



SPRING LAKE PARK SCHOOL DISTRICT 16

District Services Center
1415 81ST Avenue NE
Spring Lake Park, MN 55432

SCHOOL BOARD MEETING

Communication to the School Board and Administration
District Services Center – 6:45 p.m.

SCHOOL BOARD REGULAR MEETING

District Services Center
Tuesday, February 8, 2011
7:00 P.M.

*(Or immediately following the
Communication to the School Board and Administration)*

AGENDA

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

B. AGENDA APPROVAL

1. Motion by _____, seconded by _____, to approve the agenda as presented.
2. Motion by _____, seconded by _____, to approve the agenda with the following change(s):
 - a. _____
 - b. _____

C. SOME FUTURE EVENTS

- Wednesday, February 9, 2011, 6:30-8:00 p.m., K-12 Information and Enrollment Evening, District Services Center, 1415 81ST Avenue NE, Spring Lake Park, MN
- Monday, February 21, 2011, President's Day, No School K-12, District Offices Closed
- Tuesday, February 22, 2011, No School K-12, K-12 Staff Workshops/Inservice; LACS classes in session; Child Care Open; No PS Classes
- Tuesday, February 22, 2011, 6:30 p.m., Board Work Session
- Thursday, February 24, and Friday, February 25, 2011, No LACS Classes
- Saturday, February 26, 2011, 5:30 p.m. Panther Foundation Gala
- February 28 – March 4, 2011 PARAPROFESSIONAL RECOGNITION WEEK
- Tuesday, March 8, 2011, School Board Regular Meeting 7:00 p.m. (6:45 p.m. Communication to the Board and Administration)
- Friday, March 11, No School K-12, K-12 Staff Workshops/Inservice; Child Care Open, No PS classes
- Spring Break, No School K-12, March 14-18, 2011; Child Care Open; No PS Classes.

D. CONSENT AGENDA

Motion by _____, seconded by _____, to approve the following items of the consent agenda:

1. Minutes of the January 11, 2011 Organizational Meeting, January 11, 2011 Board Work Session, January 18, 2011 Regular School Board Meeting, and January 25, 2011 Board Work Session.

D-1

2. Approval to Pay Bills for January 2011, in the following amounts: D-2

General	\$2,166,460.56
Food Service	91,133.34
Transportation	179,557.01
Community Services	64,429.80
Capital Expenditures	58,514.93
Building Construction	0.00
Debt Service	5,281,475.01
Trust and Agency	2,789.81
OPEB Trust Acct	0.00
OPEB Debt Service	147,110.00
Total of All Funds	\$7,991,470.46

3. Personnel Items D-3

E. DISCUSSION, REPORTS, INFORMATION ITEMS

1. **Engaged Enthusiastic Learners:** Align the work of adults to continuously improve personalized instruction and responsiveness to meet our students' unique and varied learning needs.

- QComp Update Ms. Denise Waalen
Director of Educational Services

2. **Communication and Connections:** Increase the connection, engagement, and support for our families and community.

- Community Education Program Update Ms. Colleen Pederson
Director of Community Education

3. **Effective Operations:** Improve our effective management of human, financial, and physical resources.

- Monthly Financial Reports Ms. Amy Schultz
Director of Business Services
(Treasurer's Report and Monthly Financial Statement)
- 2010-11 Budget Revisions Ms. Amy Schultz
Director of Business Services

4. Superintendent's Report Dr. Jeff Ronneberg
Superintendent of Schools

Each meeting, the Superintendent will take a few moments to update the Board on general items of interest such as accounts of visits to schools and classrooms, news about students and staff, community connections, or observations on past or upcoming events.

F. ACTION ITEMS

1. Lane Changes for Teachers

Motion by _____, seconded by _____, to approve the 2010-11 Lane Changes for Teachers, in accordance with the Master Agreement.

2. 2010-11 Budget Revisions

Motion by _____, seconded by _____, to approve the revised 2010-11 budget as presented.

3. Authorization of Issuance of Individual Procurement Card (P-Card)

Motion by _____, seconded by _____, to authorize the issuance of a Procurement Card to the following District 16 employees:

Ryan Stromberg	District Service Center, Director of Human Resources
Bill Sommers	Spring Lake Park High School Principal

4. Acknowledgment of Gifts

Motion by _____, seconded by _____, to acknowledge the following gifts and to extend the School Board's thanks and appreciation:

<u>Gift</u>	<u>Donor</u>	<u>Program</u>
\$6,500	Mr. Jay Neuroth, Store Manager, JCPenney, Coon Rapids, MN	First Robotics Team – Learning Alt. March 31-April 2 Competition University of MN-Regional Tournament

G. BOARD FORUM AND REPORTS (IF ANY)

The Board Forum provides individual School Board members an opportunity to share with the School Board items of interest and information.

H. ADJOURNMENT

Motion by _____, seconded by _____, to adjourn the meeting.

ATTACHMENTS

Attachment D-1 – School Board Meeting Minutes



SPRING LAKE PARK SCHOOL DISTRICT 16

District Services Center
1415 81ST Avenue NE
Spring Lake Park, MN 55432

Minutes of the Regular Meeting School Board, Independent School District 16 Spring Lake Park, Minnesota Tuesday, January 11, 2011

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE 7:00 P.M.

Chairperson Vranish called the meeting to order at 7:00 p.m.

The following School Board members were present: Colleen Vranish, John Stroebel, Marilyn Forsberg, Annette Winrick, Gary Brisbin, Kelly Delfs, Jodi Ruch, and Superintendent Dr. Jeff Ronneberg; Student Board Representative Krista Bryz-Gornia.

