

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

December 12, 2022

- I. ROLL CALL Pursuant to due call and notice thereof, and there being a quorum present, the School Board meeting of Independent School District 271 was called to order by Chair Tom Bennett at 7:00 p.m. on December 12, 2022, in the Arlene Bush Board Room at the Educational Services Center, 1350 West 106th Street, Bloomington, Minnesota.
- Chair Bennett acknowledged that Bloomington Public Schools rests on the traditional, ancestral and contemporary land of the Dakota. The name of our state is Mni Sota Makoce, Land where the waters reflect the skies or clouds. Mni means water; Sota means clear, but not perfectly so, cloudy. Makoce means a place, land, or country. Recognizing the land is an expression of gratitude and appreciation to those whose territory we reside on and a way of honoring the Indigenous people.
- Members Present: Tom Bennett, Chair; Heather Starks, Vice Chair; Nelly Korman, Clerk; Mia Olson, Treasurer; Beth Beebe, Matt Dymoke and Dawn Steigauf.
- Attorney Present: David Holman.
- Administration Present: Eric Melbye, Jenna Mitchler, Andy Kubas, and Rod Zivkovich.
- II. PLEDGE OF ALLEGIANCE Recited.
- III. APPROVAL OF THE AGENDA Matt Dymoke moved, Beth Beebe seconded, to approve the agenda. Motion carried unanimously.
- IV. RECOGNITIONS Kelly Olson highlighted the various Kennedy sports and the Holiday Show. Janie Andersen highlighted Jefferson activities including the winter pep fest, spirit days, MSHSL Debate, AAA Award Winners, Xcel Award nominees and all-state football recipients.
- Student School Board Representative Reports
- V. SUPERINTENDENT'S REPORT Superintendent Eric Melbye reported that there is a Board Professional Development session on Monday, December 19, at 5 pm. Bloomington Public Schools winter break is December 21 through January 3. In collaboration with The Works Museum of Bloomington, there will be Computer Science family nights at Washburn Elementary, New Code Academy, and Oak Grove Elementary on Tuesday night. Todd Walsh, Oak Grove Middle School physical education teacher and Kennedy girls swim and dive coach, was named Section 2A Coach of the Year. Todd Walsh is in his 23rd season coaching the program. Justin Lund and Liz Hill help coordinate the Sports Extravaganza at Augsburg College. This event has been going on for 21+ years along with the Augsburg physical education and exercise science majors. Augsburg students facilitate different events for a full day on the Augsburg campus.

On November 30th there were 131 students from Oak Grove, Ridgeview, Washburn, Poplar Bridge and Westwood elementary schools participated. There were approximately 15-20 schools across the state that participated. We had staff supporting all of the activities including four DAPE staff, two physical therapists and all of the teachers and paraprofessionals who provide support to the students every day. Our secondary schools have a number of band, choir and orchestra concerts this week.

There will be no School Board meeting on December 26 as it falls during winter break and this year happens to fall on a holiday for district employees. Heather Starks moved, Dawn Steigauf seconded, to cancel the December 26th School Board meeting. Motion carried unanimously.

There will be a School Board study session on Tuesday, January 3, at 6 pm for the purpose of discussing organizational matters for 2023. Matt Dymoke moved, Beth Beebe seconded, to establish the organizational study session. Motion carried unanimously.

VI. PART A

1. *Board Business*
Minutes

Personnel Actions

BPS Advocacy Council
Membership

2. *Policy Approval*
Policy 209

Policy 209.1

Policy 545

3. *Grants*
Bloomington Crime
Prevention Association

4. *Contracts/Agreements*
Ideal Energies

Campbellsville University
for Carver School of
Social Work

- a. Minutes of the World's Best Workforce Annual Public Meeting November 28, 2022 and Minutes of the Regular School Board Meeting November 28, 2022.
 - b. Licensed Personnel: Employments, Change of Status. Independent Personnel: Employment. Classified Personnel: Retirement Date Correction, Employments, Change of Status.
 - c. RESOLVED, that the School Board of Independent School District 271 approves Andrew Carlson and Rachel Weber as new members of the Bloomington Public Schools Advocacy Council (BPSAC).
- a. RESOLVED, that the School Board of Independent School District 271 approves new Policy 209, School Board Member Code of Ethics.
 - b. RESOLVED, that the School Board of Independent School District 271 approves new Policy 209.1, Addressing School Board Member Violations.
 - c. RESOLVED, that the School Board of Independent School District 271 approves no change to Policy 545, Student Rights.
- a. RESOLVED, that the School Board of Independent School District 271 accepts a grant for \$2,100 from the Bloomington Crime Prevention (BCPA) to fund personal safety classes for adults with disabilities through the Learning Exchange program.
- a. RESOLVED, that the School Board of Independent School District 271 approves an agreement with Ideal Energies for the purpose of installing rooftop solar array equipment at Kennedy High School and authorizes Administration to enter into the agreement.
 - b. RESOLVED, that the School Board of Independent School District 271 approves the Memorandum of Agreement between Campbellsville University, Carver School of Social Work and Independent School District 271 for a social work internship program. The term of the Memorandum of Agreement is from December 13, 2022 through December 13, 2023.

