

MINNETONKA INDEPENDENT SCHOOL DISTRICT #276
District Service Center
5621 County Road 101
Minnetonka, Minnesota

Minutes of June 15, 2023 Special School Board Meeting

The School Board of Minnetonka Independent School District #276 met in special session at 6:00 p.m. on Thursday, June 15, 2023 in the Community Room at the District Service Center, 5621 County Road 101, Minnetonka, Minnesota. Chairperson Lisa Wagner presided. Other Board members present were Katie Becker, Michael Remucal, Meghan Selinger, Chris Vitale and Superintendent David Law, ex officio. Absent: Mark Ambrosen and Patrick Lee-O'Halloran.

Chairperson Wagner called the special meeting to order and asked that everyone stand and recite the Pledge of Allegiance to the Flag.

1. **AGENDA**

Becker moved, Vitale seconded, that the School Board approve the agenda as presented. Upon vote being taken thereon, the motion carried unanimously.

2. **APPROVAL OF PROFESSIONAL LEARNING PLAN**

Associate Superintendent Amy LaDue led the discussion. She explained that three proposals to modify the 2023-2024 school calendar were provided for consideration at the April School Board study session and stakeholder feedback was gathered and shared at the May School Board study session. Each proposal addressed the high-priority need to best position teachers to successfully meet the needs of all students through the School Board goals and priorities, specifically related to the Multi-tiered System of Support (MTSS) framework and literacy. Ms. LaDue noted that the purpose for tonight's presentation was to provide a recommendation for a calendar change to support the pilot of this professional learning plan.

Highlights of the presentation included the following:

Current Reality – Professional Learning Opportunities

- 8 hours of staff development is provided through 2 late starts and 2 early releases
- Additional time – embedded into existing structures, fall workshop and staff meetings

Recommended Proposal:

Student Calendar Changes	Staff Calendar Changes
	Aug 22 or 28 for professional learning
October 23: no school K-5, practice elearning, and required elearning 6-12 <i>October 23 is the Monday after MEA.</i>	October 23: 7 hours of professional learning K-5; 6 hours of professional learning 6-12
November 22: no school K-12 <i>November 22 is the Wednesday before Thanksgiving.</i>	November 22: no school if teachers participated in an August professional learning day; teachers who did not participate in August will report to school for professional learning
January 2: no school K-12 <i>January 2 is the Tuesday after winter break.</i>	January 2: full day of professional learning
March 4: no school for K-5; elearning 6-12 <i>March 4 is the Monday after spring parent-teacher conferences.</i>	March 4: full day of professional learning K-5; 6 hours of professional learning 6-12

Key Features of this Recommendation

The key feature of this recommendation is to increase the number of teacher days that occur prior to the start of the school from three to four in exchange for the day before Thanksgiving. Teachers unable to participate in the August learning will be expected to participate in the learning on the Wednesday before Thanksgiving. Three additional days of professional learning are added to the calendar at times advantageous to families and staff. The proposal results in approximately one day of professional learning each quarter. Students at the elementary level would have a practice asynchronous learning day October 23rd rather than a formal required elearning day. Secondary students will have asynchronous learning for two of the days.

This option also includes these features:

- Elimination of late starts and early releases in the 2023-24 calendar
- A combination of no school for students and asynchronous e-learning
- A “practice” e-learning day is embedded in the event that the District needs to provide e-learning due to weather-related or other emergency building closures

- Professional learning is aligned to priority District goals, required, and largely directed
- Absent teachers expected to make-up the missed learning

All professional learning sessions will be designed to encompass best practice for adult learning by including a combination of direct instruction, active engagement, reflection, time to plan for application, collaboration with PLC colleagues, and time to share across teams.

The Minnetonka Teachers Association (MTA) has indicated that teachers are supportive of the proposal to add additional professional learning time embedded into the calendar. As the calendar, related to the number of student days, is a part of the teacher bargaining unit agreement, the District is working collaboratively with the MTA to finalize the implementation details for the pilot calendar change.

Vitale moved, Becker seconded, that the Board approve the pilot calendar change for the 2023-24 school year to support professional learning for teachers. In the discussion that followed, Ms. LaDue clarified that the state does require that districts provide an in-school option on e-learning days, and this requirement will be followed. Board member Becker said she was excited to see how the pilot fares and she thanked all those who provided feedback on the various options.

Upon vote being taken thereon, the motion carried unanimously.

3. **APPROVAL OF FY24 BUDGET**

Executive Director of Finance and Operations Paul Bourgeois led the discussion. He noted that the District is required by statute to adopt a budget for each fiscal year prior to July 1 of that fiscal year. District administration has been working with staff on the development of the Fiscal Year 2024 (FY24) Budget. Attached for School Board review are the summary pages for FY24 budgets for the various funds of the District.

