



Excellence. For each and every student.

BOARD OF EDUCATION

Regular Meeting - Monday, October 28, 2019 - 4:00 PM
Wayzata City Hall
210 County Road 101 North
PO BOX 660
Wayzata, MINNESOTA 55391

Minutes of Work Session Meeting

A Work Session Meeting of the Board of Education of Wayzata Public Schools was held Monday, October 28, 2019, beginning at 4:00 PM in the Wayzata City Hall
210 County Road 101 North
PO BOX 660
Wayzata, MINNESOTA 55391.

- 1. **CALL TO ORDER/ROLL CALL**
- 2. **ADMINISTRATIVE**
- 3. **HUMAN RESOURCES**
 - A. Sabbatical Presentations *30 minutes*
 - 1. Darren Augustine
 - 2. Ann Carlson
- 4. **TEACHING AND LEARNING**
 - A. 2020-2021 School Calendar *J. Johnson 15 minutes*

2020 - 2021 CALENDAR

July				
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

August					
	3	4	5	6	7
10	11	12	13	14	17
17	18	19	20	21	24
24	25	26	27	28	31
New Teacher Workshop			New Teacher Workshop		Teacher Workshop Day

September				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

October				
			1	2
5	6	7	8	9
12	13	14	15	16
K - 5 PT Conf 3:30 - 7:30 6 - 8 PT Conf 4:15 - 8:15		No Students K - 12	Teacher Convention No Students K - 12	16
19	20	21	22	23
26	27	28	29	30

November					
	2	3	4	5	6
9	10	11	12	13	16
End of Qtr 1 Gr K - 5		End of Qtr 1 Gr 6 - 12	No Students K - 5	No Students K-12	K - 5 PD Day
16	17	18	19	20	23
First Day Qtr 2		No Students K - 12	Thanksgiving Holiday	District Closed	27
30					

December				
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28 Winter Break		29 Winter Break	30 Winter Break	31 Winter Break
No Students K - 12		Teacher Non-Work Days		

January				
				1
				Holiday
				District Closed
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
MLK Holiday				District Closed
25	26	27	28	29
K - 12 Early Release P.M. Grading		No Students K - 12	K - 12 PD Day	

February					
	1	2	3	4	5
First Day Qtr 3					
8	9	10	11	12	
15	16	17	18	19	
President's Holiday					
District Closed					
22	23	24	25	26	

March					
	1	2	3	4	5
8	9	10	11	12	
15	16	17	18	19	
22	23	24	25	26	
29	30	31			
K - 12 End of Qtr 3					

April				
			1	2
		No Students K - 12		
		K - 5 Planning Day	No Students K - 12	
		6 - 12 GR & PD Day	Comp Day	
Spring Break				
No Students K - 12		Teacher Non-Work Days		
12	13	14	15	16
First Day Qtr 4 Gr 6 - 12				
K - 5 - PD Day		First Day Qtr 4 K - 5		
19	20	21	22	23
26	27	28	29	30

May					
	3	4	5	6	7
10	11	12	13	14	17
17	18	19	20	21	24
24	25	26	27	28	31
Memorial Day					
District Closed					

June					
		1	2	3	4
				Last Day for Seniors	Graduation
7	8	9	10	11	14
Last Day Students				No Students K - 12	Grading Day
K - 12 End of Qtr 4				Last Day Teachers	
14	15	16	17	18	21
21	22	23	24	25	28
28	29	30			

District Offices Closed: September 7, November 26 - 27, December 24 - 25, January 1, Jan 18, February 15, May 31

SUMMARY					
	Gr K - 5	Gr 6 - 8	Gr 9 - 11	Gr 12	Teachers
Qtr 1	44.0	45.0	45.0	45.0	47
Qtr 2	42.5	42.5	42.5	42.5	45
Qtr 3	41.0	41.0	41.0	40.0	44
Qtr 4	42.0	43.0	43.0	38.0	44
Wksp					4
Total	169.5	171.5	171.5	165.5	184
2.5 Days Less	.5 Days Less	.5 Days less	6.5 Days Less		
Two Less for Planning Days	.5 less for Early Release	.5 less for Early Release	One less for ACT Test		
.5 less for Early Release			One less for MCA Tet		
			.5 less for Early Release		
			Four less for Graduation Ceremony		

CALENDAR KEY	
Holiday - District Closed	
No Students	
Teacher Non - Work Days	
Teacher Comp Day - No School	
Teacher Non-Student Work Day	
End of Quarter Day	

*Middle School PT Conferences - Fall: 4 Hr Evening (4:15 pm - 8:15pm) & 10 Hr Day (8:15 am - 6:15 pm)
Spring: 4 Hr Evening (4:15 pm - 8:15 pm) and 8 Hr day (8:15 am - 4:15 pm) (2 hours will be flexed.)

