

**INDEPENDENT SCHOOL
DISTRICT #624**



**WORK-STUDY
AGENDA**

September 26, 2011

MISSION STATEMENT

The mission of the White Bear Lake Area School District, a leader in innovative education and community partnerships, is to ensure our students:

- **develop a love for learning,**
- **excel academically,**
- **are inspired to realize their dreams, and**
- **become engaged citizens with a global understanding**

by challenging each student with a dynamic, respectful and inclusive environment that nurtures the unique talents and abilities of every student.

To: Members of the School Board

From: Dr. Michael J. Lovett
Superintendent of Schools

Date: September 15, 2011

A work-study session of the White Bear Lake Area School Board will be held on Monday, September 26, 2011, at 5:40 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

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| 1. Update on School Board/Superintendent Goals 2.1 and 2.2 | 5:45 p.m. |
| 2. Preliminary Review of MCA Math and Reading Data | 6:15 p.m. |
| 3. Review of Enrollment and Class Sizes for 2011-12 | 6:45 p.m. |
| 4. Update on Levy Informational Communications Plan | 7:00 p.m. |
| 5. Negotiations Study Session* | 7:30 p.m. |

D. ADJOURNMENT	8:00 p.m.
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***This portion of the meeting may be closed to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota Statutes 179.A.01 to 179.A.25.
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AGENDA ITEM: **Update on School Board/Superintendent Goals 2.1 and 2.2**
MEETING DATE: **September 26, 2011**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

BACKGROUND:

At our last meeting the School Board approved School Board/Superintendent Goals for 2011-12, including those embedded into the strategic plan approved by the School Board in June.

It has been our practice that at each work-study session we will highlight certain goals, and provide regular updates on our progress on all grades. At this work-study session we will highlight our plans for 2.1 and 2.2.

Strategy II: We will create and implement a plan for global experiences and relationships to further understand world connections.

- II.1 All students will expand their global perspective through the study of world language and culture at the elementary schools.
- II.2 Secondary students will develop global understanding and competitiveness through expanded world language opportunities at the secondary level.

Ann Malwitz and Gretchen Harriman will be with us. We have asked Ann Malwitz to coordinate the committee which will be studying options for elementary world language, and Gretchen Harriman to coordinate the extension of opportunities for secondary world language.

Attachment:

1. K-5 World Language Program Review (2011-2012)
2. Secondary World Language Program Review – Fall 2011

**White Bear Lake Area School District #624
School Board/Superintendent Goals
2011-2012**

Goal I: Implement the Strategic Plan as approved by the School Board on June 13, 2011.

Strategy I: We will develop a comprehensive understanding of our students' needs and interests to ensure students are challenged and excelling academically.

- I.1 All students will achieve grade level in reading, writing, and math by grade 4 and maintain grade level proficiency throughout their tenure in White Bear Lake Schools.
- I.2 All students will have an ongoing plan for post-secondary readiness that will be monitored from grades 6 through 12 and all students will have the academic skills to be successful in a post-secondary institution.

Strategy II: We will create and implement a plan for global experiences and relationships to further understand world connections.

- II.1 All students will expand their global perspective through the study of world language and culture at the elementary schools. (STIPULATION - within each school, one or more options will be available to study world language and culture)
- II.2 Secondary students will develop global understanding and competitiveness through expanded world language opportunities at the secondary level.

Strategy III: We will ensure our facilities support our district's mission and objectives.

- III.4 The District will ensure that square footage to accommodate student population and program activities are equitable for all buildings.
- III.7 Each District facility will have appropriate acoustical levels for the site.
- III.9 District facilities will be designed to allow for informational technology to be accessible by all ISD 624 employees, learners and families.

Strategy IV: We will create a district-wide culture that inspires innovation, a passion for learning, and confidence to pursue dreams.

