

# **WAYZATA PUBLIC SCHOOLS**

Independent School District 284  
Wayzata, Minnesota

## **BOARD OF EDUCATION**

Regular Meeting - July 28, 2008 - 4:15 PM  
District Administration Building  
210 County Rd. 101, N, Plymouth, MN

### **AGENDA**

1.	CALL TO ORDER - Board Chair Moroz	3
2.	ADMINISTRATIVE	
	A. Proposed New Board Policy 730 - "Trust for Other Post Employment Benefits"	4
3.	CURRICULUM AND INSTRUCTION	
	A. Preliminary Update on MCA's - L. Robbins	5
	B. Update on Technology Referendum - M. Manning	27
4.	FINANCIAL	
5.	HUMAN RESOURCES	
	A. WMEP Project - Prospective Teacher Academy - A. Doughy	40
6.	BOARD REPORTS	
7.	SCHOOL BOARD	
	A. Tentative Board Agenda for August 11, 2008 - J. Moroz	49
8.	ADJOURN	50

# WAYZATA PUBLIC SCHOOLS

Independent School District 284  
Wayzata, Minnesota

## MISSION

### **Our Core Purpose:**

The mission of Wayzata Public Schools is to ensure a world-class education that prepares each and every student to thrive today and excel tomorrow in an ever-changing global society.

## VISION

### **What We Intend to Create and Experience:**

The vision of Wayzata Public Schools is to be a model of excellence where all students discover their unique talents, develop a love and tenacity for learning and demonstrate confidence and capacity for success through:

### **Exceptional Student Learning, Experiences and Relationships:**

- High achievement by each and every student—no exceptions, no excuses;
- Content-rich, rigorous and personalized education;
- Meaningful relationships with teachers, staff, mentors and peers in a welcoming, nurturing and safe environment where all are valued for who they are and the contributions they make.

### **Community Trust, Confidence and Partnership:**

- Comprehensive learning opportunities meeting diverse learner needs and community aspirations;
- Committed to being the first choice for students and families;
- Maintaining the highest levels of satisfaction and pride by staff, parents and community.

### **Operational Excellence:**

- Attraction, development and retention of exemplary, creative and engaged employees;
- Accountability by all staff for individual and collective performance;
- Effective and efficient use of time and human, financial and physical resources;
- Culture of continuous improvement and responsive innovation;
- High performing district governance, management and partnerships.

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Work Session – July 28, 2008**

**AGENDA ITEM:** 1. CALL TO ORDER/ROLL CALL

**COMMENTS BY:** Board Chair Moroz

	<b><u>PRESENT</u></b>	<b><u>ABSENT</u></b>
Ms. Linda A. Cohen	_____	_____
Ms. Susan J. Droegemueller	_____	_____
Ms. Patricia L. Gleason	_____	_____
Mr. Jay A. Hesby	_____	_____
Mr. John A. Moroz	_____	_____
Ms. Carter G. Peterson	_____	_____
Mr. Greg D. Rye	_____	_____
Dr. Chace B. Anderson, Ex Officio	_____	_____

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**Trust for Other Post Employment  
Benefits**

**POLICY: 730**

The District shall form an irrevocable trust to hold, manage, and expend assets reserved for "other post-employment benefits," defined as benefits for health care, dental care, and life insurance paid to or on behalf of employees after they retire from service with the District. "Other post-employment benefits" does not include pension benefits, deferred compensation, tax sheltered annuities, contributions to a health care savings plan, or severance pay. The terms of the trust must comply with the requirements of the Government Accounting Standards Board regarding other post-employment benefits.

The trust shall be overseen by the Finance and Business Committee of the Board. The District shall select a trust administrator and may select one or more money managers to advise the trust administrator and the Board on prudent investment of assets. The Finance and Business Committee shall determine investment guidelines and recommend investment allocations to the trust administrator.

Money held in the trust for other post-employment benefits shall be allocated among investments in ways that will allow for long-term growth in the portfolio and maintenance of purchasing power, after taking into account taxes, inflation, and annual spending. The overall risk of the portfolio shall be managed to minimize the potential losses that may occur, consistent with these goals.

The Finance and Business Committee shall review the investment performance of the trust at least quarterly. Also, the Finance and Business Committee shall review the investment guidelines and recommended investment allocations and evaluate the performance of the trust administrator and money managers annually.

FIRST READING: July 14, 2008

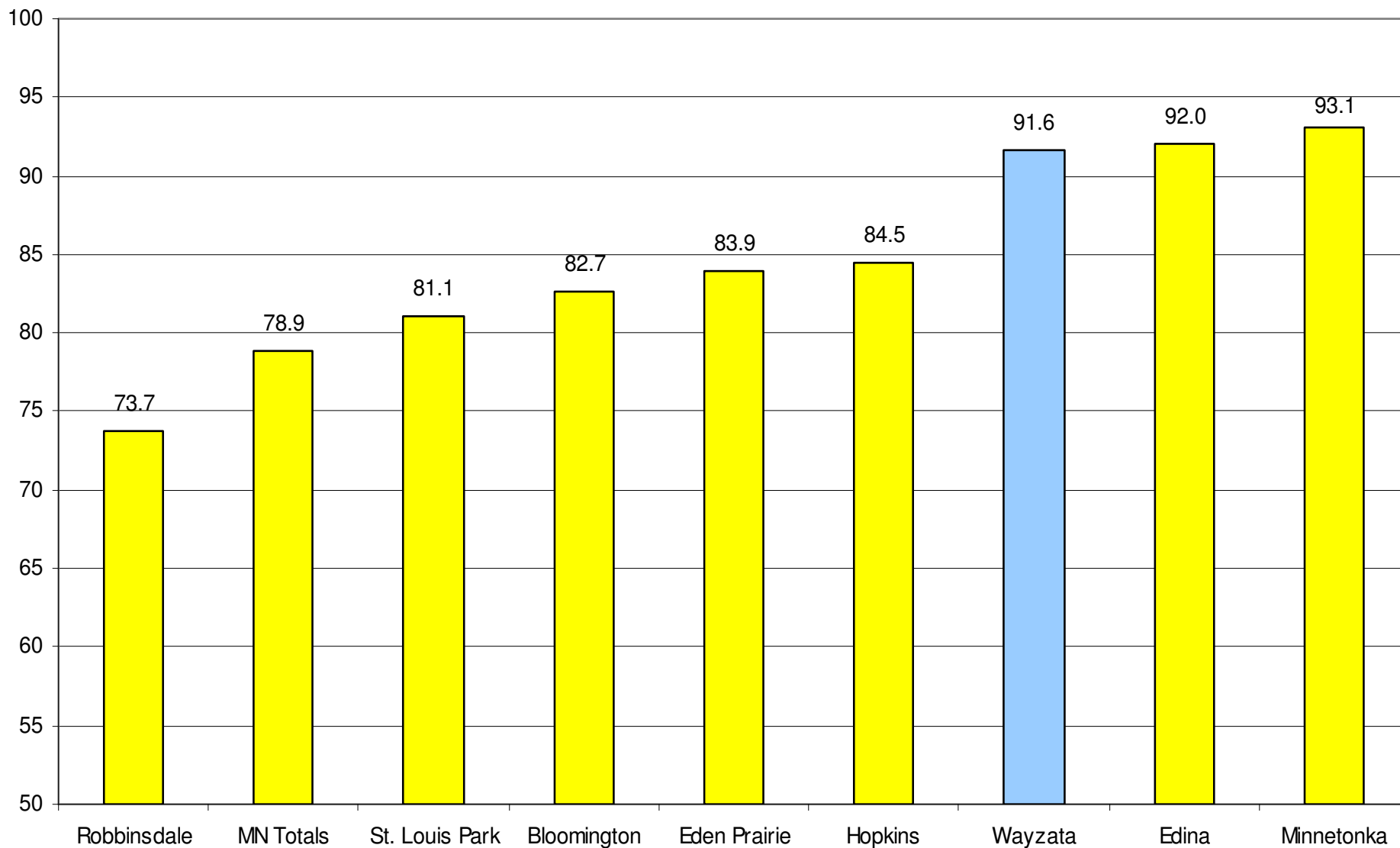
# Preliminary Update on MCAs Wayzata Public Schools

