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**ROBBINSDALE AREA SCHOOLS – INDEPENDENT SCHOOL DISTRICT 281
FINANCIAL ADVISORY COUNCIL (FAC)
MINUTES FOR JANUARY 16, 2024
DRAFT**

FAC Members			
X	Lennie Kaufman, Chair	X	April Gulley
	Walter Gray	X	Katherine Lankford
X	Greg Kugler	X	Nicole Sandback
X	Edwin Ochoa		
School Board Member			
X	John Vento, Treasurer		
District 281 Staff			
	Marti Voight, Interim Superintendent		Virginia Lim Stenbridge, Senior Accountant
X	Virginia Verbrugge, Assistant Director of Finance		
X	Karylanne Marchand, Business Office Manager		

Agenda Item 1: Welcome and Introductions

Chair Lennie Kaufman called the meeting to order at 6:32 p.m., with the FAC members and others noted above in attendance. The meeting was held in person at the Education Service Center. Mr. Kaufman opened the meeting by welcoming the attendees.

Agenda Item 2: Acceptance of Agenda

The agenda had been distributed to the members prior to the meeting. A motion was properly made and seconded to accept the distributed agenda. The motion passed unanimously.

Agenda Item 3: Approve November 14, 2023 Meeting Minutes

The minutes had been distributed to the members prior to the meeting. A motion was properly made and seconded to accept the minutes. The motion passed unanimously.

Agenda Item 4: Preliminary FY23 Audit Discussion

Ginny Verbrugge presented an update regarding the completion of the FY23 financial audit. She walked through expected fund balance changes in many of the funds, and indicated the audit should be final in February. The late completion of the audit was primarily due to Finance department staff transitions

leading to work not being ready when the auditors were initially scheduled to perform the audit work.

Agenda Item 5: Projecting the FY25 General Fund Budget

Ginny Verbrugge presented the most recent projection of the FY25 general fund budget (as presented in the December 18 School Board work Session). Revenue was projected to be \$199.3MM (down \$4.1MM from the currently projected FY24 general fund budget). Expenditures were projected to be approximately \$209.6MM (up \$5.8MM from the currently projected FY24 general fund budget). This leaves a projected shortfall of approximately \$10.2MM. There will be much more work done on the FY25 general fund budget to bring it close to, or at, a balanced budget.

Agenda Item 6: Enrollment Projections

Ginny Verbrugge presented the most recent enrollment projections for fiscal year 2025. This projection showed a continued decline in enrollment down to just over 10,000 students. As enrollment has a strong impact on revenue, this continued trend will be an important component of District 281 financial discussions.

Agenda Item 7: COVID Funding Update

Ginny Verbrugge provided an update regarding COVID funding received by District 281. The District has used the funding they received for the prescribed purposes the funding supported. Any remaining COVID funding will be used by the deadline of September 2024. Over time, the District received slightly over \$40,000,000 for various purposes.

Agenda Item 8: Reshare Staffing and Budget Timeline

As there had been no changes since this item was first discussed, no further discussion occurred at this meeting on this topic.

Agenda Item 9: Future Meetings/FAC Timeline

The remaining 2024 FAC regular meeting dates are March 12 and May 14. August 5 is listed as the date for the presentation of the 2023-2024 FAC annual report to the School Board. It was indicated that other meetings may be scheduled as needed, including a potential budget meeting with the School Board at a work session.

Agenda Item 10: Other

No items were discussed.

Agenda Item 11: Adjournment

A proper motion was made and seconded to adjourn the meeting, and the motion passed unanimously.

Meeting minutes submitted by Lennie Kaufman



To: School Board Directors
From: Michael Hart from PMA Securities, LLC
Re: Executive Summary - Operating Referendum Resolution and Capital Projects Levy
Date: February 20, 2024

Background Information:

The District's general fund budget relies on two sources of funding originally authorized by voters. The first is an operating referendum that generates \$24.8 million of unrestricted revenue in the general fund for FY 2025. The second source of funding is a capital projects levy that currently funds the District's technology budget, and generates about \$6.64 million for FY 2025. Each referendum authority is limited to 10 years by state statute, and the current referendum authority dates back to an election held in 2014. The school board must take action this year to maintain these funding sources.

Where we were:

Robbinsdale area schools passed the following Operating Referendum Authorities:

- 2014 Election Renewal
- 2018 Election Increase

Robbinsdale area schools passed a Capital Projects Levy Authority:

- Authorized in 2014

Where we are:

2014 Operating Referendum authority expires after taxes payable in 2025. Our options are:

- Board renewal of 2014 referendum authority (Resolution by the Board)
 - Can be done between 7/1/2023 and 6/15/2025
- Voter approved renewal of the 2014 referendum authority
 - Hold election in 2024 or 2025 to renew (an election in 2025 would incur the most cost to the district)
- Increase limited by state cap
 - Limited to \$54.00 per pupil or approximately \$600,000
- Let the referendum expire

Capital Levy expires after taxes payable in 2024. Our options are:

- Continue funding only Technology (hardware and software)
- Expand the funding to support technology (hardware and software), cybersecurity, cameras, secure entrances, and card readers.
- Ask the taxpayers for an increase
- Ask the taxpayers for a renewal



Where are we going: District Recommendation

Operating Referendum

District administration recommends that the school board renew the current referendum authority originally authorized in 2014 for an additional 10 years, by a resolution of the school board. Prior to acting on a resolution, the school board will be required by state statute to allow for public testimony on this topic. Under current statute, the board can only elect to extend this authority one time for the same 10 year time period. This process will maintain this critical funding source at its current level.

Capital Project Levy

District administration recommends that the board renew the current capital project levy at the same tax rate (4.207%) for 10 years, at an election held in November 2024. The administration also recommends expanding the eligible use of the funds as described in a ballot question to include the following:

- Funds to increase technology access for students and staff (current purpose)
- Secure building entrances
- Building technology and security infrastructure including cameras, key cards, network improvements and cybersecurity upgrades

Administration believes the current tax rate can provide for the added scope. For FY 2026, the capital projects levy is expected to generate approximately \$7 million in revenue. The technology staff needs approximately \$5 annually to maintain the current technology renewal cycle. This leaves \$2 million annually to address the added scope.

Due to the proposed change in project scope, the District would need to submit materials to MDE in compliance with the review and comment statute. The approval of this submittal will come before the board.

Because we are proposing to maintain the current tax rate, state statute dictates that the ballot language will be able to include the following language:

By voting "YES" on this ballot question, you are voting to renew an existing capital project referendum that is scheduled to expire.