DRAFT #3: OCTOBER 25, 2019

2020 – 2021 CALENDAR – Month-by-Month

SEPTEMBER

- Typical Calendar - No Changes

OCTOBER

- **October 13**
 - Elementary – Evening Conference
 - Middle School - Evening Conference
- **October 14**
 - No Student K – 12
 - Elementary – Day Conference
 - Middle School – Day Conferences
 - High School – Comp Day for Evening Conferences
- **October 15 and 16**
 - MEA Break No Students
 - Teacher Non-Work Days

NOVEMBER

- **November 11**
 - Elementary - K – 5 End of Quarter 1
- **November 12**
 - Elementary – No Students
 - Elementary – Teacher Planning Day
 - Middle School – End of Quarter 1
 - High School – End of Quarter 1
- **November 13**
 - No Student K – 12
 - Elementary – Pro Dev Planning Day
 - Middle School – Grading Day & Pro Dev Day
 - High School – Grading Day & Pro Dev Day

DECEMBER

- Typical Calendar - No Changes

JANUARY

- **January 28**
 - End of Quarter 2/Sem. 1
 - Early Release K – 12
- **January 29**
 - No Student K – 12
 - K – 12 Pro Development Day

FEBRUARY

- **February 11**
 - Elementary – Evening Conference
 - Middle School - Evening Conference
- **February 12**
 - No Student K – 12
 - Elementary – Day Conference
 - Middle School – Day Conferences
 - High School – Comp Day for Evening Conferences

MARCH

- **March 31**
 - K – 12 End of Quarter 3

APRIL

- **April 1**
 - K – 12 No Students
 - Elementary – Teacher Planning Day
 - Middle School – Grading & Pro Dev Day
 - High School – Grading & Pro Dev Day
- **April 2**
 - No Students K -12
 - Teacher Comp Day
- **April 5 – 9**
 - Spring Break – No School Students or Teachers
- **April 12**
 - No Students K – 5
 - Elementary – Teacher Pro Dev Day
 - 6 – 12 Students in Session

MAY

- Typical Calendar – No Changes

JUNE

- June 3 – Last Day Seniors
- June 4 – Graduation
- June 10 – Last Day for Students – End of Qrt 4/Sem2
- June 11 – Last Day Teachers

5. FINANCE AND BUSINESS

A. Facilities Update and Discussion *30 minutes*

5



Welcome Center – Student Enrollment
Located at the Wayzata Early Learning School
1461 County Road 101 North | Plymouth, MN 55447-3053
763-745-5240 | Fax: 763-745-5096 | www.wayzataschools.org/welcome

WELCOME CENTER

To: Jim Westrum, Executive Director of Business and Finance
From: Kristin Tollison, Director of Administrative Services
Date: October 14, 2019
Re: Elementary enrollment projections by site as of October 1, 2019

The Welcome Center has completed processing the October 1st child count and has prepared elementary enrollment projections by site for the 2020-2021 school year and beyond. It is important to note that this data, while preliminary, forms the basis for determining building utilization and staffing.

Attached please find aggregated student enrollment by site and anticipated facility utilization by site. All elementary and middle school sites are projected to be within acceptable parameters in the 2020-2021 school year.

Key observations at the elementary level:

- New attendance boundaries took effect this fall. Significant adjustments were made to the foot print area of Greenwood, Meadow Ridge, Kimberly Lane and the new North Woods.
- A new capacity level for Oakwood was established (lowered) to reflect classrooms becoming a part of the Wayzata Early Learning School.
- All elementary building with the exception of Birchview are currently or will soon grow into the 90-100% capacity range
- New open enrolled kindergarten students will placed at Birchview for the foreseeable future.
- The rate of development of the former Hollydale Golf Course may significantly impact one or more schools. The school of attendance for the new development has not yet been established.

Key observations at the middle school level:

- The fall of 2023 Central Middle School will slightly exceed its current capacity*, although there is some capacity at both East and West Middle School at that time.
- Fall 2023 and fall 2024 reflect an excess number of students at CMS of approximately 100 students. Then jumping significantly the fall of 2025 to over 200 students over current capacity*.

