

INDEPENDENT SCHOOL DISTRICT 273  
OFFICIAL MINUTES OF THE MEETING OF NOVEMBER 10, 2008

REGULAR MEETING  
7:07 P.M.

Edina Community Center  
5701 Normandale Road  
Room 349

SCHOOL BOARD MEMBERS PRESENT:

Ms. Idith Almog  
Ms. Cathy Cella  
Mr. Brian Hedberg  
Ms. Bert Ledder  
Mr. Randy Meyer  
Mr. Peyton Robb

MEMBER ABSENT:

Mr. Jeff Johnson

PRESIDING OFFICER: Chair Randy Meyer

7:07 – 9:25 P.M.

ADMINISTRATIVE STAFF PRESENT:

Dr. Ric Dressen, Superintendent of Schools  
Ms. Penny Kodrich, Director of Special Services  
Dr. Michael Burke, Director of Media and Technology Services  
Mr. Doug Johnson, Director of Community Education Services and Community Relations  
Dr. Thel Kocher, Director of Research and Evaluation

CERTIFIED CORRECT:

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Mr. Randy Meyer, Chair

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Ms. Bert Ledder, Clerk

(Official Publication)  
MINUTES OF THE REGULAR MEETING  
OF THE BOARD OF EDUCATION  
DISTRICT 273 EDINA, MINNESOTA  
November 10, 2008

7:07 P.M. Chair Meyer called to order the regular meeting of the Board of Education. Members present: Almog, Cella, Hedberg, Ledder, Meyer, Robb. Member absent: Johnson. Staff present: Dressen, Kodrich, Burke, Johnson, Kocher. Member Hedberg moved and Member Robb seconded the minutes of the regular meeting of the special meeting of October 20, 2008, and to amend the announcement section of the minutes of the regular meeting of October 20, 2008, as follows:

Member Robb noted the article in *About Town* about Chris Holden, principal at Cornelia Elementary School.

All members voted Aye to amend the resolution. Member Hedberg moved and Member Robb seconded the approval of the minutes as amended. All members voted Aye.

### PRESENTATION

- SMART Classrooms – Rosie Rink, Concord Elementary School Teacher; Donna Erstad and Stacy Sullwold, Creek Valley Elementary Teachers; and Concord and Creek Valley Students

### RECOGNITION

- MCEA (Minnesota Community Education Association) Outstanding Program Award for 2007-2008 to Edina Early Education Partnership Initiative – Karen Schaub, MCEA President

### REPORTS

- District Branding – Chris Deets, Carol Kaemmerer and Nancy Fergesen, Communications Advisory Council; and Jolene Goldade Communications Manager
- Edina Alternative Compensation Plan – Rob Gardner, Alt Comp Plan Facilitator; and Kevin Bjerken and Barbara Anderson, Alt Comp Coaches
- Long-Range Technology Plan – Dr. Michael Burke, Director of Media & Technology; and Mark Lawrence, Technology Advisory Team

### CONSENT

1. Personnel Recommendations
2. Community Education Services Personnel Recommendations
3. Expenditures Payable on November 10, 2008
4. Bond Fund Expenditures Payable on October 22, 2008
5. Alternative Facilities Bond Expenditures Payable on October 21, 2008
6. 2009 National Merit Scholarship Program Semifinalists, Commended Students and National Hispanic Recognition Program Finalists
7. Gift from Cornelia Elementary School PTO
8. Gift from Creek Valley Elementary School PTA
9. Gift from Target
10. Gifts from Creek Valley Elementary School PTA

## ACTION ITEMS APPROVED BY UNANIMOUS VOTE

1. 2008-2009 General Fund (01) Budget Adjustments
2. 2008-2009 Transportation Fund (03) Budget Adjustments
3. 2008-2009 Capital Fund (05) Budget Adjustments
4. 2008-2009 Building Fund (06) Budget Adjustments
5. Rescind 5000 Policies – Students
6. Purchase of Upgrade to Winnebago Library Circulation Software (Tabled 10-20-08)
7. Purchase of Microsoft Office Pro Licenses
8. 2008-2009 Winter and Spring High School Athletic Pass

## DISCUSSION

1. New Courses at Edina Secondary Schools, 2009-2010
2. Course Name Changes at Edina Secondary Schools, 2009-2010
3. Course Description Changes at Edina Secondary Schools, 2009-2010
4. Course Name and Description Changes at Edina Secondary Schools, 2009-2010
5. Courses to Be Dropped at Edina Secondary Schools, 2009-2010

