

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Special Work Session Meeting - October 16, 2018 - 7:30 AM
District Administration Building

AGENDA

1. **Citizen's Financial Advisory Committee**

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The CFAC group meets monthly at the District Administration Building. No Board action or votes are taken in committee meetings; however, if a quorum of Board Members will be present at a meeting our district practice is to post the meeting as a work session. Additional Board members beyond the standing committee members may be in attendance at this meeting.

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.



**Citizens Finance Advisory Council
October 16, 2018
7:30 a.m.**

**District Administration Building
AGENDA**

Call to Order and Introductions CFAC Members and Guests– Erik Brown

Approval of September 18, 2018 Meeting Minutes – Erik Brown
(Attached)

Part I – Information Sharing 7:30-9:00

1. Rooftop Solar Update –Board rejected all proposals (see attached)
2. October 1st Enrollment (see attached)
3. Facilities update – Leased facilities update
4. Banking RFP and Interview update

Part II – Guidance and Feedback 7:30 – 9:00

1. Presentation – District’s Self-Funded Health and Dental Insurance Plans
 - a. Review Current Insurance Plan Design
 - b. Discuss Strategies for future

Part III – Deliverables – How CFAC has influenced the District and Board’s Decisions

- Advise Board to reject rooftop solar proposals and continue reducing carbon footprint and energy consumption with strategies with a shorter payback period
- Review District’s Self-Funded Health Insurance Plan Design

Next Meetings:

November 20, 2018
December 18, 2018



**CITIZENS FINANCIAL ADVISORY COUNCIL
(CFAC) MINUTES
September 18, 2018– 7:30 A.M.
District Administration Building**

Present:

Erik Brown (Chair)
Sarah Johansen
Tony Engebretson
Dan Murtha
Mark Poppendeck
Mike Smith
Greg Keup
Tim Tracey

Ted Victor
Adam Tillotson
Jim Westrum
Melissa Lahr
Jill Schwint

Guests:

Stacie Vos, Executive Director of Human Resources

Absent:

Kevin Carpenter, Cliff Hoffman, Andy Meade, Amy Parnell, Jim Stephenson, Jerry Trenda, Chace Anderson, Tim Beversdorf, Megan Buck, Dan Cincoski, David Jenks, and Cindy Windsor.

1. Call to Order and Introductions

The meeting was called to order at 7:30 a.m.

2. Minutes

A motion was made by Mike Smith to approve the minutes from the August 14, 2018 CFAC meeting. Tony Engebretson seconded the motion. All approved.

Part I – Information Sharing

- 1. September 6, 2018 Student Enrollment** – The Committee reviewed the enrollment report for the first week of school. The District must include any registered student in the rolls until they are absent for 15 consecutive days. The numbers may include students who have enrolled elsewhere and have not yet notified the District. The enrollment has increased by 250 students compared to prior year. Class sizes are within the School Board determined targets. Enrollment historically grows throughout the school year.

On a separate note, the school year opened smoothly. The District presently has a full complement of bus drivers, but could use more substitutes. Districts across the state are having difficulty in finding qualified personnel in key areas.

- 2. Land Acquisition Update** – The District is conducting a Phase II Environmental study on the 80 plus acres in Medina. The studies will be completed prior to the closing of the property. Closing is anticipated by December. The City of Medina has changed the zoning to residential and educational for the site.

Part II – Guidance and Feedback

- 1. Preliminary Pay 2019 Property Tax Levy**– The preliminary pay 2019 levy has been approved by the School Board. Minnesota law requires the District to set the preliminary levy by September 30th with the final levy approved by the School Board in December. The levy is based upon formulas established by the State Legislature and administered by the Minnesota Department of Education (MDE). The formulas are based upon student counts, voter approved levies, tax capacities and/or reimbursements. MDE established levy limits in all areas based upon law.

The committee reviewed the enclosed materials and highlights include:

- The assessed value of the District has increased which lessens any tax impacts on individual homeowners, unless the assessed property value increased at a higher rate than the tax increase.
- The levy is based upon estimates resulting in adjustments once the actual numbers are known. The adjustments may not be reflected in the levy for several years.
- Last year, the District followed thru on a promise to taxpayers to under levy \$3,000,000 in Long Term Facilities Maintenance if the bond issue was successful. By reducing this levy component, the impact of the principal and interest payments of the \$70 million of building bonds approved by voters in November of 2018 was softened. This was accomplished with \$3 million of this voter approved increase being offset by the corresponding levy reduction.
- The County will prepare the preliminary tax statements by parcel and mail to the property owners.
- The total levy amount of \$72.5 million represents an overall increase of \$3.9 million or 5.74% from the previous year

The Committee recommended that the District monitor the tax increases per student when compared to the rate of inflation and compared to surrounding Districts.

2. **Facilities discussion-leased facilities, middle school capacity**– The District is reviewing all leases presently held by the District. The middle schools capacities are also under review with the architect and District personnel. The recent building bond included dollars for site safety, media center upgrades, and improvements in core spaces. Any upgrades are being carefully planned in anticipation of enrollment needs at each site.
3. **Rooftop Solar Strategic Planning**-The Committee continued the discussion on entering into a Power Purchase Agreement (PPA) for rooftop solar units. The Committee reviewed multiple options that included varying lengths of the agreement, the payback on the capital investment, and the anticipated savings. The scenarios varied from the District contribution of no upfront capital to the District constructing their own units. Concerns from the Committee included maintenance costs, the predictability of future energy costs, effect of the degradation of the solar panels may have on any future savings, the requirement of the District to commit to a set price and submitting the predetermined minimum amount if the panels do not produce enough output, and the risk of a multiple year contract.

