

# WAYZATA PUBLIC SCHOOLS

Independent School District 284  
Wayzata, Minnesota

## **BOARD OF EDUCATION**

Work Session Meeting - September 28, 2015 - 4:00 PM  
District Administration Building

### **AGENDA**

1. **CALL TO ORDER/ROLL CALL**
2. **ADMINISTRATIVE**
  - A. School Start Time Process Discussion *30 minutes*
  - B. District 287 Update *15 minutes* 3
3. **TEACHING AND LEARNING**
  - A. World's Best Workforce Report (Student Achievement Results) *J. Johnson & S. Lackner 30 mins*
4. **HUMAN RESOURCES**
5. **FINANCIAL**
6. **BOARD REPORTS**
7. **SCHOOL BOARD**
  - A. Tentative October 12 Regular Agenda 14
8. **ADJOURN**

# **WAYZATA PUBLIC SCHOOLS**

Independent School District 284  
Wayzata, Minnesota

## **MISSION**

### **Our Core Purpose:**

The mission of Wayzata Public Schools is to ensure a world-class education that prepares each and every student to thrive today and excel tomorrow in an ever-changing global society.

## **VISION**

### **What We Intend to Create and Experience:**

The vision of Wayzata Public Schools is to be a model of excellence where all students discover their unique talents, develop a love and tenacity for learning and demonstrate confidence and capacity for success through:

### **Exceptional Student Learning, Experiences and Relationships:**

- High achievement by each and every student—no exceptions, no excuses;
- Content-rich, rigorous and personalized education;
- Meaningful relationships with teachers, staff, mentors and peers in a welcoming, nurturing and safe environment where all are valued for who they are and the contributions they make.

### **Community Trust, Confidence and Partnership:**

- Comprehensive learning opportunities meeting diverse learner needs and community aspirations;
- Committed to being the first choice for students and families;
- Maintaining the highest levels of satisfaction and pride by staff, parents and community.

### **Operational Excellence:**

- Attraction, development and retention of exemplary, creative and engaged employees;
- Accountability by all staff for individual and collective performance;
- Effective and efficient use of time and human, financial and physical resources;
- Culture of continuous improvement and responsive innovation;
- High performing district governance, management and partnerships.

## The Value of Membership in Intermediate District 287

We are known for finding the most innovative, responsive solutions to serve some of the highest need and most challenging students in our state. While we serve many students who have not been successful in previous educational environments, they find success in our programs.

- Lower costs for specialized services
- Safer learning environments for students & staff
- 100% placement rate for continuing member districts
- Over 120 programs & services
- Talented teachers & staff skilled in specialized needs
- Customized facilities and individualized spaces



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### Top Reasons Members Continue to Belong to 287

**We serve everyone.** The vast majority of students served by 287 have needs that could not be met in traditional settings. From students with criminal histories, behavioral and mental health needs and physical disabilities, pregnant and parenting teens and many others, our services are designed to meet the most unique and challenging student needs.

**100% placement rate.** Students from continuing member districts have first priority. No member district student who is qualified to receive services in our special education or ALC programs is turned away. District 287 is proud of its 100% placement rate.

**Safer for students, safer for staff.** Many 287 students pose a safety risk to themselves and others. Our highly trained staff are experts in managing incidents that--in regular education settings--may cause significant disruption and potential injury. Where students in their home districts may be expelled, 287 will continue to serve students and meet their learning needs, even in the toughest cases.

**Cost-effective.** The regional approach makes the costs for specialized services lower. The cost for individual districts to serve students with complex needs can be extraordinarily high, especially in staffing. The consortium allows for leverage of economies of scale, resulting in significantly lower costs to member districts, coupled with the ability to access a great variety of specialized services. Costs go down as program usage goes up.

**Highly skilled teachers and staff.** We serve a critical mass of students with highly specialized needs, and are able to hire specialized staff to meet these needs, including highly skilled teachers, education assistants, behavioral specialists, social workers and school counselors. These staff can be difficult for districts to recruit and retain. Our critical mass of specialized staff allows us to make timely and cost-effective staffing adjustments as needed to meet students' needs.

**Space for specialized learners.** Students with unique needs require more space, and a different kind of space for learning. Our six learning facilities across the region give appropriate space for our unique population of learners, an issue that many districts struggle with as their district enrollment increases.