PMA[™]
SECURITIES

February 20, 2024

ISD 281, Robbinsdale Area Schools

Capital Projects Levy

Michael Hart

Director, Public Finance

mhart@pmanetwork.com

612-509-2569

Steve Pumper

Vice President

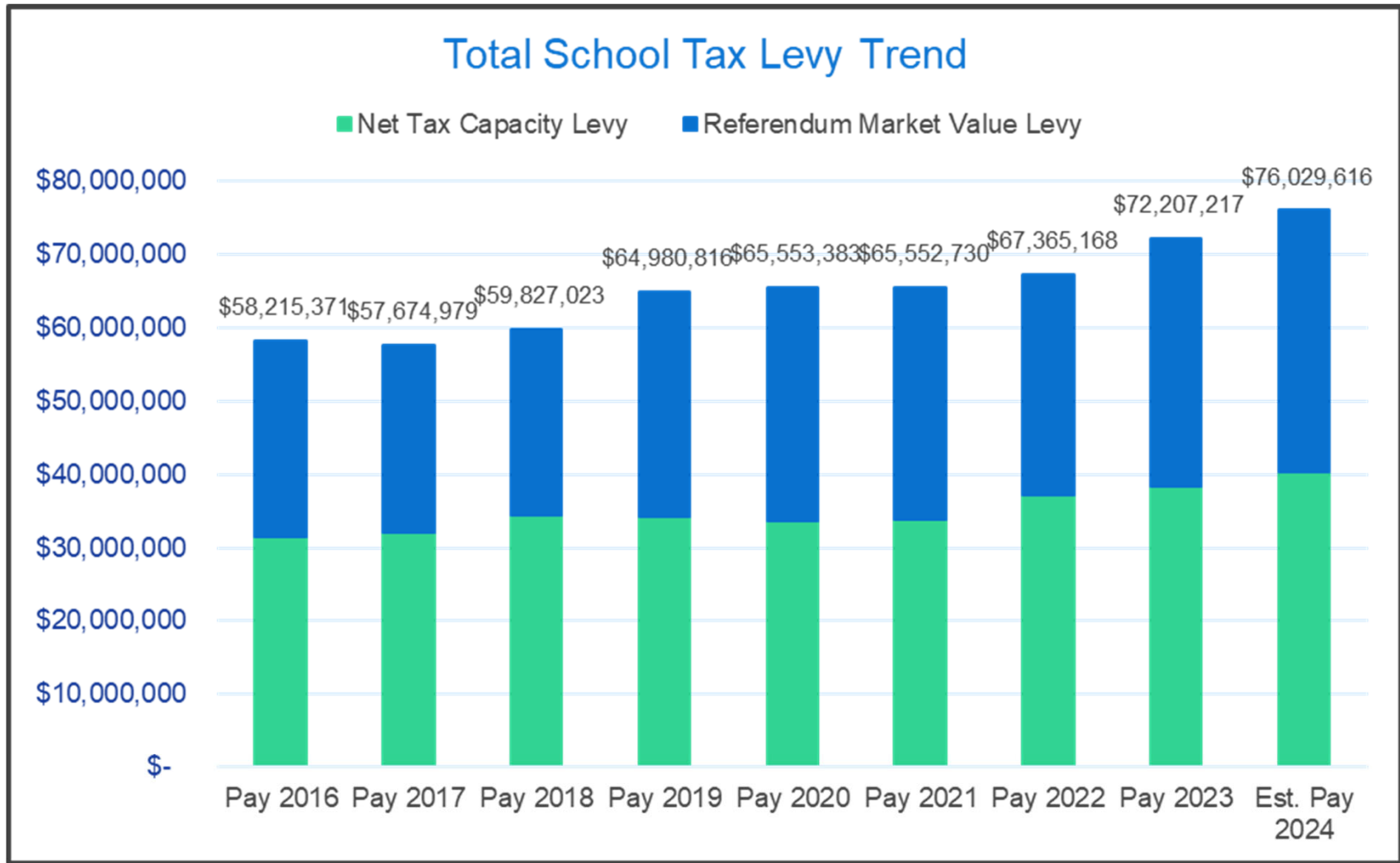
spumper@pmanetwork.com

612-509-2565

District Tax Levy Overview

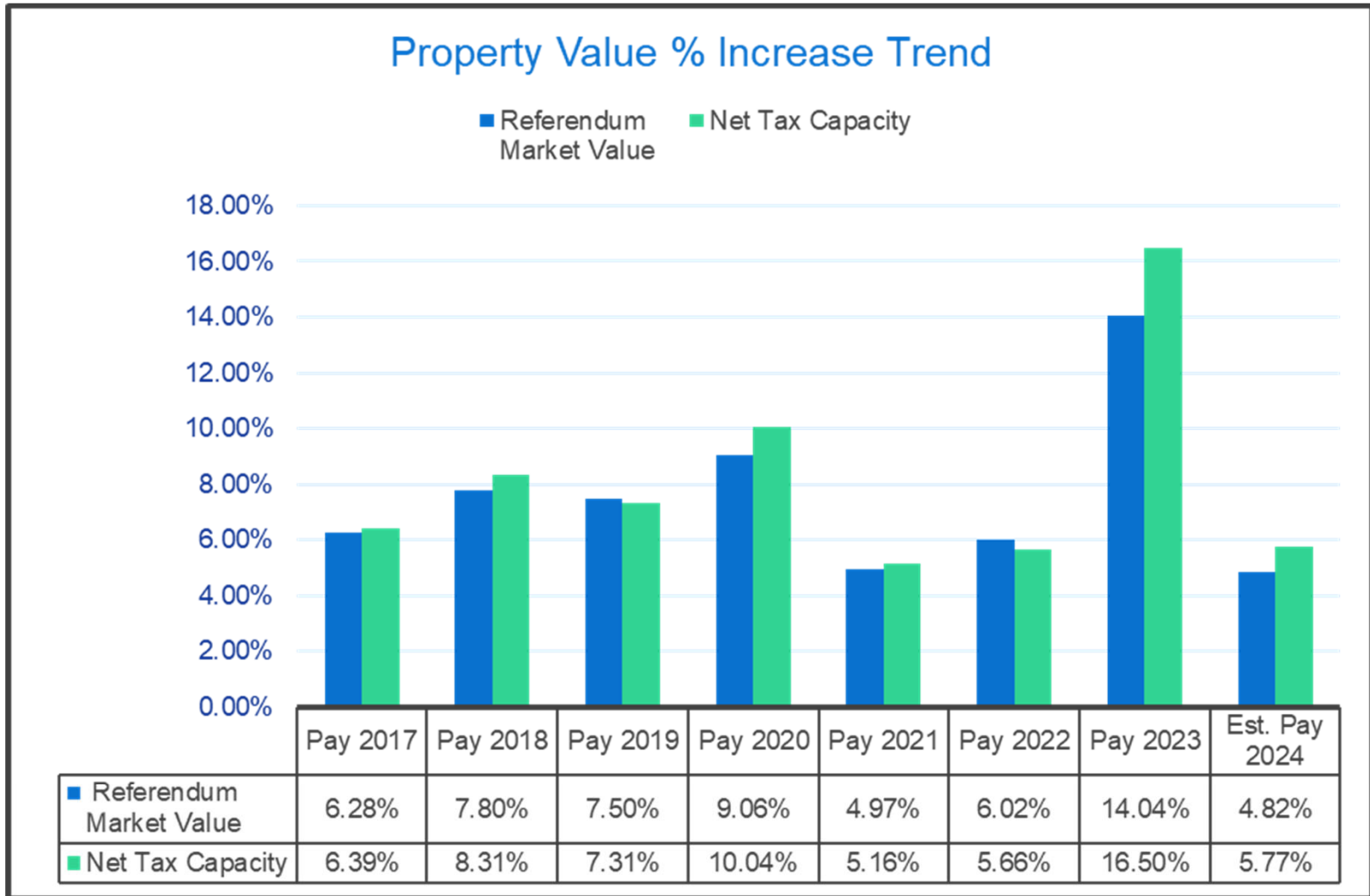


School Tax Levy Trend





Valuation Trends



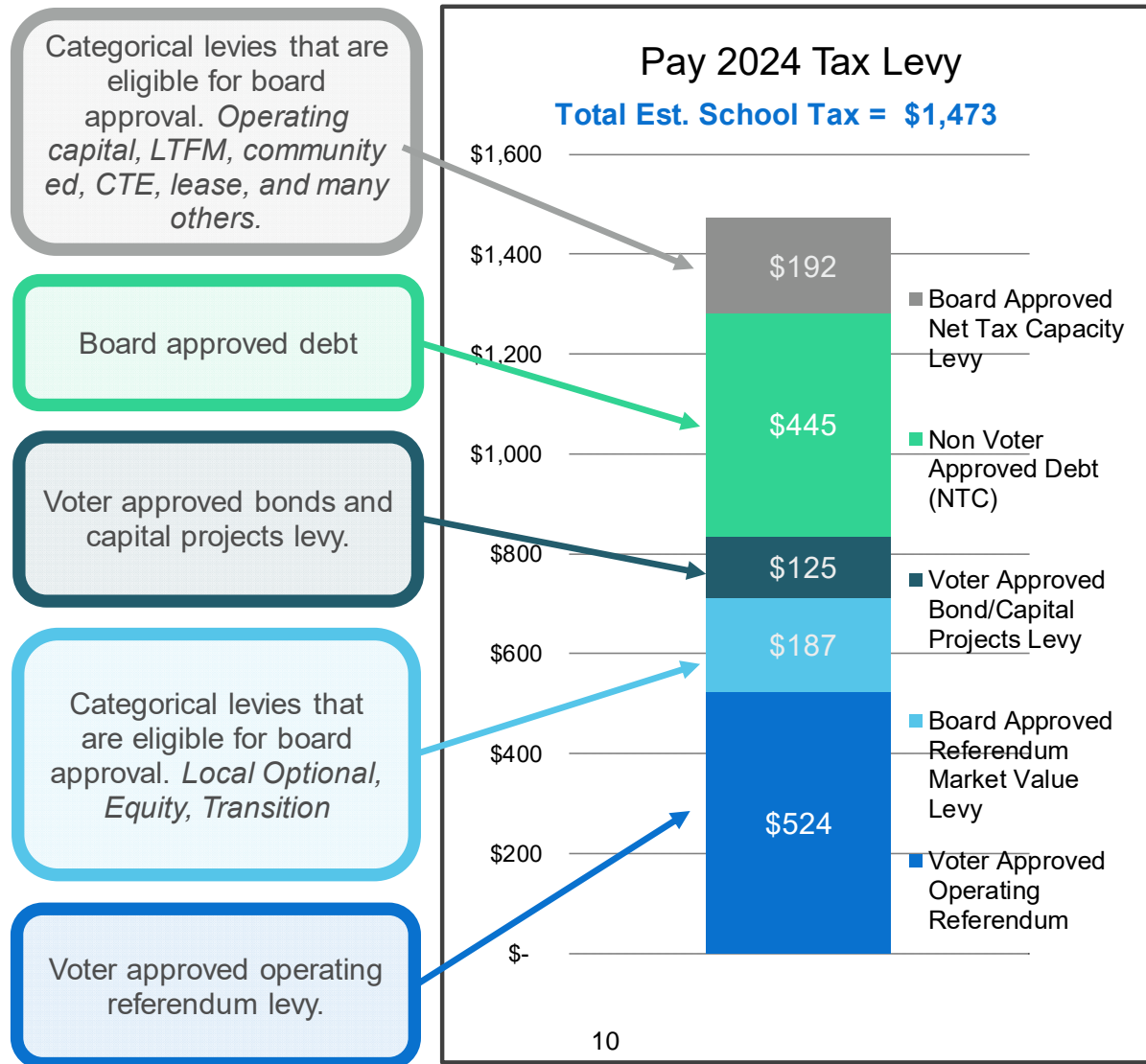


Pay 2023 School Taxes

Robbinsdale Public School District

Pay 2024 Tax Levies for Residential Homestead

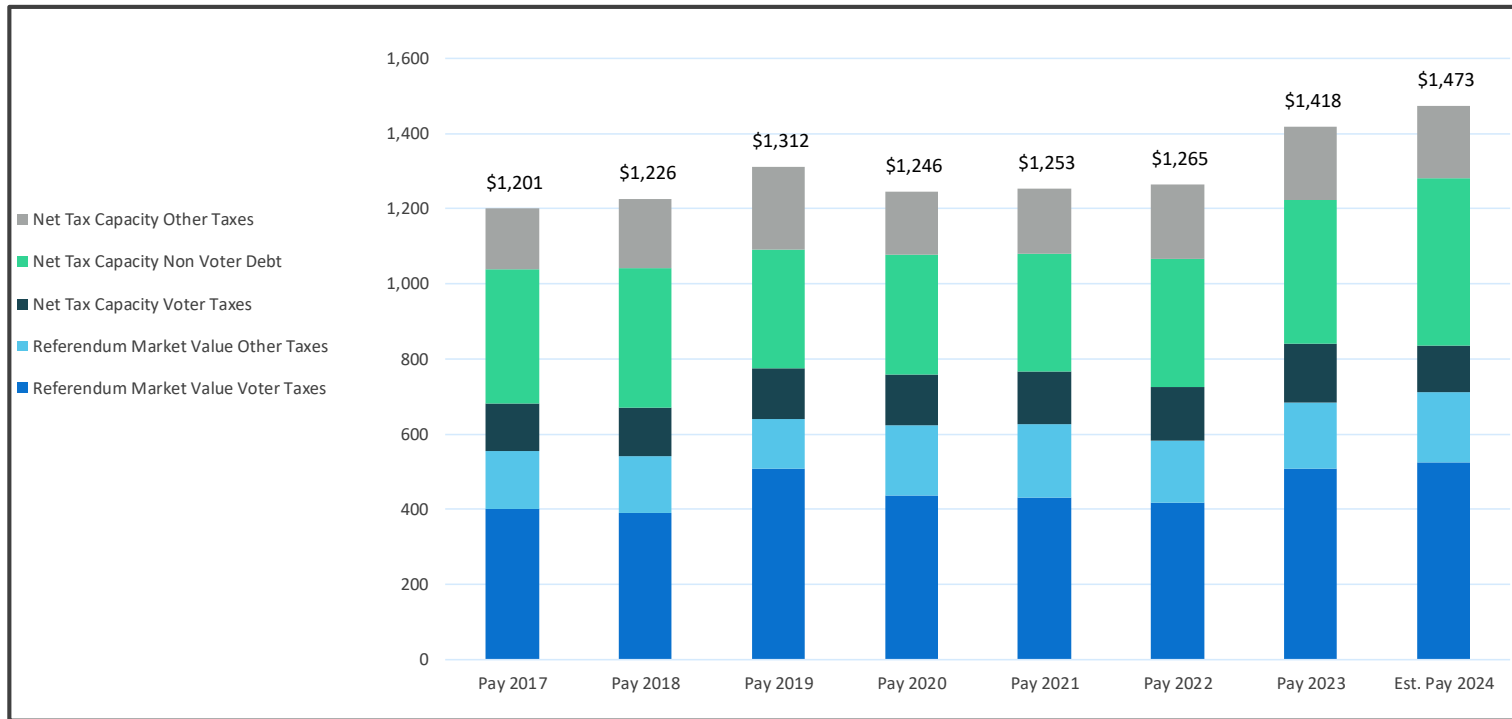
Home Value = \$322,600





School Taxes Trend

Robbinsdale Public School District Residential Homestead School Tax Trend



	Pay 2017	Pay 2018	Pay 2019	Pay 2020	Pay 2021	Pay 2022	Pay 2023	Est. Pay 2024
Home Value*	221,920	230,797	240,029	249,630	259,615	270,000	314,000	322,600
Referendum Market Value Voter Taxes	400	391	509	437	431	416	507	524
Referendum Market Value Other Taxes	154	150	131	188	196	167	177	187
Net Tax Capacity Voter Taxes	127	130	135	132	139	143	157	125
Net Tax Capacity Non Voter Debt	357	370	315	320	315	339	383	445
Net Tax Capacity Other Taxes	163	185	221	169	173	199	195	192
Total School Taxes	\$ 1,201	\$ 1,226	\$ 1,312	\$ 1,246	\$ 1,253	\$ 1,265	\$ 1,418	\$ 1,473

*The chart assumes a 4% annual increase in the home value for taxes payable from 2017 to 2022. A 15% increase in value is assumed for taxes payable in 2023 and a 2.74% increase in 2024.



