

**INDEPENDENT SCHOOL  
DISTRICT #624**



**SCHOOL BOARD  
WORK SESSION  
PACKET**

February 28, 2022

# MISSION STATEMENT

**The mission of the White Bear Lake Area School District, the community at the forefront of educational excellence, honoring our legacy and courageously building the future, is to ensure each student realizes their unique talents and abilities, and makes meaningful contributions with local and global impact through a vital system distinguished by:**

- *Students who design and create their own future*
- *A culture that respects diverse people and ideas*
- *Safe, nurturing and inspiring environments*
- *Exceptional staff and families committed to student success*
- *Abundant and engaged community partners*

**INDEPENDENT SCHOOL DISTRICT NO. 624  
WHITE BEAR LAKE, MN 55110**

To: Members of the School Board

From: Dr. Wayne A. Kazmierczak  
Superintendent of Schools

Date: February 23, 2022

A work session of the White Bear Lake Area School Board will be held on **Monday, February 28, 2022**, at 5:30 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN. While this meeting is open to the public it does not allow for public comment.

**WORK SESSION AGENDA**

**A. PROCEDURAL ITEMS**

1. Call to Order
2. Roll Call

**B. DISCUSSION ITEMS**

- |  |         |
|--|---------|
| 1. ALC Phase 2 Design Update                     | 5:30 pm |
| 2. Instructional Coaching Model Update           | 5:50 pm |
| 3. FY 2022-23 Preliminary Budget Planning Update | 6:20 pm |

**D. ADJOURNMENT**

**Times listed for each discussion item are estimated start times.**

## **B. DISCUSSION ITEMS**



AGENDA ITEM: **ALC Phase 2 Design Update**

MEETING DATE: **February 28, 2022**

SUGGESTED DISPOSITION: **Discussion Items**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for  
Finance and Operations;  
Gretchen Harriman, Principal, Area Learning  
Center**

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**BACKGROUND:**

The Area Learning Center facilities improvements funded by the 2019 Building Our Future Bond Referendum were split into two phases. Phase one included security enhancements and improved the main office, and Phase 2 will create a flexible learning space.

Tim Wald, Assistant Superintendent for Finance and Operations, ALC Principal Gretchen Harriman, and a representative from Wold Architects and Engineers, will provide an update on the ALC Phase 2 Design.



# WHITE BEAR LAKE AREA SCHOOLS



## SCHOOL BOARD UPDATE

School Board Meeting

February 28, 2022



White Bear Lake  
Area Schools



White Bear Lake  
Area Schools

## SCHOOL BOARD UPDATE PRESENTATION AGENDA

- ALC Design Update
- Construction Updates
- Questions / Discussion



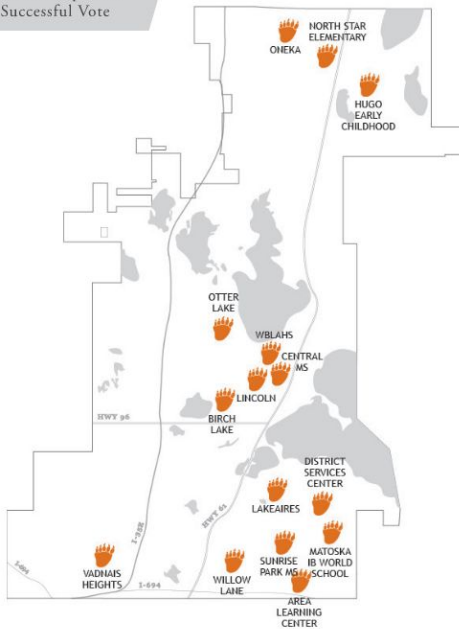
# Overview of Referendum Projects Scope

## Referendum Projects Scope



### WHITE BEAR LAKE AREA SCHOOLS

District Map After  
Successful Vote



#### BIRCH LAKE ELEMENTARY

- Add extended day office, conference room, one new classroom
- Updated classrooms and media center, safety/security upgrades

#### LAKEAIRES ELEMENTARY

- Add orchestra room and freezer
- Updated classrooms and media center, safety/security upgrades

#### LINCOLN ELEMENTARY

- Add full size gymnasium, conference room, extended day office and cooler
- Updated classrooms and media center, safety/security upgrades

#### MATOSKA ELEMENTARY

- Add freezer, specialist room, extended day office, EL room
- Updated classrooms and media center, safety/security upgrades

#### ONEKA ELEMENTARY

- Add 5 classrooms for capacity of 720 students
- Updated classrooms and media center, safety/security upgrades

#### OTTER LAKE ELEMENTARY

- Add 5 classrooms for capacity of 720 students
- Updated classrooms and media center, safety/security upgrades

#### VADNAIS HEIGHTS ELEMENTARY

- Add freezer, extended day office, orchestra room
- Updated classrooms and media center, safety/security upgrades

#### WILLOW LANE ELEMENTARY

- Add orchestra room and freezer
- Updated classrooms and media center, safety/security upgrades

#### NORTH STAR ELEMENTARY

- New elementary school for 720 students (new site)

#### CENTRAL MIDDLE SCHOOL

- Renovate District Office to create additional classroom space
- Updated classrooms and media center, safety/security upgrades