## Benefits to Membership in Intermediate District 287

### Reduced Costs

- Reduced Itinerant Purchase of Services costs as Medical Assistance (MA) Revenue is used to offset equipment & supplies
- Reduced West Suburban Summer School fees
- No cost for access to Conference Center for district activities; i.e., staff professional development
- Non-members pay an access fee on special education tuition
- Member district are billed nothing for non-resident students who receive special education services in 287 (the resident district pays 100%), compared with 2014 legislation requiring the serving district to pay 10% of the costs a non-resident student.
- Bloomington Area Schools' withdrawal from 287 did not result in a net savings of special education costs as predicted. In fact, their net costs for special education actually increased. They continue to try to refer their highest need students to 287, even several years after the effective date of their withdrawal.



### Revenues Available to Member Districts to Offset Costs

- Up to \$65/APU (adjusted pupil unit) additional lease levy authority
- \$15/APU additional Safe Schools levy authority
- Separate Health & Safety/Facilities levy authority
- Additional school-linked mental health grants

### Increased Influence & Access

- Priority enrollment in all 287 programs and services--we have a 100% placement rate for continuing members. Non-members face program closures & long waiting lists.
- Representation on the District 287 School Board
- Representation on the District 287 Core Planning Team for the Strategic Plan and direct beneficiaries of the Plan's implementation
- Input into special education program design and service delivery models through Special Education Director's Advisory Committee
- Greater involvement and influence in county, state planning and legislative initiatives, especially in the area of children's mental health, raising graduation rates in the region and the ongoing shift to public schools for the cost for high need students

### Specialized Support

- Social emotional learning & mental health consultation/curriculum and training
- Management and oversight of care and treatment programs located in member district
- Access to drop out recovery & prevention assistance through Diploma On
- Access to professional development for administrators regarding alternatives to exclusionary practices and dropout prevention and recoupment
- Access to the Math Science Teacher Preparation program
- Online learning consultation and curriculum through Northern Star Online
- Access to educational specialists to address each member district's most challenging educational needs
- Assistance with MA billing
- Access to instructors who have the skillset to meet the needs of students with incredible mental health needs that many times pose a safety risk for staff
- Customized facilities to meet the needs of high need students

## Access to Hundreds of Specialized Programs, including:

- Special education programs that serve students with:
  - Autism Spectrum Disorder
  - Emotional Behavior Disorder
  - Mental health needs
  - Fetal Alcohol Spectrum Disorder
  - Developmental Cognitive Disorder
  - Sensory and other health impairments
  - Neurobiological disorders
  - Among many others
- Alternative Learning Centers (Academies)
- Dropout recovery and prevention
- Gifted & Talented and World Language Educational Programs
- Programs for pregnant and parenting teens
- Early Learning Centers with national accreditation (National Association for the Education of Young Children)
- Northern Star Online
- Vocational, technical and career-focused programs
- Independent study programs
- English Language Learner programs
- Itinerant Services that offer a full continuum of low incidence special education instruction services
- Transition programs focusing on life skills, job training, and post secondary and independent living
- Residential treatment and chemical dependency



# Intermediate District 287

**RESPONSIVE. INNOVATIVE. SOLUTIONS.**

## **Bylaws: Intermediate School District 287**

**SUBJECT: Bylaws**

**BOARD APPROVED: June 26, 2008**

**EFFECTIVE DATE: January 1, 2009**

**REVISION DATE: January 26, 2012 (Amended)**

### **PREAMBLE**

The Board has been established as a “joint board” pursuant to a memorandum of agreement (hereinafter called “the agreement”) entered into by certain independent school districts and Intermediate District 287 pursuant to Minnesota Statutes. All independent school districts in Hennepin and Wright Counties, Minnesota, are eligible for membership in the District pursuant to the provisions of Paragraph 8 of the agreement.

As in the agreement, “members” shall mean the member school districts participating in the District and the Board and “Board members” or “representatives” shall mean persons appointed by the member school districts to the Board. “Board” shall refer to the joint board organized pursuant to the agreement to represent the member parties to the agreement. “District” or “Service Provider” shall refer to Intermediate District 287.

