



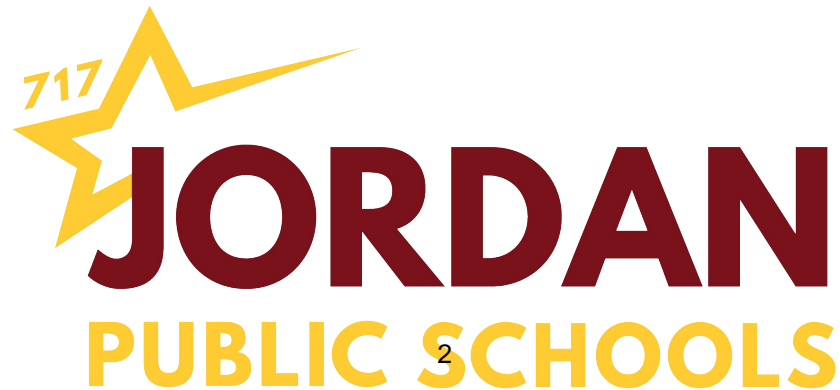
Jordan School District #717
Special Meeting Agenda

Monday, March 24, 2025 at 5:30 PM
Special Meeting
CERC Multi-purpose Room
500 Sunset Drive; Suite 3
Jordan, MN 55352

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Consideration of Agenda
5. Consent Agenda
6. Action / Discussion Items
 1. Review and Act on Recommended Budget Adjustments 2
 2. Review and Act on Resolution Discontinuing Programming and Reducing Educational Programs and Positions 19
7. Adjourn Special Meeting

FY 2024-2025, 2025-2026 Budget Projections and Recommendations

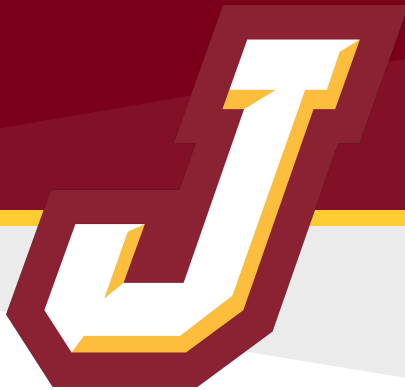
Randae Case Evenson, Superintendent



Projected Budget Adjustments Required

2024-2025	\$227,825
2025-2026	\$342,000

FY2024-2025 Revised Budget
FY2025-2026 Projected Budget



Considerations

- Projections are based on data that is known at this time
- Enrollment is based on 1,822
 - 1,787 K-12
 - 22 ECSE preschoolers
 - 13 Tuition students
- Revenue projection is based on a 2.74% increase in state aid
- Negotiations year for most employee groups
- Projection for expenses to increase
- Paid Family Medical Leave Act effective January 1, 2026
 - Projected portion of payroll tax is 50% of .88% or more
- Summer Unemployment
 - Budget as if not funded for summer of 2025
- Increases to TRA employer contributions



Direction to Administrative Team



- **Balance the budget for FY2025-2026**
 - To the degree possible, acknowledging the unknown
 - Rightsize in areas of overspend in relation to comparable districts
- **Considerations**
 - Maintain excellent programming and student experiences
 - Alignment to class size ranges, basing annual staffing on enrollment
 - Minimize impact
 - Systemic process
 - Comparative analysis of Jordan Public School District spending vs comparable school districts
 - Areas the district is out of financial alignment in comparison to other districts to right size the district
 - Evidence of why reductions are needed and the areas in which they are needed

Priority Comparables



- District Level Administration
- School Administration
- Instruction Regular
- Instructional Support
- Pupil Support Services
- Transportation
- Operations Maintenance

Other areas: Equipment Costs, LTFM, Special Education, Nutrition Services, Community Education

Process



March 17 School Board Meeting:

- School Board action on resolution to direct administration to reduce programs and staffing

On-going Spring 2025:

- **Dual Processes** inform Administrative Recommendations
 - **Adjustments based on annual enrollment and staffing processes**
 - **Budget Adjustments as needed**
- Administrative Team reviews initial FTE needs
 - Staffing in alignment to class size ranges
 - Student registration at JMS/JHS
- Administrative work sessions to finalize draft budget, review expenditures and develop recommendations for reductions of expenditures and plan for staffing and programming
- Full Staff Update provided on March 18, 2025

Target Adjustment \$570,000



2024-2025	\$227,825
2025-2026	\$342,000
Target Budget Adjustment with Annual Staffing/Enrollment	\$569,825

Recommendations



- **District Level Administration (Adjustment \$2500)**
 - Purchased Services
 - Meeting and event costs
 - Continue to monitor insurance benefit costs
 - Unemployment Insurance
- **School Level Administration (no recommended adjustments)**
 - We are in alignment with budget and comparable districts.