#### SUNRISE PARK MIDDLE SCHOOL (FORMER SOUTH CAMPUS)

- Addition/renovation to become a grades 6-8 MS, including additional gymnasium
- Updated classrooms and media center, safety/security upgrades

#### WYLAHS NORTH CAMPUS

- Addition / renovation to become single site grades 9-12 HS
- Updated classrooms and media center, safety/security upgrades

#### AREA LEARNING CENTER

- Kitchen improvements and renovations to create secure vestibule
- Updated classrooms and media center, safety/security upgrades

#### HUGO EARLY CHILDHOOD CENTER

- Convert for use as North Early Childhood Center

#### DISTRICT SERVICES CENTER (FORMER SUNRISE PARK)

- Renovation to convert for use as South Early Childhood Center, District Office, Senior Center, and Transition Education Center

#### TRANSPORTATION / MAINTENANCE FACILITY

- New transportation / maintenance facility (Location TBD)

- District-wide additions and renovations to accommodate projected enrollment growth
- Safety and security improvements
- Deferred maintenance projects
- Classroom and building updates to create flexible learning spaces



### Referendum Projects Completed:

- ALC Security Renovation
- Lincoln Elementary School
- Matoska Elementary School
- Vadnais Heights Elementary School
- Willow Lane Elementary School
- New Transportation / Maintenance Facility
- South Campus Phase I Addition (Gym)

### Referendum Projects Bid / in Construction:

- New Elementary School
- White Bear Lake Area High School
- South Campus Phase II Addition (Classrooms / Office)
- Phase I - New Classroom Flexible Furniture

## REFERENDUM PROJECTS UPDATE STATUS OF REFERENDUM PROJECTS

### Referendum Projects Bid / in Construction (Cont.):

- Birch Lake Elementary School
- Lakeaires Elementary School
- Otter Lake Elementary School

### Referendum Projects in Design:

- ALC Phase 2
- Oneka Elementary School
- Phase II - New Classroom Furniture

### Referendum Projects Remaining:

- Central Middle School
- Sunrise Park (future District Services Center / TEC / Early Childhood)
- Hugo Elementary (Future Early Childhood site)



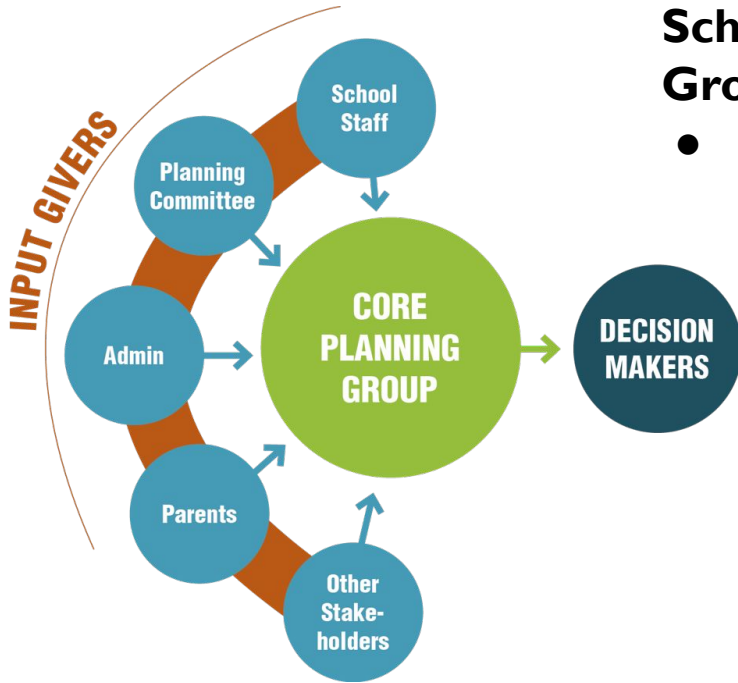
## REFERENDUM PROJECTS UPDATE STATUS OF REFERENDUM PROJECTS

South Campus Phase I (Gym)	100%
Transportation	100%
Lincoln Elementary	100%
Matoska Elementary	100%
Vadnais Heights Elementary	100%
Willow Lane Elementary	100%
North Star Elementary	62%
ALC	50%

South Campus Phase 2	30%
WBLAHS	17%
Birch Lake Elementary	12%
Lakeaires Elementary	5%
Otter Lake Elementary	3%
Central Middle School	0%
Sunrise Park	0%

\*Based on percentage billed by contractors

# Design Process - Core Planning Group



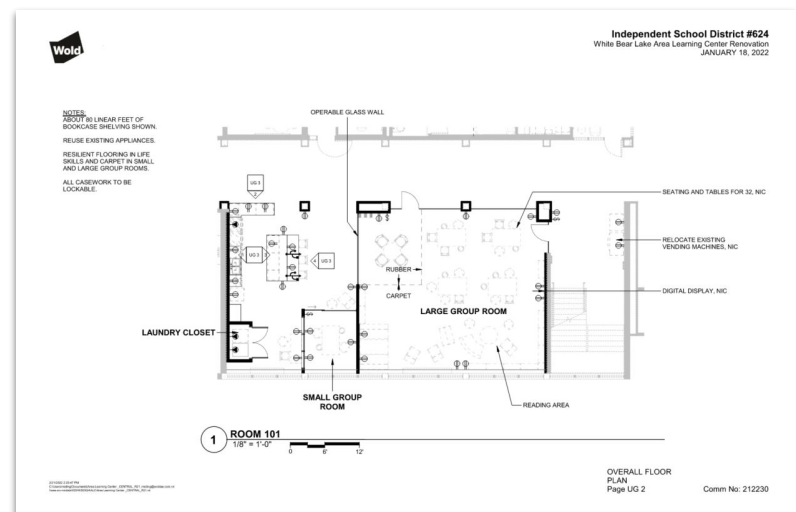
## Schematic Design: Core Planning Groups