### **I. LEGAL STATUS OF THE BOARD**

- A. The basis for the establishment and operation of the Intermediate District and the Board lies in the State of Minnesota Constitution, Minnesota Statutes, court interpretations of these laws, and the powers implied under them.
- B. The Board shall have the general charge of the business, management and governance of District programs, facilities, and services.
- C. Board members have no individual authority and the Board is not bound by an action or statement on the part of an individual Board member or member district.
- D. The legal address of Intermediate District 287 and the Board shall be 1820 Xenium Lane North, Plymouth, MN 55441.

### **II. BOARD MEMBERS AND ORGANIZATION**

- A. The Board shall consist of 1 representative from each member district, and the District superintendent as an ex-officio member.
- B. The term of office of a Board member is two years commencing on the first Monday in January and until a successor qualifies.
- C. The Board may establish standing or special committees when necessary or desirable to facilitate the work of the Board.

### **III. BOARD MEMBER DUTIES AND ETHICS**

To ensure that the Board's business is conducted with maximum effectiveness, efficiency, and integrity, each Board member shall understand the roles and responsibilities of the Board and adhere to the code of ethics stated below:

- A. Always remember that the first and greatest concern must be the educational welfare of the students attending District programs and receiving District services;
- B. Attend all regularly scheduled and special Board meetings insofar as possible;
- C. Become informed concerning the issues to be considered at those meetings;
- D. Exercise prudent judgment in initiating, reviewing, considering and voting on items affecting operations of the District;
- E. Initiate and maintain constructive two-way dialogue with District administration and the Board member's local district board and superintendent as a means to engage all clients and stakeholders in the work of the Board and the District;
- F. Represent the Board and the District to the Board member's local district board and community in a manner that fosters public confidence and respect;
- G. Maintain a working rapport with other members of the Board and the superintendent;
- H. Respect the right of others to hold and express opinions;
- I. Support the employment of those persons best qualified to serve as District staff, and insist on a regular and impartial evaluation of all staff;
- J. Recuses when in a position of conflict of interest, and not use the Board position for personal or partisan gain;
- K. Take no private action that will compromise the Board or District administration;
- L. Respect the confidentiality of information that is privileged under applicable law; and
- M. Abide by majority decisions of the Board while retaining the right to seek changes in such decisions through ethical and constructive channels.

### **IV. DUTIES OF OFFICERS**

The Board shall appoint a chair, vice chair, clerk, treasurer and other officers as determined by the Board. The superintendent is an ex-officio nonvoting member of the Board.

- A. The chair shall:
  - 1. Preside at all Board meetings and ensure the orderly conduct of meetings;
  - 2. Set meeting agendas in consultation with the superintendent;

3. Countersign orders upon the treasurer for claims approved by the Board;
  4. Sign all contracts and agreements approved by the Board;
  5. Represent the Board in all matters;
  6. Appoint all committee members;
  7. In case of absence, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the Board to be paid, draw orders to be paid by the treasurer, or, along with the treasurer, declare the office of the clerk vacant and fill by appointment;
  8. Ensure that the policies of the Board are properly administered; and
  9. Confer with the superintendent as may be necessary and desirable.
- B. The vice-chair shall, in the absence or disability of the chair, perform the duties of the chair.
- C. The clerk shall ensure the following:
1. Minutes of the Board are recorded;
  2. Detailed accounts of Board business are kept;
  3. All contracts and agreements approved by the Board are signed;
  4. All orders upon the treasurer for payment of bills, salaries and contracts approved by the Board are signed;
  5. All records and reports required of the clerk are prepared as directed by the Board; and
  6. All duties of the chair are performed in the absence of the chair and vice chair.
- D. The treasurer shall ensure the following:
1. Funds of the District are deposited in the official depository;
  2. All funds are received, held in custody, and expended as directed by the Board and detailed records are kept of all orders processed;
  3. All records and reports required of the treasurer are prepared as directed by the chair;
  4. All orders upon the treasurer approved by the Board are signed, thereby converting the orders into checks; and
  5. If there are insufficient funds on hand to pay valid orders presented to the treasurer, orders are received, endorsed, and processed in accordance with Minnesota Statutes.
- E. The superintendent shall:
1. Prepare reports and materials for the Board and submit appropriate recommendations;
  2. Keep the Board well-informed in a timely manner about District operations and needs;
  3. Implement Board policies and actions; and
  4. Perform other duties and fulfill other responsibilities as prescribed by the Board.

