

**MINUTES OF THE REGULAR MEETING OF THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 271
Bloomington, Minnesota**

December 9, 2019

- I. ROLL CALL Pursuant to due call and notice thereof, and there being a quorum present, the School Board of Independent School District 271, was called to order by Chair Maureen Bartolotta at 7:00 p.m. on December 9, 2019, in the Arlene Bush Board Room at the Educational Services Center, 1350 West 106th Street, Bloomington, Minnesota.
- Members Present Maureen Bartolotta, Chair; Dick Bergstrom, Vice Chair; Tom Bennett, Clerk; Jim Sorum, Treasurer; Beth Beebe, Nelly Korman, and Dawn Steigauf. Student Representatives Ally Starks and Shonte Brown.
- Administration Present Les Fujitake, Jenna Mitchler, Rod Zivkovich, Mary Burroughs, Jennifer McIntyre, Rick Kaufman.
- II. PLEDGE OF ALLEGIANCE Recited.
- Chair Maureen Bartolotta called for a motion to establish a closed session upon the conclusion of tonight’s School Board meeting of December 9, 2019. The meeting will be closed as permitted by section 13D.03 to discuss the District’s labor negotiation strategy related to the District’s negotiations with all bargaining groups. So moved by Tom Bennett and seconded by Beth Beebe. Motion carried unanimously.
- III. APPROVAL OF THE AGENDA Dick Bergstrom moved, Nelly Korman seconded, to approve the agenda. Motion carried unanimously.
- IV. RECOGNITION OF STUDENTS/STAFF/PUBLIC Intermediate School District 917 Superintendent Mark Zuzek highlighted the collaboration with Bloomington Public Schools including programming at the Bloomington Transition Center. Bloomington students attend a variety of programs including career and technical courses, special education services and an area learning center. He also expressed appreciation to Dick Bergstrom for his service on the District 917 School Board over the past five years.
- Student Board Representative Reports Shonte Brown reported on Jefferson High School Activities—Food Drive for VEAP, Debate Team Section 4AAA winner, holiday shows at the high schools. Ally Starks reported on Kennedy High School Activities—she made a statement as a representative of the KHS student community as the Board considers Right Sizing the Budget decisions.
- Public Three people addressed the School Board regarding Right Sizing the Budget for 2020-2021. Topics included library/media and special education cross subsidy.
- V. PART A
1. *Board Business*
- Minutes
- Personnel Actions
- a. Minutes of the Regular School Board Meeting held November 25, 2019.
- b. Licensed Personnel: Resignation, Employments, Changes of Status, Correction. Independent Personnel: Employment. Classified Personnel: Resignations, Employments, Changes of Status.

2. *Field Trips* RESOLVED, that the School Board of Independent School District 271 approves the field trip per the attached list (on file).
3. *Grants*
LCTS Grants from Hennepin South Services Collaborative RESOLVED, that the School Board of Independent School District 271 accepts LCTS grants totaling \$63,000 from the Hennepin South Services Collaborative (HSSC) to fund three school district programs during the 2020 calendar year.
4. *Agreements/Contracts*
InsightWorks, LLC a. RESOLVED, that the School Board of Independent School District 271 approves a revised Agreement for Evaluation with InsightWorks, LLC to conduct Return on Investment research evaluating our career and college work.
American Red Cross b. RESOLVED, that the School Board of Independent School District 271 approves the Licensed Training Provider Agreement between the American National Red Cross and Independent School District 271 in order to permit Red Cross certified instructors to teach Red Cross training courses. The Agreement will be effective as of the last date of signature and ends on the day before the 36-month anniversary.
5. *Finance*
Establishing 2020 Polling Places RESOLVED, that the School Board of Independent School District 271 approves the attached list (on file) of polling places for the school district as provided by the City of Bloomington as required by law.

Dick Bergstrom moved, Dawn Steigauf seconded, to approve Part A items in accordance with all of the written material submitted to the School Board. Motion carried unanimously.