Total School Taxes Comparison

Categorical levies that are eligible for board approval. *Operating capital, LTFM, community ed, board approved bonds, CTE, lease, and many others.*

Voter approved bonds and capital projects levy.

Categorical levies that are eligible for board approval. *Local Optional, Equity, Transition*

Voter approved operating referendum levy.

Pay 2023 Tax Levies for Residential Homestead

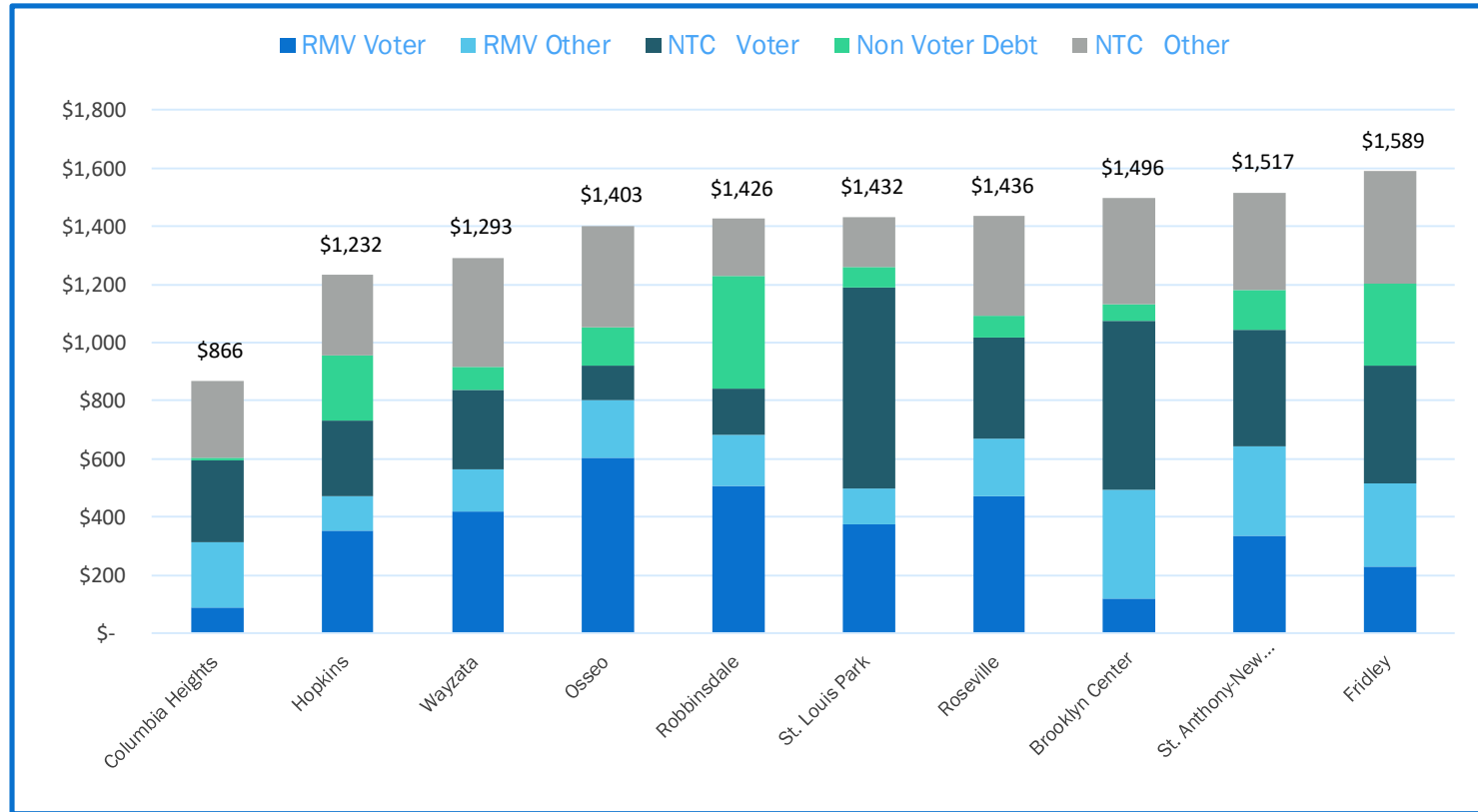


Chart assumes an average home value of \$314,000.

Operating Referendum Status



Operating Referendum and Capital Project Authorities

- ▶ 2 Operating Referendum Authorities
 - ▶ 2014 Election Renewal
 - ▶ 2018 Election Increase

- ▶ Capital Projects Levy Authority
 - ▶ Authorized in 2014



2014 Operating Referendum Authority

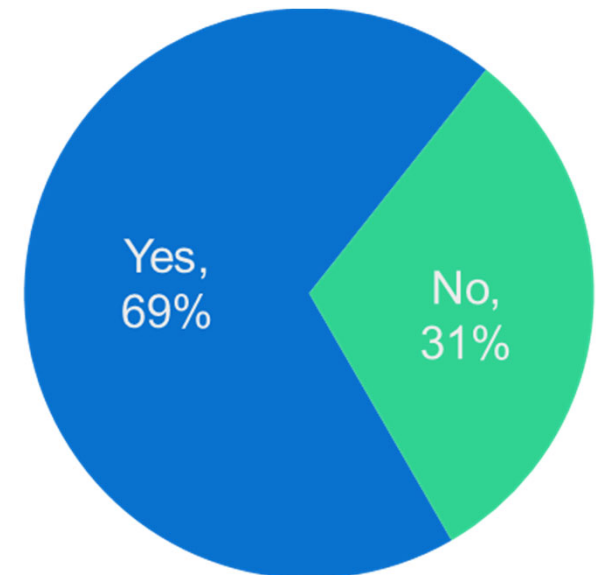
November 4, 2014

SCHOOL DISTRICT QUESTION 1 (ISD #281)

RENEWAL OF EXPIRING REFERENDUM REVENUE AUTHORIZATION

The board of Independent School District No. 281 (Robbinsdale Area Schools) has proposed to renew the school district's existing referendum revenue authorization of \$1,418.94 per pupil which is scheduled to expire after taxes payable in 2015. The proposed referendum revenue authorization would increase each year by the rate of inflation and be applicable for ten years, beginning with taxes payable in 2016, unless otherwise revoked or reduced as provided by law. Shall the increase in the revenue proposed by the board of Independent School District No. 281 be approved? BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING TO EXTEND AN EXISTING PROPERTY TAX REFERENDUM THAT IS SCHEDULED TO EXPIRE.

- ▶ Results
 - ▶ 25,052 Yes (69%)
 - ▶ 11,165 No (31%)
- ▶ Expires after taxes payable in 2025





2018 Operating Referendum Authority

November 6, 2018

SCHOOL DISTRICT QUESTION 1 (ISD #281)

Approval of School District Referendum Revenue Authorization

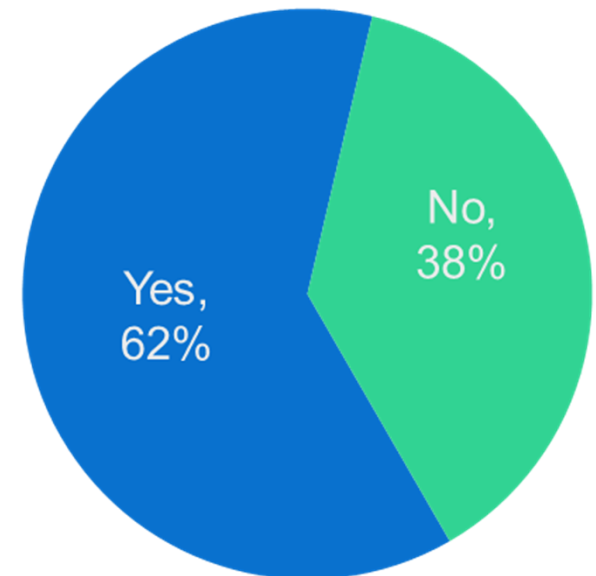
The board of Independent School District No. 281 (Robbinsdale) has proposed to increase its general education revenue by \$515 per pupil. The school district's actual referendum revenue authorization for any year shall not exceed the statutory maximum for that year. The proposed referendum revenue authorization would increase each year by the rate of inflation and be applicable for ten years, beginning with taxes payable in 2019, unless otherwise revoked or reduced as provided by law. Shall the increase in the revenue proposed by the board of Independent School District No. 281 be approved? BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE.