- Develop Core Planning Group for each individual building
  - Tours (Common Language)
  - Consensus on Criteria and Guiding Principles
  - Building a Common Diagram
  - Renderings / Visuals
  - Final Schematic Design

# Design Process - User Groups

## Design Development: User Group Process

- Involve Building Staff & Users in Details
- Every room impacted
- Builds ownership in the project
- No limit to number of meetings
- Detailed information for coordination



# Design Update:

## ALC Phase II



### ALC Phase II Renovation PROJECT SCOPE & SCHEDULE

#### Project Scope:

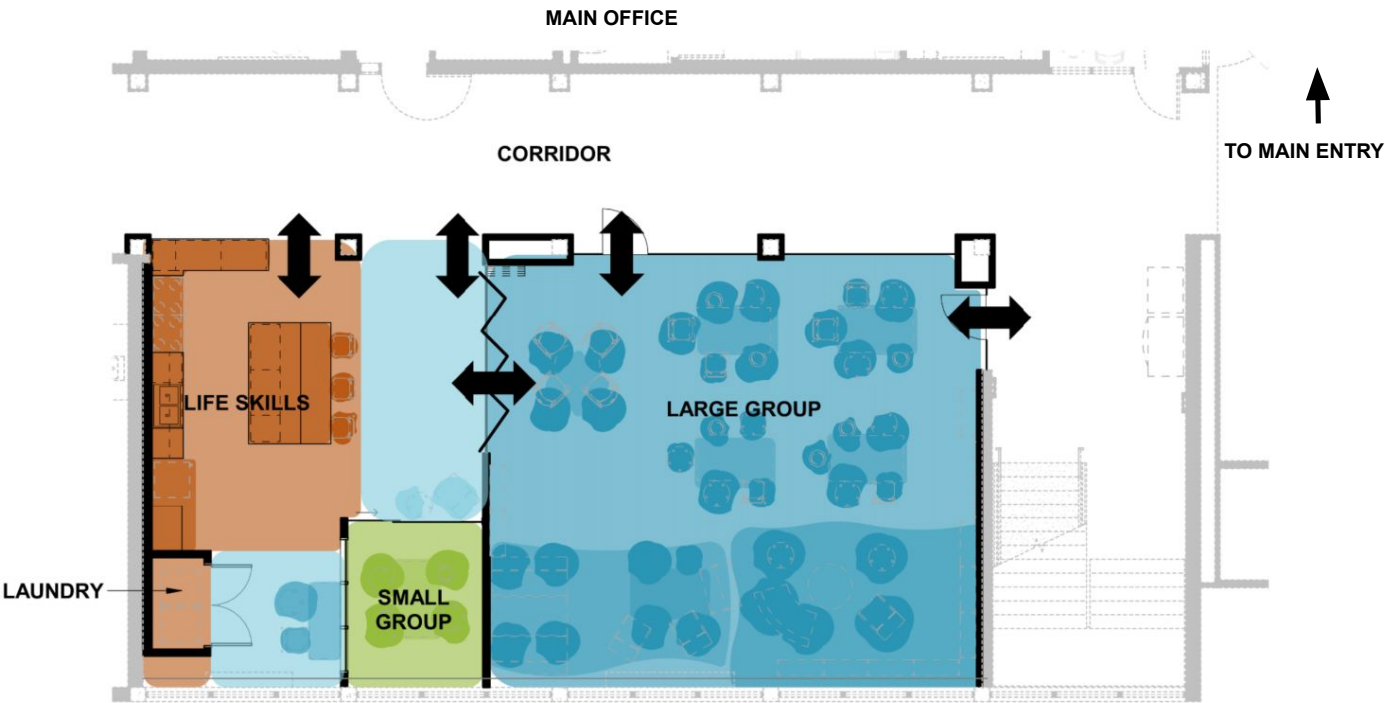
- Learning Commons Renovation
- New Learning Commons Furniture and classroom furniture
- \$844,000 total project cost

#### Schedule:

- Schematic Design (Core Planning Group): December 2021
- Design Development (User Groups): January 2022
- Construction Documents: February 2022
- Bidding / Construction starts: Spring 2022
- Opens Fall 2023



ALC Phase II Renovation  
FLOOR PLAN



ALC Phase II Renovation  
RENDERINGS









View of Life Skills area



Life Skills area

# What's Under Construction?



## NORTH STAR ELEMENTARY SCHOOL PROJECT SCOPE & SCHEDULE

### Project Scope:

- New elementary to create a comprehensive K-5 school in Hugo, MN
- New furniture
- 101,000 square foot building
- Approximately \$43 million total project cost including building and on and off site improvements

