparsity | 0 | 0 | 0 | 0 | 0 | 0 | | 13 | 46.5% |
| Transpo Sparsity | 2,737 | 3,441 | 704 | 0 | 0 | 0 | 25.7% | 19 | 25.6% |
| Op Capital | 2,329,527 | 2,269,082 | -60,445 | 235 | 229 | -6 | -2.6% | -6 | -2.4% |
| Equity | 859,056 | 0 | -859,056 | 87 | 0 | -87 | -100.0% | -115 | -100.0% |
| Referendum Offset | 0 | 4,960,500 | 4,960,500 | 0 | 500 | 500 | | 500 | |
| Gifted and Talented | 138,604 | 0 | -138,604 | 14 | 0 | -14 | -100.0% | -14 | -100.0% |
| Declining Enrollment Re | 0 | 120,550 | 120,550 | 0 | 12 | 12 | | 89 | |
| Transition Revenue | 12,936 | 0 | -12,936 | 1 | 0 | -1 | -100.0% | -36 | -100.0% |
| Pension Offset | -307,541 | 0 | 307,541 | -31 | 0 | 31 | | 37 | |
| Referendum | 15,997,421 | 11,958,294 | -4,039,127 | 1,612 | 1,205 | -407 | -25.2% | -499 | -56.7% |
| Qcomp Revenue | 2,595,840 | 0 | -2,595,840 | 262 | 0 | -262 | -100.0% | -113 | -100.0% |
| Total Gen Ed w/Ref | 81,831,255 | 101,999,482 | 20,168,227 | 8,248 | 10,281 | 2,033 | 24.6% | 2,098 | 26.4% |
| Total Gen Ed Aid | 61,963,769 | 90,070,924 | 28,107,154 | 6,246 | 9,079 | 2,833 | 45.4% | 2,821 | 41.0% |

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WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting - September 8, 2008 - 7:00 PM
Wayzata City Hall
600 Rice Street, Wayzata

AGENDA

1. CALL TO ORDER/ROLL CALL
2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS
Consent Agenda items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed as a Consent Agenda item and addressed. Consent Agenda Items are as follows:
 - A. Approval of Minutes
 1. Regular Meeting - July 14, 2008
 2. Regular Meeting - August 11, 2008
 - B. Authorize Holding a Regular Board Meeting on Columbus Day, October 13, 2008
 - C. Systems Accountability Report
 - D. Finance and Business Recommendations
 - E. Human Resource Recommendations
3. STUDENT CURRICULUM PRESENTATION
4. RECOGNITIONS
 - A. September Employees of the Month - WHS
5. REPORTS FROM ORGANIZATIONS
This section of the agenda provides the opportunity for parent, teacher, and/or student associations/organizations to provide the School Board with reports/updates.
 - A. Student Council - Lauren Wilvers
6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS
 - A. Superintendent
 1. Report on the Start of the 2008-2009 School Year
 - B. Curriculum and Instruction
 1. Business Department Curriculum Report - J. Rakun
 2. Summer School Report - B. Wittman, S. Mumma, S. Helson, L. Fildes
 - C. Finance and Business Services
 1. Monthly Financial Reports
 2. Sale of Refunding Bonds
 - D. Human Resource Services
7. OTHER BOARD ACTION
8. AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD
This section of the agenda provides an opportunity for those who have called and placed their names on the list and for members of the audience to address the School Board.
9. BOARD REPORTS
10. NEW BUSINESS
11. ADJOURN

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Work Session – August 25, 2008

AGENDA SECTION: 8. **ADJOURN**

ITEM: _____

COMMENTS BY: Board Chair Moroz

If there is no additional business before the School Board, the Chair will adjourn the meeting.