Recommendations



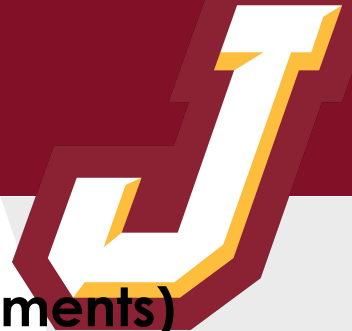
- **Instruction Regular ** (Adjustment \$142,005)**
 - ***These dollar amounts are based on our annual staffing to enrollment process.***
 - Teaching positions are adjusted annually based on annual review of enrollment and staffing to class size ranges.
 - Elem 2 positions for 2025-2026
 - 6th class pay assignments are adjusted annually based on annual review of enrollment and staffing to class size ranges.
 - Adjustments in stipends and offerings that are annual and bi-annual.

Recommendations



- **Instructional Support ** (Adjustment \$62,000)**
 - Reduction of 1.0 Student Services position
 - Redeployment of restricted funds
- **Pupil Support Services ** (Adjustment \$357,387)**
 - Reduction of 1.0 School Psych position
 - Reduction of 1.0 Behavior Intervention
 - We will not fill open paraprofessional positions at this time.
 - Reduction of 6.0 paraprofessional positions for 25-26

Recommendations



- **Operational Maintenance (no recommended adjustments)**
 - We are in alignment with budget and comparable districts.
 - We will however monitor on-going staffing and duties for potential efficiencies.
- **Transportation (no recommended adjustments)**
 - We are in alignment with budget and comparable districts.
- **Other Annual Staffing Measures (Adjustment \$15,148)**
 - Stipends and 6th class pay
- **Possible additional adjustments (Adjustment \$unknown)**
 - Shift in online service provider
 - Early retirement incentive options under consideration

Recommendations



- **TOTAL ADJUSTMENTS: \$579,040**
- Adjustments in key expenditure areas will improve our efforts of efficiency and stabilization of our district finances.
 - Some areas may not require adjustments based on comparable spending.
 - Some may show an adjustment based on annual staffing based on enrollment.
- We will continue to monitor all budget areas on-going

Steps Moving Forward



March 24 Special School Board Meeting:

- Review Draft Budgets and Recommended Reductions presented to School Board, Action

March 25-April 2

- Employee Notices provided, Staff Program and Placement Updates as needed

April 14 Board Meeting

- School Board/ Administrative team finalize any additional staffing adjustments as needed

May 2025

- Administrative Team prepares final draft budget
- Communications to Classified Staff as needed

June Regular School Board Meeting:

- 2025-2026 Projected Budget ¹⁴
- June 30 last day for Employee Notices to be finalized by Board

Recommendation

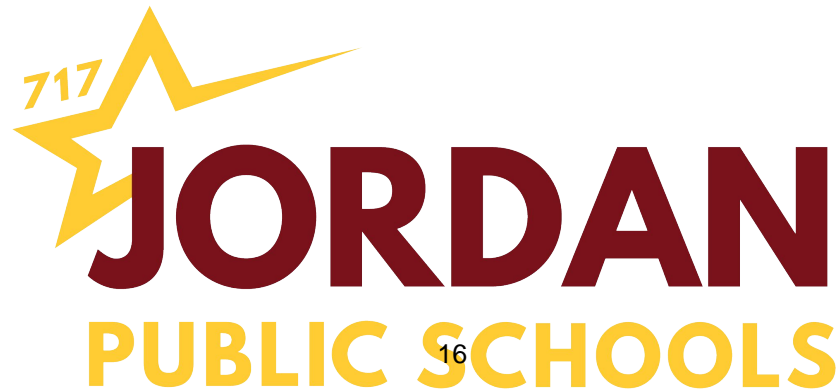


- ***Recommendation to direct administration to make budget adjustments, paired with annual staffing to enrollment processes, as presented.***