- IV.1. The WBLAS will identify strengths and weaknesses in the areas of innovation, confidence to pursue dreams, and passion for learning.
- IV.3. Faculty will have the skills to implement collaboration, critical thinking, creativity, and communication skills within their lesson plans.
- IV.5. Self-awareness and emotional intelligence curriculum will be incorporated within the curriculum review cycle.
- IV.10. A process will be established to facilitate the collection and implementation of innovative ideas.
- IV.12. The District will enhance communication, interaction, and collaboration through the use of a web site.
- IV.13. The District will establish a learning management system to support the development and management of online coursework to allow web-based learning for staff and students.
- IV.14. A policy will be developed and presented for board approval that leverages students' access to mobile technology and use of that technology in the classroom.

Strategy V: We will build a network of partnerships to provide personal and educational growth and service opportunities for students.

- V.1. The District will implement a process that will provide a consistent method to initiate and maintain community partnerships.
- V.2. A comprehensive needs assessment will be developed and administered at every WBL school in order to provide direction to future partnerships.
- V.3. The District will create a process which aligns a partner with a compelling need or promising vision.
- V.5. The District will communicate information related to partnerships using a variety of resources.

Strategy VI: We will foster connections with and among students and staff members to ensure all feel valued, supported and understood; and we will establish an environment that cultivates understanding and respect for differences among people.

- VI.1. The District will adopt a comprehensive bullying prevention, intervention, and support program for students and staff that promotes a safe, civil, and inclusive climate and is implemented in each building, program, and service.
- VI.2. The District will increase the number of faculty and staff from culturally diverse communities to more closely reflect the diversity of the student population.
- VI.5. The District will provide programming that will continue to create an environment of understanding similarities and differences among students, staff, administration, community members, and parents.
- VI.6. The District will review and assess the current plan related to cultural competency.

Goal 2: Ongoing Financial Stewardship and Budget Management

Goal: Considering the budgetary challenges resulting from decisions of the 2011 Legislative session, and a long period of little increase in state funding, continue to identify greater efficiencies in operations to help maintain financial stability and to continue improvements in program quality and student success.

Rationale: Over the past decade, the District has established an excellent record of financial management, as evidenced by ten consecutive years of recognition for excellence in financial reporting by both ASBO and GFOA, and also achieving an AA Bond Rating in 2008.

However, considering the financial challenges presented by the slowly recovering economy, the state's continuing budget challenges and the district's need to renew its operating levy this fall, it is important for the District to continue with strategies to meet these challenges to help maintain financial stability.

Evaluation: The District's ongoing financial stewardship on investments and budget management will be reviewed annually as part of the financial audit. The audit report is presented to the Finance Committee in the fall and to the School Board and public at the regular school board meeting in December.

Goal 3. Complete Next Stage of Communications and Marketing Plan for the District

Goals:

- a. Implement Phase II of the Communications and Marketing plan presented to the School Board in July, 2010.
- b. Develop a comprehensive communications plan for the referendum levy campaign in the fall of 2011.

Rationale: The implementation of successful outreach initiatives is especially important in the current environment, as area school districts compete for students. A net gain in open enrollment numbers would provide the District with financial benefits.

It is important for the District to understand perspectives of White Bear Lake area community members in order to remain a trusted steward of resources. Responsible stewardship is an important component in continued community support.

A long-range vision and plan about District communications ensures resources are appropriately utilized. Additionally, it is beneficial to have such a plan to allow for prioritization of communications and marketing projects and activities.

Evaluation: The communications and marketing plan will serve as a base against which current and future communications and marketing projects and ideas will be analyzed. The plan will be evaluated periodically to ensure it continues to be in alignment with the District's objectives. This objective builds on the successful communications initiatives during 2010-11.

One key evaluation piece will be whether or not a levy referendum passes in the fall of 2011.