**Vision Statement for Wayzata Public  
Schools:**  
*A model of excellence among learning  
communities.*

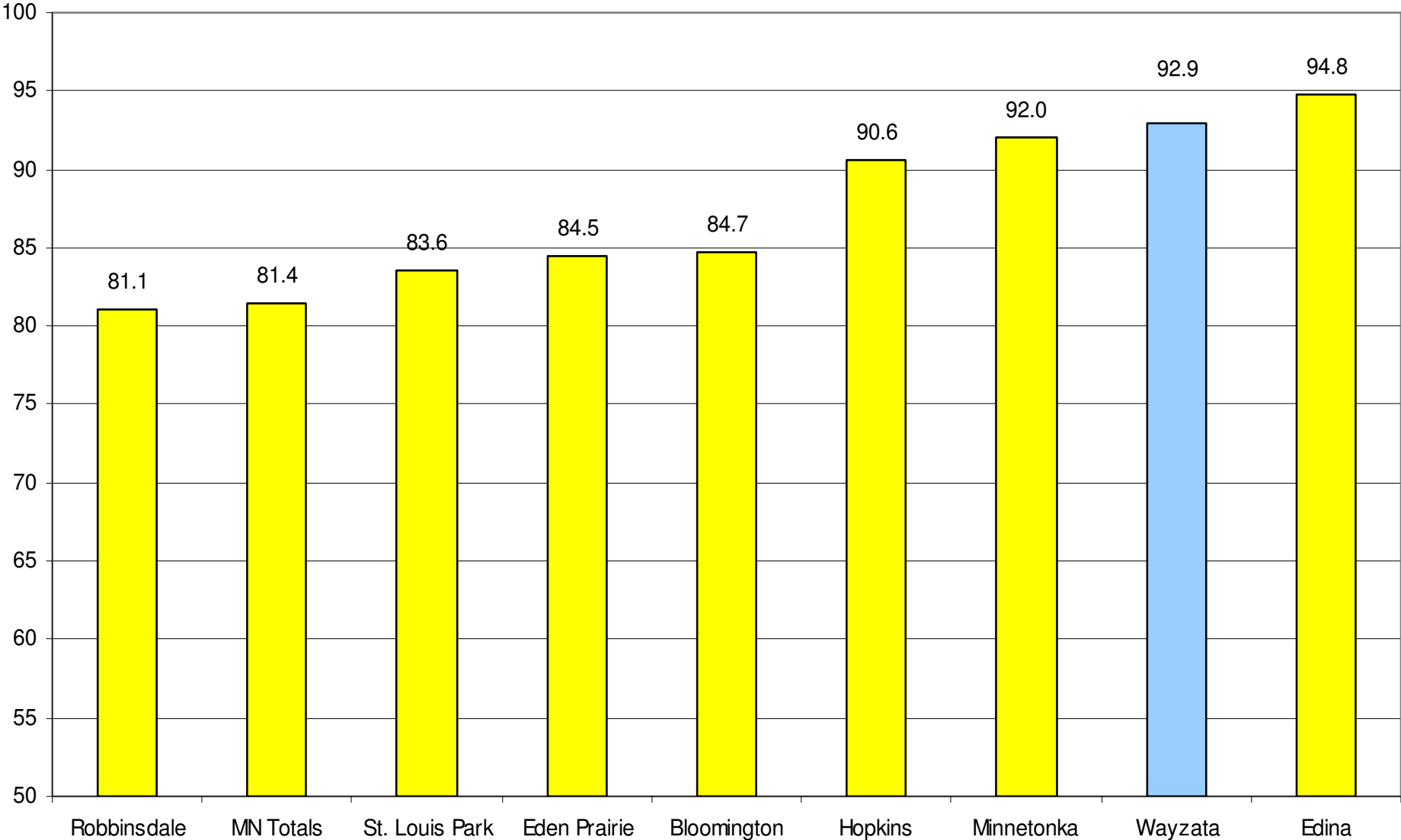
# Key Findings – MCA - IIs

- Comparison with Metro Districts
  - Percent Proficient

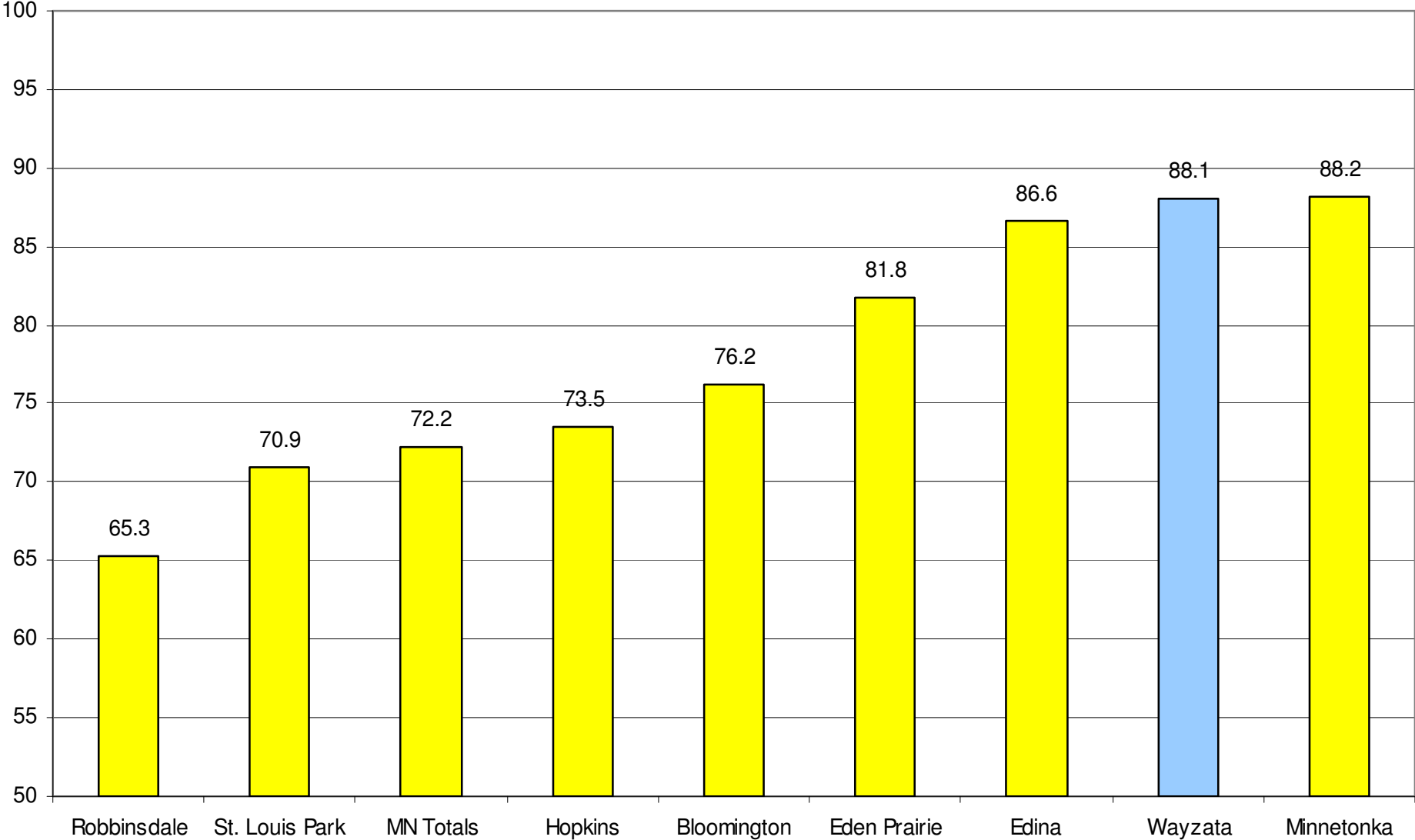
## 2008 MCA-II Reading: Grade 3 Proficient West Metro Comparison Districts



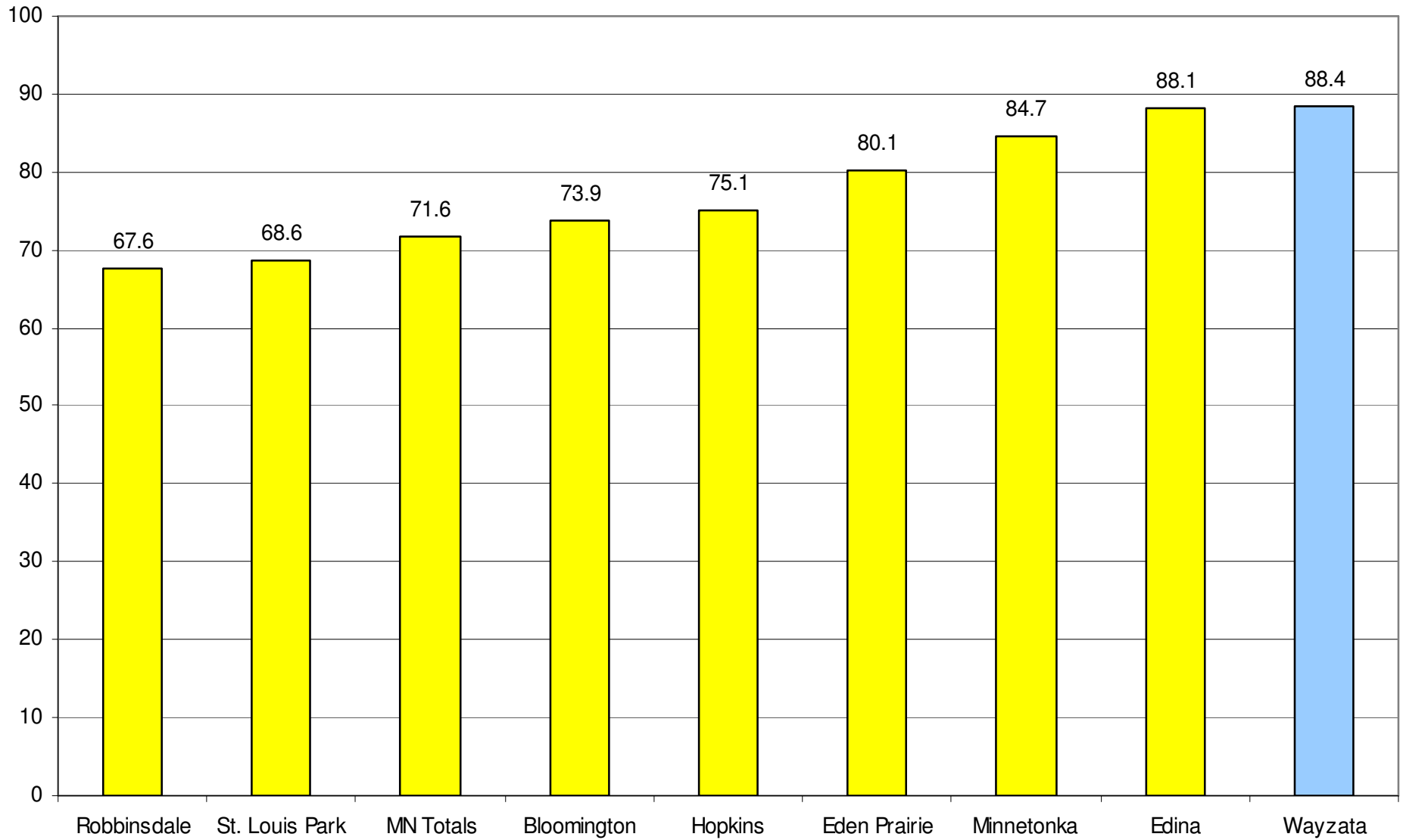
# 2008 MCA-II Math: Grade 3 Percent Proficient West Metro Comparison Districts