The following School Board members were absent: Student Board Representative Paulina Yang.

B. AGENDA APPROVAL

Chairperson Vranish asked for a motion to approve the agenda.

Motion by Ruch, seconded by Stroebel, motion carried unanimously.

C. ORGANIZATION OF BOARD

1. Election of Chairperson

Nominations were called for the position of District 16 Board Chairperson. Vranish was nominated by Delfs, seconded by Brisbin. No further nominations were made and nominations were declared closed. A ballot vote was taken and Vranish was unanimously elected School Board Chairperson for 2011.

2. Election of Vice-Chairperson

Nominations were called for the position of District 16 Board Vice-Chairperson. Stroebel was nominated by Ruch and seconded by Winrick. No further nominations were made and nominations were declared closed. A ballot vote was taken and Stroebel was unanimously elected School Board Vice-Chairperson for 2011.

3. Election of Clerk

Nominations were called for the position of District 16 School Board Clerk. Delfs was nominated by Brisbin and seconded by Forsberg. Winrick was nominated by Ruch and seconded by Stroebel. No further nominations were made and nominations were declared closed. A ballot vote was taken and Delfs received 4 votes (Vranish, Brisbin, Forsberg, and Delfs); Winrick received 3 votes (Ruch, Stroebel, and Winrick). Delfs was elected School Board Clerk for 2011.

4. Election of Treasurer

Nominations were called for the position of District 16 School Board Treasurer. Ruch was nominated by Winrick and seconded by Stroebel. No further nominations were made and nominations were declared closed. A ballot vote was taken and Ruch was unanimously elected School Board Treasurer for 2011.

5. Board Parliamentarian

Motion by Ruch, seconded by Delfs, to designate Brisbin as the Board's Parliamentarian. Brisbin declined.

Motion by Brisbin, seconded by Ruch to designate Winrick as the Board's Parliamentarian who shall rule on all parliamentary procedures and questions.

Motion approved unanimously.

D. PRESENTATION – MINNESOTA LEGISLATORS

Representative Tom Tillberry (District 51B: Fridley, Spring Lake Park, Mounds View, and a portion of Blaine) reviewed the “interesting things about politics and what does it mean?” He noted the \$6.2 billion deficit will make it difficult and a challenge; that the number 1 priority is schools; there is a need to raise revenue and to raise taxes or fees will not do it—plus, they can’t cut enough to make a difference. The questions raised continue to be: “How will this affect our children?” and “What are we going to do with our children?”

Representative Tim Sanders (District 51A Blaine) noted that he does not sit on any education committees, but does work on the Commerce Committee, Transportation Committee, and Election Committee with commerce-related issues. His feeling is that Education extremely important and the theme has been in caucuses that “kids are kids—education is important.” He indicated there is a need to fund education and would like to see mandate relief for schools. There is review of the Shift and discussion with Governor Dayton on how to repay the Shift. Much will be determined by the February forecast numbers in early March. Representative Sanders requested that school districts put together a Wish List and continue the open communication between the Legislature and school districts.

Senator-elect Pam Wolf (District 51: includes 6 school districts and she has taught or coached at 4 out of 6 of the districts; currently teaching at The Pines School grades 6-12); reviewed that her philosophy is to try and keep things as local as possible. She feels that school districts better idea of what your schools need. She noted that she is in a listening mode in this early phase of her legislative term.

Representative Tillberry and Sanders noted the importance of working together “across the aisle” to be able to reach out with concrete things to do to help our districts.

Superintendent Ronneberg thanked the legislators for all that they are going to do over the next few months; hoped that with their work that education is a priority and that with the Legislature as a whole that education really is a priority. He noted that Governor Dayton appointing Dr. Brenda Cassellius as Commissioner of Education, this will be the first time in 25 years that the MDE Commission will have a background in education.

Board Chair Vranish thanked the Legislators for attending this meeting.

E. ACTION ITEMS

1. Add School Board Meeting on Tuesday, January 18, 2011

*Motion by Stroebel, seconded by Winrick to add a regular meeting of the School Board on Tuesday, January 18, 2011, at 7:00 p.m. (Communication to the School Board and Administration at 6:45 p.m.)
Motion carried unanimously.*

F. ADJOURNMENT OF THE REGULAR-ORGANIZATIONAL MEETING 7:28 p.m.

Motion by Ruch, seconded by Forsberg, to adjourn the meeting at 7:28 p.m.

Date

Kelly Delfs, Clerk
Independent School District 16
Spring Lake Park School District



SPRING LAKE PARK SCHOOL DISTRICT 16

District Services Center
1415 81ST Avenue NE
Spring Lake Park, MN 55432

Minutes of the Work Session Meeting School Board, Independent School District 16 Spring Lake Park, Minnesota Tuesday, January 11, 2011

A. CALL TO ORDER 7:36 P.M.

Chairperson Vranish called the meeting to order at 7:36 p.m.

The following School Board members were present: Colleen Vranish, John Stroebel, Marilyn Forsberg, Annette Winrick, Gary Brisbin, Kelly Delfs, Jodi Ruch, and Superintendent Dr. Jeff Ronneberg.

The following School Board members were absent: none.

B. AGENDA APPROVAL

Chairperson Vranish asked for a motion to approve the agenda.

Motion by Delfs, seconded by Brisbin, motion carried unanimously.

C. DISCUSSION ITEMS

1. **Effective Operations:** Improve our effective management of human, financial, and physical resources.