### Schedule:

- Schematic Design (Core Planning Group): January 2020 - May 2020
- Design (User Groups): May 2020 - September 2020
- Construction Documents: September 2020 - November 2020
- Bid Opening: December 2020
- Bidding / Construction Starts: Spring 2021
- Open Fall 2022





NORTH STAR ELEMENTARY SCHOOL

CONSTRUCTION STATUS



NORTH STAR ELEMENTARY SCHOOL

CONSTRUCTION STATUS







White Bear Lake  
Area Schools

## SOUTH CAMPUS OFFICE & CLASSROOMS ADDITION PROJECT SCOPE & SCHEDULE

### Project Scope:

- Additions and renovations to create a grades 6-8 middle school, including classroom addition
- Addition of main office to create secure entry
- Renovation of media center
- New classrooms and media center furniture (future project)

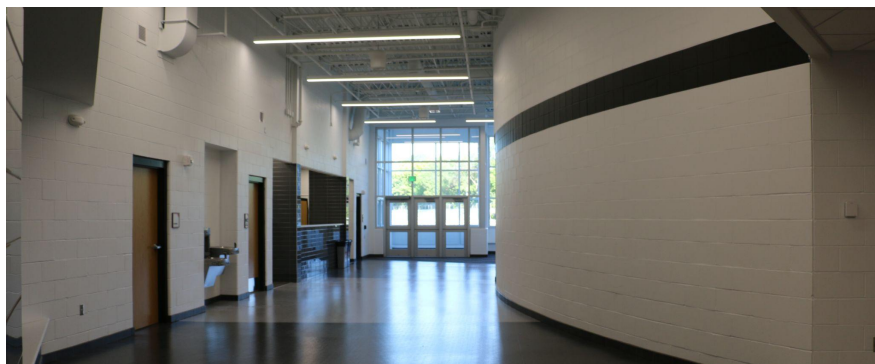
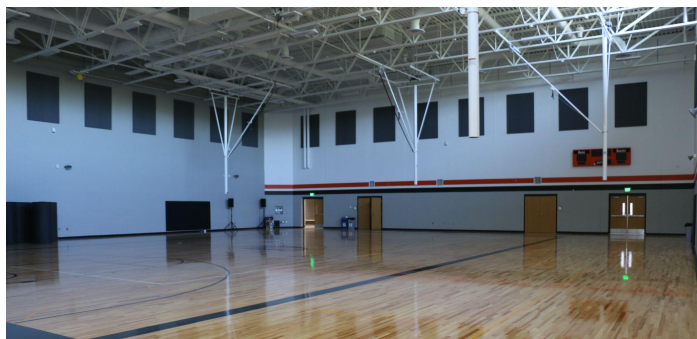
### Schedule:

- Schematic Design (Core Planning Group): October 2020 - December 2020
- Design Development (User Groups): January 2021 - March 2021
- Bidding / Construction Starts: late Spring 2021
- Opens in August 2022



White Bear Lake  
Area Schools

## SOUTH CAMPUS OFFICE & CLASSROOMS ADDITION CONSTRUCTION STATUS





## HIGH SCHOOL PROJECT SCOPE & SCHEDULE

### Project Scope:

- Additions and renovations to create a comprehensive 9-12 high school
- New furniture
- Upgrades and expansion to kitchen and cafeteria
- 375,000 square foot addition
- Approximately \$179M total project cost including building, and on and off site improvements plus \$25M LTfM

### Schedule:

- Schematic Design (Core Planning Group): late January 2020 - May 2020
- Design Development (User Groups): June 2020 - February 2021
- Bidding / Construction Starts: Spring 2021
- Opens in phases over the next 4 years



## HIGH SCHOOL CONSTRUCTION STATUS





HIGH SCHOOL

CONSTRUCTION STATUS



HIGH SCHOOL

CONSTRUCTION STATUS



### Next Steps:

- Birch Lake, Otter Lake, Lakeaires construction is underway
- Phase I Elementary Projects, South Campus Gym, and Transportation Facility substantially completed
- North Star Elementary will be completed for Fall 2022
- South Campus will be completed Fall 2022 (all phases)
- The unified High School:
  - Stadium will be completed for Fall 2022
  - Phase I construction (classroom towers and fieldhouse) will be completed January 2023



## WHITE BEAR LAKE AREA SCHOOLS



## SCHOOL BOARD UPDATE

# THANK YOU!

AGENDA ITEM: **Instructional Coaching Model Update**

MEETING DATE: **February 28, 2022**

SUGGESTED DISPOSITION: **Discussion Items**

CONTACT PERSON(S): **Dr. Alison Gillespie, Assistant Superintendent  
for Teaching and Learning;**  
**Jen Babiash, Director of Curriculum and  
Instruction**

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**BACKGROUND:**

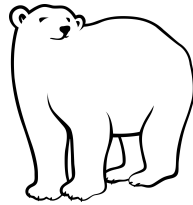
Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning, and Jen Babiash, Director of Curriculum and Instruction will provide an overview of the Instructional Coaching Model.



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# Instructional Coaching Update



February 28th, 2022  
White Bear Lake Area Schools

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## Instructional Coaching Model

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**Who?** The role of the instructional coach is to provide instructional support and leadership in the building and district to improve student achievement outcomes.