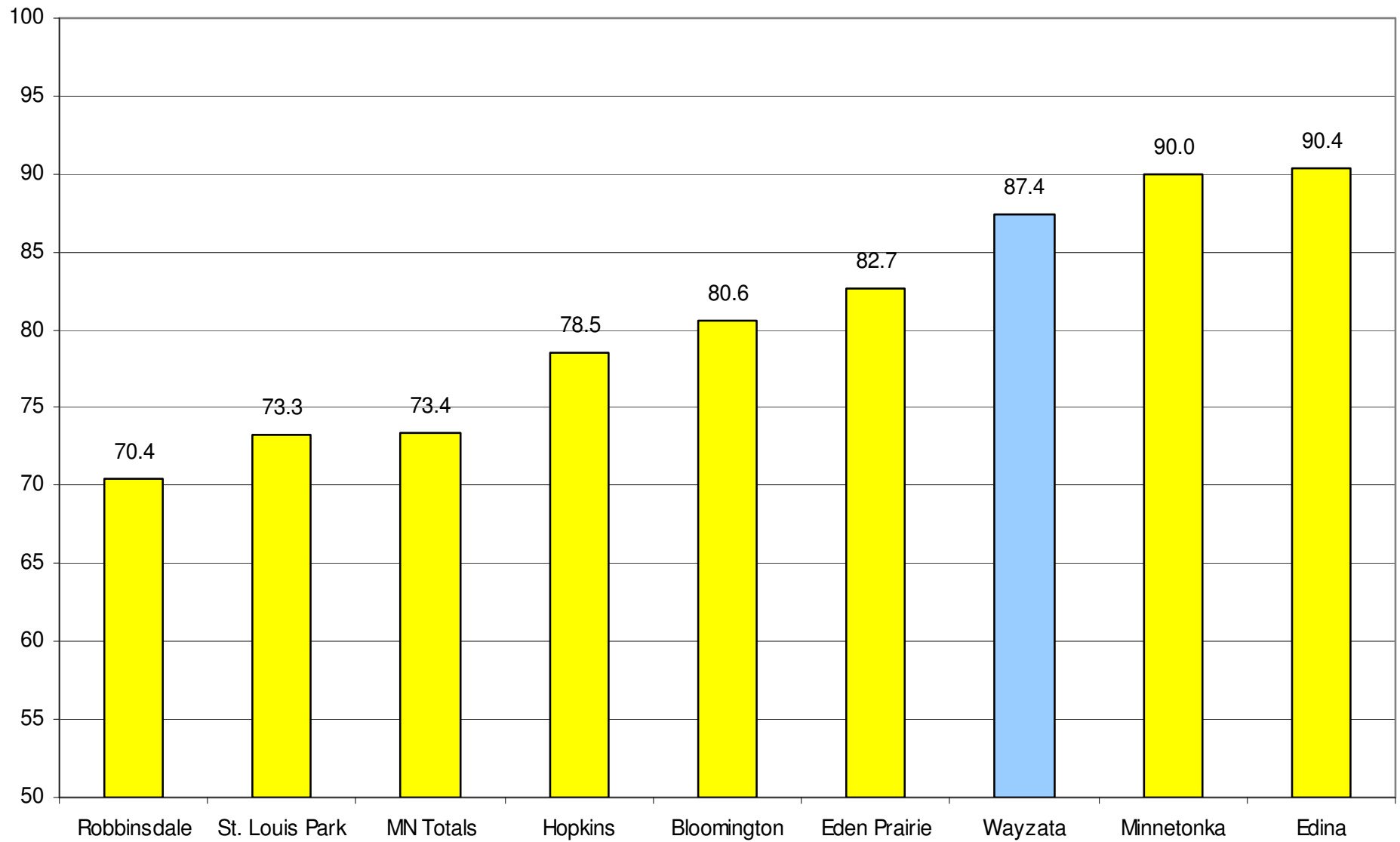
2008 MCA-II Reading: Grade 4 Percent Proficient  
West Metro Comparison Districts



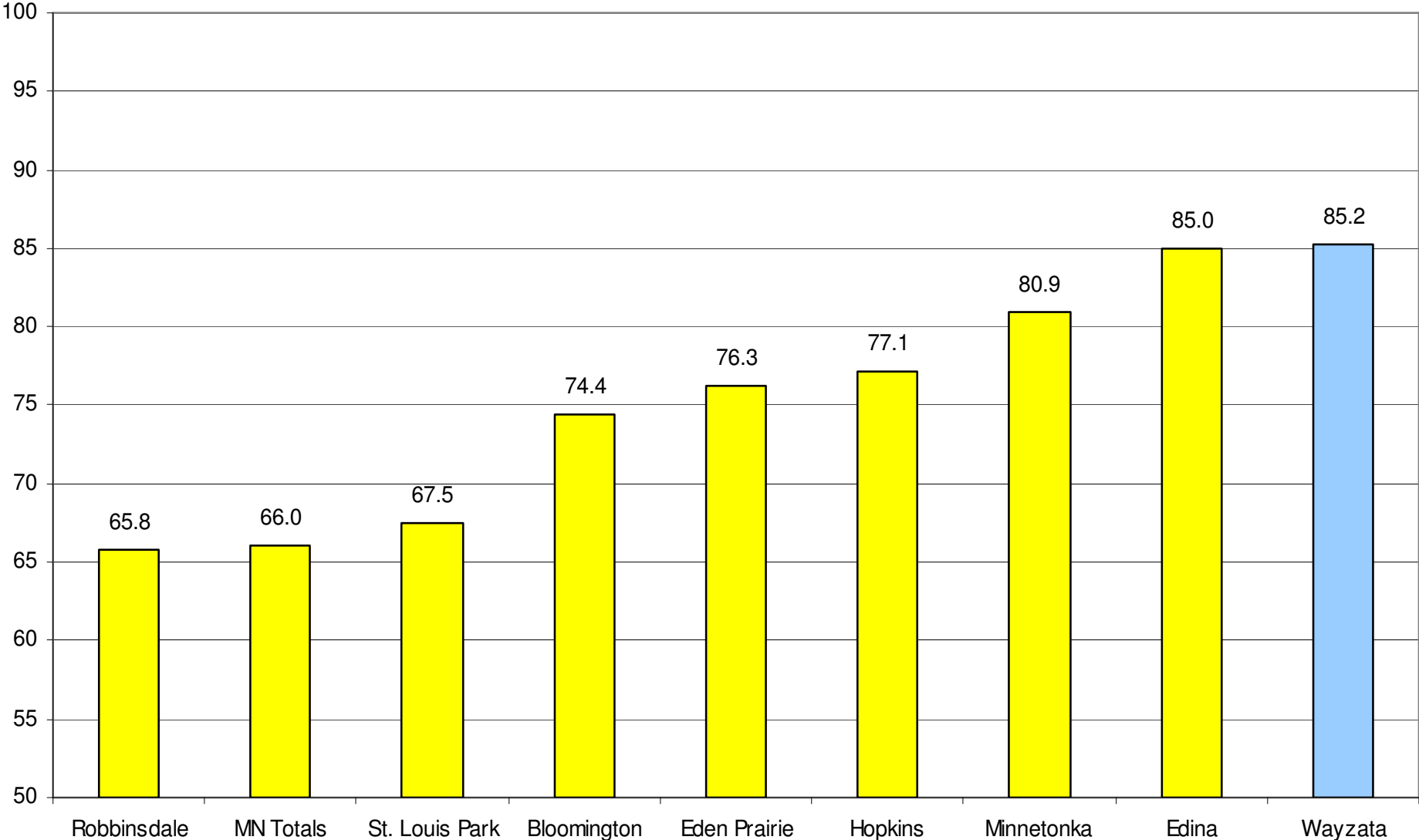
## 2008 MCA-II Math: Grade 4 Percent Proficient West Metro Comparison Districts



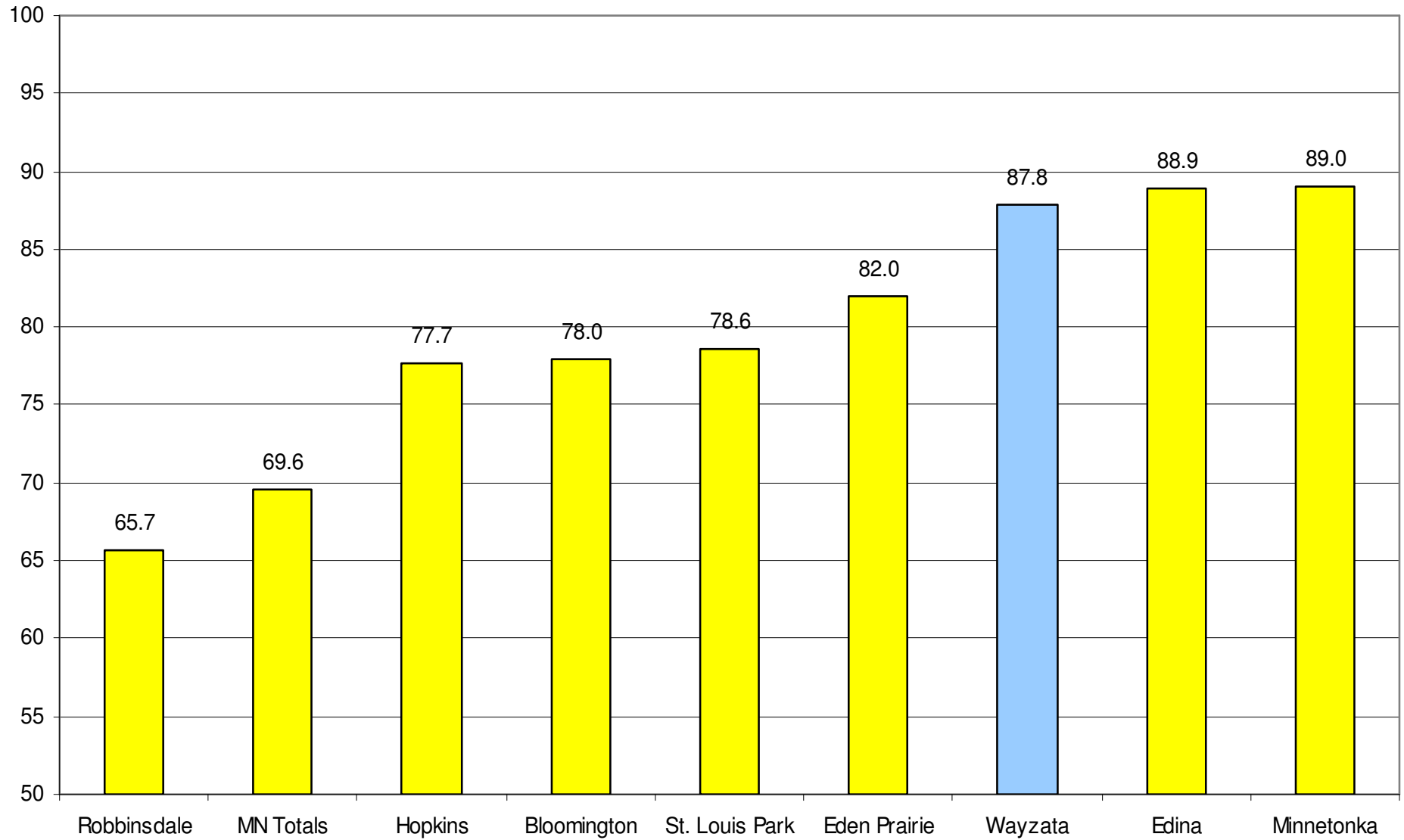
## 2008 MCA-II Reading: Grade 5 Percent Proficient West Metro Comparison Districts