## ANNOUNCEMENTS

Superintendent Dressen shared that the district had followed up with a nonpublic school family that had requested busing to a private school within the district. He also noted that the district is monitoring high school bus runs to ensure that they are not overcrowded. Superintendent Dressen stated that district administrators and Board members will meet with area legislators on Thursday, November 13, 7:30 am, Edina Community Center Room 350. He noted that the Classic Lake Conference will continue as it is through 2009-2010, but in 2010-2011, the district may be looking to the Minnesota State High School League to be assigned to a new conference. He shared that the district has been working with the City of Edina and Edina Chemical Health Partners on an upcoming dialogue. Superintendent Dressen noted that the Board is tentatively planning a workshop on reducing expenditures.

Chair Meyer reminded Board members that there will be a Board Human Relations meeting on November 11, 7:45 am, District Office Conference Room.

Member Robb noted that the Association of Metropolitan School Districts (AMSD) and the Minnesota School Boards Association (MSBA) are working on their legislative platforms. He stated that the David Bloom video studio will be dedicated on Saturday, November 15. He shared that the current high school play, "Thoroughly Modern Millie," is very impressive.

Member Ledder shared that she and Member Robb are delegates to MSBA and are participating in the preparation of their legislative platform. She noted that she had attended a conference on health and student achievement. She shared that November 17-23 is Chemical Health Week.

The meeting adjourned at 9:25 P.M. The minutes and resolutions are on file at the district office, 5701 Normandale Road, and are open to public inspection.

Mr. Randy Meyer, Chair

Ms. Bert Ledder, Clerk

## OFFICIAL MINUTES OF THE BOARD OF EDUCATION OF NOVEMBER 10, 2008

7:07 P.M. Chair Meyer called to order the regular meeting of the Board of Education. Members present: Almog, Cella, Hedberg, Ledder, Meyer, Robb. Member absent: Johnson. Staff present: Dressen, Kodrich, Burke, Johnson, Kocher. Member Hedberg moved and Member Robb seconded the minutes of the regular meeting of special meeting of October 20, 2008, and to amend the announcement section of the minutes of the regular meeting of October 20, 2008, as follows:

Member Robb noted the article in *About Town* about Chris Holden, principal at Cornelia Elementary School.

All members voted Aye to amend the resolution. Member Hedberg moved and Member Robb seconded the approval of the minutes as amended. All members voted Aye.

### PRESENTATION

SMART Classrooms – Principal Rick Sansted, Concord Elementary School, introduced teacher and students in grades 1-3 from Concord and Creek Valley Elementary Schools who are using interactive SMART Boards in their classrooms. The teachers and students explained how they have integrated the technology into their classrooms and are able to use it in every curricular area. They shared that the students are very focused and motivated. The students shared they are also having fun using the technology. It was noted that the teachers are motivated about learning and implementing the new technology. Though many hours went into creating materials this year, it will be much easier next year because they will need only to refine the materials. It was shared that the technology is in all kindergarten and grade 1 classrooms in Concord Elementary School. In Creek Valley Elementary School, the technology is in all classrooms and implementing it in specialist rooms is under consideration. The schools are also able to link with other schools within and outside of the district. Principal Sansted noted the increase collaboration between district schools. The teachers like that the technology contributes to the consistency of curriculum from site to site. Once material has been created, it is stored on a shared drive where all teachers can access it.

### RECOGNITION

MCEA (Minnesota Community Education Association) Outstanding Program Award for 2007-2008 to Edina Early Education Partnership Initiative – Karen Schaub, MCEA President, presented award plaques to Cheryl Gunness, cochair, Edina Early Education Partnership Initiative; Laurie Denn, coordinator, Early Childhood Family Education; and Doug Johnson, director, Community Education Services and Community Relations.

### REPORTS

District Branding – Doug Johnson introduced Carol Kaemmerer and Chris Deets, members of the Communications Advisory Council, and Jolene Goldade, communications manager. Ms. Kaemmerer provided an overview of the council and the origin of the idea of district branding. Mr. Deets shared the thinking behind the development of the brand. Ms. Kaemmerer noted that three concept words (engage,

global and personal) had been identified to help those who communicate on behalf of the district so they can better convey the district's identity. She also shared information about the development of the new logo. Superintendent Dressen shared there will be a districtwide communication audit in the near future; one of the things discussed will be how branding affects the sites. He noted that some of the focus of branding will be in the area of athletic and extracurricular activities.