**What? Student-Centered Coaching (SCC)** is an evidence-based instructional coaching model that shifts the focus from ‘fixing’ teachers to collaborating with them to design instruction that targets student outcomes. Taking a data-driven approach increases the learning and efficacy of teachers, coaches, and most importantly our students. (Diane Sweeney)

**How?** There are four options for student-centered coaching: Coaching Cycles, Mini-Cycles, Co-planning Units, and Co-planning Lessons.

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## What are the core practices?

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# 7 Core Practices

### for Student-Centered Coaching



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## How is Student-Centered Coaching impacting student and teacher learning?

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Deb Thibault, Oneka Elementary



Odelis Anderson, Central Middle



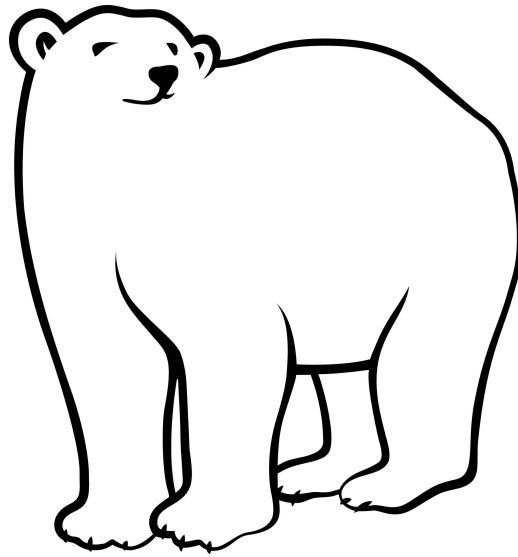
Kim Rausch, Otter Lake Elementary

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What questions might you have?

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AGENDA ITEM: **FY 2022-23 Preliminary Budget Planning Update**

MEETING DATE: **February 28, 2022**

SUGGESTED DISPOSITION: **Discussion Items**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance and Operations;**  
**Andi Johnson, Director of Finance**

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**BACKGROUND:**

At the February 14, 2022 School Board meeting, the Board approved the revised FY 2021-22 budget and previewed the preliminary FY 2022-23 budget, which will require budget adjustments. An overview of the guiding principles and the budget adjustment process will be presented for discussion.

# FY22-23 Budget Adjustments Overview

February 28, 2022  
School Board Meeting

WHITE BEAR LAKE AREA SCHOOLS

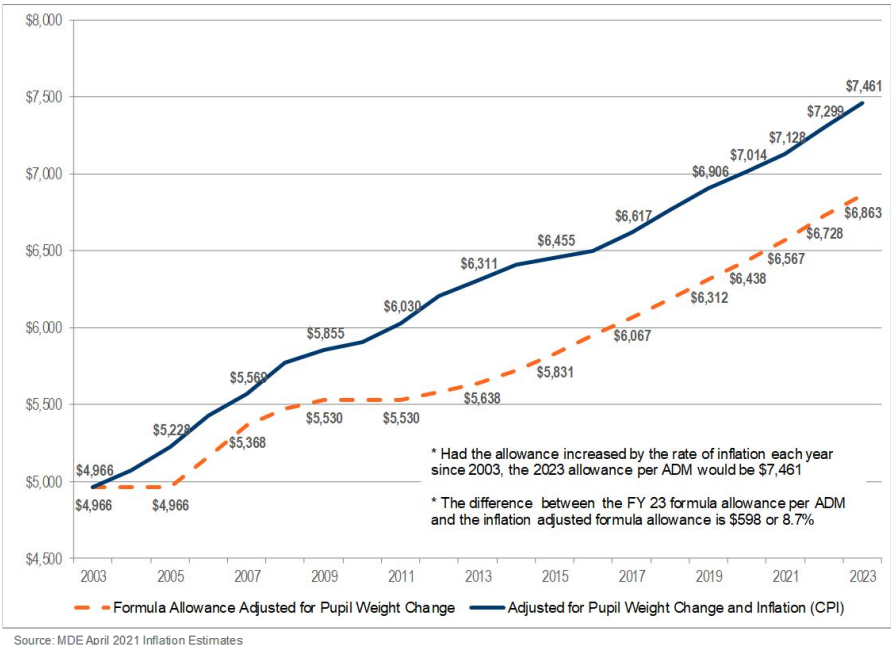


## Why now?

- Enrollment for the 2021-2022 school year is 281 students below the budgeted enrollment projection and isn't projected to recover as quickly as originally forecasted.
- Underfunded mandates--State and federal revenues are not adequate to meet mandated programming.
- The state has not historically funded education at a pace to cover modest cost of living increases.

