SOUTH WASHINGTON COUNTY SCHOOLS
SCHOOL BOARD
7362 East Point Douglas Rd S.
Cottage Grove, MN 55016

ADMINISTRATIVE REPORT

DATE:	November 5, 2026
TOPIC:	# 5.1 – Budget Adjustment Recommendation Review
PRESENTER:	Julie Nielsen, Superintendent
REFERENCE TO POLICY/STATUTE:	Policy 701

A. **PURPOSE OF REPORT**

a. At the close of the 2026 school year all staff received a State of the District Video communicating the work ahead related to the budget adjustment process and Five-Year Planning. Staff also received a form that allowed them to submit ideas for budget reduction considerations. This form closed on September 11, 2026.

b. On June 25, 2026, the School Board approved the Guiding Change document. This document brings clarity to the roles of school board governance and administrator management. It clearly defines the Current Reality of where we are at, the Results of where we want to be and the Unacceptable Means that will not be infringed upon during the planning process.

c. On August 28, 2026, all staff received a second video outlining the process and timeline for the budget adjustment process and Planning for the Next-Five Years. This included background and context, information about the timeline and introduced the Planning for the Next-Five Years process.

d. On September 15, 2026, school and department leaders were asked to share a budget presentation with their staff. In that presentation initial considerations were shared, along with the program-based budgeting areas and membership. Staff were then asked again to submit any feedback related to considerations being

budget adjustments now or items that should move to the Five-Year Planning process.

e. On October 12, staff considerations were reviewed with the Steering Committee and the Program Based Budget teams.
f. The Steering Committee, along with the Program Based Budget teams, finalized the list of considerations based off the input.
g. On October 27, 2026, Executive Cabinet members made the final determination of items moving forward as recommendations to the School Board.
h. The goal of the budget adjustment process was to present a package to the School Board with $13 million dollars in reductions.
i. The presentation on November 5, 2026, will share the final recommendations being brought forward.

B. **RECOMMENDATION**
   a. Discussion

C. **CONNECTION TO STRATEGIC PRIORITY**
   a. Operations, Staffing, and Finance
   b. Engagement and Partnerships