Edina Alternative Compensation Plan – Rob Gardner, alt comp plan facilitator, shared the background of the Edina Alternative Compensation Plan and the current status of the plan. He noted that the individual sites are currently tracking their progress. Every teacher has identified performance descriptors and has set student learning goals. Mr. Gardner noted that Minnesota Department of Education Commissioner Alice Seagren visited Edina on October 21 to present Edina with a check for over \$2 million. He stated that instructional coaches have already had 1,000 hours of meetings with teachers and will have had 6,000 by the end of the year. Kevin Bjerken, instructional coach, shared comments from teachers on a recent survey regarding the alternative compensation plan. Barbara Anderson, instructional coach, shared the perspectives of the coaches. She noted that the coaches meet weekly to share information about their work. They feel their work with the teachers will positively impact student learning. Mr. Bjerken noted that each coach works with three schools. Their time is spent collaborating with each other, observing teachers and in pre-and post-observation reflection with the teachers. Mr. Gardner shared that goals range from facilitating certain student behaviors (teachers) or increasing student time in school (nurses). Superintendent Dressen shared that he would work with Mr. Gardner to set up observations of the coaching process during the Board's December visit to Highlands Elementary School. In answer to a question as to whether the coaches feel they have had enough preparation for their new positions, Ms. Anderson said there is much to learn but the coaches feel adequately prepared. There was training and reading over the summer and the coaches meet weekly.

Long-Range Technology Plan – Dr. Michael Burke, director, Media & Technology, shared that the SMART Boards/InterWrite Tablets in the classrooms were a shared purchase between the Edina Education Fund and the school parent organizations. The elementary schools (except Cornelia Elementary School) use SMART Boards and the secondary schools and Cornelia Elementary School use InterWrite Tablets. He shared the following regarding technology implementation over the past year:

- Installation of 32 additional security cameras
- Installation of 21 additional door access card readers
- Installation of 75 LCD projectors in the elementary schools
- Repairs and upgrades to the PA systems in each school
- Conversion to new wireless network
- Purchase of 800 new computers for staff and students
- Rewriting of the district's information literacy curriculum
- Installation of a new automated library management system
- Installation of TIES software to create a student assessment database for RTI (Response to Intervention) schools
- Classes for teachers on iCUE, COGNOS report generation, InterWrite Tablets and SMART Boards
- iCUE report card system

- Working with TIES to create an elementary parent portal
- Conversion to new website format
- Increased use of blogs, wikis and podcasts
- Installation of NAVIANCE software for college and career counseling for middle schools students
- Installation of PLATO math software
- Testing of software for RTI weekly assessments

Mark Lawrence, Technology Advisory Team, shared the results of a survey done by researchers at the University of Minnesota regarding technology. Dr. Burke noted that staff will be meeting with students on November 20 regarding the use of laptops at school. The students will be asked to read and sign a code of ethics which states that teachers will have control over what is accessed during class. In answer to Board questions, Dr. Burke noted that filters will not allow students to access social networking sites, and, that for security reasons, software would identify each student's computer when they log on and also control the student's access. Dr. Burke noted that the district's goal is one-to-one computing at the high school and one computer for every four students in the elementary and middle schools. Some schools have slightly higher ratios because of how they have elected to use their computer allocations and how they have chosen to use funds from their parent organizations.

#### CONSENT ITEMS BEFORE THE BOARD

It was moved by Member Cella and seconded by Member Ledder that the resolutions in Volume 80, Reports 155 through 164, pages 290-305 be approved. All members voted Aye. These reports are:

- 155 Personnel Recommendations
- 156 Community Education Services Personnel Recommendations
- 157 Expenditures Payable on November 10, 2008
- 158 Bond Fund Expenditures Payable on October 22, 2008
- 159 Alternative Facilities Bond Expenditures Payable on October 21, 2008
- 160 2009 National Merit Scholarship Program Semifinalists, Commended Students and National Hispanic Recognition Program Finalists
- 161 Gift from Cornelia Elementary School PTO
- 162 Gift from Creek Valley Elementary School PTA
- 163 Gift from Target
- 164 Gifts from Creek Valley Elementary School PTA

#### ACTION ITEMS APPROVED BY UNANIMOUS VOTE

2008-2009 General Fund (01) Budget Adjustments: It was moved by Member Almog and seconded by Member Hedberg that the resolution in Volume 80, Report 165, page 306, be approved. All members voted Aye.