The General Operating Fund that includes Transportation and Activities is projected to operate at a surplus of \$2,065,125 of revenues to ongoing expenditures for FY 2024. This surplus is driven primarily by a larger-than normal \$2,957,147 inflation increase in Operating Referendum Revenue, \$2,184,946 in a one-time makeup levy for Operating Referendum Revenue from FY23 due to a higher actual inflation increase for Operating Referendum Revenue than the original estimated levy for FY23, and \$1,500,000 in Investment Revenue from investing District cash because interest rates have risen over 5.0% in the last 12 months. The total increase for Operating Referendum Revenue is approximately 8.5 times the historical annual increase for Operating Referendum Revenue, and the total increase for Investment Revenue is approximately 2.5 times the historical annual Investment Revenue.

The Minnesota Legislature increased the Basic Revenue Formula by 4% or \$275 per Adjusted Pupil Unit for FY24. This is an increase from the 2.0% increase received for

FY23. It is the first 4.0% increase in the Basic Revenue Formula since the State of Minnesota gave increases of 4.0% in FY06 and 4.0% in FY07. The Basic Revenue Formula is the largest single revenue component for the General Operating Fund, accounting for 54% of all revenues. With inflation in the Minneapolis-St. Paul-Bloomington Metropolitan Area running at 5.8% in Calendar 2021 and 8.0% in Calendar 2022, every additional percentage increase in the Basic Revenue Formula is much needed.

The Minnesota Legislature provided additional funding through a change in the Special Education Cross Subsidy Revenue formula, increasing it from 6.43% of the Special Education Cross Subsidy Amount to 44% of the Cross Subsidy. This one-time boost in the percentage of Special Education costs covered by State revenues reduces the need to spend local revenues to pay for the shortfall of State revenues to pay for Special Education.

Targeted enrollment for October 2023 is projected at 11,200 K-12 students, inclusive of 11,100 in-person students and 100 e-learning students. The Minnetonka School Board set an enrollment cap of 11,100 in-person K-12 students on October 3, 2019 in FY20. The 11,100 K-12 in-person cap remains in place. FY24 is the fifth year of small-to-no in-person student growth.

Total FY24 Revenues in the General Operating Fund are estimated at \$161,022,727, which is an increase of \$11,029,331 over FY23 Revenues of \$149,993,396. Total FY24 Expenditures in the General Operating fund are estimated at \$158,957,602, which is an increase of \$9,338,515 over FY23 Expenditures of \$149,619,087.

The General Operating Fund Unassigned Balance at the end of FY24 is projected to be \$25,056,801. This amounts to 15.8% of budgeted expenditures and is above the School Board Policy 703 minimum-allowed Unassigned Balance of 6.0% of budgeted expenditures.

The combination of tightly monitored expense controls plus the additional revenue provided from enrollment growth in past years has allowed the District to continue to maintain very stable finances while maintaining and selectively expanding opportunities for students. Additional Operating Referendum Revenue, which is in place through the 2024 Pay 2025 levy to fund Fiscal Year 2026, gives the District a stable base of revenue from which to maintain the high quality programs that are being delivered to students. At this time, the District does not have the Statutory Authority to ask voters of the District for an additional amount of funding per pupil from the Operating Referendum, as the District is at the State-mandated Operating Referendum cap of \$2,110.97 per student. It will require action by the Legislature to increase the State-mandated Operating Referendum cap in order for the District to be able to run an election for additional Operating Referendum revenue per pupil.

Mr. Bourgeois then walked the Board through the District's various funds, explaining the revenues and expenses for each. At the conclusion of his presentation, Becker moved, Selinger seconded, that the Board approve the following motion:

BE IT RESOLVED, that the School Board of Minnetonka Independent School District 276 does hereby adopt the Fiscal Year 2024 Budget as presented in the Summary of Budgets – All Governmental Fund Types in accordance with Governmental Accounting Standards Board standards, including projected revenues and other sources of \$243,698,621 for all funds, projected expenditures and other uses of \$249,110,515 for all funds and a projected fund balance at the end of Fiscal Year 2024 of \$69,267,826 for all funds.

Upon vote being taken thereon, the motion carried unanimously.

4. **CONSENT AGENDA**

Vitale moved, Becker seconded, that the School Board approve the following recommendations included within the following Consent Agenda items:

- Minutes of June 1 regular meeting and closed sessions
- Study Session summary of May 25, 2023
- Personnel Changes
- Proposal to Place Teacher on Unrequested Leave of Absence
- Sale of Used iPads – Carry-In
- Designation of Identified Official with Authority (IOWA) for MDE
- MDE Format Long-Term Facilities Maintenance and Health and Safety Plan and Statement of Assurance

Upon vote being taken on the foregoing Consent Agenda items, the motion carried unanimously.

5. **ADJOURNMENT**

Becker moved, Selinger seconded, adjournment to study session at 6:35 p.m. Upon vote being taken thereon, the motion carried unanimously.



Katie Becker, Clerk