▶ Results

▶ 29,166 Yes (62%)

▶ 18,242 No (38%)

▶ Expires after taxes payable in 2028





MDE Phaseout Report

Select district

281 <-- Enter District Number (1.2 for Minneapolis)

0281-01 Robbinsdale



June 30, 2023 CPI

Phase Out Report With 2022 Elections

CPI Estimated FY 2024 and Later

Authority After 2021 Elections (see detail)			1,734.68	1,880.57	2,017.08	2,087.52	2,148.88	2,208.15	654.33	669.05	682.97	-
Elections Before 2019	Election Year	Last Fiscal Year	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030



Operating Referendum

ISD 281, Robbinsdale Area Schools Operating Referendum History

Year Held	Net \$/Pupil Unit (PU)	# Years	Pass? Yes=1 No=0	# Yes Votes	# No Votes
2001	837.38	10	Pass	12,247	8,201
2007	624.58	10	Fail	9,660	10,733
2008	512.1	7	Pass	30,083	24,490
2008	119.46	7	Pass	28,552	25,913
2014	1418.94	10	Pass	25,052	11,165
2018	515	10	Pass	29,166	18,242

Source: Minnesota Department of Education



Statewide Election History

Operating Referendum Results

Results By Year of Election

	Pass	Fail	Total	% Pass All ?s	% Pass Renewal	% Pass Increase
2014	31	11	42	74%	100%	54%
2015	57	6	63	90%	100%	85%
2016	24	10	34	71%	100%	50%
2017	51	11	62	82%	100%	74%
2018	26	15	41	63%	100%	55%
2019	41	12	53	77%	100%	72%
2020	20	20	40	50%	100%	26%
2021	42	17	59	71%	100%	61%
2022	26	17	43	60%	93%	45%
2023	12	19	31	39%	100%	34%
Total	330	138	468	71%	99%	59%

Results Since 1991

	Pass	Fail	Total	% Pass
Odd Years	1,052	394	1,446	72.8%
Presidential	247	205	452	54.6%
Other Even Years	311	256	567	54.9%

Source: Minnesota Department of Education



Current Operating Referendum (Pay 2024 / FY 2025)

\$2,148.88 per Pupil

X

11,522 Pupils

=

\$24,759,395.36

*Current Referendum Revenue prior to adjustments for taxes payable in 2024
for Fiscal Year 2025*



Options

1. Let referendum expire
2. Board renewal 2014 referendum authority
 - ▶ Can be done anytime between 7/1/2023 and 6/15/2025
3. Voter Approved Renewal of 2014 referendum authority
 - ▶ Hold election in 2024 or 2025 to renew
4. Increase referendum
 - ▶ Increase limited by state cap
 - ▶ Limited to \$54 per pupil or approximately \$600,000

Capital Projects Levy



Capital Projects Levy

- ▶ Use of funds can include:
 - ▶ Constructing, repairing and improving school buildings
 - ▶ Technology
 - ▶ Telecommunications, hardware and software
 - ▶ Lease or purchase of vehicles
- ▶ Revenues **CANNOT** be used for general operations outside of specifically defined purposes



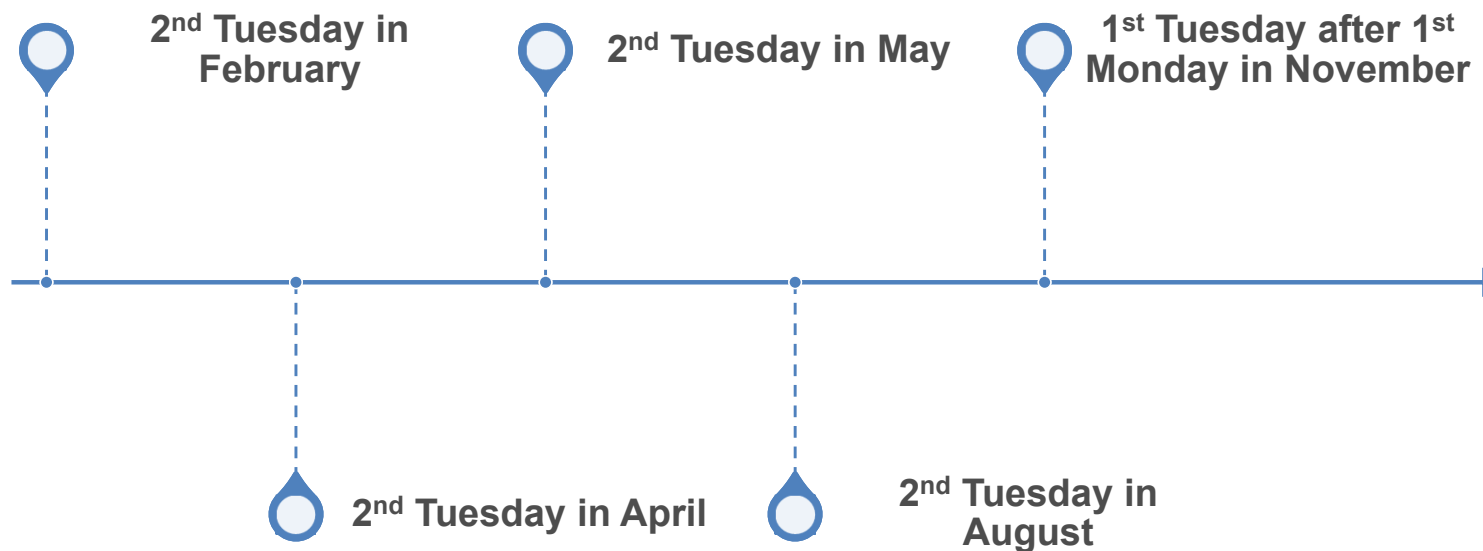
Capital Projects Levy

- ▶ Question includes proposed tax rate & specific dollar amount
- ▶ Not based on pupil units
 - ▶ Future enrollment will not change amount of funding
 - ▶ If tax base increases, funding increases also
- ▶ All property types included in tax
 - ▶ Taxed on Net Tax Capacity
- ▶ No state aid component



Capital Projects Levy

- ▶ Review and comment process applies for projects over \$2,000,000
 - ▶ Exempt if addressing only technology
- ▶ Election can be held:





2014 Capital Projects Authority

November 4, 2014

SCHOOL DISTRICT QUESTION 2 (ISD #281)

