

**INDEPENDENT SCHOOL
DISTRICT #624**



**WORK STUDY
AGENDA**

May 20, 2013

To: Members of the School Board

From: Dr. Michael J. Lovett
Superintendent of Schools

Date: May 14, 2013

A work-study session of the White Bear Lake Area School Board will be held on **Monday, May 20, 2013** at 5:30 p.m. in Room 201 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

WORK-STUDY AGENDA

A. PROCEDURAL ITEMS

1. Call To Order
2. Roll Call

B. DISCUSSION ITEM

1. School Board and Superintendent Goals Updates

A. Goal 2: Finance:

5:30 p.m.

- 1) Facilities Studies Report
- 2) Capital Projects Levy
- 3) Budget and Finance Goal and Preparation for Budget

B. Updates

7:00 p.m.

- 1) Strategy IV: We will create a district-wide culture that Inspires innovation, a passion for learning, and confidence to pursue dreams.
- 2) Strategy VI: We will foster connections with and among students and staff members to ensure all feel valued, supported and understood; and we will establish an environment that cultivates understanding and respect for differences among people.
- 3) Goal 5: Operational Improvements
 - a) Recognition
Building on the work that has been done over the past two years, during the 2012-13 school year, establish a comprehensive recognition program and plan pertaining to students, staff, and community.

2. Negotiations Study Session

7:30 p.m.

C. ADJOURNMENT

8:00 p.m.

*This portion of the meeting may be closed to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota Statutes 179.A.01 to 179.A.25.

AGENDA ITEM: School Board/Superintendent Goals and Strategic Plan Priorities for 2012-13

MEETING DATE: May 20, 2013

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON: Dr. Michael Lovett, Superintendent

Background:

Each year the School Board reviews goals for the year both from the District's Strategic Plan and other operational goals identified by the administration and School Board. Beginning with 2011-12 the largest number of goals were drawn directly from the District's Strategic Plan, with the addition of goals on finance, communications and marketing, and a small number of operational goals.

For 2012-13, the strategic priorities were drawn from recommendations of the 30 member Strategic Planning Team and provided to the School Board this past spring. The School Board reviewed both the Strategic Plan priorities and other potential School Board/Superintendent goals at their retreat on July 9, 2012, and the list of goals included with this agenda are those emerging from that School Board retreat. The goals were on the August School Board meeting and work-study session and were approved at the September 10 School Board Meeting. Progress on these goals has been again updated for each subsequent work-study session.

Status updates are highlighted.

Goal 1: Strategic Planning Priorities for 2012-13

Strategy I: We will develop a comprehensive understanding of our students' needs and interests to ensure students are challenged and excelling academically.

- I.4. The District will build upon the International Baccalaureate (IB) offering already in place at Matoska by implementing the IB Middle Years Program.

The Board approved application for Middle Level IB in March, 2012.

Other Information on Strategy I

During the 2011-12 school year, the District gave priority to two sections under Strategy I as follows:

- I.1 All students will achieve grade level in reading, writing and math by grade 4 and maintain grade level proficiency throughout their tenure in White Bear Lake Schools; and*

The principals will be presenting school data at the January 28 School Board work-study session.

For the last several years, the administration has considered offering full day kindergarten at no cost to families, an important strategy to meet proficiency by grade four. At the work-study session of February 25 a proposal was presented to the School Board by the administration. On March 11, 2013, the School Board approved all day kindergarten at no cost to families starting in 2013-14.

I.2 All students will have an ongoing plan for post-secondary readiness that will be monitored from grades 6 through 12 and all students will have the academic skills to be successful in a post-secondary institution.

Both of these objectives were addressed initially in 2011-12, and now have been embedded into the work plans of the administration and staff. The District will be reporting on both of these during the course of the year. Thus, while the objectives have not been fully achieved, the strategies are in place to achieve them and metrics developed to regularly report to the School Board.

Status: Updates on Objective 1.1 were provided at the September School Board meeting and January work-study session; Objective 1.2 at the November School Board meeting and the March 18 work-study session; and Objective 1.4 at the September work-study; and October and April School Board meetings.

Strategy II: We will create and implement a plan for global experiences and relationships to further understand world connections.

II.6 Middle school level students will develop global understanding and competitiveness through expanded and developed International Baccalaureate programming.
(This objective is consistent with 1.4 and will be combined.)

Other Information on Strategy II

During the 2011-12 school year, two objectives were addressed as priorities,

II.1 All students will expand their global perspective through the study of world language and culture at the elementary schools; and

II.2 Secondary students will develop global understanding and competitiveness through expanded world language opportunities at the secondary level.

During 2012-13, these objectives continued to be developed and reported to the School Board. Phase 2 of the elementary world language program was developed and reported to the School Board.

Status: An update on Objective II.6 was provided at the September work-study session and October and April School Board meetings. Since the fall, our IB coordinator and a middle school principal have made presentations to parent groups at each middle school

and each of our eight elementary schools. New program materials, including a brochure, have been published and made available to parents and the community. At the April 8 School Board meeting the IB coordinator introduced a teacher and students to the Board; all discussed what was different this year with the implementation of IB.

Updates on Objective II.1 were provided at the August work-study session, with preliminary recommendations presented in November and Board action in December. A presentation on Phase III of the elementary world language program was made at the March 11 work-study session.