The Committee applauds the District's effort in reducing the carbon footprint and energy costs. The Committee recommended the District continue to cut energy usage similar to a present project at the High School. This project will retro-fit hallway lighting that includes LED lighting and motion sensors and has a payback of less than 7 years.

Based upon the concerns addressed above in entering into a PPA for solar, the Committee recommended the District place their efforts and limited resources implementing other energy savings projects.

Part III-Deliverables—How CFAC has influenced the District and Board's Decisions

- Review District's Self-Funded Health Insurance Plan Design.

Meeting adjourned at 9:06 am.

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION
Regular Meeting – October 8, 2018

AGENDA SECTION: SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS

ITEM: Reject all RFP proposals received by the District for Solar Developer Strategic Partners

COMMENTS BY: Jim Westrum, Executive Director of Finance and Business

Reject all RFP proposals received by the District for Solar Developer Strategic Partners

On April 24, 2018, the District authorized its energy strategic partner, Kinect Energy Group, to issue a joint Request for Proposal with the Hopkins Public Schools for comprehensive Engineering, Procurement and Construction (EPC) services and project financing for On-Site Rooftop Solar Energy Development Solutions. The joint RFP was issued with the goal of capturing more favorable pricing that comes from larger economies of scale.

On July 9, 2018 the Board authorized the administration to continue to work with Borrego Solar and Microgrid Energy to serve as possible strategic partners for On-Site rooftop Solar Energy Development solutions.

The District administration has worked closely with our strategic partners to assist in the planning for comprehensive engineering, procurement, construction and financing of on-site rooftop solar energy at Oakwood elementary and East Middle School. Due to the evolving nature of solar energy production and the District’s continued need for additional space for programming, the administration arrived at the conclusion that it would be impractical to move ahead with roof-top solar at this time.

The administration would like to thank the Citizens Finance Advisory Council (CFAC) members who devoted several meetings to discussing this matter. CFAC concurs with the District administration’s recommendation to reject all proposals received by the District for On-Site rooftop Solar Energy Development.

RECOMMENDED ACTION: Reject all proposals for On-Site rooftop Solar Energy Development solutions received by the District through the joint Request for Proposal dated April 24, 2018.

Motion by: _____ ROLL CALL Passed _____

Second by: _____ Failed _____

Abstentions _____

GRD Budget	BIRCHVIEW			GLEASON LAKE			GREENWOOD			KIMBERLY LANE			MEADOW RIDGE			OAKWOOD			PLYMOUTH CREEK			SUNSET HILL			PROJ			ELEM ENRLMNT CLASS SIZE TOTAL			
	P	E	ACS	P	E	ACS	P	E	ACS	P	E	ACS	P	E	ACS	P	E	ACS	P	E	ACS	P	E	ACS	P	E	ACS		ENRLMNT	CLASS SIZE	TOTAL
1	76	74	4	123	102	6	147	136	7	120	115	6	102	114	6	116	104	6	121	125	6	113	111	6	113	111	6	18.5	918	18.7	881
2	91	86	4	102	105	5	159	140	7	127	128	6	148	150	7	101	97	5	110	109	5	110	109	5	125	122	6	20.3	963	20.8	937
3	83	74	4	86	4	21.5	140	136	6	141	146	6	139	136	6	95	106	4	106	109	5	122	120	5	112	116	5	23.2	913	23.0	920
4	92	96	4	114	110	5	124	120	5	141	143	6	150	152	6	96	94	4	122	119	5	122	119	5	118	114	5	22.8	957	23.7	948
5	80	73	3	94	87	4	149	144	6	149	148	6	167	170	6	82	82	3	106	110	4	106	110	4	115	115	4	28.8	942	25.8	929
6	70	71	3	99	96	4	130	137	5	108	98	4	145	147	5	85	79	3	118	131	5	111	103	4	25.8	866	26.1	862			
TOTAL	416	400		490	484		702	677		666	663		749	795		459	458		578	589		581	570		581	570		23.9	4,641	23.9	4,596
TOTAL	492	474		613	586		849	813		786	778		851	869		575	562		689	714		694	681		694	681		23.0	5,559	23.0	5,477

CENTRAL MIDDLE			EAST MIDDLE			WEST MIDDLE			MIDDLE SCHOOLS		
GRD	P	E	GRD	P	E	GRD	P	E	GRD	P	E
6	472	464	6	253	253	6	247	254	972	971	
7	418	417	7	217	212	7	236	242	871	871	
8	437	439	8	277	282	8	258	262	972	983	
TOTAL	1327	1320	TOTAL	747	747	TOTAL	741	758	TOTAL	2,815	2,825

SENIOR HIGH		
GRD	P	E
9	955	950
10	897	917
11	836	841
12	796	850
TOTAL	3,484	3,558

SECONDARY
TOTALS

TOTAL SECONDARY ENROLLMENT:
TOTAL PROJECTED SECONDARY ENROLLMENT:

6,383
6,299

Class Size Ratio:

K 20
1 22
2 23
3 25
4-5 27

P= Projected enrollment
E= Enrollment
S = Sections
ACS = Average Class Size

TOTAL DISTRICT ENROLLMENT:
TOTAL DISTRICT PROJECTED ENROLLMENT:

11,860
11,858