- Strategic Directions and 2011-12 Budget Planning Overview

Superintendent Ronneberg reviewed the presentation Mind Shift in Minnesota and details of the "Current Reality." Highlights included:

- Longest recession in 50 years; multiple years of budget.
- Flat funding in this biennium.
- public schools last to be impacted and the last to recover/private sector.
- Community members frustrated and the electorate willing to vote against, rather than for people and causes.
- 1 of every 764 MN housing units faced focus.
- We can't simply grow out of this deficit: labor force growth is about to slow; to grow out of deficits.

Superintendent Ronneberg noted there is a need to see that this is a "New Normal" with slower economic growth. There needs to be a re-balance; however, incremental changes have been happening for 50 years and still have achievement gap. The current mindset works for a lot of kids, but it is not working at all kids.

Director of Business Services Amy Schultz reviewed our current budget information—including budget assumptions, the long-term view, enrollment (steady over four years), noted funding federal use of all Stimulus Funds done at the end of this year, Edu-Jobs monies not counted, and review of the State of Minnesota budget deficit—there will be no change in formula, no change in the payment shift.

Assumptions also include:

- Q Comp renewed each year;
- Levy dollars remain at current level;
- OPEB still used through 2011-12, then reduce back;
- Any known legislation; TRA increase .5% next few years.

Ms. Schultz noted that on the expense side of budget:

- Compensation is 81% of budget and operating expenses are 19%;
- Review of what is a true inflationary increase;
- Fixed expenses per contract--transportation increase by 2.5% per the agreement in place;
- Utilities will have a slight increase.

In review of the graphs, it was noted, again, that employee compensation is 81% of our current budget. Historical salary settlements, over last 5 contracts were reviewed. Superintendent Ronneberg noted that when the School Board approved the 6 period day in August, this will alleviate some budget cuts, but there will still be a \$1.7 million deficit. As negotiations go forward, a traditional settlement is not doable.

D. CLOSED SESSION 8:21 p.m.

Chairperson Vranish requested a motion to adjourn into Closed Session at 8:21 p.m. in order to discuss employee negotiations.

Motion by Winrick, seconded by Forsberg, motion carried unanimously.

Chairperson Vranish requested a motion to reconvene the Regular Meeting at 9:27 p.m.

Motion by Brisbin, seconded by Forsberg, motion carried unanimously.

E. ADJOURNMENT 9:28 p.m.

Motion by Stroebel, seconded by Brisbin, to adjourn the Work Session at 9:28 p.m., motion carried.

Date

Kelly Delfs, Clerk
Independent School District 16
Spring Lake Park School District



SPRING LAKE PARK SCHOOL DISTRICT 16

District Services Center
 1415 81ST Avenue NE
 Spring Lake Park, MN 55432

Minutes of the Regular Meeting School Board, Independent School District 16 Spring Lake Park, Minnesota Tuesday, January 18, 2011

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE 7:00 P.M.

Chairperson Vranish called the meeting to order at 7:00 p.m.

The following School Board members were present: Colleen Vranish, John Stroebel, Marilyn Forsberg, Annette Winrick, Gary Brisbin, Kelly Delfs, Jodi Ruch, and Superintendent Dr. Jeff Ronneberg; Student Board Representative Krista Bryz-Gornia.

The following School Board members were absent: Student Board Representative Paulina Yang.

B. AGENDA APPROVAL

Chairperson Vranish asked for a motion to approve the agenda with the following changes: Delete Presentations & Recognitions and add to Future Events—Friday, February 4, No School K-12, K-12 Staff Workshops/Inservice.

Motion by Delfs, seconded by Winrick, motion carried unanimously.

C. SOME FUTURE EVENTS

- Friday, January 21, and Saturday, January 22, High School One-Act Play, 7:30 p.m., FAC
- Tuesday, January 25, School Board Work Session, 6:30 p.m.
- Thursday, January 27, Early Release Day—schools let out 2 hours early
- Friday, January 28, No School K-12; K-12 staff workshops/in-service
- Friday, February 4 No School, K-12 Conferences
- Tuesday, February 8, School Board Regular Meeting 7:00 p.m. (6:45 p.m. Communication to the Board and Administration)

D. CONSENT AGENDA

1. Minutes of the December 14, 2010 Regular School Board Meeting; December 22, 2010 Special Board Meeting

2. Approval to Pay Bills for December 2010, in the following amounts:

General	1,944,661.40
Food Service	156,579.71
Transportation	317,309.70
Community Services	72,645.29
Capital Expenditures	289,713.38
Building Construction	0.00
Debt Service	89,650.00
Trust and Agency	2,044.41
OPEB Trust Acct	0.00
OPEB Debt Service	0.00
Total of All Funds	<u>2,872,603.89</u>

3. Personnel Items

I. EMPLOYMENTS

II. LEAVES OF ABSENCE

Scott Smith	Teacher – SH – Feb 7, 2011 until February 18, 2011
Colleen Mecl	PT Food Service Associate 1 – PT – January 3, 2011 until approximately April 1, 2011
Angela McEntire	Teacher – WWI – Beginning April 26, 2011 until approximately June 10, 2011
Rupal Davé	Teacher – WWI – Beginning March 8, 2011 until approximately June 6, 2011
Jean Nolby	Teacher – NP – Beginning February 15, 2011 until approximately May 16, 2011
Connie Buzzelli	Paraprofessional – WWI – Beginning January 5, 2011 until approximately April 5, 2011
Jessica Fu	Teacher – WWI – Beginning March 21, 2011 until approximately June 10, 2011

III. TERMINATIONS/RESIGNATIONS

Rewa Schlosser – Paraprofessional – WWMS – Resignation as of January 3, 2011.

Ellen Delaney – Assistant Principal – SLPHS – Resignation as of June 30, 2011.

Sage Lavant – School Psychologist – WC – Resignation as of January 5, 2011.