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| Emerson College
Clinical Affiliation | c. RESOLVED, that the School Board of Independent School District 271 approves the Clinical Affiliation Agreement between Emerson College and Independent School District 271 for a clinical experience for students. The term of the Clinical Affiliation Agreement is effective December 13, 2022 through December 13, 2023. |
| Airport Hilton/Senior
Achievement 2023 | d. RESOLVED, that the School Board of Independent School District 271 approves the Catering Agreement with Hilton Minneapolis St. Paul. The Catering Agreement is for one event on April 17, 2023, and authorizes Rick Kaufman, Executive Director of Community Relations and Emergency Management, to sign the Agreement. |
| Siteimprove Software
Subscription 2023 | e. RESOLVED, that the School Board of Independent School District 271 approves the Software-as-a-Service Subscription Agreement with Siteimprove at a cost of \$6,936.11 and authorizes Rick Kaufman, Executive Director of Community Relations and Emergency Management, to sign the Agreement, which is effective for one year beginning January 1, 2023 through December 31, 2023. |
| FINALSITE Parent
Notification System
2022-2025 | f. RESOLVED, that the School Board of Independent School District 271 approves the three-year Services Agreement with FINALSITE. The Service Fee is \$15,645 annually for each year of the three years effective December 1, 2022. |

Matt Dymoke moved, Nelly Korman seconded, to approve Part A items in accordance with all of the written material submitted to the School Board. Motion carried unanimously.

VII. PART B

World's Best
Workforce Annual
Report 2021-2022

Beth Beebe moved, Dawn Steigauf seconded, to approve the World's Best Workforce Annual Report for the 2021-2022 school year. Motion carried unanimously.

Minnesota's World's Best Workforce (WBWF) law requires school districts to report annually to the public results and progress made on the District's Strategic Plan during the previous school year, which includes components that address the WBWF as well as Achievement and Integration report information. The annual public meeting was held November 28 at 6 pm. The Pathways Advisory Committee has reviewed and approved the curriculum content that appears in the report that will be submitted to the Minnesota Department of Education by December 15, 2022 as required. A link to the report will be provided on the District website.

Sale Award
General Obligation
Bonds 2022A

Matt Dymoke moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 approve the attached resolution (on file) ratifying the award of the sale, determining the form and details, authorizing the execution, delivery and registration, and providing for the payment of \$23,480,000 General Obligation Bonds 2022A, to finance deferred capital maintenance projects at various District facilities. On roll call vote, all directors voted aye.

This resolution ratifies the award of the Sale of General Obligation Bonds 2022A to finance deferred capital maintenance projects authorized at the November 14, 2022, School Board meeting.

Matthew Hammer, Senior Municipal Advisor from Ehlers and Associates, the District's financial consultant, provided the School Board with the results of the bond sale bids taken this morning. There were 13 bids with the low bidder being BOK Financial Securities, Inc., Milwaukee, Wisconsin. The interest rate came in at 2.99% instead of the estimated 4.48% in the pre-sale report. This will result in additional funds of \$2.2 million compared to the pre-sale estimate. Documents related to the bond sale and bid award are on file and incorporated in these minutes by reference.

Committed Funds

Dawn Steigauf moved, Matt Dymoke seconded, that the School Board of Independent School District 271 approves committed funds in the areas specified as follows:

Committed Funds:

1. \$84,331 for Wellness Dollars
2. \$121,566 for Band Uniform and Instrument Replacement
3. \$521,081 for Athletics and Activities
4. \$563,923 for Staff Development
5. \$955,095 for Site Department Carry Over Funds
6. \$258,637 for Donations

Motion carried unanimously.

Committed Funds:

Wellness Dollars - These committed funds are provided by our health insurance provider to develop district wellness programs.

Band 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.

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.

Staff Development - This is a commitment to set aside unspent Staff Development funds.

Site Department Carry-Over Funds - This commitment is funds for site-controlled fees and/or donations.

Donations - This commitment is funds donated to the District.

Assigned Funds

Dawn Steigauf moved, Matt Dymoke seconded, that the School Board of Independent School District 271 approves assigned funds in the areas specified as follows:

Assigned Funds:

1. \$3,000.00 Q-Comp Collaborative
2. \$120,000.00 Property Insurance

Motion carried unanimously.

Assigned Funds:

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

Property Insurance - Set aside funds to help with increased costs.

Operating Transfers
Community Services &
Internal Services
Funds

Nelly Korman moved, Matt Dymoke seconded, that the School Board of Independent School District 271 approves the operating transfers of \$378,092 from the General Fund to certain programs in the Community Service Fund and the transfer of \$1,963 from General Fund to Food Services for fiscal year 2021-2022. 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. The transfer to Food Services was to provide revenue to offset negative student meal accounts.