# General Education Formula Allowance, 2003-2023

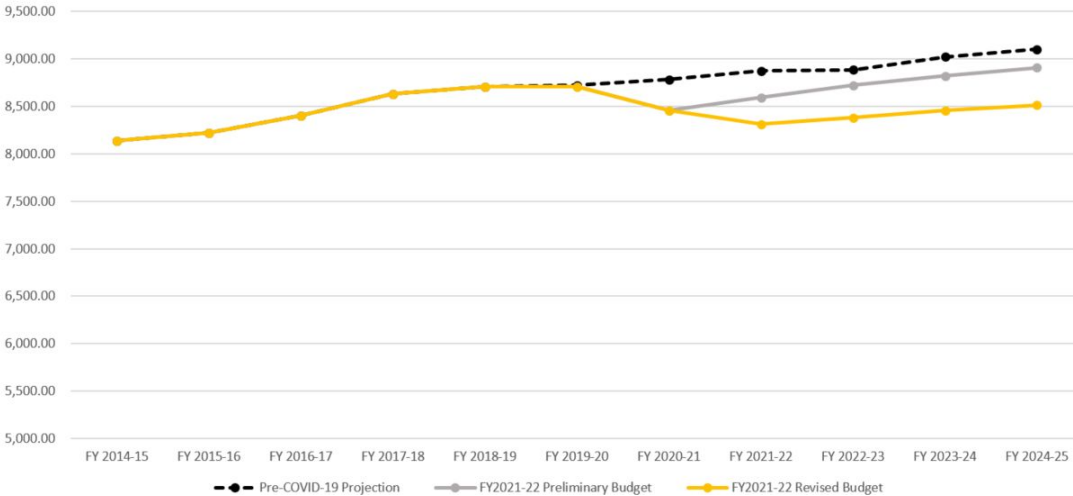
General Education Formula Allowance, 2003-2023  
Adjusted for Pupil Weight Change and Inflation (CPI)



# Enrollment Projection

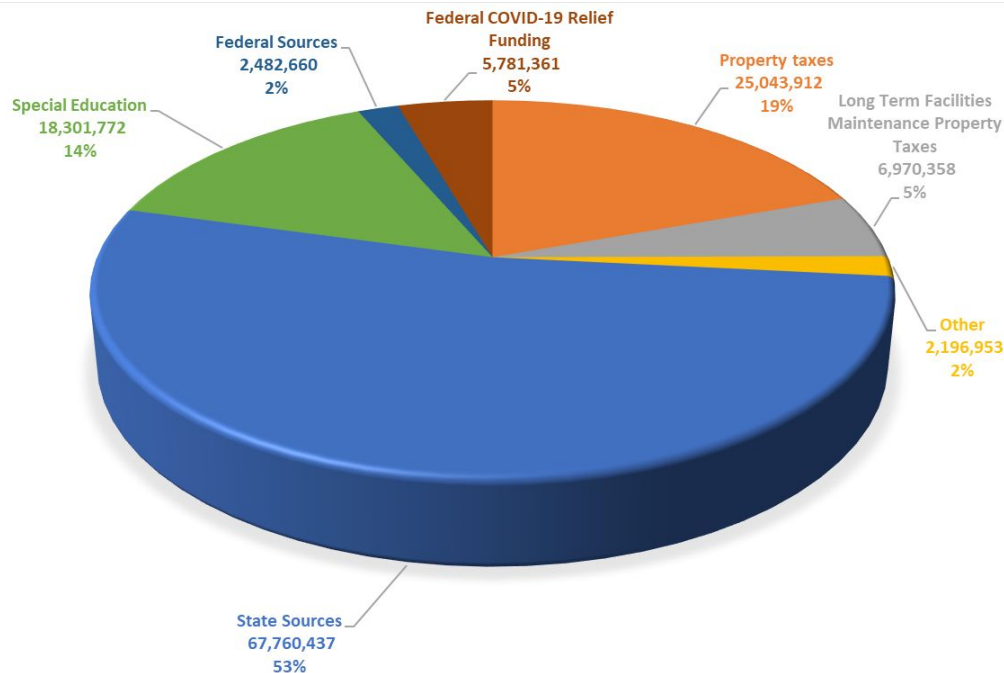
	Actual FY 2014-15	Actual FY 2015-16	Actual FY 2016-17	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Actual FY 2020-21	Projected FY 2021-22	Projected FY 2022-23	Projected FY 2023-24	Projected FY 2024-25
Pre-COVID-19 Projection	8,136.55	8,219.50	8,405.27	8,633.04	8,707.45	8,720.70	8,781.60	8,873.80	8,887.30	9,023.90	9,104.00
Change in projection						(13.87)	(324.60)	(278.54)	(163.82)	(201.02)	(196.31)
FY2021-22 Preliminary Budget	8,136.55	8,219.50	8,405.27	8,633.04	8,707.45	8,706.83	8,457.00	8,595.26	8,723.48	8,822.88	8,907.69
Change in projection							(1.10)	(281.26)	(341.48)	(365.88)	(393.69)
FY2021-22 Revised Budget	8,136.55	8,219.50	8,405.27	8,633.04	8,707.45	8,706.83	8,455.90	8,314.00	8,382.00	8,457.00	8,514.00
Total decrease from Pre-COVID-19 Projection							(325.70)	(559.80)	(505.30)	(566.90)	(590.00)