Standard for all elementary sites:

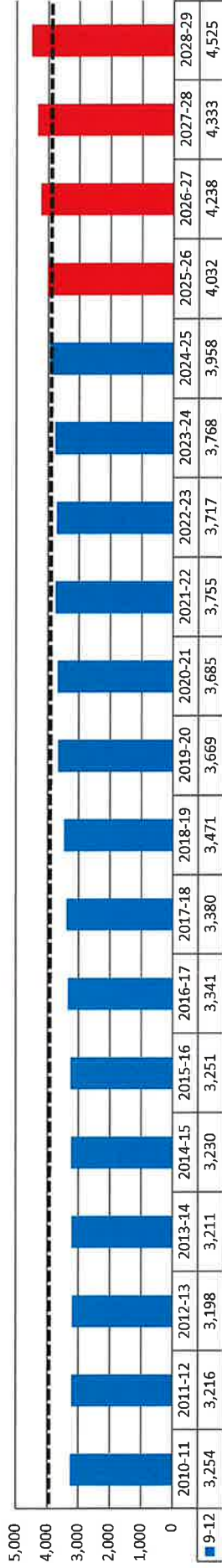
- The District has established core expectations related to space as follows:
 - One (1) Art Room
 - One (1) Music Room
 - One (1) Art/Music/P.E. Flex Room (based upon building size)
 - One (1) Computer Lab
 - One (1) Special Education Resource Room
 - One (1) Home Base/Bright Start
 - One (1) Intervention Room
 - Two (2) Flex Rooms to accommodate site based needs such as
 - Enrollment Growth
 - Spanish
 - Technology
 - Vision 21

Middle school standards are currently being established.*

- Preliminary Capacity at the Middle School level is defined in a range representing operational capacity (balanced sections across all grades) and functional capacity (physical capabilities although instructional delivery model is modified) as follows:
 - East and West Middle School
 - Operational capacity (720 students), Functional capacity (~800 students)
 - Central Middle School
 - Operational capacity (1,440 students), Functional capacity (~1,600 students)