School Board approval of phase 2 of the elementary world language program was received in December, 2012.

Strategy III: We will ensure our facilities support our district's mission and objectives.

- III. 1. The District will ensure that inside and outside large group spaces are comparable to conference schools.

Status: A process is currently under development with a report scheduled to be delivered to the School Board later this school year.

The District, in partnership with its municipalities and various athletics associations has completed an analysis of space issues across the District. The results of this study were presented to the committee on April 24, 2013 and are scheduled to be presented to the school board on May 20, 2013.

- III. 2. At an additional three elementary schools, the District will provide a gym with a performing arts area separate from the cafeteria.

Status: Administration has submitted information for the Lakeaires and Willow Lane projects to the MDE for review and comment and is awaiting their response. Bids for the Matoska project were approved by the School Board in February, 2013, and construction has now commenced.

The second phase of the Lakeaires and Willow Lane Elementary Schools will need to take place beginning in the summer of 2014. A revised review and comment, removing the secure entrance pieces to these projects will be submitted to MDE later this spring.

Because of the complexity of the Lakeaires and Willow Lane projects, the required approval from MDE has not yet been received. District administration is continuing to work with MDE and is hopeful that approval will occur during this summer.

After approval is received bids will be awarded and construction can begin, hopefully this fall.

- III. 4. The District will ensure that square footage to accommodate student population and program activities are equitable for all buildings.

Status: *A small committee has begun looking at options to help address this issue. Information will be presented at the July work-study session.*

- III. 6. Each district facility will have an HVAC system that provides optimum air quality throughout the district.

Status: *By the end of the 2013 construction season all elementary buildings with the exception of Otter Lake will have HVAC system upgrades that include air conditioning. Otter Lake Elementary has an estimated cost of \$1.3 million to upgrade to air conditioning; this cost is not currently budgeted.*

Secondary buildings have certain areas that are air conditioned; however, the cost associated with having the remaining parts of the buildings air conditioned will require major funding; this is not part of our current budget.

- III. 8. The District will ensure that all schools provide secure entrances.

Status: *All secondary schools have either a secure entrance design or have attendants who monitor the main door throughout the student day. Three elementary schools, Matoska, Willow Lane and Lakeaires, will have this addressed during their construction projects during the summer of 2013.*

~~*Administration has submitted information for the Lakeaires and Willow Lane projects to the MDE for review and comment and is awaiting their response. Matoska bids were approved by the School Board in February, 2013. Both the Lakeaires and Willow Lane projects will be divided into two phases since we did not hear back from the State in sufficient time to complete full projects this summer. The secure entrance portion of the work will be bid in April for completion this summer.*~~

Construction at Matoska has begun. Upon receiving approval from MDE for the Lakeaires and Willow Lane projects, construction will commence. Until construction is completed at these two schools, the district will continue providing security through the use of our greeters.

- III.10. The District will ensure that elementary class sizes are balanced across the district.

Status: *A small committee has begun looking at options to help address this issue. Information will be presented at the July work-study session.*

- III.11. Secondary facilities will be evaluated and recommendations will be made that improve programs and reduce transitions, including a cost benefit analysis of a single campus high school.

Status: While the overall aspect of this goal is a multi-year project, administration will begin developing a review and comment, to be submitted to MDE this summer relative to installing artificial turf at South Campus. Information will be presented to the School Board in the next few months.

Strategy IV: We will create a district-wide culture that inspires innovation, a passion for learning, and confidence to pursue dreams.

The four areas in Strategy IV we addressed during the 2012-2013 School Year focus on equitably providing innovative tools for learners across the District. Our work on these topics is grounded in White Bear's strong educational tradition, District Mission and the wording of Strategy IV, our 2012 Technology Audit and in our District Technology Plan.

- IV.11. Every classroom will have equitable access to a core set of effective, innovative, and well supported technology.

Status: In addition to our regular replacement cycle, we are deploying technology to classrooms and programs based on their individual needs. This ensures that each White Bear classroom will have the technology to fit the needs of their learners.

This year, we built out our WiFi network District-wide. We will continue to expand WiFi in areas of the District that require greater saturation.

- IV.13. The District will establish a learning management system to support the development and management of online coursework to allow web-based learning for staff and students.

Status:

Schoology use is progressing right on track with the Strategic Plan. White Bear Lake Area Schools currently has over 1,300 Schoology courses offering resources, curriculum and learning opportunities for our staff, students and parents.

Many teachers attended elective Schoology courses during the summer, workshop week, and throughout the school year. These included 1-1 Instructional Technology Coach sessions, professional development, and a special Schoology course for teachers who will model online/hybrid learning while teaching staff how to create a robust Schoology presence as well as the pedagogical best practices to improve student engagement and achievement and to promote greater collaboration among colleagues. As Schoology use grows, we are seeing more online collaboration among colleagues, more digitized curriculum and more efficient communication.

We developed guidelines defining Schoology presence for the 2013 – 2014 school year. The guidelines offer some flexibility for teachers while still outlining clear and common expectations. Thus, students and their parents will know the level of web presence they can expect from all White Bear Lake Area Schools teachers.