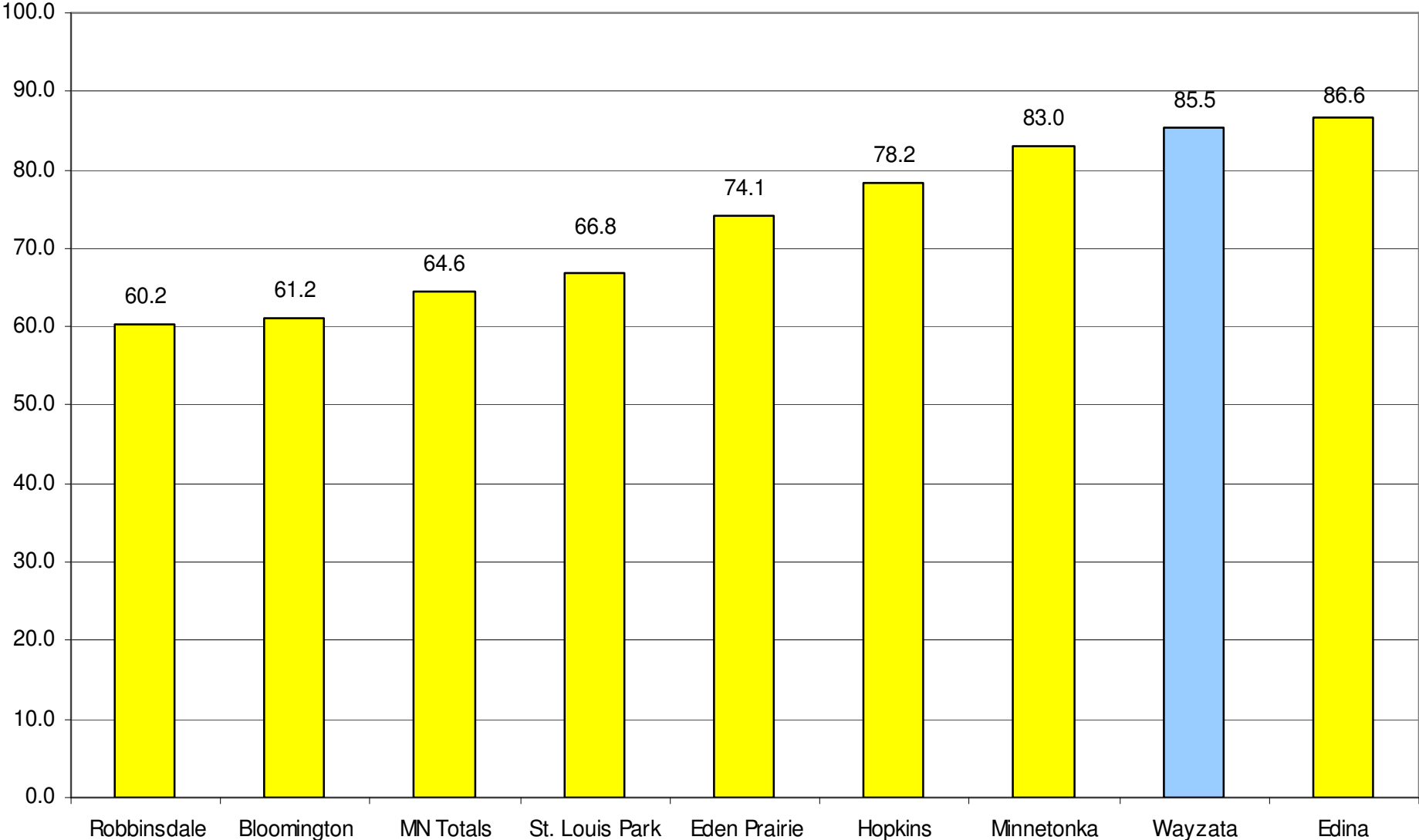
# 2008 MCA-II Math: Grade 5 Percent Proficient West Metro Comparison Districts



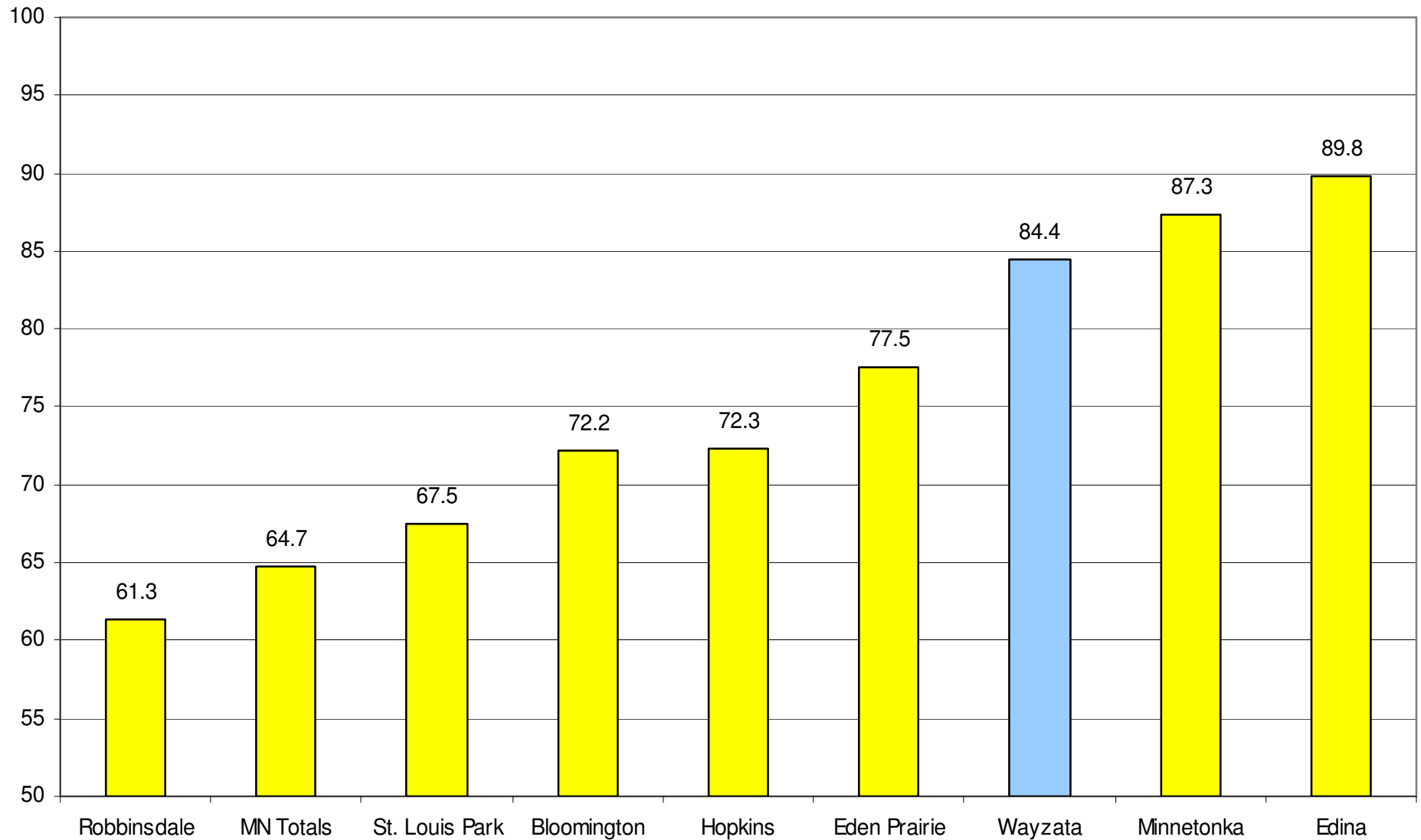
## 2008 MCA-II Reading: Grade 6 Percent Proficient West Metro Comparison Districts



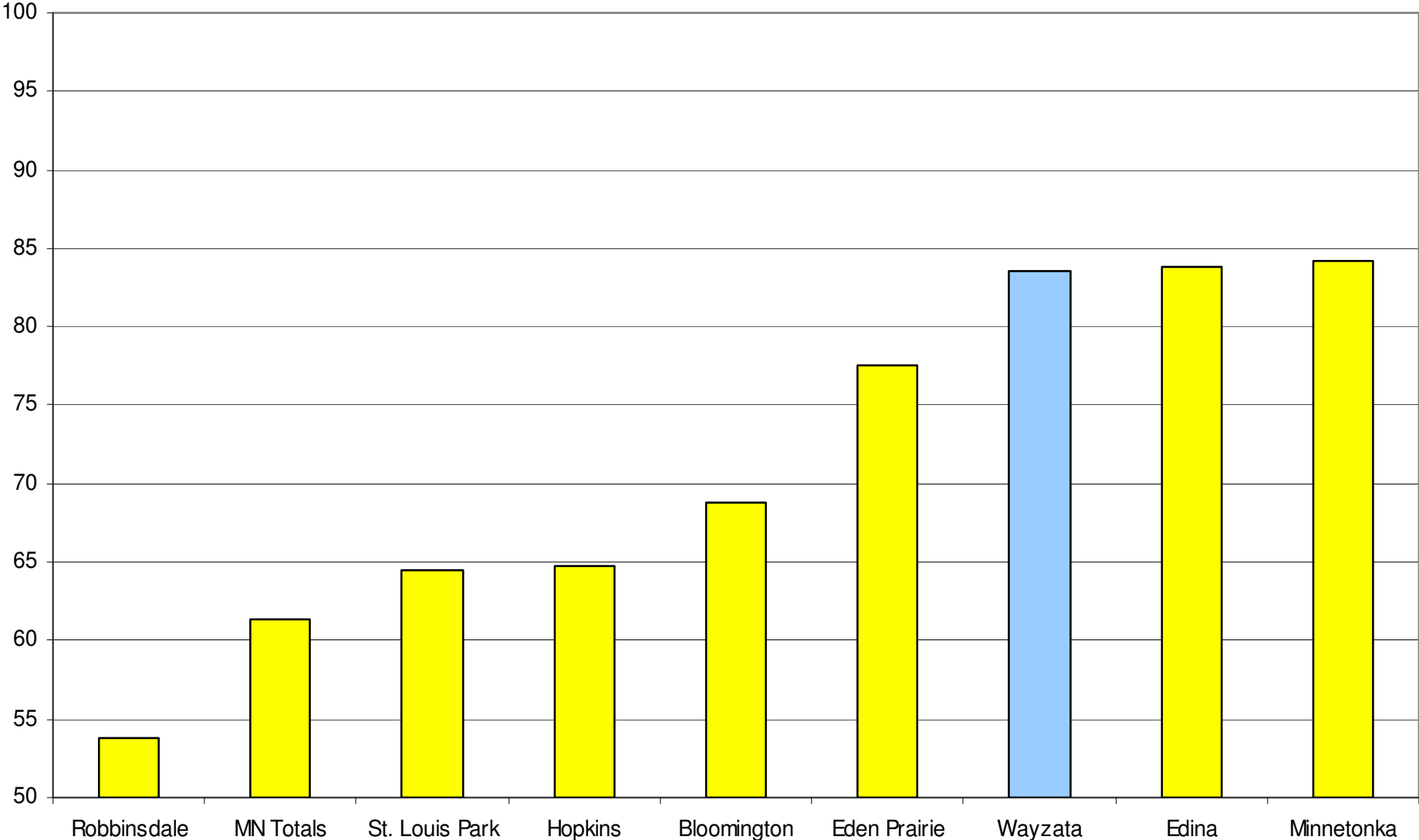
# 2008 MCA-II Math: Grade 6 Percent Proficient West Metro Comparison Districts