## **V. CALL AND CONDUCT OF MEETINGS**

- A. Regular Meetings

1. The Board shall meet as required by law. No action authorized or required by law shall be taken by the Board except in a meeting open to the public and after appropriate notice to the public as required by law.
2. An agenda shall be sent to each member school district and Board member at least six (6) days prior to each regular meeting of the Board. All matters to be included thereon, proposed by Board members, shall be submitted in writing to the chair no later than fifteen (15) days prior to such meeting. The superintendent is empowered to submit additional items with the approval of the chair. To the extent reasonably possible, matters submitted for the agenda in the form of a resolution by a Board member shall appear on the agenda in the form prepared and proposed by the Board member.
3. Matters not on the agenda may be considered at any meeting of the Board consistent with Robert's Rules of Order.

B. Special Meetings

1. Special meetings of the Board may be called by the chair or shall be called upon the written request of three or more members of the Board.
2. Board members shall receive written notice of special meetings by first class mail sent to the address of each member district and Board member at least three (3) days before such meetings. The notice shall state the time, place, and purpose of the special meeting, and shall be given by the clerk or designate.
3. The powers of the Board shall be the same at special meetings as at regular meetings.

C. Organizational Meetings

1. The organizational meeting shall be held in January, or as soon thereafter as possible, on such date and at such place as the Board shall designate.
2. The business of the organizational meeting shall include:
  - a. Determination of a quorum and call to order;
  - b. Election of officers for the ensuing year;
  - c. Report of the nominating committee;
  - d. Designation of depositories;
  - e. Collateral agreements;
  - f. Designation of official newspaper;
  - g. Designation of legal counsel;
  - h. Appointment of assistant treasurer;
  - i. Regular meeting schedule of the Board; such schedule shall include at least four (4) future meetings of the Board, including the organizational meeting;
  - j. Any other business as may come before the meeting or any adjournment thereof; and
  - k. Adjournment.

3. The chair shall appoint a nominating committee of three persons not less than thirty (30) days before the organizational meeting. Such committee shall nominate members of the Board to serve as Board officers.
- D. The rules of parliamentary procedure in Robert's Rules of Order shall govern the Board in its deliberations in all matters except as otherwise provided in these bylaws. Meeting procedures are intended to ensure that meetings are conducted in an internally consistent manner, decisions are made in an orderly and reasonable manner, there is adequate discussion of decisions, and members have the necessary information to make decisions on substantive issues.
  - E. The rules of procedure may be amended at any meeting by majority vote.
  - F. Proxy voting shall not be permitted.

## **VI. MEETING MINUTES**

- A. Maintenance of Minutes and Records
  1. The clerk shall ensure that permanent records of the Board are kept, including records of the meeting minutes.
  2. A copy of all motions and the names of the persons making and seconding motions shall be recorded. There shall be a recorded vote if the vote is not unanimous.
  3. Minutes of meetings shall be available for inspection at the administrative offices of the District after they have been prepared.
  4. Meeting minutes shall be approved by the Board at a subsequent meeting, and signed by the chair and clerk after approval.
- B. Publication of Official Board Proceedings
  1. Minutes of the proceedings of the Board shall be sent to the member districts and Board members.
  2. The Board shall publish its minutes in the District's official newspaper. The proceedings to be published may be a summary if the summary adequately informs the public of the substance of the proceedings.

## **VII. QUORUM**

No meeting shall be convened nor any business transacted by the Board unless a quorum of its members are present. A quorum of the Board consists of a majority of the Board members.

## **VIII. NOTICES TO MEMBERS**

Notices shall be sent to each Board member.

## **IX. FISCAL YEAR**

The fiscal year of the District shall commence on July 1 and end on June 30 of each year.

**X. CORPORATE SEAL**

The Board shall have no corporate seal.

**XI. AMENDMENTS**

The bylaws may be amended by an affirmative vote of two-thirds of the members present at a meeting of the Board, provided that the substance of the proposed amendment shall have been submitted in writing to member districts and Board members at least ten (10) days prior to such meeting.

**EXTRACT OF MINUTES OF MEETING  
OF THE SCHOOL BOARD OF  
INDEPENDENT SCHOOL DISTRICT NO. 276  
MINNETONKA, MINNESOTA**

Pursuant to due call and notice thereof, a special meeting of the School Board of Independent School District No. 276, Minnetonka, Minnesota, was held on the 20th day of August, 2015 at 6:00 p.m.