The 2013-2014 Expectations and accompanying explanatory video can be viewed at <http://goo.gl/vTFWR>

Hybrid course offerings are expanding in the high school. District is working with the South Campus to develop comprehensive communications for parents and students about hybrid courses. We are providing teachers with strong support and professional development and we will continue to look for ways to offer more staff development online.

- IV.14. A policy will be developed and presented for board approval that leverages students' access to mobile technology and use of that technology in the classroom.

***Status:** The technology department is working with District administration and building leadership to write a policy that will be implemented during the 2013-2014 school year.*

- IV.15. Instructional technology will be available for use by students beyond the traditional school day/year.

***Status:** During the April School Board meeting, the School Board accepted a computer donation from HB Fuller. These computers have been reimaged, paired with WiFi hot spots and given to families who do not have computer/Internet access at home. This is currently a pilot program at Sunrise Park and will expand to other sites once we have evaluated the success of the program.*

WiFi hot spots and iPads will be deployed this summer to families at Willow Lane as a part of their revamped summer school program.

We will continue to partner with innovative programs throughout the District to provide technology access to all White Bear learners.

***Additional Status Report on Strategy IV:** A technology report was made at the November work-study session. We reported to the School Board on the Technology Audit at the January, 2013 work-study session. At the March School Board meeting the Board approved an internal restructuring to appoint a director of technology to oversee the implementation of the audit.*

Strategy V: We will build a network of partnerships to provide personal and educational growth and service opportunities for students.

- V. 1. The District will implement a process that will provide a consistent method to initiate and maintain community partnerships.
- V. 2. A comprehensive needs assessment will be developed and administered at every WBL school in order to provide direction to future partnerships.
- V. 3. The District will create a process which aligns a partner with a compelling need or promising vision.
- V. 5. The District will communicate information related to partnerships using a variety of resources.

Status: A presentation of preliminary district protocols and policies was presented at the October work-study session. After revisions and feedback, the protocols were reviewed at the April work-study session, with the policy portions proceeding to the Board Policy Committee in May.

Strategy VI: We will foster connections with and among students and staff members to ensure all feel valued, supported and understood; and we will establish an environment that cultivates understanding and respect for differences among people.

- VI. 3. During curriculum review cycles in all areas, the District will identify best practices that promote and enhance multi-cultural understanding.

The Continuous Improvement Cycle addresses this issue. Including an equity lens is an integrated part of the process for every curricular area considered for review.

- VI. 5. The District will provide programming that will continue to create an environment of understanding similarities and differences among students, staff, administration, community members, and parents.

Buildings are working at providing opportunities for events that promote interactions between students, staff, parents and community members. Examples of events include:

Spaghetti Dinners, Hmong Cultural Events, Grandparents/Special Friends Day, DARE graduations, 5th grade celebrations, movie nights, BINGO nights, Spring Fling (dance and silent auction), Core values assembly, Ambassadors Group, Student Council, Head Start and school districts meet to share information re. "school readiness" activities, Head Start has Family Nights, Young parents/teen/ or single parents have supper together, ECFE before class, ECFE classes (the parent involvement piece is huge), Family Literacy, Program Family Fun Nights, PTA fall and spring events, Community Dinner, Back to school day, Open house and ice cream social, Parents on our building level committees, National Junior Honor Society, Service Club, 5th grade registration night, 5th grade open house in spring, Special Education Parent Advisory Council, Family Change Groups, Gentleman of Distinction

These are just a sampling of events and programming that provide opportunities to create understanding. All of these events are done with attention to this goal. We are working on metrics to analyze what strategies are most effective.

Other Information on Strategy VI

During the 2011-12 school year, four objectives were addressed as priorities, as follows:

- VI. 1. *The District will adopt a comprehensive bullying prevention, intervention and support program for students and staff that promotes a safe, civil and inclusive climate and is implemented in each building, program and service.*

Status: A presentation was made during the Board work study session on September 23, 2012 on the recommendation from the committee on the proposed Bullying Prevention curriculums. The School Board acted on curriculum adoption during the October 8, 2012 School Board meeting. The curriculum was purchased and implemented during the 2012-13 school year, with evaluation of the first year in progress.

- VI. 2. *The District will increase the number of faculty and staff from culturally diverse communities to more closely reflect the diversity of the student population.*
- VI. 5. *We will provide programming that will continue to create an environment of understanding similarities and differences among students, staff, administration, community members and parents.*
- VI.6. *We will review and assess the current plan related to cultural competency.*

Status:

A report on these objectives is scheduled for the July retreat work-study session.

Goal 2: Ongoing Financial Stewardship and Budget Management

Considering the budgetary challenges resulting from recent legislative sessions, and a long period of little increase in state funding, continue to identify greater efficiencies in operations that will help maintain financial stability and continue improvements in program quality and student success.

Rationale: Over the past decade, the District has established an excellent record of financial management, as evidenced by twelve consecutive years of recognition for excellence in financial reporting by both ASBO and GFOA, and also achieving an AA Bond Rating initially in 2008, and then confirmed in 2011 and 2012.

Further, in December 2011 through April 2012 the District has restructured debt to allow for more level tax levies over the next several years. Also, the passage of the November 2011 renewal levy by a margin of 73% to 27% gives the School District a measure of financial stability.