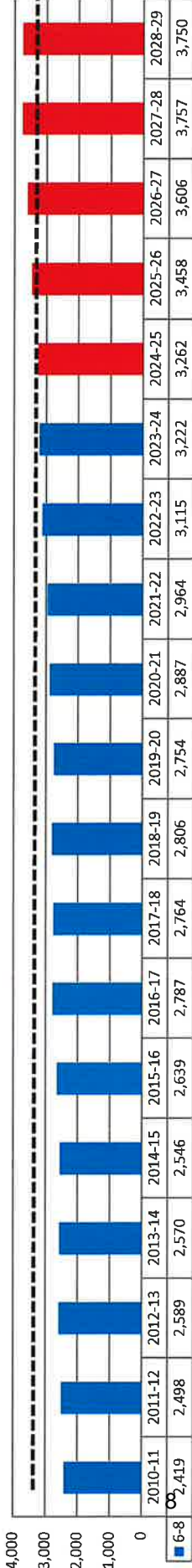
High School 9-12

Est
Capacity
3,906



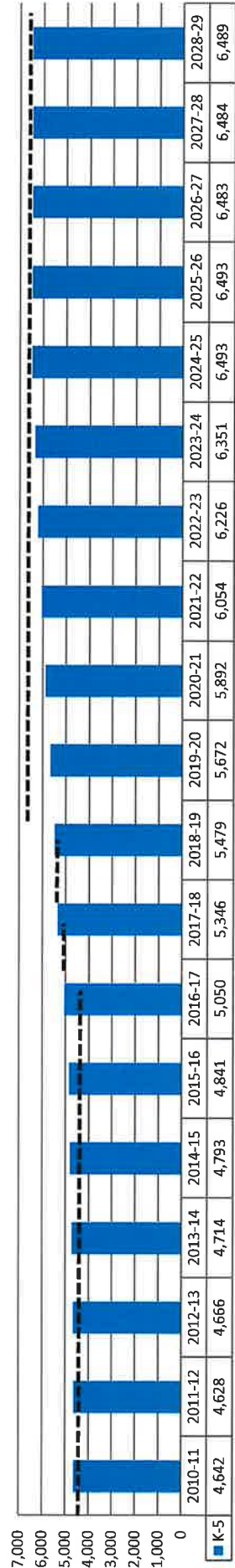
Middle Schools 6-8

Est
Capacity
3,200



Elementary K-5

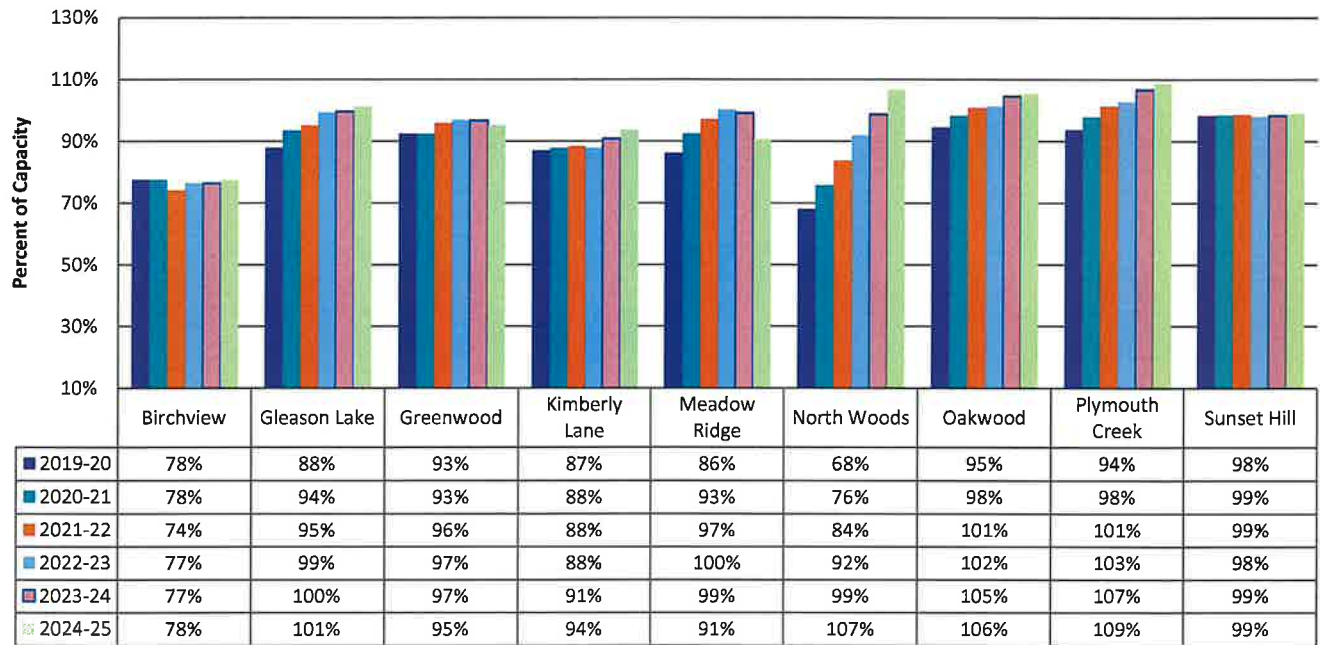
Est
Capacity
6,512



K-8 Sites Enrollment Projections as of 10-01-2019 FINAL
Utilization by School

Capacity	2019-20	2019-20	2020-21	2020-21	2021-22	2021-22	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	
Birchview	576	447	78%	447	78%	427	74%	441	77%	441	77%	447	78%
Gleason Lake	720	634	88%	674	94%	685	95%	716	99%	719	100%	730	101%
Greenwood	837	775	93%	775	93%	803	96%	812	97%	811	97%	798	95%
Kimberly Lane	720	628	87%	633	88%	636	88%	633	88%	656	91%	676	94%
Meadow Ridge	889	768	86%	824	93%	864	97%	892	100%	884	99%	922	91%
North Woods	835	569	68%	634	76%	699	84%	770	92%	827	99%	892	107%
Oakwood	522	494	95%	514	98%	526	101%	530	102%	547	105%	551	106%
Plymouth Creek	720	675	94%	706	98%	729	101%	741	103%	769	107%	784	109%
Sunset Hill	693	682	98%	684	99%	683	99%	681	98%	683	99%	687	99%
Total	6,512	5,672	87%	5,891	90%	6,052	93%	6,216	95%	6,337	97%	6487	98%

Projected Elementary School Utilization





Jim Westrum, Executive Director of Finance & Business Services
210 County Road 101 North, P.O. Box 660 | Wayzata, MN 55391-0660
763.745.5023 | Fax: 763.745.5091 | www.wayzata.k12.mn.us

To: Dave Callister, City of Plymouth, City Manager
From: Jim Westrum, Wayzata Public Schools, Executive Director of Finance and Business
Re: Oakwood Site Proposal Memorandum of Intended Assurances
Date: September 10, 2019

The purpose of this letter is to provide reasonable assurances to the City of Plymouth staff, Mayor, and council members relating to expiring License Agreements and Joint Powers Agreements (collectively, JPAs) in your consideration of the Oakwood Site Proposal.