David Markey – Custodian – WC – Resignation for Retirement as of January 14, 2011.

Motion by Ruch, seconded by Stroebel, motion carried unanimously.

E. PRESENTATIONS AND RECOGNITIONS: deleted.

F. DISCUSSION, REPORTS, INFORMATION ITEMS

1. **Effective Operations:** Improve our effective management of human, financial, and physical resources.

- Comprehensive Annual Financial Report for Fiscal Year Ending June 30, 2010

Ms. Amy Schultz, Director of Business Services, introduced Mr. Aaron Nielson, Malloy, Montague, Karnowski, Radosevich & Co., P.A. (MMKR) Certified Accountants, the district's independent auditor, who presented the results of the district's annual audit.

Mr. Nielson referred to three reports: Comprehensive Annual Financial Report, Management Report, and Special Purpose Audit Reports. The Management Report summarizes the audit results. Mr. Nielson reviewed the audit opinion and findings and noted it is a "Clean Report."

- Food Service Report

Ms. Amy Kimmel, Food Service Coordinator, presented the "What's New! In Food Service" for the Spring Lake Park District 16 2010-11 school year:

- Staff Training

1. Back to school workshop—The Power of a Positive Attitude
2. Manager's Workshop—How to Empower Your Employees
3. MSNA Nutrition Conference
4. Equipment-Combi ovens at Westwood

Upcoming:

January—Customer Service of U of MN Extension Program

February—Great Trays

March—Culinary/Quick Scratch Cooking Technique

- Programs: Tray Talk; Traknow; Farm2School; Food Service Advisory Committee; Nutrition Nuggets; and Shining Star

- Menu Concept/Items: Many positive comments from students and staff.

- K-8 Menu Concepts/Items

- o Breakfast Concept: Two week cycle Menu
 - o Lunch Concept: Fresh fruit and vegetable choices, entrée choices and alternate choice
 - o January Features: vegetarian flatbread pizza, fresh roasted sweet potatoes, chicken Caesar salad, and chicken Caesar wrap.

- High School Concepts/Items

- o Highlights: Grab and Go Salads, Fresh Salad Bar, Sandwich Choices 2/week, and Vegetarian Options
 - o January Features: layered burrito pie, fresh roasted sweet potatoes, hot egg and cheese bagel sandwich.

- Monthly Financial Reports

Director of Business Services Amy Schultz reviewed the following November 2010 reports: Treasurer's Report; Cash Balance; Receipts; Outstanding Investments; Statement of Revenues; and Statement of Expenditures.

2. **Professional Learning Community:** Align the work of adults to continuously improve personalized instruction and responsiveness to meet our students' unique and varied learning needs.

- 21st Century Learner

Ms. Denise Waalen, Director of Educational Services, and Ms. Jerelyne Nemanich, Assessments & Inst. Tech. Coordinator reported on the 21st Century Learner and Fluencies for Spring Lake Park District 16.

Our Vision for the Future:

- **The Spring Lake Park School District will be recognized as a World Class Learning Community of Choice aligned around improving student learning.**
- We will be a school district which stands apart as the leading choice in the area, one of which our community is proud and actively involved.
- **We will ensure that all students are valued, inspired, and have a sense of belonging in developing the academic, life and career skills necessary to be college-ready and succeed in the 21st Century.**
- We will raise our highest levels of learning while narrowing the gap between our highest and lowest achieving students.
- We will eliminate race and socio-economics as predictors of which students occupy the highest and lowest levels of learning.
- We are recognized as purposeful, results-oriented, open and accessible, and consistently striving for improvement.

21st Century Fluencies:

- Task force conducted and evidence based best practice study on the 21st Century Skills
 - Partnership for 21st Century Skills
 - Daniel Pink
 - Marc Prensky
 - Tony Wagner
 - Howard Gardner
 - Habits of Mind
 - Habits of a System Thinker
 - And others
- Powerful Learning Practice

International Society for Technology Education:

1. Creativity and Innovation
2. Communication and Collaboration
3. Research and Information Fluency
4. Critical Thinking, Problem Solving, and Decision-making
5. Digital Citizenship
6. Technology Operations and Concepts

Where we are going:

- 21st Century Fluencies
 - Name the 21st Century Fluencies for Spring Lake Park
 - Define the 21st Century Fluencies for Spring Lake Park
 - Create Innovation Configurations for the 21st Century Fluency implementation
- Continuous Improvement Framework Integration
 - Essential Learning Outcomes
 - Assessment for Learning
 - Instructional Alignment
 - Results/Response
- Professional Learning
 - 2010-2011 school year
 - 2011-2012 school year
- Technology Tools & 21st Century Classroom
 - Technology Plan

Superintendent Ronneberg noted that students need to think critically and have enthusiasm for learning. It is important to maintain enthusiasm and self-direction for students to succeed. In our schools today we are teaching skills for collaboration and self-direction. This happens for every student every day.

3. **Communication and Connections:** Increase the connection, engagement, and support for our families and community.

- K-12 Information and Enrollment Evening

Ms. Colleen Pederson, Director of Community Education, and Mr. Jim Elert, Communications Coordinator, reviewed upcoming Kindergarten Information and Registration nights, as well as the first annual K-12 Information and Enrollment Evening to be held on Wednesday, February 9, 2011. Principals and administrators, from all our schools, will be available to answer any questions parents or community members may have. Ms. Pederson noted that 85% of families that live in Spring Lake Park District 16 also enroll their children here.

Parents and/or community members are also invited to sign-up for tours of buildings to review the programs for their children. Registrations will be accepted the evening of February 9.

