

To: Members of the School Board

From: Dr. Michael J. Lovett
Superintendent of Schools

Date: November 16, 2010

A work-study session of the White Bear Lake Area School Board will be held on Monday, November 22, 2010, at 5:30 p.m. in Room 201 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

WORK-STUDY AGENDA

A. PROCEDURAL ITEMS

1. Call To Order
2. Roll Call

B. DISCUSSION ITEM

1. Overview of Process for School Calendar for 2011-12 and 2012-13 5:30 p.m.
2. Strategic Planning Update 5:45 p.m.
3. School Board/Superintendent Goals 6:15 p.m.
 - a) Goal 1a – Update School Board on District and Site Goals for Student Growth Using Measures of Academic Progress (MAP), MCA-II and Other Measures In Which Demonstrate Student Progress and Proficiency.
 - b) Goal 1c – Report to School Board The New Organization of the Teaching and Learning Office with Purpose of Strengthening the Links and Accountability Among PreK-12 Curriculum, Assessment, and Student Achievement and Progress.
 - c) Goal 2 - Update School Board on Phase 2 of Planning for Long Range Facility Needs.
 - d) Goal 3 - Ongoing Financial Stewardship on Investments and Budget Management.
 - e) Goal 6d - Report on Implementing the Student Activities Audit completed in December, 2009.
 - f) Goal 6f – Update School Board on Initial Overview of Food Service Program Review.

C. ADJOURNMENT

8:00 p.m.

AGENDA ITEM: **Overview Process for School Calendar for 2011-12
and 2012-13**

MEETING DATE: **November 8, 2010**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Chris Picha, Director of Human Resources**

Background:

Chris Picha will review the process for creating the calendars for 2011-12 and 2012-13 to include legal requirements and parameters.

The administration is recommending that we consider developing calendars for 2011-12 and 2012-13 to allow us to have a calendar set an extra year in advance. This would help those families whose work and personal schedules require requesting vacation time and making arrangements up to a year in advance.

AGENDA ITEM: **Strategic Planning Update**
MEETING DATE: **November 8, 2010**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

Background:

Dr. Lovett will provide an update on the strategic planning process for the White Bear Lake Area Public Schools including process, timelines, and the composition of action teams.

AGENDA ITEM: **Goal 1a - Update School Board on District and Site Goals for Student Growth Using Measures of Academic Progress (MAP), MCA-II and Other Measures In Which Demonstrate Student Progress and Proficiency**

MEETING DATE: **November 8, 2010**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**
David Law, Assistant Superintendent

Background:

At our School Board meeting of November 8, the superintendent requested that the School Board authorize him to approve the submission of our AYP plan to the State of Minnesota. This document, due November 11, was in final draft form at the time of the School Board meeting, but we noted that we would review the content with you at this month's work-study session. Our intent on Monday is to provide a highlight of some of the initiatives we are taking this year to continue the strong progress and improvement students are making in mathematics and science, and to have a similar strong showing in MCA reading scores.

AGENDA ITEM: **Goal 1c – Report to School Board on the New Organization of the Teaching and Learning Office with Purpose of Strengthening the Links and Accountability Among PreK-12 Curriculum, Assessment, and Student Achievement and Progress**

MEETING DATE: **November 8, 2010**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**
David Law, Assistant Superintendent

Background:

This report will be made by Assistant Superintendent David Law and members of the Teaching and Learning office, and will focus on changes in roles of members of the Teaching and Learning team for this year, and in particular how these links will strengthen our accountability among curriculum, assessment, and student achievement.

AGENDA ITEM: **Goal 2 – Update School Board on Phase 2 of Planning for Long Range Facility Needs**

MEETING DATE: **November 8, 2010**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**
Pete Willcoxon Sr., Executive Director of Business Services

Background:

Our long range facility objective has two components. First, we have been working through the summer and this fall to prepare for a more detailed analysis of our facility needs in coming years. Work done thus far has focused on building capacity, enrollment, current partnerships, and demographic data.

In addition, coming out of the strategic planning process, we will have an action team co-chaired by Rolf Parsons, community member, and Pete Willcoxon, that will provide recommendations to the strategic planning team in March and with subsequent review with the School Board.

We will provide an update to the School Board on progress and status.

To: Superintendent Lovett
School Board Members
Cabinet Members

From: Pete Willcoxon
Executive Director of Business Services

Date: November 15, 2010

Subject: School Board/Superintendent Goal #2 – Facilities

Below is the most current update in the process to develop information for Goal #2. Information for numbers 3, 4, 9, & 11 are included with this packet. Additional information will be available at the meeting on Monday evening.