Comment: Superintendent Dressen noted that the budget numbers are now actual amounts rather than projected amounts.

2008-2009 Transportation Fund (03) Budget Adjustments: It was moved by Member Ledder and seconded by Member Robb that the resolution in Volume 80, Report 166, pages 307-310, be approved. All members voted Aye.

Comment: Superintendent Dressen noted that revenues are strong and fuel expenditures are down.

2008-2009 Capital Fund (05) Budget Adjustments: It was moved by Member Almog and seconded by Member Cella that the resolution in Volume 80, Report 167, pages 311-314, be approved. All members voted Aye.

Comment: Superintendent Dressen noted the strong fund balance moving forward.

2008-2009 Building Fund (06) Budget Adjustments: It was moved by Member Hedberg and seconded by Member Cella that the resolution in Volume 80, Report 168, pages 315-318, be approved. All members voted Aye.

Comment: Member Cella inquired as to why some of the alternative bond fund projects have not been completed. Member Robb noted that most of the uncompleted projects will be completed during the school year. The largest project is the maintenance garage, because the district is still waiting for approval from the planning commission.

Rescind 5000 Policies – Students: It was moved by Member Cella and seconded by Member Robb that the resolution in Volume 80, Report 169, page 319, be approved. All members voted Aye.

Comment: Superintendent Dressen stated that rescinding the series 5000 policies is part of the process of the district's policy audit. All of the student policies have now been transitioned from series 500 to series 5000. He noted that the goal is to have the entire policy audit completed in 2009.

Purchase of Upgrade to Winnebago Library Circulation Software (Tabled 10-20-08): It was moved by Member Almog and seconded by Member Hedberg that the resolution in Volume 80, Report 170, page 320, be approved. All members voted Aye.

Comments: Dr. Michael Burke stated that the district has been using the current circulation system for 13 years. It is now necessary to move to the new web-based system because of the acquisition of Winnebago. With the new system, the district will be able to standardize the schools' access by using one database rather than multiple databases. The new software will be installed over winter break.

Purchase of Microsoft Office Pro Licenses: It was moved by Member Cella and seconded by Member Robb that the resolution in Volume 80, Report 171, page 321, be approved. All members voted Aye.

2008-2009 Winter and Spring High School Athletic Pass: It was moved by Member Hedberg and seconded by Member Robb that the resolution in Volume 80, Report 172, page 322, be approved. All members voted Aye.

## DISCUSSION ITEMS BEFORE THE BOARD

New Courses at Edina Secondary Schools, 2009-2010: Mark Laven and Isabelle Punchard, teaching and learning coordinators, shared the rationale for the new courses.

Course Name Changes at Edina Secondary Schools, 2009-2010: Mr. Laven and Ms. Punchard noted that the course names are being changed to add clarity.

Course Description Changes at Edina Secondary Schools, 2009-2010: Mr. Laven and Ms. Punchard noted that the course descriptions are being changed to add clarity.

Course Name and Description Changes at Edina Secondary Schools, 2009-2010: Mr. Laven and Ms. Punchard noted that the course names and descriptions are being changed to add clarity.

Courses to Be Dropped at Edina Secondary Schools, 2009-2010: Mr. Laven and Ms. Punchard noted that the courses to be dropped are being replaced by new courses or have not had a viable enrollment for three years.

## ANNOUNCEMENTS

Superintendent Dressen shared that the district had followed up with a nonpublic school family that had requested busing to a private school within the district. He also noted that the district is monitoring high school bus runs to ensure that they are not overcrowded. Superintendent Dressen stated that district administrators and Board members will meet with area legislators on Thursday, November 13, 7:30 am, Edina Community Center Room 350. He noted that the Classic Lake Conference will continue as it is through 2009-2010, but in 2010-2011, the district may be looking to the Minnesota State High School League to be assigned to a new conference. He shared that the district has been working with the City of Edina and Edina Chemical Health Partners on an upcoming dialogue. Superintendent Dressen noted that the Board is tentatively planning a workshop on reducing expenditures.

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At 9:25 P.M., Chair Meyer adjourned the meeting.