Goal 4. Operational Improvements

- a. Building on the improvements made during 2010-11, prepare a program review of the District's food service program, including:
 - Redesign the elementary menu to include at least two entrée choices with one vegetarian choice each day with an acceptable gluten free option.
 - Implement the new USDA Nutritional Standards for all White Bear Lake menus.
 - Improve employee efficiency and productivity by providing resources for training, education, and networking with other school district nutrition programs.
 - Implement student lunch committees in buildings for the purpose of providing a format to gain input from stakeholders.
- b. Design and implement a comprehensive program for recognizing students, staff, and community.
- c. Complete the comprehensive program review of District gifted and talented programs (preK-12).
- d. Continue Phase II of the Technology Audit completed during January of 2010, building on the work done during the 2010-11 school year.

K-5 World Language Program Review (2011 – 2012)

A. Purpose:

The School Board and Superintendent have identified priorities for implementing the strategic plan during the 2011-12 school year. Strategy II of the plan states, “We will create and implement a plan for global experiences and relationships to further understand world connections.” At the elementary level, all students will expand their global perspective through the study of world language and culture. The charge of this curriculum review committee is to conduct a study and review of exemplary elementary world language programs, examine world language curriculum standards and develop program recommendations to be shared with the School Board.

B. Specific Outcomes Expected:

1. Conduct an initial exploration of elementary world language resources, programs, standards and exemplary practices.
2. Outline components of the review process.
3. Develop a framework identifying beliefs, vision, and research-based exemplary practices.
4. Make recommendations for elementary world language program implementation for 2012-13 and beyond.

C. Strategies:

1. Consider best practice information, research, standards, and state guidelines.
2. Survey world language offerings in Metro area elementary programs.
3. Obtain feedback from parents, staff, administrators, students and other stakeholders.
4. Share results with Secondary World Language Review Committee.

D. Timeline:

Mid-September	Initial exploration of resources and program models, outline review process
Late September – Early November	Form planning committee and begin review process
Mid-November	Develop program recommendations for 2012-13 and beyond
Late November	Review update to School Board at work study
December	Continue gathering input on proposal
January	Preliminary recommendations at School Board work study
February	Action on proposal at School Board meeting, communication to families
March	Begin implementation as approved by School Board

Secondary World Language Program Review – Fall 2011

A. Purpose:

The School Board and Superintendent have identified priorities for implementing the strategic plan during the 2011-12 school year. Strategy II of the plan states, “We will create and implement a plan for global experiences and relationships to further understand world connections.” At the secondary level, students will develop global understanding and competitiveness through expanded world language opportunities. The charge of this committee is to examine current offerings, and identify opportunities for expansion.

B. Specific Outcomes Expected:

1. Conduct a review of world language programming at the secondary level, and compare to exemplary models.
2. Develop a framework identifying beliefs, vision, and research-based best practices.
3. Identify areas for program expansion, based upon program review.
4. Make recommendations for program expansion or modification to the Board, for 2012-13 and beyond.

C. Strategies:

1. Consider best practice information, research, standards, and state guidelines.
2. Survey world language offerings in Metro area secondary programs.
3. Survey world language offerings in area colleges and universities for pathways to higher education, and to identify possibilities for dual enrollment.
4. Obtain feedback from parents, staff, administrators, students and other stakeholders.
5. Share results with Elementary World Language Review Committee.

C. Committee Members

Gretchen Harriman, Curriculum Coordinator

Tim Wald, Principal and Administrative Liaison to World Language

Mary Dahle, Teacher and World Language Curriculum Leader

Camille Erickson, High School World Language Teacher

Janel Toussaint, High School World Language Teacher

Karla Booth, Middle School World Language Teacher

Kelly Picard, Middle School World Language Teacher

Parent Representatives – TBD

AGENDA ITEM: **Preliminary Review of MCA Math and Reading Data**

MEETING DATE: **September 26, 2011**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **David Law, Assistant Superintendent**
Mary McGrane, Student and Instructional Assessment and
Accountability Coordinator

BACKGROUND:

Mary McGrane will be with us to review the MCA math and reading data, which has been released since her last presentation at the September School Board meeting. We have attached a copy of a press release which we have sent this week to area media and have posted on our web page. We will be looking at the MCA reading and math data in the context of the overall improvements given the whole range of student success.