Enrollment History & Projection



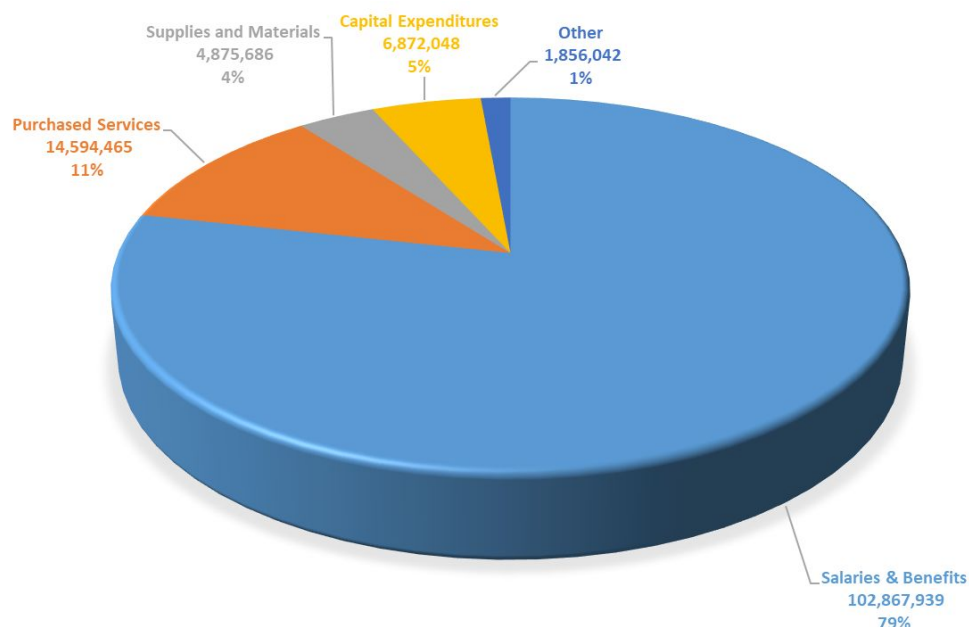
# Where do our funds come from?

**General Fund Revenue by Source**  
FY2021-2022 Revised Budget: \$128,537,453



# How are our funds spent?

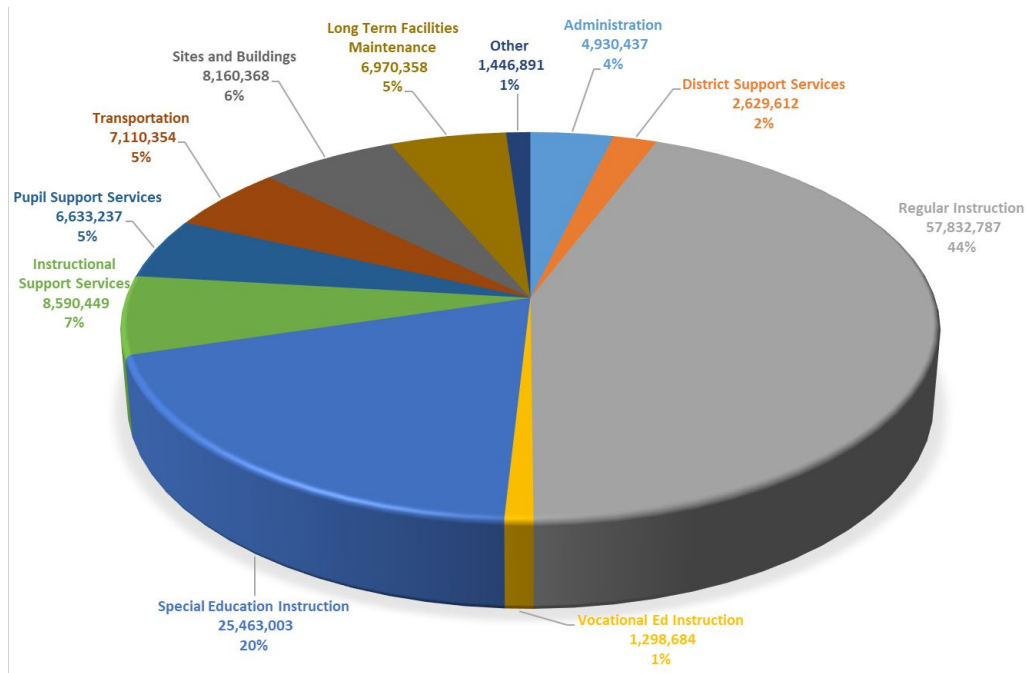
**General Fund Expenditures by Object**  
FY2021-2022 Revised Budget: \$131,066,180