4. Superintendent's Report

Superintendent Ronneberg reported that at the January 11, 2011 Board meeting, our three Minnesota Legislators spoke. At that time, the legislators stated that they welcome and encourage all constituents to let them know any suggestions or comments on things important to them as we go into the 2011 Legislative Session. Superintendent Ronneberg encouraged everyone to do just that. He also noted that because of the State of Minnesota deficit and the fact that one-third of Minnesota Legislators will be new to office, we will see a lot of legislation proposed this year as a means to address the deficit. There will be a great deal of rhetoric around all of the proposed legislation and the deficit. He also reported that Spring Lake Park District 16 residents can look for the most recent school district newsletter as it comes out this next week.

G. ACTION ITEMS

1. Acknowledgment of Gifts

Motion by Stroebel, seconded by Delfs, to acknowledge the following gifts and to extend the School Board's thanks and appreciation:

<u>Gift</u>	<u>Donor</u>	<u>Program</u>
\$240	Mr. Charles Caswell (matching gift pending)	The Lighthouse Program
	<u>From RMG, a Division of Alerus Financial "Refer a friend. Build a Community:</u>	
\$100	Ms. Lori Murray	SLP High School
\$100	Mr. Ryan Kohler	SLP High School
\$100	Mr. Gary Buysse & Ms. Denise Beck	SLP High School
\$100	Mr. & Mrs. Greg & Nancy Held	SLP High School
	Multiple knitted hats from Ms. Diane Larson to DSC December Service Project; all items donated locally	
\$175	MINCO for instructional supplies	Learning Alternatives
	<u>Wells Fargo Matching Gift (2010):</u>	
\$835	\$800 from Michelle O'Leary \$35 from Mr. Erik A. Wyatt	The Lighthouse Program District-wide
\$67.77	Qwest for Education (2010) "Qwest One Percent Back to Schools Program"	District-wide

Motion carried.

H. BOARD FORUM AND REPORTS (IF ANY)

The Board Forum provides individual School Board members an opportunity to share with the School Board items of interest and information.

Student Board member Krista Bryz-Gornia presented the Student Report: there is a lull for Student Council but preparations are in the works for the second week of February—Spirit Week.

Board member Winrick reported on Spring Lake Park District 16 hosting the One-Act play competition this last weekend; four Spring Lake Park students received awards: All Conference Award for Acting: Jenna Seery and Katherine Bodor; All Conference for Technical Theatre: Student Director Olivia Fahey; and Honorable Mention for Technical Theatre: Adam Trott. Also of note was the performance of the Spring Lake Park High School Jazz Ensemble at the Minnesota School Boards Association Leadership Conference on Friday, January 14. The Jazz Ensemble, along with some vocals received a standing ovation by all present. The 8th Grade Band, along with the Wind Ensemble will perform a concert on Thursday, January 20 at 7:00 p.m. in the FACS.

Board Member Ruch attended the Northpoint Elementary PTO's presentation of information on the Math Curriculum (old-fashioned math incorporated); she noted her appreciation for the informative Nutritional Conference on Thursday, January 13; she noted appreciation for Westwood Intermediate's program and what a great transition it is for the 4th and 5th grade students to Middle School.

Board Member Forsberg reported that 916 has had their audit; EMID is in transition with their Superintendent now named as the new Commissioner of Education; AMSD meeting on Wednesday, January 19; the MSBA Leadership Conference had action adding a district which, in turn, added a person to the MSBA Board of Directors; review recently of Brooklyn Center's on-site clinic and medical plan; Arne Duncan is scheduled to be in Minnesota on Friday, January 21, to speak at an event sponsored by the Minnesota Chamber of Commerce.

Board Chair Vranish reported attendance on the Food Service Advisory Committee; a Park Terrace Elementary PTA meeting presentation by a 2nd Grade Staff Specialist (parents excited the textbook is online); AMSD report on the start of the legislative session with new people in leadership roles; and that the Jazz Ensemble playing at the MSBA Leadership Conference was wonderful and very exciting to be a part of the standing ovation.

I. **ADJOURNMENT 8:25 p.m.**

Motion by Ruch, seconded by Winrick, to adjourn the meeting at 8:25 p.m. Motion carried unanimously.

Date

Kelly Delfs, Clerk
Independent School District 16
Spring Lake Park School District



SPRING LAKE PARK SCHOOL DISTRICT 16

District Services Center
1415 81ST Avenue NE
Spring Lake Park, MN 55432

Minutes of the Work Session Meeting School Board, Independent School District 16 Spring Lake Park, Minnesota Tuesday, January 25, 2011

A. CALL TO ORDER 6:34 P.M.

Chairperson Vranish called the meeting to order at 6:34 p.m.

The following School Board members were present: Colleen Vranish, John Stroebel, Marilyn Forsberg, Annette Winrick, Gary Brisbin (6:42 p.m.), Jodi Ruch, and Superintendent Dr. Jeff Ronneberg.

The following School Board members were absent: Kelly Delfs.

B. AGENDA APPROVAL

Chairperson Vranish asked for a motion to approve the agenda.

Motion by Forsberg, seconded by Ruch, motion carried.

C. DISCUSSION ITEMS

1. **Effective Operations:** Improve our effective management of human, financial, and physical resources.

- Strategic Directions and 2011-12 Budget Planning

Director of Business Services Amy Schultz presented an overview of the current budget and noted that budget adjustments are minor and that enrollment numbers are sitting well for the 2010-11 school year. Superintendent Ronneberg and Director Schultz noted the importance of reviewing the current financial condition of the district as well as looking out three to four years. The School Board discussed the budget.

D. CLOSED SESSION 6:50 p.m.

Chairperson Vranish requested a motion to adjourn into Closed Session at 6:50 p.m. in order to discuss employee negotiations.