Evaluation: Ongoing financial stewardship on investments and budget management will be reviewed annually as part of the financial audit. The audit report is presented to the Finance Committee in the fall and to the School Board and public at the regular School Board meeting in December.

Status: *The School Board certified the 2012 Payable 2013 property tax levy at its December 10, 2012 meeting. The School Board will begin discussion on the 2013-2014 budget at its work-study session on January 28, 2013.*

At the work-study session of February 25, 2013, the preliminary review of the budget for 2013-14 was presented to the School Board. Further, the administration has reviewed the timeline for the Capital Projects Levy. Both of these topics were reviewed again at the March 18 work-study session.

Discussion on the feasibility of a capital projects levy question being placed on the November ballot will have continuing discussion at the April work study session.

The Governor and Legislature continue to work on development of the state's 2013-2015 biennial budget. An updated financial forecast and budget document will be presented at the May work study session and a budget recommendation will be on the June 10, 2013 school board meeting agenda for action.

Goal 3: Continue Implementation of the Communications and Marketing Plan for the District

Phase III of the Communications and Marketing plan will be presented to the School Board in July, 2010. During the 2012-13 academic year, we continued ongoing initiatives in the areas of: actively recruiting school shoppers, getting them young and keeping them connected, accentuating the positives, and influencing the influencers. We have focused more attention than we have previously on using data to help inform decision-making.

Rationale: The implementation of successful outreach initiatives is especially important in the current environment, as area school districts compete for students. A net gain in open enrollment numbers would provide the District with financial benefits.

It is important for the District to understand perspectives of White Bear Lake Area community members in order to remain a trusted steward of resources. Responsible stewardship is an important component in continued community support.

A long-range vision and plan about District communications ensures resources are appropriately utilized. Additionally, it is beneficial to have such a plan to allow for prioritization of communications and marketing projects and activities.

The 2011-12 school year included major communications pertaining to the levy referendum renewal, which passed in November of 2011, and the launch of a new web page at the beginning of June, 2012.

Evaluation: The Communications Office will continue to monitor Communications and Marketing initiatives to ensure they are effective, using data such as the following to monitor progress and drive decisions:

- Enrollment
 - K-12 enrollment increases
 - Student retention from grade to grade
 - Increase in preschool enrollment
 - Increase in preschool retention into Kindergarten
- Market share
 - Increase in percent of market share
 - Decrease in open enrollment out numbers
 - Shift in ratio of open enrollment out to open enrollment in reflecting less loss or a net gain
- Community support and pride
 - Monitor tone and type of articles in White Bear Press
 - Conduct periodic surveys measuring aspects of community support, pride and recognition of “Did you know” tidbits
- Passage of future referendums

Status: *An annual update was given at the April work-study session.*

Goal 4: Development of a School District Vision

Development of a shared School District Vision will chart a course that will drive the district forward, defining the “who” we wish to become and the impacts we wish to have on our students, our community and the world.

Rationale: During the spring of 2011 the School Board formally accepted and approved a new District Mission and accepted the Strategic Plan recommendations for the 2011-12 school year.

Over the course of the last year, the Board members and administration considered the importance of having a longer range vision which describes in more detail how we will shape our future.

Status: *The administration recommends that the objective be carried over to the 2013-14 school year.*

Goal 5: Operational Improvements

a. Recognition Program

Building on the work that has been done over the past two years, during the 2012-13 school year, establish a comprehensive recognition program and plan pertaining to students, staff, and community.

Last fall, we enhanced our new teacher induction luncheon to make it a more formal affair and a warm welcome to WBLAS. We plan to make similar changes for this spring's staff retirement dinner. We are preparing an inventory of existing recognition efforts at the site and district level, and will develop a plan to provide a more comprehensive, consistent and district-wide approach to recognition for staff, students and community members that builds on meaningful programs already underway and enables sites to learn from each other. This plan will be phased in, beginning in the 2013-14 school year.

In February, administration began a formal recognition committee with representatives from several stakeholder groups. The committee met monthly and has its final meeting of the school year scheduled for May 21. A Board member is included on this committee.

We anticipate that the preliminary recognition program will be presented to the Board this summer, with a focus on employee recognition as we phase in the program in 2013-14. We will focus on student and community recognition in the future.

b. Complete Work of the Gifted and Talented Program Review, with staged implementation beginning for the 2013-14 school year.

Status: An update was made to the School Board at the August work-study session, and preliminary recommendations to the School Board at the November work-study session.

The School Board approved the new gifted and Talented Program recommendations at the January 14, 2013 School Board meeting.

c. Develop Plans for a String Orchestra Program with the first phase programming beginning in the 2013-14 School Year.

Status: An overview was presented at the September work-study session; an update on progress at the October work-study session, and preliminary recommendations at the School Board work-study session in November.

The School Board reviewed further recommendations on Orchestra at a work-study session on January 7, 2013, and at the School Board meeting of January 14, 2013, the administration and members of the Review Committee presented plans to defer recommendations until no later than November, 2013, and outlined additional steps following up from the work-study session.

AGENDA ITEM: **White Bear Area Facilities Study Update**

MEETING DATE: **May 20, 2013**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dave Guenther, Director of Community Services
and Recreation**

Background:

The White Bear Lake School District, municipalities and local athletic associations worked together to complete a study of the athletic facilities within the White Bear Lake Area School District.