Budget Adjustment Measures

Reduce 1.0 MS Behavior Intervention position
Reduce 6 paraprofessional positions
Reduce 1.0 Student Services position
Reduce 1.0 School Psychologist position
Reduce School Board budget
Shift service provider for online instruction
Offer Early Retirement Incentive, if possible

**Thank you for your
commitment to our staff and
students!**



PERSONNEL ITEMS:

(New Hires, Resignations, Retirements, Terminations, Leave Requests, Assignmnet Changes)

NON-RENEWALS

NAME	STATUS	ASSIGNMENT	LOCATION	EFFECTIVE DATE
TBD	Budget Adjustment	Paraprofessional	TBD	5/29/2025
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Hyatt, Ashley (Resignation Approved 3/17/25)	Budget Adjustment	Behavior Intervention Teacher	Middle School	5/30/2025
Dela Paz, Iwalani	Budget Adjustment	School Psychologist	Elementary School	5/30/2025
Peer, Malik	Budget Adjustment	Equity and Outreach Specialist/Student Services	District Wide	5/30/2025
Vogel, Bridget	Annual Staffing/Enrollment	Teacher, Science	Middle School	5/30/2025

**EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 717
JORDAN, MINNESOTA**

Pursuant to due call and notice thereof, a special meeting of the School Board of Independent School District No. 717, Jordan, Minnesota, was held on the 24th day of March, 2025, at 5:30 p.m.

The motion made by _____ for the adoption of the foregoing resolution was duly seconded by _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same: _____
whereupon said resolution was declared duly passed and adopted.

**RESOLUTION RELATING TO THE TERMINATION
AND NONRENEWAL OF PROBATIONARY TEACHING CONTRACTS**

WHEREAS, _____ Bridget Vogel and Iwalani Dela Paz _____ are probationary teachers in Independent School District No. 717, Jordan.

BE IT RESOLVED, by the School Board of Independent School District No. 717, Jordan, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, and the School District Master Agreement, that the teaching contract of the following probationary teachers in Independent School District No. 717, Jordan, are hereby non-renewed or otherwise terminated at the close of the current 2024 - 2025 school year:

1. 1.0 Science Teacher - Bridget Vogel
2. 1.0 School Psychologist – Iwalani Dela Paz

BE IT FURTHER RESOLVED that written notice be sent to said teachers regarding termination and non-renewal of their contracts as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION
AND NON-RENEWAL

(Date)

Mr./Ms. _____

Dear Mr./Ms. _____:

You are hereby notified that at a special meeting of the School Board of Independent School District No. 717, Jordan, held on March 24, 2025, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2025-2026 school year. Said action of the board is taken pursuant to Minnesota Statutes, section 122A.40, Subdivision 5 and the current Master Agreement.

You may officially request that the School Board give its reasons for the non-renewal of your teaching contract. For your information, however, this action is taken because of the discontinuance of all or portion of your position as identified in the attached resolution, the financial condition of the School District.

Yours very truly,

SCHOOL BOARD OF INDEPENDENT
SCHOOL DISTRICT NO. 717, JORDAN

Clerk of the School Board

Encl. Resolution Relating To The Termination and Nonrenewal Of Probationary Teaching
Contracts

The motion for the adoption of the foregoing resolution was duly seconded by
_____ and upon vote being taken thereon, the
following voted in favor thereof:
and the following voted against the same:
whereupon said resolution was declared duly passed and adopted.

CLERK’S CERTIFICATE

STATE OF MINNESOTA)
) ss.
COUNTY OF SCOTT)

I, the undersigned, being the fully qualified and acting Clerk of Independent School District No. 717, Jordan, Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a special meeting of the School Board of Independent School District No. 717, duly called and held on the date therein indicated, so far as such minutes relate to a Resolution Relating to the Termination and Nonrenewal of Probationary Teaching Contracts and that said resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such Clerk this 24th day of March, 2025.

Clerk of the School Board
Independent School District No. 717
Jordan, Minnesota