APPROVAL OF CAPITAL PROJECT LEVY AUTHORIZATION TO FUND TECHNOLOGY

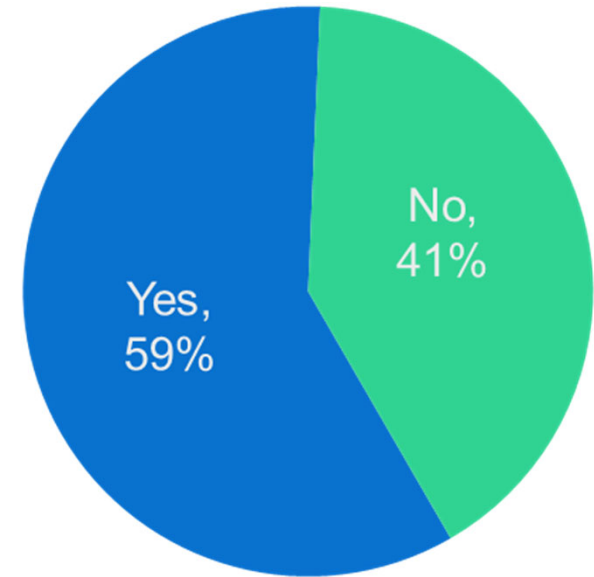
The board of Independent School District No. 281 (Robbinsdale Area Schools) has proposed a capital project levy authorization in the amount of 4.207% times the net tax capacity of the school district. The money raised by this authorization will provide funds to increase technology access for students and staff through the acquisition, installation, replacement, support, and maintenance of software, applications, digital curriculum and resources, mobile devices, improved technology, technology systems, networks, and infrastructure, and related training. The proposed capital project levy authorization will raise approximately \$3,500,000 for taxes payable in 2015, the first year it is to be levied, and would be authorized for ten years. The estimated total cost of the projects to be funded over that time period is approximately \$35,000,000. The projects to be funded have received a positive review and comment from the Commissioner of Education. Shall the capital project levy authorization proposed by the board of Independent School District No. 281 be approved? BY VOTING "YES" ON THIS BALLOT QUESTION, YOU ARE VOTING FOR A PROPERTY TAX INCREASE



Capital Projects Levy Question Results

November 4, 2014

- ▶ Results
 - ▶ 21,264 Yes (59%)
 - ▶ 14,805 No (41%)
- ▶ Expires after taxes payable in 2024



***Need to hold election no later than
November 2024 to renew***



Current Capital Projects Levy(Pay 2024 / FY 2025)

4.207% Tax Rate

X

157,885,395 Net Tax Capacity

=

\$6,642,659.85

Current Capital Projects Levy Revenue for taxes payable in 2024 for Fiscal Year 2025



Renewal Language

- ▶ Favorable ballot language can be used if the tax rate is held at the same amount

By voting “YES” on this ballot question, you are voting to renew an existing capital projects referendum that is scheduled to expire.



FY 2026 and Beyond

- ▶ FY 2026 revenue projected at approximately \$7 million if renewed
- ▶ To maintain current technology investments, need to budget approximately \$5 million annually
- ▶ Additional Funding of \$2 million could be used for alternative purposes



Additional Purposes

- ▶ Proposed Additional Purposes
 - ▶ Secure Building Entrances
 - ▶ Building Technology & Security Infrastructure
 - ▶ Includes cameras, card readers and other upgrades
- ▶ Current Levy Rate could provide funding for these purposes if language added to ballot



Timing of Building and Network Security

- ▶ Board would need to decide how quickly it expects building and network security improvements need to be made
 - ▶ Investment will need to be spread out over 10 year life of a new capital projects levy
 - ▶ If board desires faster timeline (2-3 years) – may need to employ a finance plan including a bond issue



Election Timelines

Election Calendar for:	November 5, 2024
	No Later than:
Finalize Project Scope and Finance Plan	June / July 2024
School Board approval and Submittal of Review and Comment	July 8, 2024
Adopt Resolution Calling for Election	August 23, 2024
Publication of Review and Comment Response	September 18, 2024
Absentee Ballots Available	September 20, 2024
Conduct Election	November 5, 2024
Adopt Resolution Canvassing Results	November 8, 2024 to November 15, 2024
Notify Commissioner of the Results	November 20, 2024

Notes:

The steps identified in blue require action by the school board.

Election law includes several other notices and actions. This list is not intended to be comprehensive but rather to provide a broad outline of the key dates. Please consult District legal counsel for a comprehensive review of election laws and requirements.



Review

Operating Referendums

Wide range of uses

Vote on amount per pupil

State aid for many districts

Taxed on referendum market value

Most elections in November

Authority up to 10 years

Capital Projects Levy

Capital related items including technology

Vote on tax rate/\$ amount

No state aid

Taxed on net tax capacity

Elections can be held 5 dates throughout the year

Authority up to 10 years

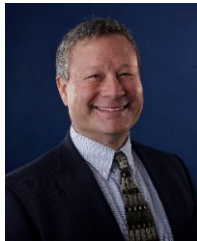


Review

- ▶ 2 operating referendum authorities
 - ▶ Need board action or hold a referendum in 2024 or 2025 to at least maintain all authority
- ▶ Capital Projects Levy
 - ▶ Need to hold referendum no later than November 2024 to at least maintain authority
 - ▶ Any change of purpose?



Contact Us



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Disclosure

The information contained herein is solely intended to suggest/discuss potentially applicable financing applications and is not intended to be a specific buy/sell recommendation, nor is it an official confirmation of terms. Any terms discussed herein are preliminary until confirmed in a definitive written agreement.

The analysis or information presented herein is based upon hypothetical projections and/or past performance that have certain limitations. No representation is made that it is accurate or complete or that any results indicated will be achieved. In no way is past performance indicative of future results. Changes to any prices, levels, or assumptions contained herein may have a material impact on results. Any estimates or assumptions contained herein represent our best judgment as of the date indicated and are subject to change without notice. Examples are merely representative and are not meant to be all-inclusive. The information set forth herein was gathered from sources which we believe, but do not guarantee, to be accurate. Neither the information, nor any options expressed, constitute a solicitation by us for purposes of sale or purchase of any securities or commodities. Investment/financing decisions by market participants should not be based on this information.

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Robbinsdale Area Public Schools

2024 Community Survey Discussion

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Survey Methodology

2024 Robbinsdale Area Public Schools

- ▣ Telephone Survey of:
 - ▣ 400 Randomly Selected District residents
 - ▣ 400 Randomly Selected District parents

- ▣ Margin of error: +/-5.0% in 95 out of 100 cases for each sample.

- ▣ The random sample is pulled from a database and includes landline and cellphone numbers.

- ▣ All calls are completed by MLC trained and supervised personnel.

- ▣ Appointments are scheduled to insure a representative sample that is not reweighted.

- ▣ Quotas are established based on updated Census information for key demographics: home ownership, presence of children and seniors and geographic location.

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Survey Content

2024 Robbinsdale Area Public Schools

- ❑ The survey will assess attitudes and opinions about the Robbinsdale Area Schools on four areas:
 - ❑ District perceptions and atmospherics
 - ❑ Technology levy renewal
 - ❑ Communications and messaging
 - ❑ Demographics

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Survey Schedule

2024 Robbinsdale Area Public Schools

- ❑ Planning with District to establish topics.
- ❑ Drafting and approval of final survey. (2 to 4 weeks)
- ❑ Pre-testing of survey (2 days)
- ❑ Completion of all fieldwork (2 weeks)
- ❑ Computer analysis and preparation of frequencies (2 weeks)
- ❑ Presentation
- ❑ Written Report of Findings

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Quantitative vs. Qualitative Research

2024 Robbinsdale Area Public Schools

- ▣ Quantitative Research: Telephone Survey
 - ▣ Everyone with a telephone can be randomly selected to participate.
 - ▣ Allows a statistically valid margin of error to be established for the sample size.

- ▣ Qualitative Research: Mail-out or Online Surveys.
 - ▣ Access to the Internet or use of mail impacts potential sample. 42
 - ▣ Respondent's participation is based on self selection.
 - ▣ Results are not projectable to the entire universe, but only represents the attitudes and opinions of those who choose to participate.



Community Engagement & Referendum Communications

Robbinsdale Area Schools
February 20, 2024



Educate. Communicate. Motivate.