Audit Report
2021-2022

Mia Olson moved, Dawn Steigauf seconded, that the School Board of Independent School District 271 accepts the Auditor's Reports from BerganKDV, Ltd., which includes Audited Financial Statements and accompanying Communication Letters for the Fiscal Year Ended June 30, 2022. Motion carried unanimously.

BerganKDV, Ltd. has completed a general financial audit for 2021-2022 conforming to State and Federal guidelines. Matt Mayer, BerganKDV Audit Partner, presented highlights of the independent audit report indicating an unmodified 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. There were no findings for the Minnesota Legal Compliance Audit. There were no findings for Internal Control. A single audit was completed—four major programs. There were no compliance findings, no significant deficiencies or material weaknesses.

Mr. Mayer reviewed, in detail, General Fund budget and actuals, resident student ADMS, average daily membership and pupil units, sources of revenue and expenditures stating approximately 69% of the General Fund budget is expended for classroom instruction, 4% for district and school administration, 3% for district support services, 9% for pupil support services, 7% for instructional support services and 8% 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.

2022-2023 Mid-Year
Budget Adjustments

Mia Olson moved, Nelly Korman seconded, that the School Board of Independent School District 271 approves adjusting the 2022-23 budget for all funds by increasing revenues by \$1,836,419 and increasing expenditures by \$2,873,423. 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 Final 2022/
Payable 2023

Matt Dymoke moved, Nelly Korman seconded, that the School Board Independent School District 271 approves the proposed final property tax levy for the 2022 payable 2023 levy of \$67,151,511. 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.

Rod Zivkovich, Executive Director of Finance and Support Services, reviewed the levy process and timeline. He then provided an overview of the 2022-2023 adopted budget including revenues by source and expenditures by program for all funds.

PROPOSED 2022 PAYABLE 2023 LEVIES

Referendum	\$24,707,450
Referendum Other	8,766,753
Community Services	1,445,469
Debt Services	11,691,113
Other	<u>20,540,727</u>
Proposed Certified Levy	<u>\$67,151,511</u>

Chair Tom Bennett opened the floor for public comment regarding the proposed property tax levy. No one from the public appeared to address the School Board. Chair Tom Bennett declared public comment closed.

Chair Tom Bennett called for the vote on the resolution. Motion carried unanimously.

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 2022.
- Mailing by the county auditor of Truth-in-Taxation statements in November 2022.
- Presentation of Fiscal 2022-23 Budget and Proposed 2022 Payable 2023 Levy.

Vendors & Rates
District Group
Insurance 2022-2023
Update

Heather Starks moved, Dawn Steigauf seconded that the School Board of Independent School District 271 approves the updated vendor and rate for District group insurance for the 12-month period from July 1, 2022 to June 30, 2023, per the attached (on file) memo.

1. Hartford – Life Insurance

Motion carried unanimously.

The District has not changed the amount of dependents life coverage for many years. It is currently at \$2,000 per dependent. Due to rising costs of funerals and death related expenses, we are proposing to move that amount to \$15,000 per dependent. The change would cost the District roughly \$360.00 to do so. The change would occur January 1, 2023.

Chair called for a three-minute recess.

School Calendar
2023-2024

Heather Starks moved, Matt Dymoke seconded, that the School Board of Independent School District 271 approves the calendar for the 2023-2024 School year. Motion carried unanimously.

The calendar for the 2023-2024 school year was developed through the District Calendar Committee. The committee consists of representatives from the bargaining units, as well as, parents, administration and the Office of Educational Equity. The calendar reflects both a start date before Labor Day and the elementary assessment days, held at the start of the school year. The elementary teachers will have a full day of professional development on April 26, 2024 in exchange for the early assessment day held during back-to-school week. The Administration recommends approval of the calendar.

VIII. BOARD MEMBER
REPORTS

Mia Olson, Beth Beebe and Dawn Steigauf highlighted school visits that included a Computer Science event at Indian Mounds. Dawn Steigauf reported on meetings of the PTSA Council and the Bloomington Public Schools Advocacy Council meeting noting that three new members were added to the council as approved in Part A of tonight's meeting. Heather Starks, Mia Olson, Beth Beebe, and Nelly Korman participated in the MSBA Delegate Assembly. Nelly Korman shared that the Board Legislative Committee will meet on Wednesday. Tom Bennett highlighted the Board's four staff development sessions; the next session is December 19. Committees/councils and role of a School Board member is one of the topics.

IX. OTHER

Heather Starks proposed having the Board's organizational meeting after the organizational study session that begins at 6 pm on January 3. After discussion of the proposal, Heather Starks moved, Dawn Steigauf seconded, to establish the organizational meeting of the School Board on January 3 at 7 pm or upon the conclusion of the organizational study session. Motion carried unanimously.

X. ADJOURNMENT

There being no further business to come before the School Board, Chair Tom Bennett adjourned the meeting at 9:16 p.m.

Nelly Korman, Clerk