

# The World Learner School of Chaska

## GUIDELINES FOR CITIZENS WISHING TO SPEAK AT OPEN FORUM

The School Board, as a representative body of the district, welcomes all citizens to express interest in and concerns for the schools. Time is set aside at each regular meeting to give citizens an opportunity to be heard. The School Board agenda reflects the official business of the school district; time constraints and procedures are in place to assure an orderly process for each meeting.

Individuals or groups who wish to speak to the Board will be recognized during the Open Forum segment of the agenda. These guidelines govern citizen presentations:

- Speakers are expected to have followed communication channels outlined in Parent Handbook and will be encouraged to redirect issue to that process.
- Speakers must identify themselves and the topic on which they will be speaking.
- In the event that a large number of people wish to address the Board on the same topic, the Board may request that spokespersons be appointed to speak on behalf of a group.
- The following items are inappropriate for the Open Forum and will not be allowed:
  1. Complaints against individual Board members
  2. Complaints against individual employees of the District
  3. Private data related to a student.
- The presiding Board officer has the prerogative to determine whether or not a speaker is acting within these guidelines.
- The presiding Board officer may terminate the remarks of any speaker who does not follow these guidelines. If a speaker persists after being asked to stop, that person's privilege to address the School Board will be terminated.
- A person who willfully violates data privacy is guilty of a misdemeanor. (Minn. Stat. § 13.09)

The School Board will listen and possibly ask clarifying questions, but will not try to resolve the issue at the meeting.

The School Board will assign a member to serve as liaison. This member will collect questions or data from the Board and the community member and work towards a resolution. Initial contact with the community member will occur with 7 days of Community Forum.

Board Liaison will complete a Grievance Document and provide copies to the Community Member, Administration, and Board Chair. The Board Chair will report on the issue at the following Board meeting.

The School Board reserves the right to limit or restrict presentations as necessary in order to provide an orderly, efficient, and fair opportunity for those present to be heard as well as to observe the propriety of staff and students.

*World Learner School*  
Board Meeting Minutes



Date: 2.23.15

<u>Board Members:</u>		<u>Term Began</u>	<u>Term Ends</u>
	Melissa Bullerman	July 14	June 15
	Bob Davis	July 14	June 16
	Richard Druce	July 13	June 15
	Joanne Gaudette	July 13	June 15
	Ashley Godinez	July 13	June 15
	Kendra Hoffman	July 14	June 16
	Patti Quinn	July 14	June 15
	+ Mitra Rahimi	Oct 14	June 15
	Beth Wilson	July 14	June 15
	+ denotes Board Appointment		

<u>Item</u>	<u>Person Responsible</u>
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\*\*Student Presentations -

1. Call to Order - Quorum confirmed	Chair
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Board Members Present: Melissa Bullerman, Richard Druce, Bob Davis, Joanne Gaudette, Patti Quinn, Kendra Hoffman, Beth Wilson, Ashley Godinez, and Mitra Rahimi

2. Community Forum	
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Dee Martineau, Angela Wroblewski, Erin Anderson- visitors present

Dee Martineau brought forward the H5-Student Success Act- is it a topic of conversation for the board? Martineau is a member of the group, Minnesotans Against Common Core, who is concerned that the bill is a federal take-over of education. Deana explained that World Learner School is not a Title-One school, but Martineau explained that the bill states that every school will come under Title-One label. The bill is being voted on by the Federal House on this Thursday, February 26<sup>th</sup>. Further research could be done by looking at the Minnesotans Against Common Core Facebook page. The Education of the Workforce website is also a good resource.

3. Approval of Agenda	Chair
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Declaration of conflict of interest

Motion to approve the meeting agenda was made by Patti Quinn and seconded by Kendra Hoffman. The motion passes unanimously without discussion.

4. Strategic Initiatives Update	Chair
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HS Survey Results

Kendra Hoffman presented a summary of the results of the HS Survey given out a few weeks ago. She gave links to the full report if Board Members were interested in reading the complete report, and they will be added to the Friday Newsletter for parents this week. 87% of the 105 survey completers were interested in pursuing a WLS high school. There were also 57 people who volunteered to help research the topic.

**February 'Hot Topics'**

The February "Hot Topic" meeting took place earlier this evening, and there was a very good turn-out, with about 25 people in attendance. Melissa Bullerman will type up a summary of the conversation and submit it to the board.

The next "Hot Topic" to be discussed will be "Foreign Language," which will be held on the evening of the May board meeting.

**Other Update**

5. Approval of Consent Agenda	Chair
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Consent items are those which usually do not require discussion or explanation prior to school board action, are non-controversial and /or similar in content, or are those items which have already been discussed and/or explained and do not require further discussion or explanation. Items shall be removed from the consent agenda by a request by an individual school board member for independent consideration.