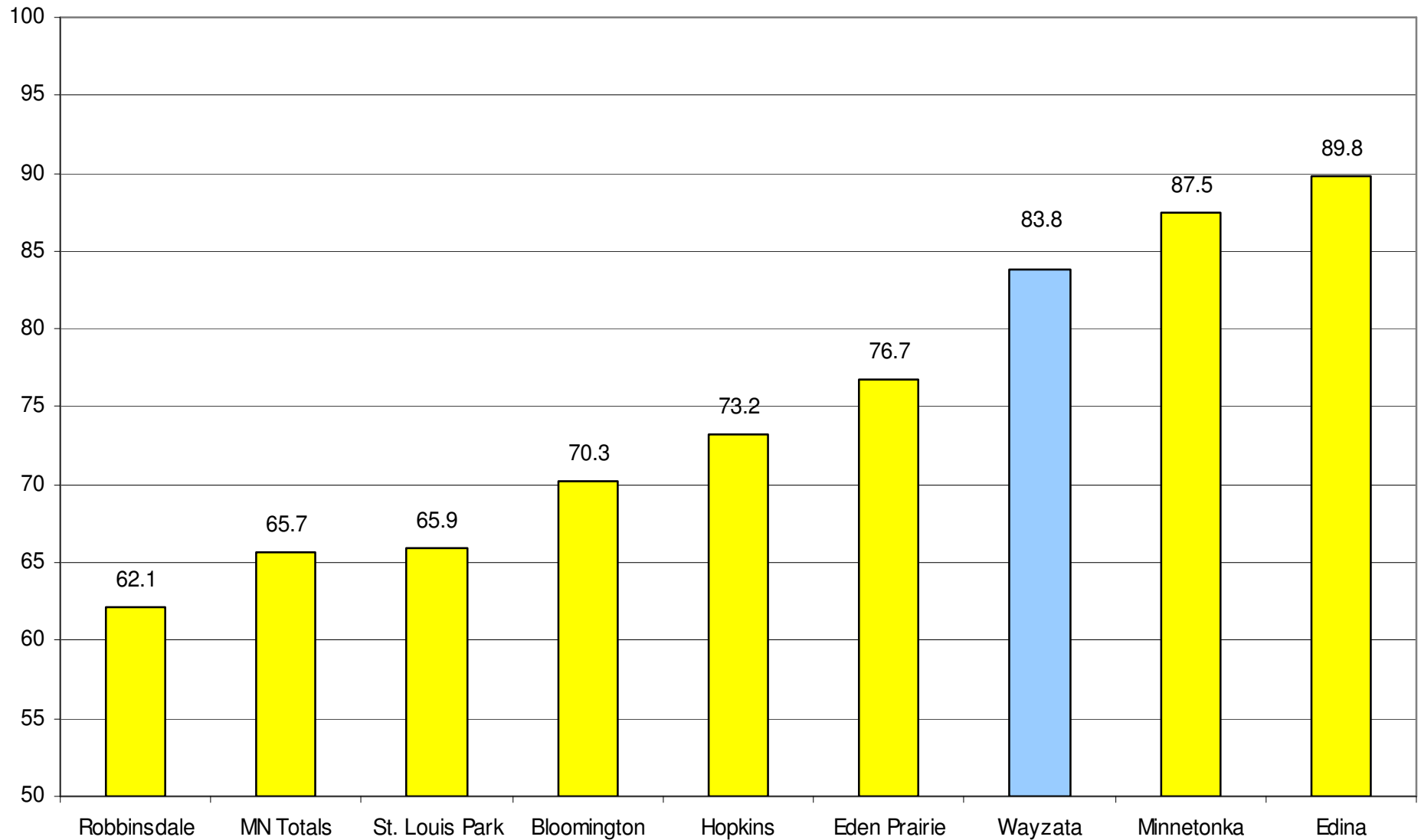
## 2008 MCA-II Reading: Grade 7 Percent Proficient West Metro Comparison Districts



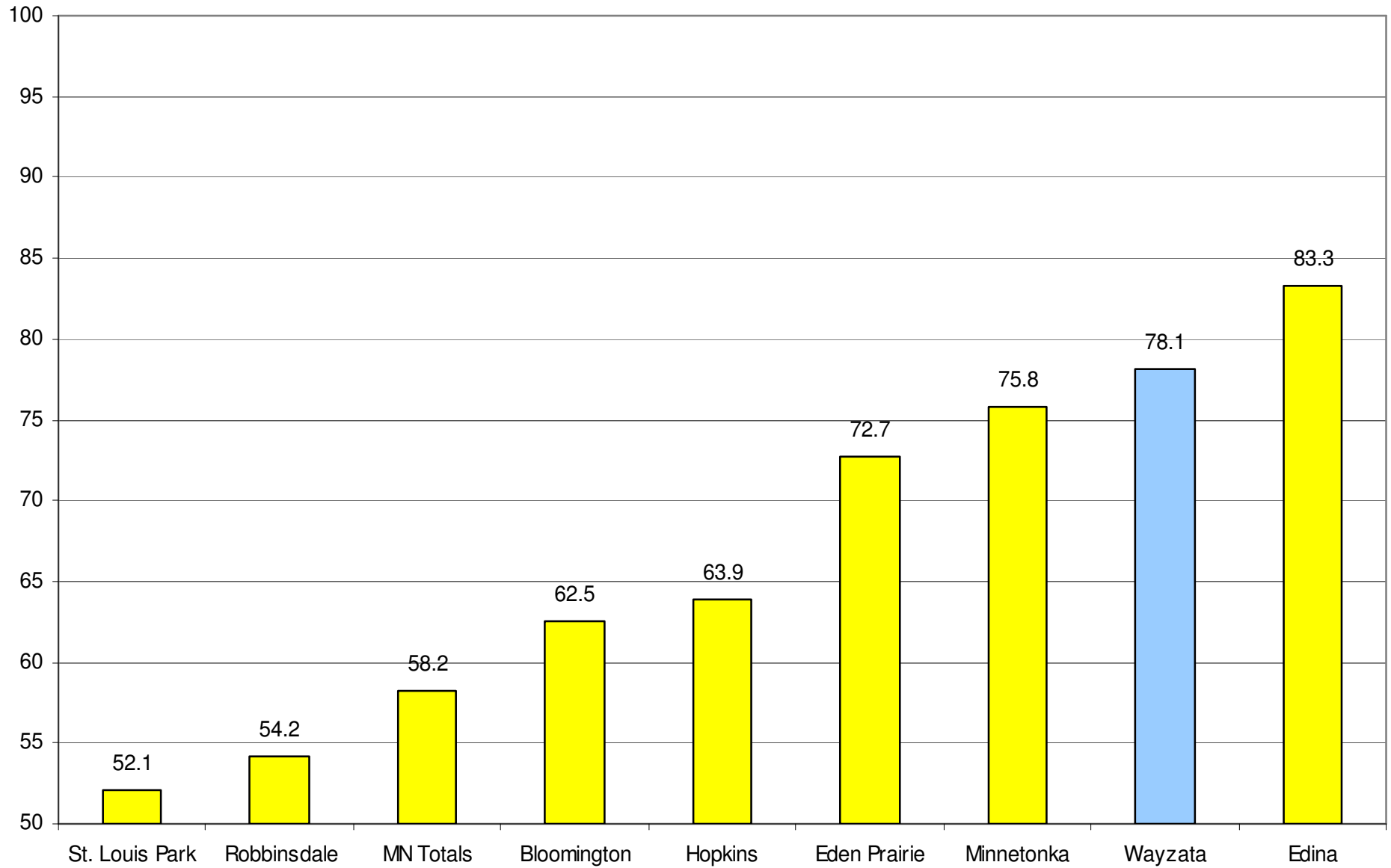
# 2008 MCA-II Math: Grade 7 Percent Proficient West Metro Comparison Districts



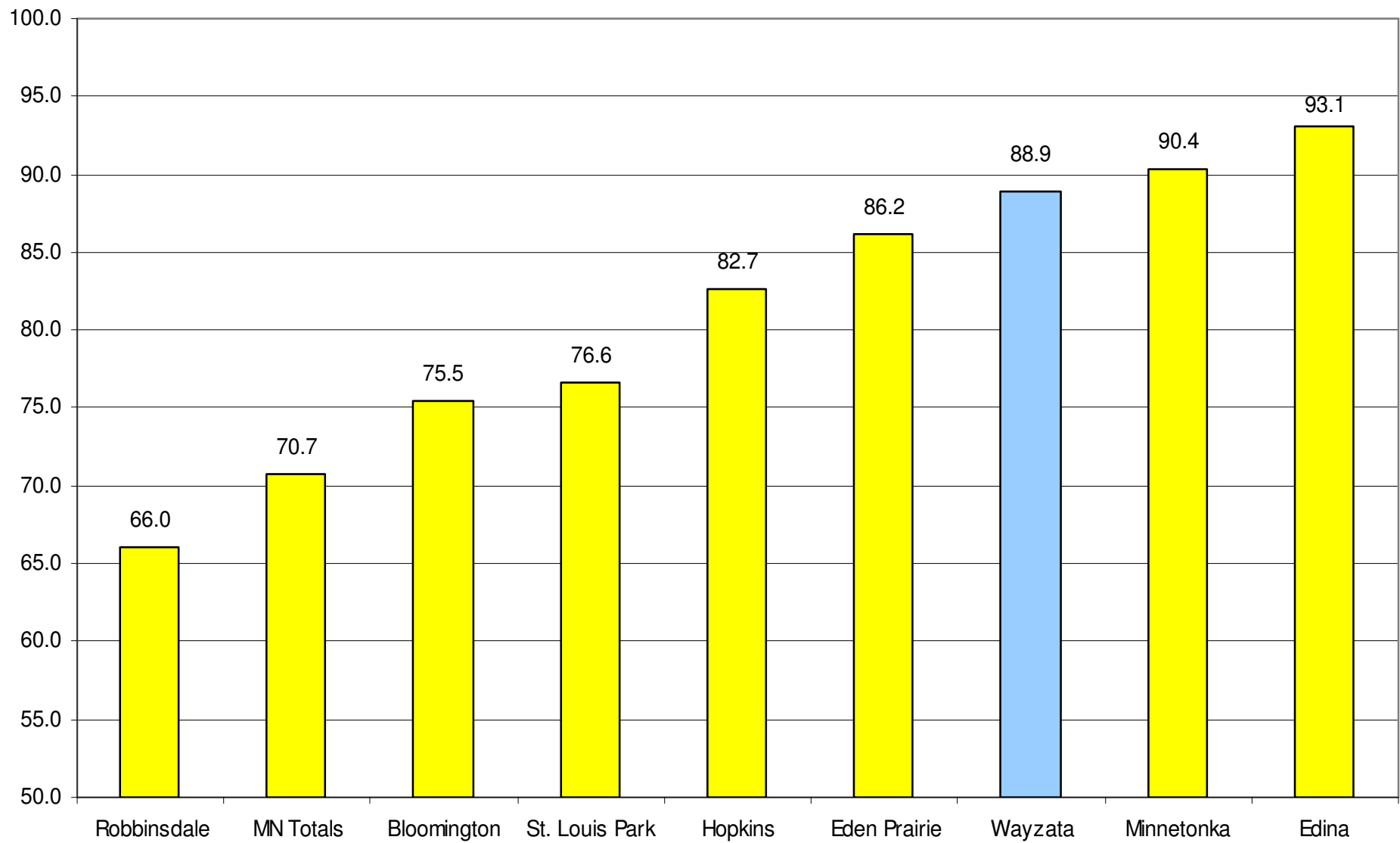
## 2008 MCA-II Reading: Grade 8 Percent Proficient West Metro Comparison Districts