The study has been completed. Greg Ingraham, Hoisington Koegler Group Inc., will present a condensed version of the findings and be available to answer questions.

White Bear Lake Area Athletic Facilities Needs Assessment

Hoisington Koegler Group Inc.



**WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT**

White Bear Lake Area Athletic Facilities Needs Assessment

Purpose:

- **Determine the adequacy of the athletic facilities to meet current and future anticipated needs and identifying specific facility needs.**
- **Evaluate public athletic facilities within the White Bear Lake Area School District boundaries.**



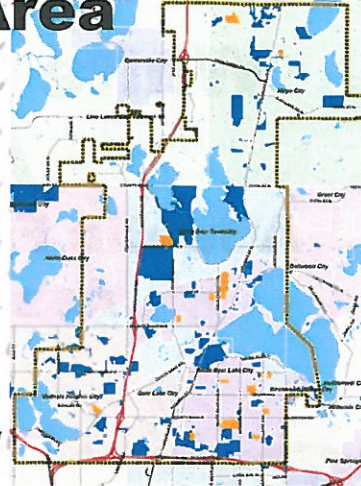
**WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT**

Study Area

Athletic Facilities

There are athletic facilities at:

- **14 School District properties**
- **11 Parks in White Bear Lake**
- **12 Parks in W B Township**
- **9 Parks in Vadnais Heights**
- **8 Parks in Hugo**
- **1 County facility**
- **1 Privately owned facility**
- **1 Public-private partnership**





White Bear Lake Area School District

WHITE BEAR LAKE AREA

ATHLETIC FACILITIES NEEDS ASSESSMENT

Build on 1998 Athletic Facility Needs Assessment

Progress since 1998 study:

- Fields irrigated to expand use and improve quality
- Field and court lighting added to extend use
- New soccer, softball, baseball fields added
- Fields were renovated
- Gym added to Oneka Elementary School
- YMCA facility renovated
- Vadnais Sports Center created



WHITE BEAR LAKE AREA

ATHLETIC FACILITIES NEEDS ASSESSMENT

Build on 1998 Athletic Facility Needs Assessment



WB Area YMCA



Field Improvements



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Build on 1998 Athletic Facility Needs Assessment

- Many objectives of 1998 needs assessments achieved
- Population has grown 20% since 1998 needs assessment
- New sports
- Increase in senior population leading to senior recreation needs



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Study Process

- Facility tour, data collection, facility inventory, demographic and recreation trend evaluation
- Steering Committee input, athletic association questionnaire and focus group sessions
- Needs analysis, peer community comparison and service area analysis
- Draft Needs Assessment and recommendations – Steering Committee review and input
- Final Needs Assessment – School District and partner review



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Study Guidance

Study participation and input :

- School District, city and township staff and officials
- Steering Committee and athletic association representatives
- Focus group participants (rinks and gyms)



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Needs Assessment Benefits

- Enhanced communication and coordination
- Responsiveness to community needs
- Cost effective efficient provision of facilities
- Enhanced sharing of facilities
- Avoidance of duplicate facilities



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

A Key Needs Assessment Outcome

- A high level of cooperation, communication and partnerships in athletic facility development improvement and operations



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Importance of Recreation

- Core aspect of a successful, vibrant, attractive community and school district
- Important to individual, family and community health, well being and social gathering – *Sense of Community*
- Quality recreation facilities are an important element in retaining/attracting families and businesses



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

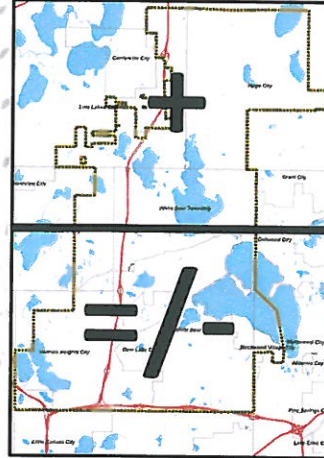
Athletic Facility Needs Findings



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Demographics

- Flat student enrollment forecast
- North part of ISD 624 likely to grow in population
- Stable to slight decline in population in south portion
- District population estimates:
2010 = 63,320 2030 = 71,500



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Senior Recreation

- High proportion of seniors in the district and forecast to increase
- Highly varied recreation interests
– sedentary to very active
- Dedicated indoor walking/running track and fitness equipment/classes are desired amenities



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Athletic Facility Trends

- Operational efficiency
- Life cycle costs
- Volunteers and partners
- Multiple use
- Durability and sustainability – quality
- Seasonal peak period for indoor facilities



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Recreation Trends

- Turf sports ↑ Increasing
- Individual activities ↑ Increasing
- Organized activities ↓ ↔ Decreasing/Stable
- Senior recreation ↑ Increasing
- Diverse cultures/evolving sports



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Level of Service

- Prepared by Nat. Recreation & Parks Assn. (NRPA)
- Based on a ratio of facilities to population
- Example: 1 tennis court per 2,000 people
- These are minimums and are generalized across all U.S. communities
 - Local conditions require adaptation
 - Local use is more important than NRPA minimums



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Level of Service

Limitations:

- Do not take into account adjacencies for tournament play
- Ice rinks and similar facilities draw from larger region than ISD 624
- Local use may exceed or be less than national recommendations



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

L.O.S. Analysis

Facility	NRPA Standard	# In WBLA	NRPA Min for WBLA	Surplus /Deficit	Notes
Adult Baseball	1 per 7,500	7	8	-1	Satisfactory or add 1
Youth Baseball	1 per 3,000	38	21	+17	Satisfactory/Repurpose some fields
Softball	1 per 3,000	41	21	+20	Satisfactory/Repurpose some fields
Full size Multi-Use Fields	1 per 4,000	17	16	+1	At the minimum level - Many additional smaller youth/practice fields
Tennis Courts	1 per 2,000	50	31	+19	Satisfactory/Repurpose some courts



Population: 62,320 in ISD 624 (2010 Census)

WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

2030 L.O.S. Forecast

Facility	NRPA Standard	# in WBLA	NRPA Min for WBLA	Surplus/ Deficit	Notes
Adult Baseball	1 per 7,500	7	9	-2	Satisfactory or add 2
Youth Baseball	1 per 3,000	38	24	+14	Satisfactory/Repurpose some fields
Softball	1 per 3,000	41	24	+17	Satisfactory/Repurpose some fields
Full size Multi-Use Fields	1 per 4,000	17	18	-1	Satisfactory or add 1 Many additional smaller youth/practice fields
Tennis Courts	1 per 2,000	50	31	+19	Satisfactory/Repurpose some courts



2030 Population Forecast: 71,500 in ISD 624

WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Suburban East Conference

School	Stadium	Contiguous Gym Courts
Cretin Durham Hall	Artificial Turf*	3
East Ridge	Artificial Turf	6
Forest Lake	Grass	3 (+5 next door @ M.S.)
Hastings	Grass	5
Mounds View	Artificial Turf	2
Park	Artificial Turf	5
Roseville	Artificial Turf	3
Stillwater	Grass	4
Woodbury	Artificial Turf	5
White Bear Lake	Grass	2



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Needs Assessment Findings

- Overall, most athletic facility needs are being met.
- Key exceptions/gaps especially in gymnasiums and turf sports fields .
- Supply exceeds minimum standards for small baseball/softball fields and tennis courts (opportunity for repurposing of facilities).



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Athletic Facility Needs Recommendations



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Key Athletic Facility Needs

1. More gymnasiums / 4+ gym complex for tournaments
2. Multi-use turf fields
3. Repurpose facilities
4. Senior recreation
5. Coordinated strategy for indoor ice rinks
6. Baseball and softball tournament facilities



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

1. More gymnasiums 4+ gym complex for tournaments

- Need for more gym access
- Desire for 4+ full-size gym courts at one location - Tournament ready
- District is behind peers in full size gymnasium supply and quality
- Elementary gym additions will help with access but do not address tournament needs



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

1. More gymnasiums 4+ gym complex for tournaments



Idaho Center, Rexburg ID



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Gymnasiums 4+ gym complex recommendations

- Pursue 4 full size gym courts at one location
- Most efficient to add gym courts to an existing school gymnasium location
- Consider joint use agreement w/ cities, township and associations for funding, use and operations



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

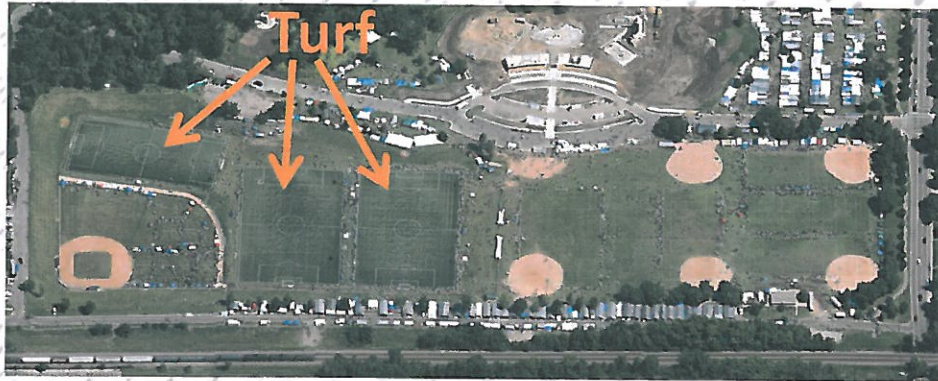
2. Multi-use turf fields

- Need for more full size turf sport fields
- Need for more durable turf sports fields
- Lack of an artificial turf field within the District
- Desire for a marquee setting for tournaments



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

2. Multi-use turf fields



Como Park, Saint Paul MN



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Multi-use turf field recommendations

- Add artificial or engineered sand-based turf fields (2-5 fields)
- Location options to evaluate:
 - High School Stadium: Bleachers/scoreboard/parking in place
 - West of North Campus: Large open area, parking, utilities
 - New athletic park in northern part of the district
- Evaluate repurposing some existing low-use turf sport and ball fields. Planning for that should be done with involvement of all the municipalities and school district.