Motion to approve the consent agenda was made by Kendra Hoffman and seconded by Richard Druce.

Deana brought forward grant information that was brought to her after the agenda was prepared. She would like to remove Grants from the consent agenda.

Motion to remove the Richard and seconded by Joanne Gaudette.

Yea Votes: Melissa Bullerman, Bob Davis, Beth Wilson, Ashley Godinez, and Mitra Rahimi, Richard Druce and Joanne Gaudette. Patti Quinn was opposed. The motion carried.

Motion to approve the rest of the Consent Agenda passes unanimously.

#### 5.1 Minutes of 1.26.14

#### 5.2 Fundraising and Donation Records-

#### 5.3 Fundraising Permissions - Discount Cards (MS), Shindig (PTO), Garage Sale (PTO), Book Fair BOGO (PTO)

#### 5.4 Grants - STEM Surface Grant

Motion to not approve the STEM Surface Grant was made by Patti Quinn and seconded by Melissa Bullerman.

It was stated by some board members that there was not enough information. Patti stated, "We are not a STEM school, we are a Montessori school." We cannot have an outside curriculum dictating to us what we teach. Richard Druce would like to have more information on what the curriculum actually looks like to see how it ties to Montessori education.

Motion to not pass the STEM Grant: Yea vote: Melissa Bullerman, Bob Davis, Patti Quinn, Beth Wilson, Ashley Godinez, and Mitra Rahimi. Richard Druce and Joanne Gaudette voted nay.

### 6. Governance (e.g. by-laws, elections, etc.)

Director

#### 6.1. Annual Meeting Plan

Kendra Hoffman will put together and send out the Family Survey this year. The Annual Meeting will be on March 24<sup>th</sup>, 2015.

#### 6.2 ACNW Contract

Erin Anderson, representing the Audubon Society of the North Woods, presented WLS with its new sponsorship contract. Erin offered her congratulations, along with sharing some points that made it easy for WLS to have its contract renewed. Areas of concern were the numbers of students with free and reduced lunch had lower growth in academic progress than other groups in the school. The next phase is to revise the academic and environmental goals WLS has set to determine that they meet the requirements of ACNC and that are relevant to our student population. These goals will need to be submitted to Audubon by May 1<sup>st</sup>. The new contract will begin on July 1<sup>st</sup>, 2015.

### 7. Finance

#### 7.1 Financial Dashboard

Finance Committee

Patti Quinn presented the January Finances to the board. She explained a few of the expenditures and budget lines that looked as though they were close to their limits. Overall, the WLS finances look strong. There have been a few placements of students which will help with the budget. Joanne questioned an expense related to June Henning, and Deana explained that June is a school psychologist who meets with students on an as-needed basis short term.

Motion to approve the January Financial Report was made by Joanne Gaudette and seconded by Ashley Godinez.

The motion carried unanimously after no discussion.

#### 7.2 Enrollment Update

LE - Actual	79	Budget	78
UE - Actual	81	Budget	83
MS - Actual	47	Budget	51
TOTAL Actual	207	Budget	212

#### 7.3 FY15 Revised Budget

Patti Quinn, the WLS Board Treasurer, brought forward a revised budget for the board to peruse and approve. The bulk of the revision is moving numbers from one place to another- some budgets were decreased while others were increased. Elementary Education needed to be increased, but Specialists were able to be decreased as there is no Foreign Language Teacher. Going Out Budgets have been frozen for the year. Due to overages with the building project and other small items, the Fund Balance will be a bit under projections, but it is still over 30%, which meets WLS's bond obligations.

Richard Druce, as the Building Company President, explained the expenditures for the new classroom that completed late last fall in the Middle School area. There were concerns as the final invoice for the project came in much higher than was expected. Richard met with the general contractor to see why the discrepancies had occurred between the original budget and final costs- \$120K was original, and \$180 was the final. HVAC was not fit for new room, fire sprinklers were not up to code, and the soil was not good for foundation and needed rectification. After talking with the general contractor, the GC dropped his profit, so that \$164,113 is the final cost of the project. Even with the overage, the final price came in far lower than the other bids that were given this summer by other building companies. Richard is asking WLS to make a \$60,000 payment to the Building Company to cover the new addition overages and future lease improvements.

Motion to approve the FY15 Revised Budget with the \$60,000 to go to the Building Company for Lease Hold Improvements was made by Kendra Hoffman and seconded by Melissa Bullerman.

Yea Votes- Melissa Bullerman, Bob Davis, Patti Quinn, Beth Wilson, Ashley Godinez, and Mitra Rahimi, and Richard Druce

Nay- Joanne Gaudette

The motion passed.