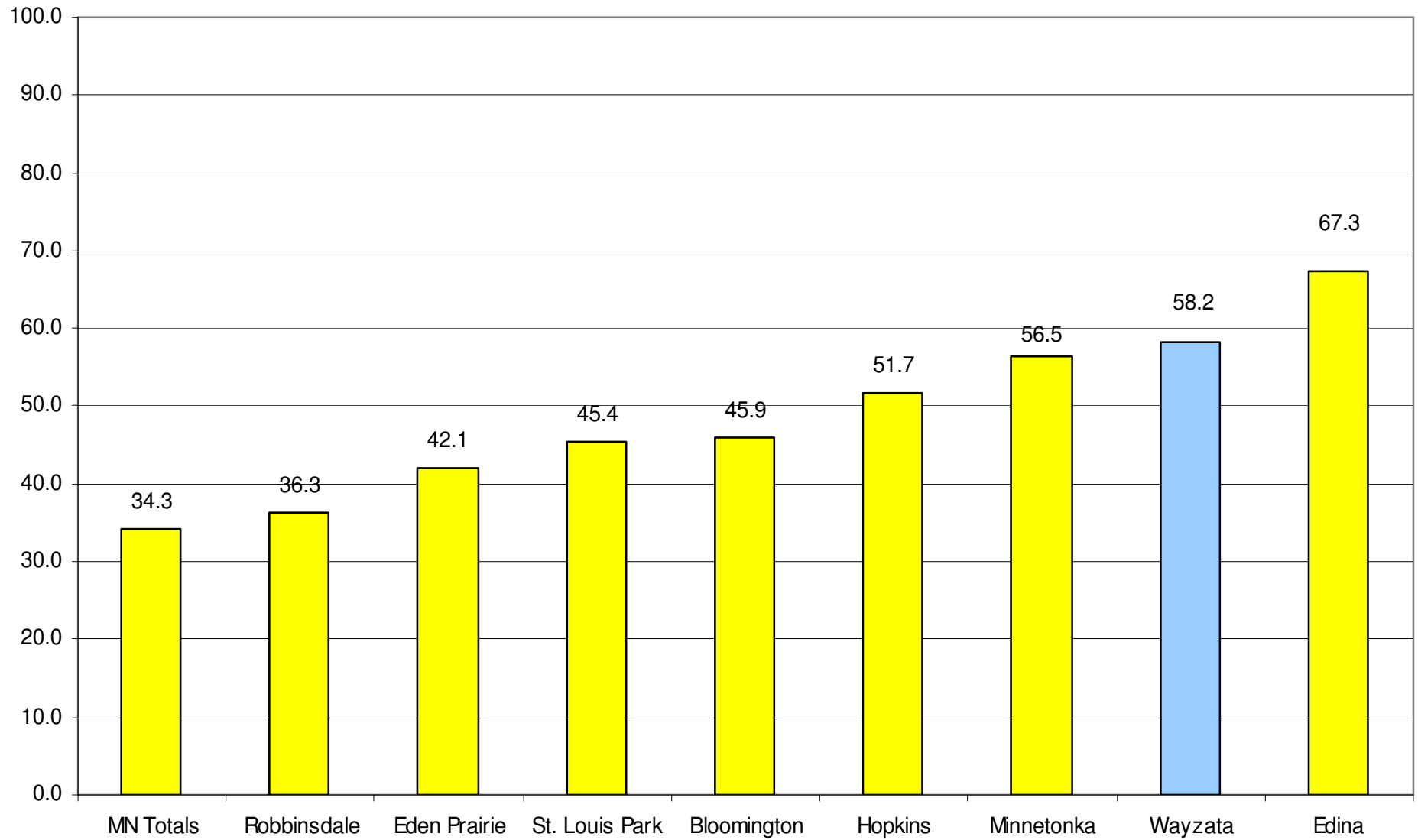
## 2008 MCA-II Math: Grade 8 Percent Proficient West Metro Comparison Districts



## 2008 MCA-II Reading: Grade 10 Percent Proficient West Metro Comparison Districts



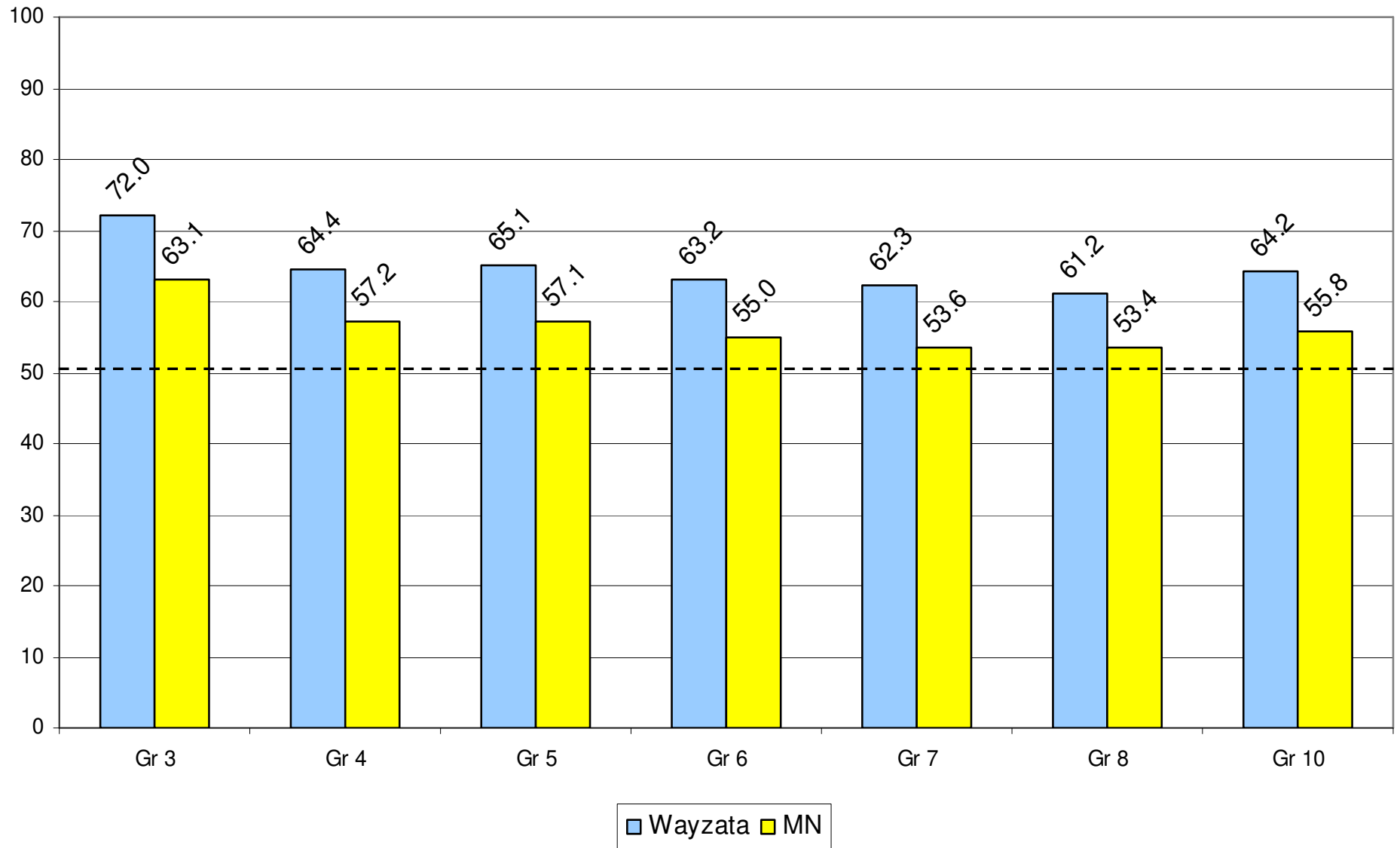
## 2008 MCA-II Math: Grade 11 Percent Proficient West Metro Comparison Districts