The following Board Members were present: Garcia, Holcomb, Kanan, Langseth, Sumner, Wagner and Walkowski.  
and the following were absent: None.

Board Member Garcia introduced the following resolution and moved its adoption:

**RESOLUTION TO WITHDRAW THE MINNETONKA SCHOOL DISTRICT FROM  
MEMBERSHIP IN INTERMEDIATE SCHOOL DISTRICT NO. 287**

BE IT RESOLVED by the School Board of Independent School District No. 276, as follows, that:

WHEREAS, the Minnetonka School Board presently is a member of Intermediate School District No. 287 in accordance with the terms of a Memorandum of Agreement between Intermediate District 287 and member school districts that became effective on January 1, 2009 ("Agreement");

WHEREAS, the Minnetonka School Board has carefully reviewed and considered the June 29, 2015 Amended Decision of Administrative Law Judge Ann O'Reilly relating to the withdrawal by the Bloomington School District from Intermediate District 287, as well as the adverse impact of the decision—and the failure to appeal the decision—on the Minnetonka School District, other member districts, and on Intermediate District 287;

WHEREAS, the School District has been unable to place all of its students deemed qualified to receive services from Intermediate District 287 special education programs due, in part, to acceptance of too many students from non-member districts, thereby frustrating a main purpose of the School District's membership in the Intermediate District; and

WHEREAS, the Minnetonka School Board has concluded that the ongoing costs of continued membership in Intermediate District 287 will exceed the value of benefits to be received by the Minnetonka School District.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 276 as follows that:

1. the School Board approves, authorizes and directs the withdrawal of the Minnetonka School District from Intermediate District 287 in accordance with the withdrawal provisions of the Agreement;
2. the School Board requests that its withdrawal be deemed effective by Intermediate District 287 as soon as June 30, 2016, but no later than June 30, 2017;
3. the School Board requests that its assets and liabilities as a withdrawing member of Intermediate District 287 be divided fairly and in accordance with the Agreement and the June 29, 2015 Amended Decision relating to the Bloomington School District's withdrawal; and
4. the School Board directs that written notice of withdrawal be given to the Clerk of the Board of Intermediate District 287, together with a certified copy of this Resolution.

The motion for the adoption of the foregoing resolution duly seconded by Board Member Walkowski, and upon vote being taken thereon, the following voted in favor thereof: All present.

and the following voted against the same: None.

whereupon said resolution was declared duly passed and adopted.

Deputy  
Clerk of the Board

# WAYZATA PUBLIC SCHOOLS

Independent School District 284  
Wayzata, Minnesota

## **BOARD OF EDUCATION**

Regular Meeting - October 12, 2015 - 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
- B. Finance and Business Recommendations
  - 1. Monthly Reports
- C. Human Resource Recommendations
  - 1. Monthly Recommendations

**3. RECOGNITIONS**

- A. Retiree Recognition
- B. Employee of the Month

**4. REPORTS FROM ORGANIZATIONS**

- A. Wayzata High School Student Council Representative

**5. STUDENT CURRICULUM PRESENTATION**

- A. Megan Budke - MyWay

**6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS**

- A. Superintendent
  - 1. Policies for First Reading
    - a. Policy 631: Technology Acceptable Use and Safety Policy
    - b. Policy 907: Gifts from the Public
    - c. Policy 908: Fundraising
    - d. Policy 911: Advertising
- B. Teaching and Learning
  - 1. Policies for First Reading
    - a. Policy 502: Student Discipline
    - b. Policy 505: Entrance Age
    - c. Policy 510: Student Sex Nondiscrimination
    - d. Policy 530: Wellness
    - e. Policy 919: Community Education
- C. Finance and Business Services
  - 1. Monthly Financial Reports
- D. Human Resource Services
  - 1. Policies for First Reading
    - a. Policy 403: Harassment and Violence
    - b. Policy 415: Mandated Reporting of Child Neglect or Physical or Sexual Abuse
  - 2. Assurance of Compliance

**7. OTHER BOARD ACTION**

**8. BOARD REPORTS**

**9. 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.

10. **ADJOURN**