Joanne Gaudette made a motion for the creation of a task force to review the relationship of how the WLS Building Company works with and communicates with the school. Kendra Hoffman seconded it.

Joanne's concerns relate to how the Building Company is making decisions that impact the WLS finances.

Yeas: Kendra Hoffman, Joanne Gaudette, Richard Druce

Nays: Melissa Bullerman, Ashley Godinez, Patti Quinn, Mitra Rahimi

Abstentions: Beth Wilson

The motion failed.

### 8. Employment Matters

Director

#### 8.1 Contracts - Karen Squires, Rachel Gleason, Sharon Irmiter

Motion to approve the new contracts was made by Patti Quinn and seconded by Richard Druce.

Motion to approve the contracts passed unanimously after no discussion.

### 9. Curriculum/Programs

#### 9.1 Academic Dashboard

February is "I Love to Read" month, and there have been several activities to celebrate. We will be having a birthday celebration for WLS's 20<sup>th</sup> year this Friday. The Academic Dashboard captures WLS's progress towards goals it has set up with ACNW.

## 9.2 FY16 Calendar

Deana has brought to the attention of the board that this coming school year begins before Labor Day. This is in preparation for the 16/17 school year, when the Hazeltine Golf Tournament comes to Chaska. December 21 and 22 on the 112 District calendar are school days, but the WLS staff has determined that these are not good days to hold school as it poses hardships to the school and its families. Thus, there would be 171 days down from 173 days. We would still be above statutory requirements for days if these two days are removed. The school is asking for approval to change the calendar for the 15/16 school year to reflect the change. The teaching staff has added two days to cover contract requirements of 185 days.

Motion to approve the FY16 Calendar was made by Patti Quinn and seconded by Melissa Bullerman. The motion carried unanimously.

## 10. Committees/Task Forces

### 10.1 Committee Assignments

#### 10.1.1 Academic Achievement MONTHLY Second Monday of Month 5:00 – 5:30 p.m.

1. Deana Siekmann
2. Beth Wilson

Conversations have reflected Middle School needs.

#### 10.1.2 Policy MONTHLY Fourth Monday of Month 5:00 – 5:30 p.m.

1. Deana Siekmann
2. Bob Davis
3. Beth Wilson

#### 10.1.3 Personnel MONTHLY First Monday of Month 4:30-5:00 p.m.

1. Deana Siekmann
2. Bob Davis
3. Daneen Goncalves

After a long and thoughtful process, the committee decided that their recommendation was that it was not necessary to require the Director of the WLS to hold a Montessori credential.

Joanne Gaudette reminded the committee and the board that a desk audit of the Director needs to be created and brought to the board. This was to be done by an outside audit.

#### 10.1.4 Finance MONTHLY Third Monday of Month 5-6 p.m.

1. Deana Siekmann
2. Patti Quinn
3. Kendra Hoffman

\*\* February meeting on 2.17.14 at 4:00 pm

#### 10.1.5 Fundraising/PTO MONTHLY First Wednesday of Month 6:30 -7:30 p.m.

1. Patti Quinn
- 2.

The WLS PTO is gearing up for the Shindig, and donations are beginning to come in. After the Shindig, the next fundraiser is the Annual Garage Sale, which will take place in April. Then, towards the very end of school there will be a small Scholastic book fair.

#### 10.1.6 Facilities/Building Company MONTHLY Fourth Monday of Month 5:45 – 6:15 p.m.

1. Deana Siekmann
2. Beth Wilson
3. Richard Druce
4. Tim Boyce

#### 10.1.7 Technology BI-ANNUALLY First Monday of Oct & Feb 5-6 p.m.

1. Deana Siekmann

2. John Wilson
3. Kelly Simer
4. Joanne Gaudette

#### 10.1.8 **Marketing**

**MONTHLY, 3<sup>rd</sup> Thursday of Month, 4:00 pm**

1. Ashley Godinez
2. Melissa Bullerman
3. Richard Druce
4. Joanne Gaudette
5. Mitra Rahami
6. Karen Squires

The Marketing Committee is requesting money towards a “suggested page.” They would also like to be able to send flyers out and are in need of postage and envelopes.

Richard Druce made a motion to provide \$150 for the Marketing Committee expenditures, and Kendra Hoffman seconded the motion.

The motion carried unanimously.

#### 11. Other

Confirmation of date and time of next meeting 3.23.14 at 6:15 p.m.

#### Adjournment

Motion to adjourn the meeting was made by Joanne Gaudette and seconded by Kendra Hoffman. The motion passed unanimously.

Respectfully submitted by Beth Wilson on February 23, 2015