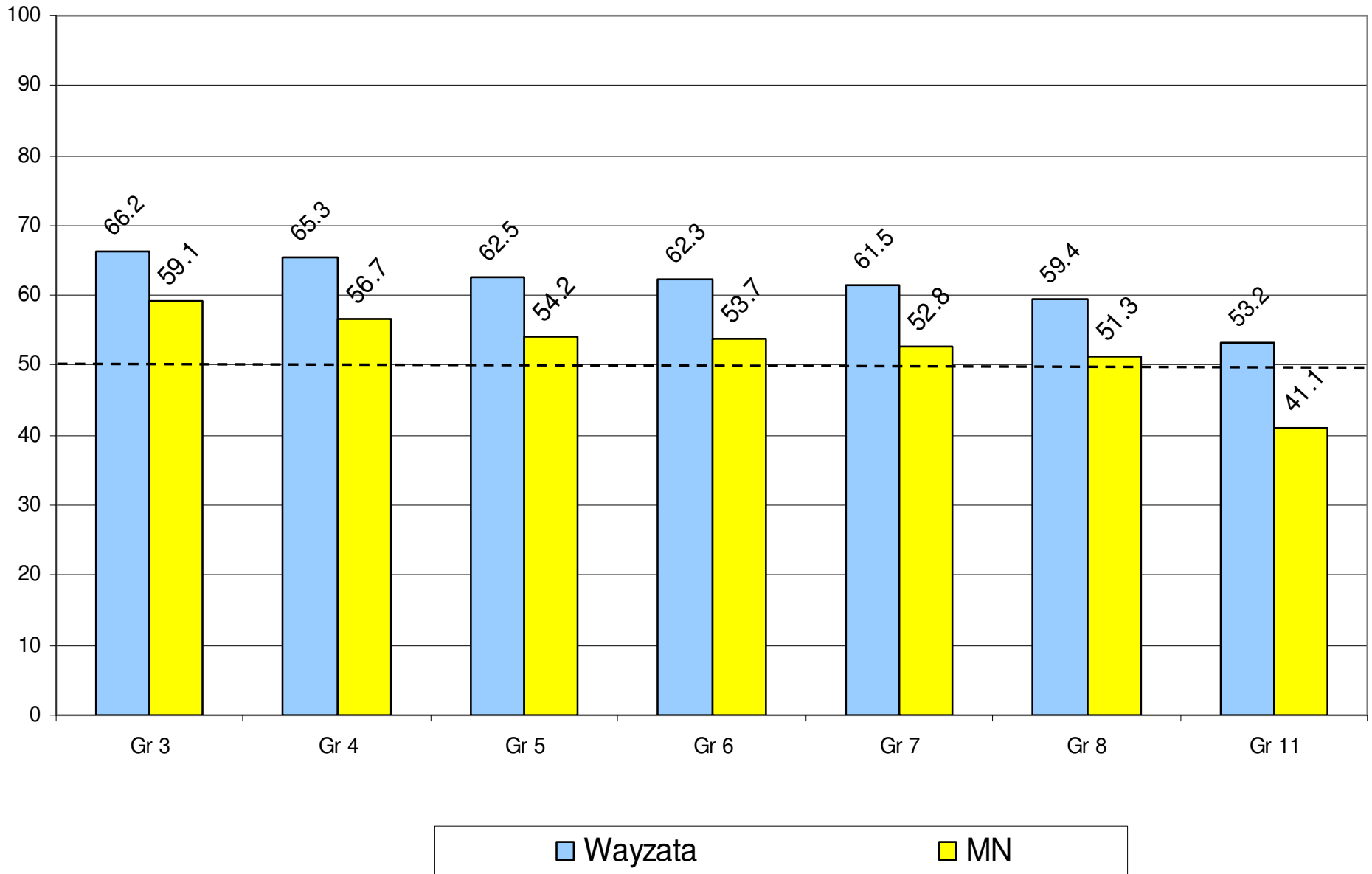
# Key Findings – MCA - IIs

## ➤ Average Scaled Scores

## 2008 MCA-II Average Scores Reading



## 2008 MCA-II Average Scores Mathematics



# Routes To Graduation

## ➤ 2009 Seniors

- ✓ Pass the BST in Writing, Reading, Math

## ➤ 2010 Seniors

**Proficiency on the MCA-II:** Achieve at or above proficiency level on the accountability assessment.

**Proficiency on the GRAD:** Achieve a passing score on that portion of the test that measures the essential requirements for success beyond high school.

# 2008 Wayzata Graduates

# Thank You

- Lois Robbins, Director of Assessment and Evaluation
- 763-745-5065
- [lois.robbsins@wayzata.k12.mn.us](mailto:lois.robbsins@wayzata.k12.mn.us)

Technology Update  
2008 – 2009 School Year  
Referendum Year Three

Wayzata Public Schools  
District 284

# Primary Referendum Goals

- Improve computer and equipment replacement cycle
  - Computers 3 years
  - Projectors & video 5 years
- Enhance instruction capability of teachers
- Additional computer based learning, enhanced curriculum software and tools
- Classroom video and data workstations
- Standardize Platforms

# Primary Referendum Goals

- Additional staff development
- Promote partnership between home and school
- Expand remote access of parents to allow them to see how their children are progressing
- Wireless network
- Laptop program and store

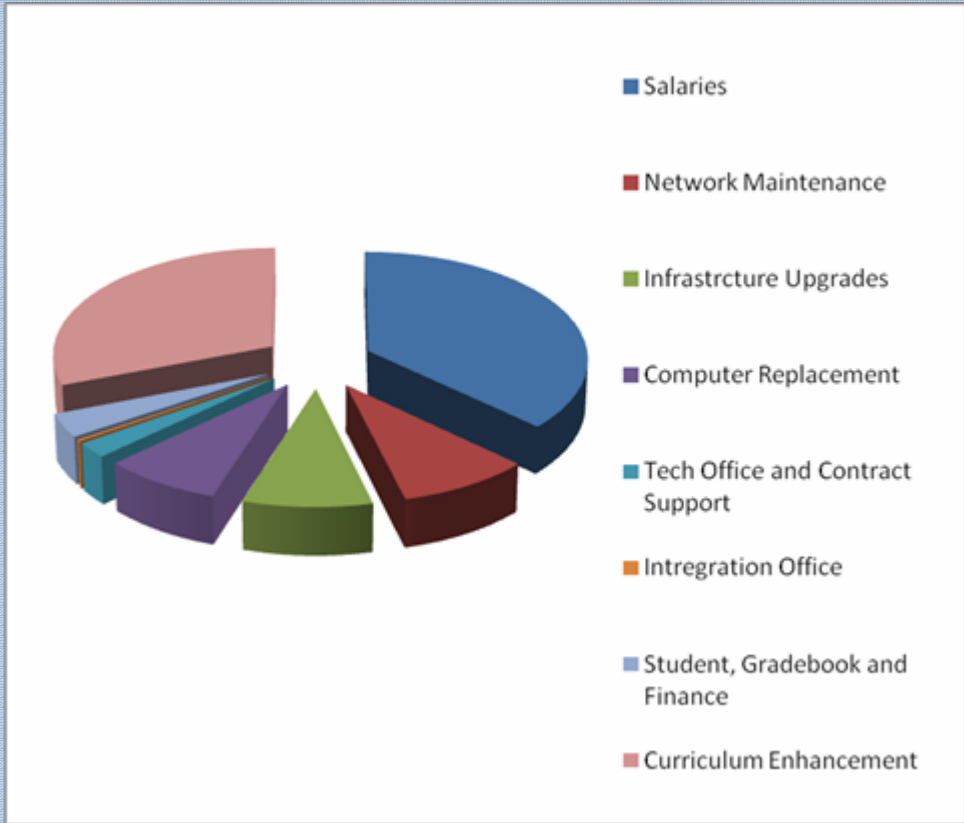
**5 year tech plan**

# Technology Budget Overview

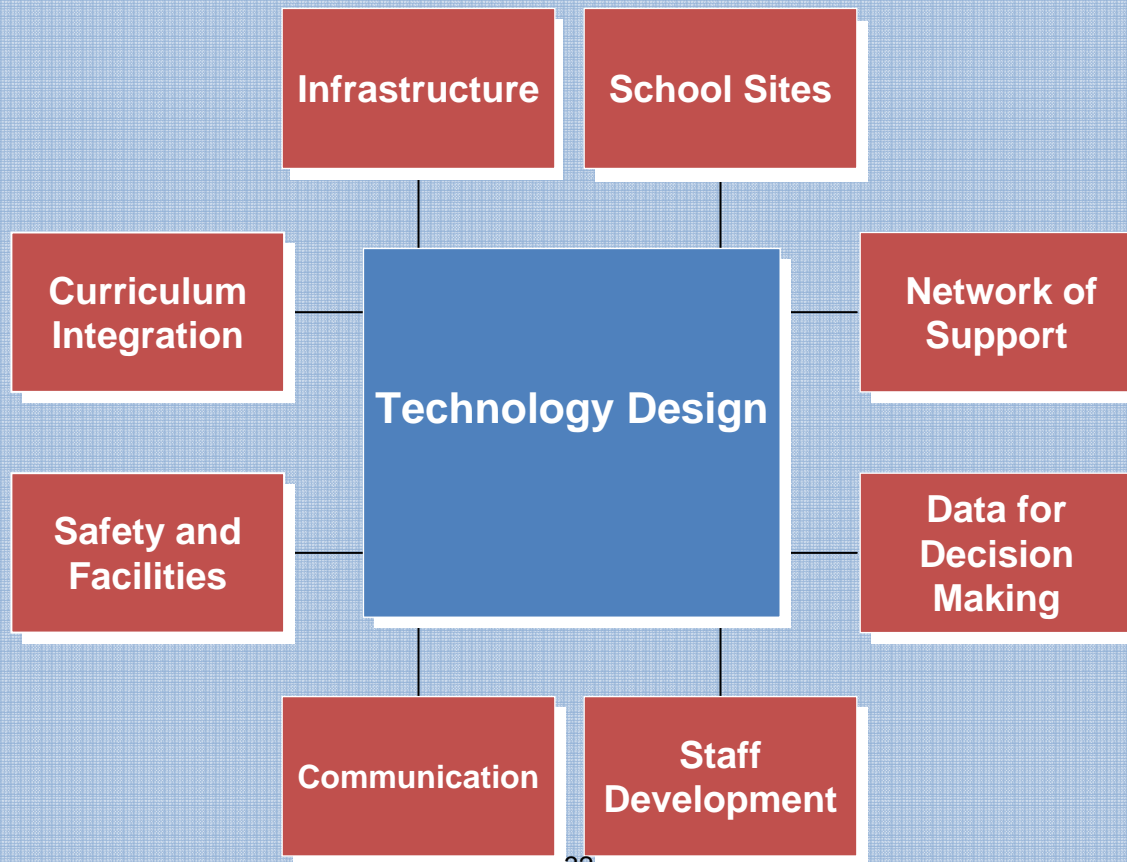
• Salaries	\$1,605,000
• Network Maintenance	\$ 395,000
• Hardware Upgrades	\$ 382,000
• Computer Replacement	\$ 350,000
• Technology Office	\$ 100,000
• Integration Office	\$ 11,000
• Data	\$ 154,000
• Curriculum Enhancement	\$1,338,000
• <b>Total</b>	<b>\$4,335,000</b>
• Levy Reserve	\$ 233,597

# 2008 – 2009 Technology Budget

## Breakout



# Model of Excellence Technology Plan - Design



# Technology Plan Update Year 2008-2009 Highlights

## Infrastructure

- Major storage and backup upgrade
- Expand Internet to 50mb (from 30mb)
- Upgrade network firewall
- Upgrade of voicemail system
- Development of new software imaging process and desktop (testing continues this summer)

## School Sites

- Three year replacement cycle begins with East staff
- Completion of projector/sound/workstation grades 1-12
- Wireless at WHS completed
- Addition of 60 more Smart Board Systems

# Technology Plan Update Year 2008 – 2009 Highlights

## Network of Support

- Added two staff to Tech Office per plan (we had not achieved this as of last year's update)

## Data for Decision Making (Maintenance Mode)

- Electronic report card continues for secondary
- Electronic progress report continues for elementary
- Data warehouse tool use expanded to: Q-comp & site goal analysis, at risk student tracking and analysis, equity goal analysis, State ECSE Reporting and formative assessments for Language Arts
- Staff at all levels continue training on use of the datawarehouse tool.