Motion by Winrick, seconded by Stroebel, motion carried.

Chairperson Vranish requested a motion to reconvene the Regular Meeting at 7:55 p.m.

Motion by Forsberg, seconded by Ruch, motion carried.

2. Other

Grading Change: Superintendent Ronneberg discussed recent activity around the grading change at Spring Lake Park High School.

Correspondence: Board member Forsberg noted receipt of a letter from the Minnesota School Board Association on negotiations training.

E. ADJOURNMENT 8:15 p.m.

Motion by Ruch, seconded by Winrick, to adjourn the Work Session at 8:15 p.m., motion carried.

Date

Annette Winrick, Acting Clerk
Independent School District 16
Spring Lake Park School District

Attachment D-2 – Payment of Bills for January 2011

Wire Number	Amount	Date	Vendor Name
3120	1,947,537.50	11411	BOND TRUST SERVICES CORPORATION
3121	1,537,968.75	11411	BOND TRUST SERVICES CORPORATION
3122	857,150.00	11411	BOND TRUST SERVICES CORPORATION
3123	414,559.38	11411	BOND TRUST SERVICES CORPORATION
3124	523,809.38	11411	BOND TRUST SERVICES CORPORATION
3125	147,110.00	11411	US BANK
3126	90,003.22	11411	MINNESOTA TRA
3127	44,300.09	11411	MINNESOTA STATE TAX TEL
3128	55,543.50	11411	PEOPLES BANK OF COMMERCE
3129	43,157.18	11411	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION
3130	1,171.11	11411	TWIN CITY CO-OPS FEDERAL
3131	2,165.00	11411	UNITED EDUCATORS CREDIT UNION
3132	252,374.32	11411	US BANK TAX-TEL
3133	27,637.11	11411	US BANK
3134	90,550.91	12811	MINNESOTA TRA
3135	43,522.62	12811	MINNESOTA STATE TAX TEL
3136	57,259.39	12811	PEOPLES BANK OF COMMERCE
3137	41,524.76	12811	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION
3138	1,171.11	12811	TWIN CITY CO-OPS FEDERAL
3139	2,165.00	12811	UNITED EDUCATORS CREDIT UNION
3140	247,247.30	12811	US BANK TAX-TEL
3141	26,656.40	12811	US BANK
3142	212,764.17	12811	PEOPLES BANK OF COMMERCE
3143	65,602.51	12811	US BANK
3144	320.00	12811	MINNESOTA DEPARTMENT OF REVENUE

Attachment D-3 – Personnel Items

Spring Lake Park Schools

District 16



District Services Center 1415 – 81st Avenue NE Spring Lake Park Minnesota 55432

DATE: February 3, 2011
TO: Dr. Jeff Ronneberg, Superintendent
FROM: Ryan Stromberg, Director of Human Resources and Organizational Development
RE: Personnel Agenda Items for the February 8, 2011 School Board Meeting.

I. EMPLOYMENTS

<u>NAME</u>	<u>LOC/POSITION</u>	<u>START</u>	<u>SALARY</u>	<u>NEW/REPLACE</u>
Christina Ybarra	WWMS/SE Para	01/19/11	\$ 8,484*	Replace
Courtney Nendick	WC/Teacher, Grade 1 (.6)	02/03/11	\$ 9,317*	New/Enrollment
Ericka Sanchez de Krause	DSC/Clerical	01/03/11	\$17,355*	Replace

*Pro-rated

II. LEAVES OF ABSENCE

Melanie Ernst Teacher – LA – Jan 25, 2011 until approximately Feb 22, 2011
Valerie Pap Teacher – NP – Jan 26, 2011 until approximately March 9, 2011
Starrsha Thompson Teacher – WWMS – Feb 4, 2011 until approximately March 18, 2011

III. TERMINATIONS/RESIGNATIONS

Marsha Timlin – Paraprofessional – WC - Resignation for Retirement as of June 9, 2011
Avery Teichman – Teacher – NP - Resignation as of February 11, 2011
Martha Wickman – Conf II – DSC – Resignation for Retirement as of June 30, 2011

Attachment -1a – Treasurer’s Report

TREASURER'S REPORT
DECEMBER
2010

FUND	BEG BALANCE	RECEIPTS	DISBURSEMENTS	END BALANCE
GENERAL	\$ 12,334,453.92	\$ 2,253,310.21	\$ 3,923,959.46	\$ 10,663,804.67
FOOD SERVICE	\$ 535,491.46	\$ 191,303.61	\$ 202,581.53	\$ 524,213.54
COMMUNITY EDUCATION	\$ 325,937.47	\$ 202,150.74	\$ 169,248.83	\$ 358,839.38
BUILDING CONSTRUCTION	\$ 987,488.14	\$ 68,763.00	\$ 5,629.75	\$ 1,050,621.39
DEBT SERVICE	\$ 5,705,168.82	\$ 344,870.34	\$ 89,650.00	\$ 5,960,389.16
TRUST AND AGENCY	\$ 58,273.39	\$ -	\$ 44.41	\$ 58,228.98
OPEB DEBT SERVICE	\$ 122,122.84	\$ 12,089.43	\$ -	\$ 134,212.27
OPEB TRUST ACCT	\$ 5,768,338.38	\$ -	\$ -	\$ 5,768,338.38
TOTAL	\$ 25,837,274.42	\$ 3,072,487.33	\$ 4,391,113.98	\$ 24,518,647.77