Item #	Action	Responsible Person	Timeline
1.	Update the layout of each of our elementary buildings to determine capacity.	David Law Phil Fisher Pete Willcoxon	In Progress (available 11/22)
2.	Potential community members who could assist with the strategic planning goal on Facility Committee.	Mike Lovett	In Progress
3.	Obtain data on square feet per student for 2010-11.	Pete Willcoxon	Submitted
4.	Make an inventory of current leases with other entities for school district space.	Dave Guenther Kathleen Daniels	Submitted
5.	Investigate prospects for future leases beyond the 2010-11 school year.	Kathleen Daniels Pete Willcoxon Dave Guenther	Ongoing
6.	Partnerships with 916, including the 916 facility study.	Pete Willcoxon with the possible involvement of Dave Gunether on the committee.	Received 11/15 (available 11/22)
7.	Investigation of new partnerships for 2011-12 and beyond.	Michael Lovett	Ongoing
8.	Replication and updating of demographic data on the elementary attendance.	Pete Willcoxon will contact Chuck Corliss to ask for an update of last year's data. Mike Lovett has contacted TeamWorks to determine the cost	Under Review (available 11/22)

		of updating the information from last year.	
9.	Analysis of Open Enrollment, including "in and out" data for most current and previous years.	Pete Willcoxon	Submitted
10.	Data on non-public enrollment, including the number and grade levels of White Bear Lake students who are attending private schools within the district and outside of the district.	David Law	November 1, 2010
11.	Preschool enrollment.	David Law Kathleen Daniels	Submitted

AGENDA ITEM: Goal 3 – Ongoing Financial Stewardship on Investments and Budget Management

MEETING DATE: November 8, 2010

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON(S): Pete Willcoxon Sr., Executive Director of Business Services
Dr. Michael Lovett, Superintendent

Background:

At the work-study session, we will continue the discussion begun last month surrounding Goal #3 – Ongoing Financial Stewardship on Investments and Budget Management.

Enclosed with this memo are a couple of sample ballots that have been developed by Attorney Tom Deans. We will have discussion on both sample ballots as well as what the implications could be for various amounts and duration of the possible operating levy extension.

SPECIAL ELECTION BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 624 (WHITE BEAR LAKE AREA SCHOOLS)

NOVEMBER 8, 2011

INSTRUCTIONS TO VOTERS

To vote, completely fill in the oval(s) next to your choice(s) like this:



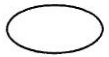
To vote for a question, fill in the oval next to the word "YES" for that question.
To vote against a question, fill in the oval next to the word "NO" for that question.

SCHOOL DISTRICT BALLOT QUESTION 1 RENEWAL OF EXPIRING REFERENDUM REVENUE AUTHORIZATION

The school board of Independent School District No. 624 (White Bear Lake Area Schools) has proposed to renew the school district's existing referendum revenue authorization of \$___ per pupil which is scheduled to expire after taxes payable in 2012. The proposed referendum revenue authorization would increase each year by the rate of inflation and be applicable for ___ years, beginning with taxes payable in 2013, unless otherwise revoked or reduced as provided by law.



YES



NO

Shall the increase in the revenue proposed by the board of Independent School District No. 624 be approved?

**BY VOTING "YES" ON THIS BALLOT QUESTION,
YOU ARE VOTING FOR A PROPERTY TAX INCREASE.**

Levy Ahead – No Inflation

SPECIAL ELECTION BALLOT

INDEPENDENT SCHOOL DISTRICT NO. 624 (WHITE BEAR LAKE AREA SCHOOLS)

NOVEMBER 8, 2011

INSTRUCTIONS TO VOTERS

To vote, completely fill in the oval(s) next to your choice(s) like this:



To vote for a question, fill in the oval next to the word "YES" for that question.
To vote against a question, fill in the oval next to the word "NO" for that question.

SCHOOL DISTRICT BALLOT QUESTION 1 RENEWAL OF EXPIRING REFERENDUM REVENUE AUTHORIZATION

The school board of Independent School District No. 624 (White Bear Lake Area Schools) has proposed to renew the school district's existing referendum revenue authorization of \$____ per pupil which is scheduled to expire after taxes payable in 2012. The proposed referendum revenue authorization would be applicable for ten years, beginning with taxes payable in 2013, unless otherwise revoked or reduced as provided by law.



YES



NO

Shall the increase in the revenue proposed by the board of Independent School District No. 624 be approved?

**BY VOTING "YES" ON THIS BALLOT QUESTION,
YOU ARE VOTING TO EXTEND AN EXISTING PROPERTY
TAX REFERENDUM THAT IS SCHEDULED TO EXPIRE.**

AGENDA ITEM: **Goal 6d – Report on Implementing the Student Activities
Audit Completed in December, 2009**

MEETING DATE: **November 8, 2010**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**
David Law, Assistant Superintendent
Chris Picha, Director of Human Resources
Tim Wald, South Campus Principal
Don Bosch, North Campus Principal
Tim Hermann, Student Activities Director

Background:

Significant progress has occurred in carrying out the recommendations of the Student Activities Audit approved in December of 2009. At the work-study session, the superintendent will introduce the topic, but will hear an update on progress from Mr. Tim Wald and Mr. Donald Bosch, South and North Campus principals, Tim Hermann, our new student activities director, David Law, assistant superintendent, and Chris Picha, director of human resources.

AGENDA ITEM: **Goal 6f – Update School Board on Initial Overview of Food Service Program Review**

MEETING DATE: **November 8, 2010**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**
Pete Willcoxon Sr., Executive Director of Business Services

Background:

At the work-study session, we will begin to update the Board on the progress that is being made on the overview of our food service program. The concentration for this year is directed at our elementary lunch program.

Examples and data showing the improvements that have been implemented through the first months of this school year will be presented and discussed.