# Technology Plan Update Year 2008 – 2009 Highlights

## Staff Development

- \$50,000 spent on teacher staff development for 2007-2008 school year. Budget set at \$60,000 for 2008-2009 school year
- All teachers receiving new tools have been trained on those tools
- Hosted Smart Board Regional Institute last summer
- Summer Tech Institute for teachers this June
- Over 150 formal training sessions offered with 1600 participants in the training offerings

## Communications

- Continued maintenance development of district web site
- All schools converted to new web format
- Continued cable channel operation
- New telephone call out system

# Technology Plan Update

## Year 2008 - 2009 Highlights

### Facilities and Safety

- Scheduled to complete security cameras at 3 more elementary schools per tech plan
- Badge system expanded to WHS (still needs tweaking)

### Curriculum Integration

- Elementary Music
- WHS Business
- WHS TV Studio
- Engineering, Technology Design at WHS and middle schools
- Health/Phy Ed.
- Language Arts
- Projector/sound/data work stations

# Technology Plan Update Year 2008 - 2009 Highlights

## Computer Replacement

- East staff computers
- CMS White Lab
- SSH Drop-In Lab
- WHS Art
- WHS Business (C206, C105, C106)
- East, West and Central ETD Labs
- Upgrade Kimberly Lab

# Technology Plan Update Year 2008 – 2009 Highlights

## District provides technology plan progress report for 2006-07 school year

In November 2005, district residents approved a technology levy that provided an additional \$2.25 million to the district for technology improvements.

The district's Citizens Financial Advisory Committee (CFAC) has been monitoring the implementation of the plan and the use of the funds that were provided from the levy. The following progress report provides an update on how the technology funds were spent for the 2006-07 school year, based on the initiatives that were identified prior to the passage of the technology levy.



The technology plan was adjusted to accelerate the installation of interactive white boards in classrooms across the district. The technology was installed in classrooms last year; the white boards will be installed in all fourth and fifth grade classrooms this year. These boards allow teachers and students to interact and manipulate the materials being projected on the boards. Fifteen district staff members are serving as trainers to support teachers in using these boards into the curriculum.

Major Areas of Technology Plan	2006-07 Budget	Status	2007-08 Budget
Advanced classroom curriculum tools, software, staff development and infrastructure	\$625,000		463,000*
Reduced life cycles for computers and A/V	\$566,000		475,000*
Teacher classroom video and data workstations	\$410,000		920,000*
Support staff for teachers and students	\$235,000		232,035
Student support software such as electronic grade book	\$219,000		187,895
Other technology staff increases/technology support**	\$157,000		173,429
<b>Budget totals</b>	<b>\$2,212,000</b>		<b>\$2,451,359***</b>

<b>Status Color Key</b>	(* -- Video projector and workstation project was accelerated at the requests of elementary principals, thus budget totals for these categories are adjusted from the original target. CFAC and School Board are aware of changes.)	(** -- Review of student system and technology department staffing was delayed in order to research staffing models in other districts; process will be finalized in fall 2007)	(*** -- The difference in budget between 2006-07 and 2007-08 is due to an agreement with CFAC and the school board to accelerate the classroom projector implementation.)
Implementation on schedule			
Implementation ahead of schedule			
Delay in schedule			

The status explanation for each of the major areas is included below:

- Advanced classroom curriculum tools, software, staff development and infrastructure – Implement curriculum tools, hardware, software and classroom infrastructure to support tools
- Reduced life cycles for computers and A/V – Implement a three-year computer replacement cycle and five-year projector replacement cycle
- Teacher classroom video and data workstation – Implement a projector, sound field and easy to use electronic controls for the system capable of being hooked to teacher computers, Internet and video resources
- Support staff for teachers and students – Implement staffing positions and contracts to support planning, implementation and training on teacher tools for curriculum
- Student support software such as electronic grade book – Provide software for student grade book and finance system as well as support for teacher use of software
- Other technology staff increases/technology support – Additional technology department staff or staffing for grade book.

### Implementation Highlights

The approval of the November 2005 technology levy has made a tremendous difference in the quantity and quality of instructional technology that the district has been able to provide to students and teachers. The implementation of the technology plan is driven by the curriculum. In addition, the technology staff has adapted the plan to better meet the needs of teachers. The following are a few examples of how technology is being used by students and teachers in classrooms:

- The installation of interactive white boards was accelerated because teachers who were using them found them to be a tremendous tool. Over the next two years, an interactive white board and accompanying sound field technology will be installed in all K-12 classrooms.
- The transition to a common computer platform has gone well and the purchase of new computers is ahead of schedule.
- By hiring two technology integration specialists, teachers have available assistance to help them learn how to better integrate the various technology tools into their classroom instruction.
- Staff development is a key component of the technology plan. When technology or software is installed, teachers participate in training sessions so they know how to use the technology.

# Technology Plan Update Year 2008 – 2009 Highlights

## Referendum Budget Targets and 2008 – 2009 Expenditures

	<u>Target</u>	<u>08-09</u>	
• Advanced classroom curriculum tools, software, staff development and classroom infrastructure		\$625k	\$414k*
• Reduced life cycles for computers and A/V	\$566k	\$350k*	
• Teacher classroom video and data workstations		\$410k	\$924k*
• New support staff for teachers and students	\$235k	\$233k	
• Staff for grade book systems support		\$219k	\$154k
• Technology staff increase tech support		\$157k**	\$170k
• Budget totals	\$2,212k	\$2,214k	

\* Difference from target due to acceleration of projector/workstation project.

\*\* Staff hiring was delayed

# Prospective Teacher Academy





## Background

- Students of color comprise 40% of the public school population.
- Teachers of color represent approximately 3% of the total pool of teachers.
- National statistics suggest that there will be a teacher shortage in the next decade.
- Districts have difficulty retaining recruited educators who are not native to the Midwest.

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## Prospective Teacher Academy



As school districts, we have the potential to influence students who may consider teaching as a career.

WMEP District HR Directors seek to develop a program to identify and attract talented young people from diverse backgrounds to increase and retain a high-quality, diverse teaching force.

## Prospective Teacher Academy



### National Model

- In 1992, Ohio developed a program called CAPE - Council Attracting Prospective Educators, which is a five-day summer academy for 10th-11th grade students to explore teaching and education as a career. These academies are housed at selected college/university locations throughout Ohio.

## Prospective Teacher Academy



### National Model (continued)

- Ohio CAPE is funded and operated through partnerships with the state department of education, colleges/universities, teachers' union, and several professional organizations.
- Approximately 740 high school students have participated and almost 50% have become educators.

## Prospective Teacher Academy



### WMEP Project

- HR Directors formed a partnership of organizations to develop an academy for our students beginning June 22-26, 2009. Partners include:
  - ❑ All WMEP Districts
  - ❑ EMID
  - ❑ NWSISD
  - ❑ Hamline University
  - ❑ University of Minnesota
  - ❑ MN Department of Education
  - ❑ Education Minnesota

## Prospective Teacher Academy



### WMEP Project Actions

- WMEP is the fiscal agent.
- Shannon Lacy, Robbinsdale teacher, has been hired to coordinate the academy.
- Three MN representatives attended Ohio's 2008 CAPE to get first-hand knowledge of the camp.



### WMEP Project Actions (continued)

- Established four sub-committees:
  - ❑ Program Standards-Expectations/Design/Staffing
  - ❑ Program Marketing-Recruitment/Selection
  - ❑ Program Logistics - Room and Board/Transportation/Security
  - ❑ Funding



## Challenges

1. Sustainability
  - a. Financial
  - b. Long-term Commitment
2. Governance
3. Continued Support for Participants After Academy

# **WAYZATA PUBLIC SCHOOLS**

Independent School District 284  
Wayzata, Minnesota

## **BOARD OF EDUCATION**

Regular Meeting - August 11, 2008 - 7:00 PM  
Wayzata City Hall  
600 Rice Street, Wayzata

### **AGENDA**

1. CALL TO ORDER/ROLL CALL
2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS  
Consent Agenda items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed as a Consent Agenda item and addressed. Consent Agenda Items are as follows:
  - A. Approval of Minutes
    1. Regular Meeting - June 9, 2008
    2. Regular Meeting - July 14, 2008
  - B. Waive Statutory Requirement for Weekly Pledge of Allegiance
  - C. Finance and Business Recommendations
  - D. Human Resource Recommendations
3. STUDENT CURRICULUM PRESENTATION
4. RECOGNITIONS
  - A. August Employee of the Month - Administration
5. REPORTS FROM ORGANIZATIONS  
This section of the agenda provides the opportunity for parent, teacher, and/or student associations/organizations to provide the School Board with reports/updates.
6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS
  - A. Superintendent
    1. Proposed New Board Policy 730 - "Trust for Other Post Employment Benefits" - Second Reading and Adoption
  - B. Curriculum and Instruction
  - C. Finance and Business Services
    1. Monthly Financial Reports
  - D. Human Resource Services
    1. Approval of the Culinary Express Contract for 2008 - 2010
7. OTHER BOARD ACTION
8. AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD  
This section of the agenda provides an opportunity for those who have called and placed their names on the list and for members of the audience to address the School Board.
9. BOARD REPORTS
10. NEW BUSINESS
11. ADJOURN

**WAYZATA PUBLIC SCHOOLS**

Independent School District 284

Wayzata, Minnesota

**BOARD OF EDUCATION**

Work Session – July 28, 2008

**AGENDA SECTION:** 8. **ADJOURN**

**ITEM:** \_\_\_\_\_

**COMMENTS BY:** Board Chair Moroz

If there is no additional business before the School Board, the Chair will adjourn the meeting.