BANK	BANK BALANCE	OUTSTANDING	OUTSTANDING	RECONCILED
		DEPOSITS	CHECKS	BANK
MSDLAF - Main Acct	\$ 1,210,187.19		\$ 467,263.49	\$ 742,923.70
MSDMAX - General	\$ 573,997.55			\$ 573,997.55
MSDLAF - General	\$ 12,164,953.46			\$ 12,164,953.46
MSDLAF - Student Coun	\$ 1.08			\$ 1.08
MSDLAF - Westwood Middle	\$ 2,166.05			\$ 2,166.05
MSDLAF - Westwood Elem	\$ 2,057.96			\$ 2,057.96
MSDLAF - Northpoint	\$ 1,983.94			\$ 1,983.94
MSDLAF - Park Terr Elem	\$ 2,069.62			\$ 2,069.62
MSDLAF - Woodcrest Elem	\$ 2,394.22			\$ 2,394.22
MSDLAF - Senior High	\$ 2,587.15			\$ 2,587.15
MSDLAF - Payroll account	\$ 18,179.35			\$ 18,179.35
Athletics	\$ 1.07			\$ 1.07
Community Services	\$ 2,075.60			\$ 2,075.60
MSDLAF-Construction Fund	\$ 1,045.25			\$ 1,045.25
Village Bank-Construction Func	\$ -			\$ -
Village Bank	\$ 5,226,767.26			\$ 5,226,767.26
OPEB TRUST	\$ 5,775,444.51			\$ 5,775,444.51
reconciling item				
TOTAL	\$ 24,985,911.26	\$ -	\$ 467,263.49	\$ 24,518,647.77

OUTSTANDING INVESTMENTS
DECEMBER 2010

VILLAGE BANK	COST MARKET VALUE	MATURITY DATE	INTEREST RATE
Joyce Nordstrom Memorial Scholarship Fund CD Certificate of Deposit	\$ 35,016.01	2/28/2011	3.000%
	\$ 5,191,751.25		0.250%
TOTAL	\$ 5,226,767.26		

Spring Lake Park Schools

District 16



District Services Center 1415 – 81st Avenue NE Spring Lake Park Minnesota 55432

DATE: December 31, 2010
TO: Amy Schultz
FROM: Jill Schwint
RE: Monthly Financial Statement Analysis – December 31, 2010

Fund balance report for the month ended December 31, 2010 – Exhibit I

The fund balance report for the month ended December 31, 2010 reflects the adopted budget for the 2010-11 school year as presented to the School Board in June, 2010. A revised budget is scheduled to be presented to the Board in February.

Statement of revenues for the month ended December 31, 2010 – Exhibit II

The statement of revenues for the month ended December 31, 2010 indicates that total district revenues for all funds are at 33.8% of the budget. This compares to previous years which have ranged from 28.9% to 37.8% at this time of year. The General Fund revenues are reflecting the change in the payment of federal funds from the State. The Food Service Fund is slightly ahead of budget compared to prior years due to the timing of the federal receipts from the State. Based upon our projected revenues and our anticipated receipt of funds, the revenues reflect favorably when compared to previous fiscal years.

Statement of expenditures for the month ended December 31, 2010 – Exhibit III

The statement of expenditures for the month ended December 31, 2010 indicates that total district expenditures for all funds are at 36.9% of the budget. This compares with the prior years which have normally ranged from 36.5% to 39.6. The Health and Safety expenditures vary from year to year based upon the timing of projects. The expenditures reflect favorably when compared to previous fiscal years.

Summary

The financial activity through December 31, 2010 compares favorably with prior years financial activity.