VI. PART B
Committed Funds

Dick Bergstrom moved, Tom Bennett seconded, that the School Board of Independent School District 271 approves committed funds in the areas specified as follows:

Committed Funds:

1. \$131,265 for Wellness Dollars
2. \$113,783 for Band Uniform and Instrument Replacement
3. \$245,315 for Athletics and Activities
4. \$161,193 for Staff Development
5. \$826,593 for Site Department Carry Over Funds

Motion carried unanimously.

Committed Funds:

1. **Wellness**- These committed funds are provided by our health insurance provider to develop district wellness programs.
2. **Uniform and Instrument Replacement**-The District established a committed fund balance for high school uniforms and instrument replacement. These funds are generated through fees. The net of fees and expenditures results in an adjustment to the designation.
3. **Athletics and Activities**-These committed funds are unspent athletic and activity funds at secondary schools. This tracks success of program revenue less expenditures and helps programs determine fees charged and programs added or deleted.

4. **Staff Development**-This is a commitment to set aside unspent Staff Development funds.
5. **Site Department Carry-Over Funds**-This commitment is funds for site-controlled fees and/or donations.

Assigned Funds

Dick Bergstrom moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 approves assigned funds in the area specified as follows: Assigned Funds: \$10.35 Q-Comp Collaborative. Motion carried unanimously.

Assigned Funds: Q-Comp Collaborative- Collaborative of Q-Comp Districts to accumulate funds to hold conferences.

Operating Transfers
Community Service &
Internal Service Funds

Tom Bennett moved, Nelly Korman seconded, that the School Board of Independent School District 271 approves the operating transfers of \$377,215 from the General Fund to certain programs in the Community Service Fund for fiscal year 2018-2019. Motion carried unanimously.

The annual process of financially closing a school year requires District Administration to make recommendations to the School Board to transfer resources between our District's accounting funds. The transfer to Community Service Fund was to provide revenue to offset General Fund cost associated with Pond and Southwood programs.

Audit Report
2018-2019

Jim Sorum moved, Nelly Korman seconded, that the School Board of Independent School District 271 accepts the Auditor's Reports from BerganKDV, Ltd, which includes Audited Financial Statements, Audited Financial Statements of the Student Activity Accounts and accompanying Communication Letters for the Fiscal Year Ended June 30, 2019. Motion carried unanimously.

BerganKDV, Ltd. has completed a general financial audit for 2018-2019 conforming to State and Federal guidelines. Andrew Grice of BerganKDV presented highlights of the independent audit report indicating an unmodified, clean opinion, which is the best opinion that can be provided. This means that the District's financial statements are fairly presented and materially accurate giving a true picture of the District's operations and its financial health. He reported for 2018-2019 for government auditing standards, there was a finding of one material weakness: material audit adjustments; unmodified opinion for compliance over federal programs in accordance with uniform guidance, and an unmodified report on Minnesota legal compliance. Mr. Grice reviewed General Fund budget and actuals, resident student ADMS, average daily membership and pupil units, sources of revenue and expenditures stating approximately 67% of the General Fund budget is expended for instruction, 4% for administration, 3% for district support services, 8% for pupil support services, 7% for instructional support services and 11% for sites/buildings/equipment and other. He also highlighted the General Fund operation and the financial position, unrestricted fund balance as a percentage of unrestricted expenditures, long-term debt, tax levies, tax capacity rate, referendum tax rate and referendum market value, the Food Service fund and the Community Service fund. The District's fund balance is within the 5-8% parameter set by Board policy.

2019-2020 Mid-Year
Budget Adjustments

Tom Bennett moved, Dick Bergstrom seconded, that the School Budget Board of Independent School District 271 approves adjusting the 2019-2020 budget for all funds by increasing revenues by \$1,203,569 and increasing expenditures by \$1,241,665. Motion carried unanimously.

Annually, Administration proposes adjustments to update our current year budgets. The four major budget adjustment categories are: Prior year carry over, Updated information, Grants/Donations/Revenue and Other. A worksheet (on file) reflects revised budgets by fund.