AGENDA ITEM: **Review of Enrollment and Class Sizes for 2011-12**

MEETING DATE: **September 26, 2011**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **David Law, Assistant Superintendent**
Pete Willcoxon, Executive Director of Business Services

BACKGROUND:

David Law and Pete Willcoxon, Sr. will review enrollment information for 2011-12 and elementary and secondary class sizes data.

AGENDA ITEM: **Update on Levy Informational Communications Plan**

MEETING DATE: **September 26, 2011**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Marisa Vette, Director of Communications and
Community Relations**

BACKGROUND:

Marisa Vette will provide an update on our levy informational communications plan. We have attached an updated document reflecting the many groups with which we have met with so far. We will also review with the School Board our format for the three informational meetings.

Attachment: Informational Meetings

Attachment A

Local Operating Levy Renewal Informational City and Township Boards Presentations

Municipality	Date	Time	Location	Administrator	School Board
City of Hugo	Sept. 6, 2011	7:00 p.m.	Hugo City Hall	Michael Lovett Pete Willcoxon	Lori Swanson Kim Chapman
City of Vadnais Heights	Sept. 7, 2011	7:00 p.m.	Vadnais Heights City Hall	Michael Lovett Pete Willcoxon	Cathy Storey
City of White Bear	Sept. 13, 2011	7:00 p.m.	W.B. City Hall	Michael Lovett Pete Willcoxon	George Kimball Bob Shevik
WB Town Board	Sept. 19, 2011	7:00 p.m.	Town Hall	Michael Lovett Pete Willcoxon	Janet Newberg, Lori Swanson Chris Hiniker Kim Chapman

Local Operating Levy Renewal Informational PTO/PTA and Parent Group Presentations

School	Date	Time	Location	Administrator	School Board
Parent Leaders Forum	August 25, 2011	9:30 a.m.	District Center	Michael Lovett Pete Willcoxon	Lori Swanson Cathy Storey
Birch Lake	September 13, 2011	6:45 p.m.	Media Center	David Law Kathleen Daniels	Lori Swanson
Sunrise	September 15, 2011	9:30 a.m.	Media Center	Michael Lovett Pete Willcoxon	Janet Newberg
Normandy	September 15, 2011	6:30 p.m.	Room 158	Michael Lovett Pete Willcoxon Dave Guenther	Cathy Storey
Willow Lane	September 19, 2011	6:30 p.m.	Media Center	David Law Kathleen Daniels	Bob Shevik
Lincoln	September 20, 2011	7:00 p.m.	Media Center	Michael Lovett Pete Willcoxon	Lori Swanson
Vadnais Heights	September 27, 2011	6:30 p.m.	Media Center	Michael Lovett Pete Willcoxon	George Kimball
Otter Lake	October 4, 2011	6:30 p.m.	Media Center	David Law Kathleen Daniels	Kim Chapman
Central	October 6, 2011	6:30 p.m.	Media Center	David Law	Chris Hiniker
North Campus	October 6, 2011	9:30 a.m.	North Campus	Michael Lovett Pete Willcoxon	Bob Shevik
South Campus	October 6, 2011	9:30 a.m.	North Campus	Michael Lovett Pete Willcoxon	Chris Hiniker
Hugo/Oneka	October 11, 2011	4:30 p.m.	Media Center	Michael Lovett Pete Willcoxon	Kim Chapman
Matoska	October 11, 2011	6:30 p.m.	Media Center	Michael Lovett Pete Willcoxon	George Kimball
ALC	October 13, 2011	6:30 p.m.	ALC	Michael Lovett Pete Willcoxon	Janet Newberg
Lakeaires	October 25, 2011	6:00 p.m.	Media Center	Michael Lovett Pete Willcoxon	Cathy Storey