# How are our funds spent?

**General Fund Expenditures by Program  
FY2021-2022 Revised Budget: \$131,066,180**



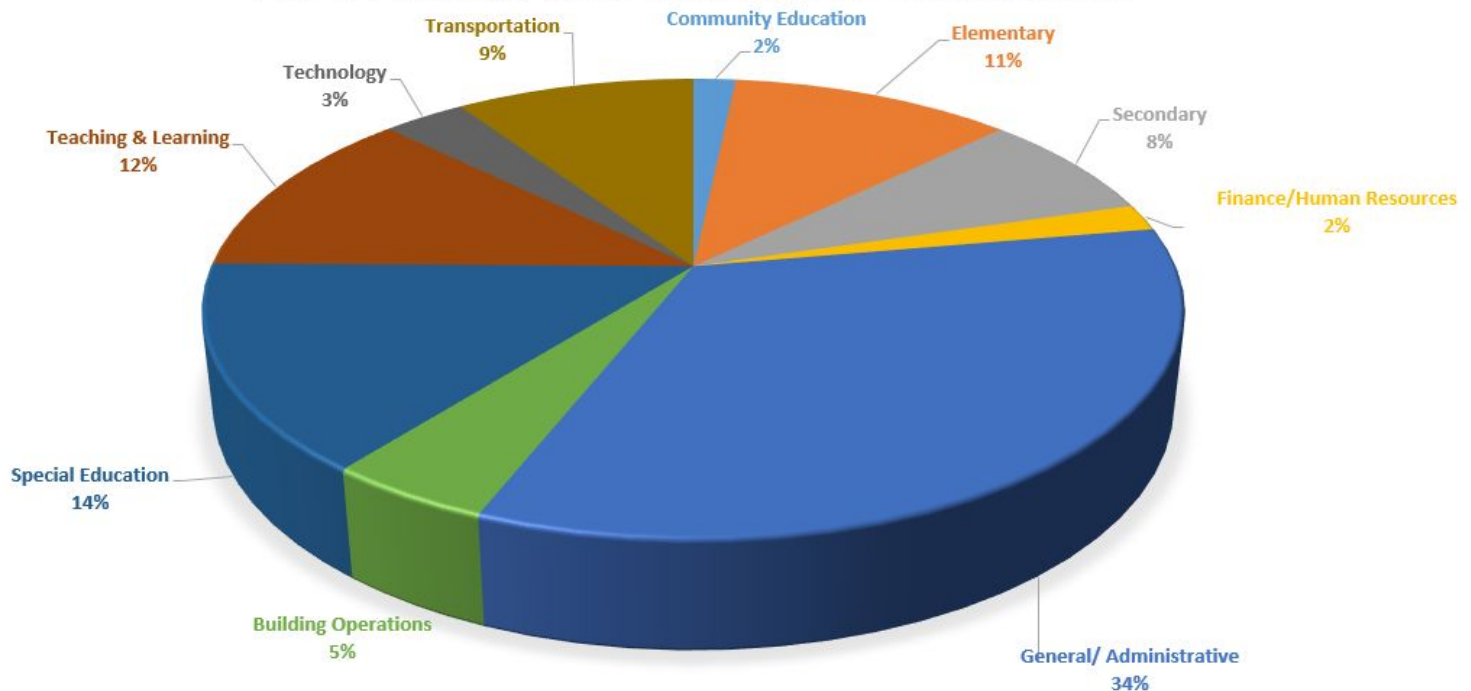
## Budget Projection Summary

General Fund	Preliminary 2021-22	Revised 2021-22	Projected 2022-23	Projected 2023-24
Revenues	\$ 125,532,670	\$ 128,537,453	\$ 126,709,430	\$ 127,918,301
<b>Budget Reductions</b>			<b>(3,800,000)</b>	<b>(1,400,000)</b>
Total Expenditures after Budget Reductions	\$ 124,847,591	\$ 131,066,180	\$ 127,331,054	\$ 127,871,830
<b>Net change in fund balances</b>	<b>685,079</b>	<b>(2,528,727)</b>	<b>(621,624)</b>	<b>46,470</b>
Fund balances				
Beginning of year	16,803,609	16,803,609	14,274,882	13,653,258
Ending Fund Balance (Assigned, Restricted and Unassigned)	17,488,688	14,274,882	13,653,258	13,699,728
Ending Fund Balance (Assigned for Student Activities)	358,880	358,880	358,880	358,880
Ending Fund Balance (Restricted for Operating Capital)	2,796,342	2,796,342	2,796,342	2,796,342
Ending Fund Balance (Restricted for Capital Projects)	279,262	243,739	243,739	243,739
Ending Fund Balance (Restricted for LTFM)	4,892,642	-	-	-
Ending Fund Balance (Restricted for Achievement & Integration)	-	611	611	611
Ending Fund Balance (Nonspendable)	62,849	62,849	62,849	62,849
Ending Fund Balance (Unassigned)	\$ 9,098,713	\$ 10,812,461	\$ 10,190,837	\$ 10,237,307
<b>Ending Fund Balance (Unassigned as % of expenditures)</b>	<b>7.3%</b>	<b>8.2%</b>	<b>8.0%</b>	<b>8.0%</b>
<b>Fund Balance Policy 714 Minimum</b>	<b>8.0%</b>	<b>8.0%</b>	<b>8.0%</b>	<b>8.0%</b>



# Budget Reduction History

FY19-20, FY20-21, FY21-22 COMBINED BUDGET REDUCTIONS



# Budget Adjustment Guiding Principles

- Our highest priority will be to minimize the impact on the classroom.
- We will remain committed to our Equity Commitment.
- Adjustments will be sustainable for multiple years.
- Attrition (retirements, resignations, etc.) will factor into staffing reductions.
- Staff across the District are encouraged to share ideas of how to decrease spending and increase revenue.
- Adjustments for FY22-23 are projected to equal \$3.8 million.



# Communication Timeline

- January work session - present FY2021-22 revised budget
- January/February - budget presentations to staff meetings
- January/February - prepare proposed budget adjustments
- February regular board meeting - approve FY2021-22 revised budget
- February work session - present budget adjustments overview
- March regular board meeting - present proposed budget adjustments
- March work session - approve budget adjustments
- May work session - present FY2022-23 preliminary budget
- June regular board meeting - approve FY2022-23 preliminary budget