Spring Lake Park School District 16
2010-2011 Adopted
Budget

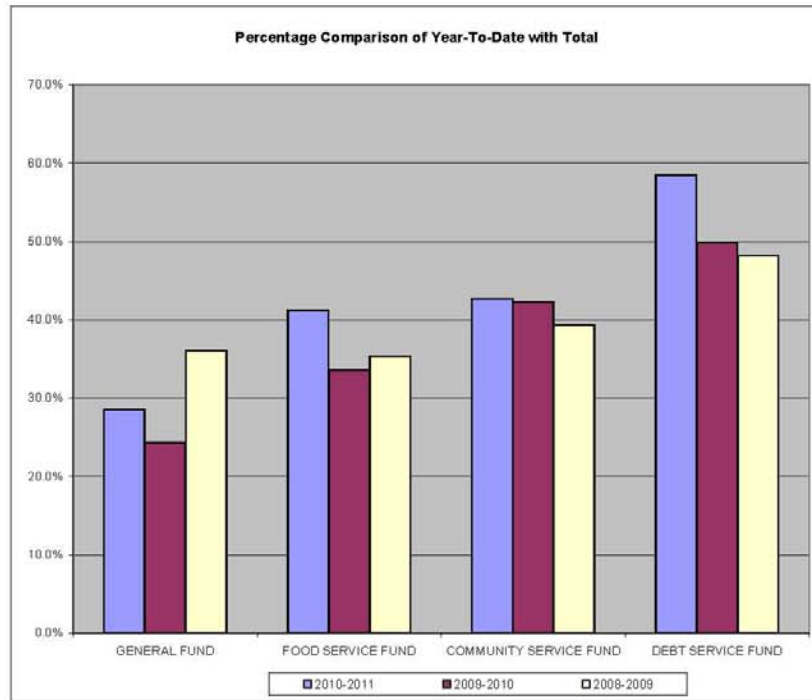
	Audited Fund Balance 7/1/2009	Revised Revenue Budget 2009-2010	Revised Expenditure Budget 2009-2010	Revised Change in Fund Balance	Revised Fund Balance 6/30/2010	Proposed Revenue Budget 2010-2011	Proposed Expenditure Budget 2010-2011	Proposed Change in Fund Balance	Proposed Fund Balance 6/30/2011
Operating Funds									
General Fund									
Unreserved/Undesignated									
Operating fund Balance	\$ 697,225	\$43,271,732	\$43,998,456	\$ (394,148) *	\$ 303,077	\$ 42,834,168	\$ 42,828,473	\$ 5,695	\$ 308,772
Reserved/Designated Fund Balance									
Reserve - Severance/ Health Benefits	332,576	-	-	(332,576) *	-	-	-	-	-
Reserve - Health & Safety	(601,479)	744,558 (a)	677,045	67,513	(533,966)	21,780	172,100	(150,320) (a)	(684,286)
Reserve - Operating Capital	406,007	1,702,957	2,165,799	(462,842)	(56,835)	1,730,170	1,900,181	(170,011)	(226,846)
Designated - Student Activities	87,798	200,000	200,000	-	87,798	100,000	100,000	-	87,798
Designated - Voc Land	316,512	-	-	-	316,512	-	130,000	(130,000)	186,512
General Fund	<u>\$ 1,238,639</u>	<u>\$45,919,247</u>	<u>\$47,041,300</u>	<u>\$ (1,122,053)</u>	<u>\$ 116,586</u>	<u>\$ 44,686,118</u>	<u>\$ 45,130,754</u>	<u>\$ (444,636) (a)</u>	<u>\$ (328,050)</u>
Food Service Fund	271,712	1,859,500	1,918,260	(58,760)	212,952	1,859,500	1,940,860	(81,360)	131,592
Community Service Fund	12,520	2,465,134	2,465,134	-	12,520	2,502,501	2,508,671	(6,170)	6,350
Total Operating Funds	<u>\$ 1,522,871</u>	<u>\$50,243,881</u>	<u>\$ 51,424,694</u>	<u>\$ (1,180,813)</u>	<u>\$ 342,058</u>	<u>\$ 49,048,119</u>	<u>\$ 49,580,285</u>	<u>\$ (532,166)</u>	<u>\$ (190,108)</u>
Non Operating Funds									
Alternative Facilities - Health and Safety	(1,431,952)	183,735	-	183,735	(1,248,217)	1,248,217 (a)	-	1,248,217 (a)	-
Debt Service Fund	437,351	8,010,980	7,598,575	412,405	849,756	7,880,255	7,237,431	642,824	1,492,580
Trust and Agency Fund	73,487	100,000	100,000	-	73,487	100,000	100,000	-	73,487
Total All Funds	<u>\$ 601,757</u>	<u>\$58,538,596</u>	<u>\$ 59,123,269</u>	<u>\$ (584,673)</u>	<u>\$ 17,084</u>	<u>\$ 58,276,591</u>	<u>\$ 56,917,716</u>	<u>\$ 1,358,875</u>	<u>\$ 1,375,959</u>

* Reserve for Severance is no longer required by the Minnesota Department of Education. Fund balance is being transferred to the unreserved/undesignated account.

**SPRING LAKE DISTRICT 16
STATEMENT OF REVENUES**
For the Month ended December 31, 2010

Exhibit II

	Month-To-Date	Year-To- Date	Budget	% of Total		
				2010-2011	2009-2010	2008-2009
GENERAL FUND	2,129,191.78	12,765,321.74	44,686,118	28.6%	24.3%	36.1%
FOOD SERVICE FUND	191,273.46	766,532.12	1,859,500	41.2%	33.6%	35.3%
COMMUNITY SERVICE FUND	200,897.36	1,068,040.00	2,502,501	42.7%	42.2%	39.3%
DEBT SERVICE FUND	344,870.34	4,610,992.74	7,880,255	58.5%	49.8%	48.1%
TRUST AND AGENCY FUND	20.59	38,070.59	100,000	38.1%	42.2%	50.1%
TOTAL ALL FUNDS	2,866,253.53	19,248,957.19	57,028,374	33.8%	28.9%	37.8%



SPRING LAKE DISTRICT 16
STATEMENT OF EXPENDITURES
For the Month ended December 31, 2010

Exhibit III

	Month -To-Date	Year-To-Date	Revised Budget	% of Total		
				2010-2011	2009-2010	2008-2009
GENERAL FUND						
Salaries and Wages	2,015,752.36	9,571,030.85	26,413,745	36.2%	35.5%	37.6%
Employee Benefits	607,873.65	2,877,525.77	7,570,845	38.0%	39.1%	37.4%
Purchased Services	761,178.26	2,502,884.87	7,804,635	32.1%	34.2%	36.5%
Supplies & Materials	135,556.15	694,564.82	1,508,993	46.0%	49.8%	61.3%
Capital Expenditures	164,464.08	380,323.78	1,155,627	32.9%	36.6%	58.1%
Other Expenses	58,198.68	452,487.56	492,710	91.8%	79.7%	91.3%
Health and Safety	7,459.81	73,828.66	184,206	40.1%	11.0%	55.4%
TOTAL GENERAL FUND	3,750,482.99	16,552,646.31	45,130,761	36.7%	36.5%	39.7%
FOOD SERVICE FUND	211,015.24	731,611.26	1,940,860	37.7%	37.2%	37.2%
COMMUNITY SERVICE FUND	176,583.22	1,051,194.68	2,508,664	41.9%	42.6%	42.2%
DEBT SERVICE FUND	89,650.00	2,620,745.43	7,237,431	36.2%	34.7%	38.1%
TRUST AND AGENCY FUND	65.00	39,338.21	100,000	39.3%	1.5%	67.8%
TOTAL ALL FUNDS	4,227,796.45	20,995,535.89	56,917,716	36.9%	36.5%	39.6%