Local Operating Levy Renewal Informational Staff Presentations

School	Date	Time	Location	Administrators	School Board
Otter Lake	September 14, 2011	8:00 a.m.	Media Center	Dr. Lovett Pete Willcoxon	Kim Chapman
Normandy	September 19, 2011	11:50 a.m.	Normandy	Dr. Lovett Pete Willcoxon	Cathy Storey
Willow Lane	September 20, 2011	8:00 a.m.	Media Center	Dr. Lovett Pete Willcoxon	Bob Shevik
Vadnais Heights	September 22, 2011	8:00 a.m.	Media Center	David Law Kathleen Daniels	George Kimball
ALC	September 23, 2011	7:00 a.m.	Room 101	Dr. Lovett	Janet Newberg
Lakeaires	September 23, 2011	8:15 a.m.	Media Center	Dr. Lovett	Cathy Storey
North and South Campus	September 27, 2011	2:45 p.m.	South Campus	Dr. Lovett Pete Willcoxon	Bob Shevik Chris Hiniker
Lincoln	September 28, 2011	8:30 a.m.	Media Center	Dr. Lovett Pete Willcoxon	Lori Swanson
Birch Lake	September 29, 2011	8:15 a.m.	Media Center	Dr. Lovett Pete Willcoxon	Lori Swanson
Central and Sunrise	October 4, 2011	3:15 p.m.	Central Auditorium	Dr. Lovett	Chris Hiniker
Sunrise	October 4, 2011	3:15 p.m.	Sunrise	Pete Willcoxon	Janet Newberg
Hugo/Oneka	October 5, 2011	8:00 a.m.	Media Center	Dr. Lovett Pete Willcoxon	Kim Chapman
Matoska	October 6, 2011	8:00 a.m.	Media Center	Dr. Lovett Pete Willcoxon	George Kimball

Local Operating Levy Renewal Legislator Meetings

Legislator	Date	Time	Location	Administrators	School Board
Rep. Dettmer and Rep. McFarlane	August 8, 2011	1:00 p.m.	District Center	Dr. Lovett Pete Willcoxon	Lori Swanson
Rep. Scalze	August 15, 2011	3:00 p.m.	District Center	Dr. Lovett Pete Willcoxon	Cathy Storey
Rep. Runbeck	August 17, 2011	3:00 p.m.	District Center	Dr. Lovett Pete Willcoxon	Lori Swanson
Senator Chamberlain and Senator Vandever	August 22, 2011	2:30 p.m.	District Center	Dr. Lovett Pete Willcoxon	Lori Swanson
Senator Wiger	August 25, 2011	12:00 p.m.	Perkins (Snelling and County Rd B)	Dr. Lovett	Lori Swanson
Senator Marty	September 23, 2011	1:00 p.m.	District Center	Dr. Lovett	Lori Swanson
Rep. Dean	TBD				
Rep. Lillie	TBD				

Local Operating Levy Renewal Informational Community Meetings

Area	Date	Time	Location	Administrators	School Board
Vadnais Heights	September 28, 2011	7:00 p.m.	Vadnais Heights City Hall	Dr. Lovett Pete Willcoxon	
Hugo	October 4, 2011	7:00 p.m.	Hugo City Hall	Dr. Lovett Pete Willcoxon	
White Bear Lake	October 6, 2011	7:00 p.m.	WBL City Council Chamber	Dr. Lovett Pete Willcoxon	

Local Operating Levy Renewal Possible Meetings With Community Groups

Group	Date	Time	Location	Administrators	School Board
Vadnais Heights Economic Development	September 7, 2011	7:15 – 8:30 a.m.	IC Systems	Michael Lovett Pete Willcoxon	Lori Swanson
WBL Foundation	September 14, 2011	5:30 p.m.	District Center Room	Michael Lovett	Lori Swanson
WBL Area Chamber of Commerce	September 15, 2011	8:00 a.m.	Washington Square	Michael Lovett Pete Willcoxon	Lori Swanson
Senior Center	October 12, 2011	3:00 p.m.	Normandy Park	Michael Lovett Pete Willcoxon	