About DehlerPR

CORE FOCUS	We improve communities through exceptional public relations, marketing, and strategic counsel.
OUR NICHE	Public sector; schools

About DehlerPR

SERVICES

- Strategic counsel
- Communications planning
- Branding/Messaging
- Marketing (including referendum)
- Crisis communications
- Traditional and social media relations

45

About DehlerPR

DETAILS

- 13 years
- 88 customers
- Schools, cities, counties, state agencies

REFERENDUMS

- 45 Referendum Campaigns
- 33 Wins
- 12 Losses
- 5 Wins/Losses

Our Approach | RPIE

RPIE: The Four-Step Communications Process

DehlerPR adheres to the world-wide, industry-standard, four-step communications process of **Research, Planning, Implementation and Evaluation**, a process championed by the Public Relations Society of America and the National School Public Relations Association.

We overlay this process with our corporate values: We listen intently to client needs, dig deep to understand the situation, and work closely with clients to address their unique needs, and the unique needs of client stakeholders. **Always unique; never a cookie-cutter approach.**

Meet Our Team



Jeff Dehler, APR - President and founder. More than two decades in PR. Louisville, KY



Jayne Helgevold - Project Manager. Two decades in marketing and community engagement. Macon, GA



Ron Wilke - Senior Strategic Counselor. 40-year veteran of public schools. La Crescent, MN



Krisanthy Sikkila - Account Manager. Experienced in school PR and media relations. New Hope, MN

SITUATION ANALYSIS

What is the situation?

- Nearly 11,000 students in 11 elementary schools, four middle schools, two high schools, two alternative high school programs, and an online school for grades 4-12.
- Serves all or parts of seven communities in the northwest suburbs of Minneapolis.
- Racially, ethnically and economically diverse, with more than 60% of students eligible for free or reduced price lunch.

What is the situation?

- Voters approved a \$3.5 million capital projects levy in 2014 that includes an inflation factor.
- Last year, the district collected \$5.9 million on that levy that has been used for technology.
- The district is considering asking voters to renew the levy in a November 2024 referendum.
- Voters have typically supported Robbinsdale school referendums.
- A general election can be a challenging time for school messages to be heard.

REFERENDUM COMMUNICATION

4 Steps to Referendum Success

1. Community Engagement
2. Good Project
3. Good District Story
4. Committed Advocates



1. Community Engagement

Purpose

- Educate stakeholders on the current situation
- Seek feedback on the situation, and on the proposed solution(s)
- Utilize feedback to adopt ballot language



1. Community Engagement

Audiences and Tactics

Staff

- Meetings, email, website, principal updates

Families, Community members

- Opinion survey, meetings, task force, direct mail, email, website, traditional and social media

Opinion leaders

- Road show, meetings + tactics above

2. Good Project

- Clearly defined problem
- Reasonable solution
- Affordable solution



less Than \$11 PER MONTH
ON AN AVERAGE \$235,000 HOME

= \$128 / year*

56

*Inver Grove Heights, 2018

3. Good District Story

Strategy and Tactics

- Research
- Strategic communications plan
- Strong theme and messaging
- Tactics:
 - Direct mail
 - Website
 - Video
 - Presentations
 - Emails
 - Social media



*Inver Grove Heights, 2018

“Go where the people are!”

3. Good District Story

Use of Data

THE SURVEY SAYS:

65%+ SUPPORT OPERATING INCREASE

Maintain Class Sizes,
Increase Support for
Struggling Students, & Students with
Behavior & Mental Health Needs,
Career & College Prep

63% SUPPORT CAPITAL PROJECTS

Provide Access to Digital Content,
Vo-Tech Tools, Computers,
& Software, Replace Large Musical
Instruments, Outdated Furnishings,
Textbooks & Materials

67% SUPPORT OUR FINANCIAL MANAGEMENT

Up from 55% in 2013

58

*Inver Grove Heights, 2018

District Informational Campaign

- The goal is an informed citizenry.
- The district must provide information about the campaign in a neutral manner.
- District funds must not be used to promote the election's outcome.
- Districts may use funds for a neutral informational campaign.



4. Committed Advocates

Citizens' or Vote Yes Committee

- Gotta have them!
- They can say “Vote Yes”
(Power of suggestion, bandwagon)
- They have the pulse of community
- They are a third party endorsement
- Different, powerful voice than the district itself
- Some community members would rather listen to other community members - community translator



*Inver Grove Heights, 2018

The “Vote Yes” Group

- The goal is to pass the referendum.
- The YES Committee operates independently of the district.
- The individuals who work on the promotional campaign have a great deal of latitude in their promotional work.
- The promotional campaign raises and spends private funds.



TIMELINE ROLES

Community Engagement Timeline

March: Community Survey, Staff Meetings, Opinion leader meeting

March - April: Community based committee or task force meetings

April - May: Community meetings, online and in-person, road show

May - July: School board decision on referendum

January - June: Internal and public facing communication

Referendum Marketing Timeline

April: Kick-off meetings, existing research review and inventories, draft communications plan and timeline

May: Community engagement, recruit volunteers

July: Campaign rollout: Key messages, brand, eNewsletter, website, fact sheet mailing

September: Yes voter identification, Get out the early vote activities, meetings with parents and community groups

October: Meetings with parents and community groups, Yes voter identification, Get out the vote activities, district brochure mailing

November: Election

Admin Team Roles

STAFF

- Educate, answer questions
- Recruit staff for committee

PARENTS

- Answer questions
- Info displays in parent trafficked spaces
- Committee tables at events
- Site teams systematic parent engagement

School Board Member Roles

- Be visible in your support
- Serve as community “eyes and ears”
- Share district informational messages – concise and consistent
- Can take any role on citizen’s committee
- Lead by example
- Keep superintendent informed
- Attend open houses, presentations
- Network

It's about...





To: Members of the School Board
 From: Amy O'Hern, Executive Director of Human Resources
 Ukee Dozier, Consultant - School Management Systems
 Date: March 4, 2024
 Re: Tentative Agreement - Robbinsdale Federation of Teachers Contract

RECOMMENDATION:

District Administration is recommending the approval of a two-year Robbinsdale Federation of Teachers (RFT) contract with effective dates of July 1, 2023 through June 30, 2025. The following items have been negotiated and the contract has been ratified.

Salary Schedule Improvement	Cafeteria Benefit Improvement/Insurance contribution	403b/457 Match
Year 1: +4%	Year 1: +\$125/mo.	Year 1: +0%
Add Step 25 - Initially step 21 + 3%		
Year 2: +5%	Year 2: +\$75/mo.	Year 2: +\$350/yr.

- Professional Growth and Support Stipend plus protected professional learning leave: Licensed School Social Workers, Speech/Language Pathologists and Psychologists will each be provided with \$500 each year for the purpose of developing and enhancing their social work skills and accessing training that will meet their credentialing requirements. Licensed School Social Workers, Speech/Language Pathologists and Psychologists will be guaranteed three paid professional learning days a year to attend training/conferences that support their work with the students and families they serve. Licensed Social Workers will be reimbursed for the cost of their Minnesota Board of Social Work License renewal. SLPs and Psychologists would be reimbursed their particular license fee as well.
- When making schedules for lunch and prep times, the amount of student contact time should not exceed 3.25 hours of continuous student contact time without a break, **to the extent possible.**
- On early dismissal days staff will be released once their supervision of students has ended.
- Additional Activities will be reduced to 16 hours/year from the current 18 hours/year.
- Half (50%) of conference time may be utilized for professional development activity by individuals not needed for conference interactions with parents. **At elementary, this includes specialists (music, phy ed, art, media, Spanish, STEAM band/orchestra). The specialist will be excused from one conference night at the school.** Teachers who are part-time or split between buildings will attend the evening professional development and then will prorate their time at their buildings according to their FTE. Specialists will be required to submit their conference night schedule two weeks in advance of the first night of conferences. At secondary, this can be

either an all-staff professional development during the evening or may be used by individuals not needed for conferences for role-specific collaboration with others in the district, or other role-specific professional development.