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

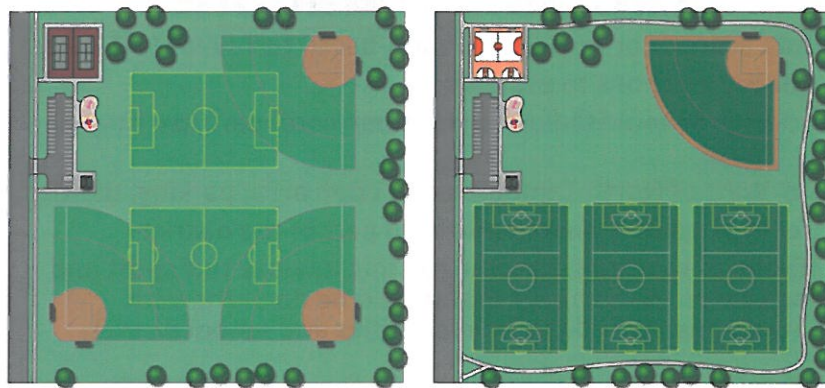
3. Repurpose Facilities

- Recreation needs change
- Supply of small baseball/softball fields and tennis courts exceeds minimum standards
- Opportunity to repurpose underutilized or duplicate athletic facilities to better meet community needs



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

3. Repurpose Facilities



Reconfiguration of a Typical Site



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

3. Repurpose Facilities



Pickleball Court



Futsal Court



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Repurposing Recommendations

- Consider repurposing some low-use baseball and softball fields to full size turf sport fields and/or higher quality baseball/softball fields
- As the need arises to repair/rebuild tennis courts consider reusing some courts for futsal (5 a side soccer), pickle ball, miniature golf, basketball, community gardens, etc.
- Planning for repurposing should be done with the involvement of all the municipalities, the school district, facility users and the neighborhood



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

4. Senior recreation

- Large and expanding senior population
- Unique and varied needs (active to sedentary)
- Good range of public and private facilities and programs in place
- Trails , sidewalks and walking are a key desire



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

4. Senior recreation



Born Again Jocks, Bloomington MN



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Senior recreation recommendations

- Expand outreach and enhance awareness of senior recreation opportunities
- Be aware of transportation needs when planning senior programs and facilities
- Encourage formation of a senior recreation association to coordinate organized senior recreation activities
- Continue to improve the trail and sidewalk network
- Consider adding an indoor walking track and fitness equipment in conjunction with a potential multi-gym/field house project



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

5. Coordinated strategy for indoor ice rinks

No flexibility/reserve supply within the ice rink system

Influences:

- Ramsey County's long term use agreement policy
- Vadnais Sports Center financial Issues
- WBL Sports Center renovation needs



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

5. Coordinated strategy for indoor ice rinks



Vadnais Sports Center



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Indoor ice rink strategy recommendations

Recommendations:

- Coordination among indoor rinks necessary to retain access for all
- Local user support of area rinks is important to ensure sustainability



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

6. Ball field tournament facilities

- Baseball
 - Better tournament facilities desired. Field supply is generally adequate, but field locations are spread out.
 - Need for a 75 foot infield size field and storage area for field grooming equipment
- Softball
 - Otter Lake: Desire as “home field”
 - Concessions, restroom and parking improvements and add one field



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

6. Ball field tournament facilities



Lac Lavon Softball Fields, Burnsville MN



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Ball field recommendations

Baseball

- Consider tournament fields at new athletic park development in northern part of district
- Evaluate upgrading (size/quality) of some existing low-use baseball and softball fields
- Create an additional 75 foot infield size baseball field

Softball

- Upgrade Otter Lake fields
 - Make concessions, restroom and parking improvements
 - Evaluate potential addition of 1 field



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Decision Principles Checklist

- ☐ Does the action address an identified recreation facility need?
- ☐ Does the action improve/expand use of an existing facility?
- ☐ Does the action foster multiple use across activities and age groups?
- ☐ Is the facility/improvement flexible and adaptable to meet changing recreation needs?
- ☐ Does the action maximize use of existing infrastructure (parking, utilities, building, etc.) or help leverage future development or a proposed park?
- ☐ Does the action improve the ability to hold tournaments within the District and does the frequency of use justify the investment?
- ☐ Is the facility location convenient for District-wide access and appropriate for the neighborhood context?



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Decision Principles Cont'd

- ☐ Have life cycle and operational costs been adequately addressed?
- ☐ Will the use of the facility justify the investment? Is it sustainable (economically, environmentally and socially) in both the short term and long term?
- ☐ Have all facility and partnership options been evaluated/implemented before adding new infrastructure?
- ☐ Are there suitable existing facilities that can be repurposed, renovated or improved to meet the identified need?
- ☐ Is there community support for the project?
- ☐ If later/phased extensions of the project are a possibility, does the project allow for such expansion?



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Next Steps

- ✓ Continue cooperation across jurisdictions
- ✓ Recognition of the importance of athletics and recreation in quality of life, health, economics and sense of community



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Next Steps Cont'd

- ✓ Form an Athletic Facility Planning Group
Suggested representatives - City's, Township and District
- ✓ Implementation planning, funding and actions
- ✓ Continued leadership and champions for area athletics



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

Questions/Discussion



WHITE BEAR LAKE AREA
ATHLETIC FACILITIES NEEDS ASSESSMENT

AGENDA ITEM: Capital Projects Levy Discussion

MEETING DATE: May 20, 2013

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON: Pete Willcoxon Sr.
Executive Director of Business Services

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Background:

The District's capital projects levy, approved in 2003, expired with our last property tax cycle.