Property Tax
Levy Certification
Final 2019
Payable 2020/
Public Comment

Beth Beebe moved, Dick Bergstrom seconded, that the School Board Independent School District 271 approves the proposed final property tax levy for the 2019 payable 2020 levy of \$61,731,187. BE IT FURTHER RESOLVED, that in the event of any changes to levy amounts by the Minnesota Department of Education, it is the intent of the School Board of Independent School District 271 to levy the appropriate amount as allowed by law. Motion carried unanimously.

Rod Zivkovich, Executive Director of Finance and Support Services, reviewed the levy process and timeline. He then provided an overview of the 2019-2020 adopted budget including revenues by source and expenditures by program for all funds.

PROPOSED 2019 PAYABLE 2020 LEVIES

Referendum	\$20,441,623
Referendum Other	9,170,588
Other	18,635,479
Community Services	1,948,939
Debt Services	<u>11,534,558</u>
Proposed Certified Levy	<u>\$61,731,187</u>

Tonight's board action completes the levy process which included:

- Submission of levy data and calculations of formulas that produced the preliminary levy certification document in September 2019.
- Mailing by the county auditor of Truth-in-Taxation statements in November 2019.
- Presentation of Fiscal 2019-20 Budget and Proposed 2019 Payable 2020 Levy.

No one from the public addressed the School Board for public comment regarding the proposed property tax levy.

WBWF Annual
Report 2018-2019

Dawn Steigauf moved, Nelly Korman seconded, that the School Board of Independent School District 271 accepts the World's Best Workforce Annual Report for the 2018-2019 school year. Motion carried unanimously.

Rick Kaufman, Executive Director of Community Relations, indicated that Minnesota's World's Best Workforce law requires school districts to publish a report annually that includes results and progress made on the District's Strategic Plan during the previous school year.

Each year, the District publishes The World's Best Workforce Annual Report as a special issue of *School Pages*. The report also is produced as an online publication. A link to the report will be provided on the district and school websites. The Pathways Advisory Committee has reviewed and approved the curriculum content that appears in the publication. Information from this publication will be included in a required report to the Minnesota Department of Education.

VII. BOARD MEMBER REPORTS

School Board members reported on various meetings and activities—Jefferson and Kennedy holiday shows, Oak Grove Middle School concert, Civics Bee, PTSA Council meeting, and MSBA Delegate Assembly. Appreciation expressed to Maureen Bartolotta and Dick Bergstrom for their service on the School Board.

VIII. SUPERINTENDENT'S REPORT

Superintendent Les Fujitake requested motions to establish sessions of the School Board.

Administration requests a School Board study session on Wednesday, December 16, at 6 pm in the Arlene Bush Board Room to continue discussion of Right Sizing the Budget 2020-2021. So moved by Dick Bergstrom and seconded by Nelly Korman. Motion carried unanimously.

Administration requests a School Board study session on Monday, January 6, at 6 pm in the Arlene Bush Board Room to discuss organizational matters for 2020. So moved by Dick Bergstrom and seconded by Beth Beebe. Motion carried unanimously.

Administration requests a School Board study session on Monday, January 6, at 7:30 pm in the Arlene Bush Board Room to to continue discussion of Right Sizing the Budget 2020-2021. So moved by Tom Bennett and seconded by Nelly Korman. Motion carried unanimously.

Administration requests professional development sessions for the School Board facilitated by Dr. Jenna Mitchler at 5:30 pm on the following dates: January 13, 2020; March 9, 2020; and May 11, 2020. The topic is Equity Conversations. Sessions to be held in Room 601 at the Educational Services Center. So moved by Dick Bergstrom and seconded by Dawn Steigauf. Motion carried unanimously.

IX. OTHER

None.

X. ADJOURNMENT

There being no further business to come before the School Board, the meeting was adjourned at 8:37 p.m. A closed session for negotiations followed the meeting.

Tom Bennett, Clerk