- **Classroom** teachers shall not be required to engage in student contact more than an average of five hours and ten minutes (5 hours and 10 minutes) per day.
- All teaching vacancies, special assignments, or new teaching positions constituting eighty (80) or more days of work per school year shall be posted electronically on the District’s designated job posting website for a period of no less than three (3) school days, **except for the last two weeks in August.**
- Each teacher will be scheduled for an average of sixty (60) minutes per day planning time free from student contact. At the elementary level, an average of 30 minutes of preparation time shall be during the student day and an additional 30 minutes shall be designated **before or after** the student day.
- A draft copy of the seniority list will be published annually in January and a final copy in February. One or more copies will be available in all schools each year. A draft copy of this list will be electronically sent.
- If a teacher is out on unpaid medical leave, their PTO will be pro-rated for the paid time worked at the rate of **1.2 days per month for paid time.**
- Jury Duty **and Election Judging**

We are proposing the addition of a Therapeutic Specialist lane that would be commensurate with the current Specialist lane. This would become the starting point for SLPs, Occupational Therapists, Physical Therapists, and School Social Workers. The addition of this lane would then replace the language in sections 12-5-3-14 and subsequent sections as they refer to a lower rate of pay. This would not impact those who may already be starting at a higher wage due to having additional credits, degrees, and/or years of service.

- Beginning in Year 2 of this agreement - Cafeteria teachers with a minimum of 25 (twenty-five) years in the Robbinsdale Area Schools may, upon retirement, cash in their unused PTO days at their daily rate of pay into an HRA account.
 - Must have 50 days in unused PTO
 - May sell back 25 days at daily rate of pay.

Appendix B

- Add Elementary Art Show Coordinator stipend of \$2,000
- **Add stipend for Jazz I, Jazz II, Chamber Strings, and Concertino**

Ensemble	Appx Rehearsal Hrs/Year	Appx # Performances/Yr	Stipend Structure
Jazz I	50	5-6	\$2,072
Jazz II	25	3-4	\$1,073
Chamber Strings	32	10-12	\$1,628
Concertino	32	6-8	\$1,480

- Orchestra Director stipend increased to \$4,896.
- Tech Director stipend increased to \$13,676 to be divided by the number of shows/year. This money can be used to also pay other support roles for the productions not listed in Appendix B. Examples include Choreographer, Lighting Designer, Sound Designer, etc.
- Honors Choir Director stipend of \$3,251
- Student Council stipend \$1,684
- Musical Tech Director stipend \$1,169
- District-wide Choir/Orchestra Directors stipend \$4,000
- District-wide Choir/Orchestra Assistant Directors stipend \$2,375
- Accompanist \$12,000 for all shows/year/high school
- Add Speech Pathologist Student Teacher Supervisor stipend (231 hours or more) \$357

Appendix C

Extended Day/Yearly Hourly Wage (/hr)		
	2023-2024	2024-2025
BA	\$40.00	\$42.00
MA	\$42.00	\$44.10

- Prorated compensation for ECFE teachers who host/mentor student teachers based on hours listed in Article V District Wide Activities.
- Concurrent Enrollment (College in the Schools) Teachers instructing concurrent enrollment (dual credit, college in the classroom) courses are required by the Higher Learning Commission, the accrediting body for post-secondary educational institutions, to have a master’s degree in the subject matter they are teaching, or have a master’s degree in another area and 18 credits in the subject matter they are teaching. The Higher Learning Commission granted a waiver, allowing teachers until 2025 to attain the required credits. **Up to five teachers per year can complete work for credentials for concurrent enrollment courses and the cost of those courses or tests will be paid by the school district**




To: Members of the School Board
From: Amy O'Hern, Executive Director of Human Resources
Ukee Dozier, Consultant - School Management Systems
Date: March 4, 2024
Re: Tentative Agreement - Educational Assistants

RECOMMENDATION:

District Administration is recommending the approval of a two-year Educational Assistant contract effective dates of contract are July 1, 2023 through June 30, 2025.

- Increase differential rate of \$.15 to \$.30 per hour.
- Step salary increases \$50 year one and \$50 year two at the start of the 4th, 11th, 16th, 21st, and 26th school year.
 - 1 receives increase at year 3
 - 2 receives increase at year 6
 - 3 receives increase at year 11
 - 4 receives increase at year 16
 - 5 receives increase at year 21
 - 6 receives increase at year 26+
- Professional Development Incentive - \$1,000 per person up to \$10,000 total
- Up to ~~three (3)~~ (5) unused PTO days may be sold back at the rate of ~~one hundred fifty dollars (\$150.00)~~ **one hundred and seventy five dollars (\$175)** per day in a lump sum payment if an Education Assistant's accrued PTO balance equals ~~thirty (30)~~ **twenty five (25)** unused days or more. c. Up to an additional ~~three (3) days~~ **five (5)** unused PTO days may be sold back at the rate of ~~one hundred fifty dollars (\$150)~~ **one hundred and seventy five dollars (\$175)** per day, in a lump sum payment if an Education Assistant's accrued PTO balance equals ~~sixty (60)~~ **fifty (50)** unused days or more. d. Up to an additional ~~two (2)~~ **five (5)** days of unused PTO may be sold back at the rate of ~~one hundred fifty dollars (\$150)~~ **one hundred and seventy five dollars (\$175)** per day in a lump sum payment if an Education Assistant's accrued PTO balance equals (seventy (70) unused days or more.
- Accommodate a higher amount of coverage at (1) basic unit of term life insurance in the amount of ~~\$30,000~~ **\$50,000**. The District will pay seventy-five (75%) percent of the monthly premium. Up to three (3) additional units (one unit equals ~~\$30,000~~ **\$50,000**) may be purchased through the group, with the cost to be borne by the employee.
- Increase matched funds of Full-Time Education Assistants. The district will annually match up to ~~\$650.00~~ **\$800.00** or an Education Assistant upon completion of 3 years.
- Wage Increase of 8.5% year 1 and 12.5% year 2.
- **All new hires will receive paid orientation at the building to which they are assigned in human resources.**
- The District will provide up to sixteen (16) hours of Professional Learning during the school year for all Education Assistants. Education Assistants shall be paid at their regular hourly rate. If an Education Assistant wishes to attend a class after school hours, related to his/her position, he/she must first receive approval from the building principal or Program Director ~~and then final approval from the Human Resources Office.~~ If this additional time is



approved, Education Assistants shall be paid at their regular hourly rate. These professional learning opportunities are above and beyond the sixteen (16) hours of Professional Learning.

- Four (4) hour Education Assistants shall have a fifteen (15) minute break. Full-time Education Assistants shall have a thirty (30) minute non-paid duty-free lunch and a fifteen (15) minute break in the morning, and a fifteen (15) minute break in the afternoon unless individual variations are pre-approved by the program supervisor or principal. Education Assistants whose work day is five (5) hours or more are entitled to thirty (30) minutes of unpaid duty-free lunch, **and a (15) 15-minute break.**
- A bereavement leave of absence with pay, not to exceed five (5) days shall be granted because of the death of an employee's spouse, significant other, **adult or minor** child, parent or legal guardian, mother-in-law and father-in-law. Up to four (4) days shall be granted because of death in the family which shall be defined as sisters, brothers, grandchildren, grandparents **and corresponding in-laws.** Two (2) days shall be granted because of the death of aunts, uncles, nieces and nephews. **These days will be deducted from the employee's PTO. If PTO is not available, this will be at a pay deduct.**
- **MOU .5 release time for the RFT President -Trial basis '24-'25 and '25-'26 school year. Release time can be arranged and reimbursed by the federation.**