During our communication, it was discussed that concerns by the City existed regarding expiring JPAs between the City and the Wayzata Public School District. The District is committed in good faith to have the JPAs negotiations process completed by November 1, 2019. The District has initiated this process and has sent a memo to Diane Evans asking for goals and priorities for future license agreements and JPAs.

Also, City staff has indicated that the City will need to replace the displaced baseball field resulting from the Oakwood expansion. The District recognizes that the displacement of this baseball field is a loss for the community. Therefore, the District will seek to partner with the City in the City's replacement of the baseball field displaced by this construction project.

Finally, the District will work closely with the City on future expansion plans as they relate to JPAs between the City and the District.

Thank you.

cc: Chace Anderson, Wayzata Public Schools, Superintendent
Sarah Johansen, Wayzata Public Schools, School Board Chair

Timeline for License Agreements, Maintenance Agreements, and Joint Power Agreements Review

October 4, 2019 Kristin and Jim will update enrollment projections with October 1st student counts - This will form the basis of facility needs over the next 3 years.

October 7, 2019 The District Administration will discuss the lapsed, current and proposed agreements outlining the options

- The District Administration will summarize the needs and requests of the District, the City of Plymouth, the school district community, and athletic and activity associations
- The District Administration will summarize the district's facility needs for instructional and extra and co-curricular activities (using October 1 2019 enrollments)
- The District Administration will summarize the district's site safety needs (parking lots, bus drop offs approved by voters in 2017)

October 8, 2019 Superintendent's Strategy Leadership Team (Cabinet / SLT) will meet to review and discuss agreements, short-term facility needs, and site safety needs

October 9-11, 2019 Current reality and options will be summarized in good form to bring to the District facility leadership team on 10/15 for consideration

October 15, 2019 District will update Citizens Financial Advisory Council (CFAC) on agreements and both short and long-term implications.

October 15, 2019 District facility leadership team (internal staff, WOLD Architects, Kraus Anderson) will discuss and prepare a recommendation to the Board Facility Committee on 10/16

October 16, 2019 Board Facility Committee will discuss and bring the administration's recommendation to the entire school board on 10/28

October 28, 2019 School Board Facility Committee will discuss with entire school board

November 1, 2019 District administration will bring recommendation to City of Plymouth staff

6. **SCHOOL BOARD**

A. Health and Well-Being Strategic Direction Discussion *45 minutes*



Food Philosophy for K-12 Students

Wayzata Public Schools

Back to Basics with High Quality, Fresh Food

I believe in providing whole-body nourishment by serving fresh, high quality, minimally processed foods and creating an environment that allows students to approach eating from a self-loving perspective. In order for students to learn, think and be the best they can be, they have to eat well. Foods fuel the brain and help build strong, healthy bodies. Introducing students to a variety of these foods early in life will broaden their taste palettes, allowing them to develop a healthier diet for a successful future.

Back to Basics with High Quality, Fresh Food



Focus on sourcing whole, nourishing, delicious food that is nutrient dense and minimally processed.



Savor! Food is meant to be enjoyed and it is not nutrition if it is not consumed. Provide high quality, appealing food that students will consume.



Know the students. Food decisions can be a way to connect personal values for culture, environment, ethics or supporting local farmers. Value-based eating supports approaching food from a self-loving perspective.

Current Role



Incorporate quick-scratch and scratch recipes, eliminate products with highly processed ingredients and added sugars.



Batch cook to ensure high quality meals and focus on increasing consumption of fruits and vegetables.



Serve local foods and organic when feasible.



Involve students through taste tests and gathering feedback.

Implementation with Wayzata Public Schools



Analyze. Examine the current position and understand current pressures.



Identify and Plan. Decide precisely the aim of the plan and evaluate all aspects of detailed planning, costing, risk assessment.



Implement.



Evaluate. Evaluate the plan and its impact. Make necessary changes.

“ Some days you eat salads and go to the gym, some days you eat cupcakes and refuse to put on pants. Its called balance. ”

7. ADJOURN