The revenue generated by this voter approved levy has been in place for ten years and has contributed significantly to the ability of the District to meet its ongoing and increasing needs in the areas of technology, large musical instruments and media.

The District will need to determine if it wants to ask the voters, this November, to continue the levy and to what degree.

District administration has been working with Springsted Inc. to develop survey information as well as Ehlers & Co. on possible levy impacts.

Discussion on these issues will occur.

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Recommendation:

Discussion.

AGENDA ITEM: Financial Planning Model & Budget Update

MEETING DATE: May 20, 2013

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON: Pete Willcoxon Sr.
Executive Director of Business Services

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Background:

The District's overall budget development began last fall and has had several update sessions over the past few months. One of the major documents that helps to develop the ultimate budget recommendation is the Financial Planning Model. This document, which is attached, will again be discussed at the meeting.

Administration will also be presenting its recommendations for the capital expenditure fund budget for 2013-2014.

Final approval of the District's budget for 2013-2014 will occur at the School Board's meeting of June 10, 2013.

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Recommendation:

No action is required.

Financial Planning for 2013-2014

2013-2014 Categories for analysis	2013-2014 Potential Changes in Revenue	2013-2014 Potential Increases in Expenditures	Parameters guiding changes for 2013-2014	Encumbered for Strategic Plan & Operational Priorities	2013-2014 Projected Budget Reductions
1. General Fund	1. \$52/Pupil increase in state funding AMCPU ... About \$500,000. (Included in Forecast) 2. Rental Income from Bellaire begins ... \$280,000. (Included in Forecast) 3. Additional rental income from Bellaire ... \$40,000	1. Expansion of world language to grades 1-3 (\$130,000). 3. Implementation of technology audit recommendations \$130,000. 4. Implementation of all-day kindergarten program. \$595,000	1. Work to increase efficiency in staffing while maintaining class size. 2. Continue to improve efficiency and support and training for all positions. 3. Increase use of technology for work efficiency and effectiveness. 4. Continue implementation of reductions in energy use as result of participation in SEE program.	\$80,000 from strategic planning encumbrance carried over to 2013-2014.	1. Reduce allocation for bus purchases (\$500,000). 2. Reduce K-12 certified staffing: (\$387,500). A. K-5 Specialists 2.0 B. K-12 regular ed 1.5 C. Special Services 2.5 3. Reduce 3 Tuition slots (\$75,000)
SUBTOTAL	\$40,000 Increase in revenue beyond Forecast	\$855,000 Increase in expenditures	Net impact is an improvement in projected fund balance of \$147,500	\$80,000 unencumbered.	\$(962,500) decrease in expenditures
2. EMID	Comparable revenue for 2013-2014 is anticipated				
3. OPEB		Annual withdrawals will continue. No catch up withdrawals planned for 2013-2014.			

2013-2014 Categories for analysis	2013-2014 Potential Changes in Revenue	2013-2014 Potential Increases in Expenditures	Parameters guiding changes for 2013-2014	Encumbered for Strategic Plan & Operational Priorities	2013-2014 Projected Budget Reductions
4. Federal	Title I ... district is budgeting for a 15% reduction. Title II ... district is budgeting for a 15% reduction.	1. Title II ... Reallocation of resources to fund Gifted & Talented Coordinator <u>\$65,000</u> (sufficient funds exist to reallocate to this position).	Budget development is focusing on prioritizing classroom academic intervention.		
5. University of Minnesota Funds	University of Minnesota TERI program (\$20,000) for new teacher development and ongoing teacher support.		In FY 2014, we will continue the development of mentor teachers for new and experienced staff, reflecting revenue from the University of Minnesota of \$20,000.		

2013-2014 Categories for analysis	2013-2014 Potential Changes in Revenue	2013-2014 Potential Increases in Expenditures	Parameters guiding changes for 2013-2014	Encumbered for Strategic Plan & Operational Priorities	2013-2014 Projected Budget Reductions
6. ADSIS (Alternative delivery of Specialized Instructional Services)	The application has been submitted to MDE for 2013-2014 school year. Results will be known by mid-June.	Expenditure adjustments will be made based on results of MDE evaluation of the application.	The program has been used to support what is generally known as Rtl (Response to Intervention).		
7. Community Services	Revenue reduction - Ramsey Co... (\$12,000) Meals on Wheels Price increase \$.50 ... \$5,000 Extended Day Fee Increase 4.5%-5% ... \$64,000 Increase fees for middle school athletics ... \$10,000	Shift some communications and marketing functions to Communications Office ... \$10,000			Reduction 1.0 FTE (administration) ... (\$70,000) Eliminate 5.5 hour clerical position ... (\$30,000) Reduction 1.0 FTE (Extended Day) ... (\$35,000) Reduce Sr. Voice newsletter from 6 to 4 ... (\$3,000) Accreditation complete ... (\$7,600) Lion mobile cost reductions (\$10,000)
<u>SUBTOTAL</u>	\$67,000 Increase in revenue	\$10,000 Increase in expenditures	Net impact is an improvement in projected fund balance of \$212,600		(\$155,600) decrease in expenditures

