



**Governing Board Meeting
February 6, 2024
6:30 p.m.**

The Mission of the Wright Technical Center is “To partner with member school districts and industry to prepare students for careers, post-secondary education and lifelong learning.”

AGENDA

- 1.0 Call to Order
- 2.0 Roll Call
- 3.0 Pledge of Allegiance
- 4.0 Agenda Approval

- 5.0 Annual Organization
 - 5.1 Election of Officers
 - 5.1.1 Chairperson
 - 5.1.2 Vice Chairperson
 - 5.1.3 Clerk
 - 5.1.4 Treasurer

 - 5.2 Appointment of Committees
 - 5.2.1 Executive - (This committee also assumes the role of Director Evaluation)
 - 5.2.2 Meet & Confer
 - 5.2.3 Buildings & Grounds
 - 5.2.4 Negotiations
 - 5.2.5 Relicensure
 - 5.2.6 Finance & Budget

 - 5.3 Board Compensation Rates
 - 5.3.1 Meetings
 - 5.3.1.1 Meetings under 4 hours
 - 5.3.1.2 Meetings over 4 hours
 - 5.3.1.3 Chair
 - 5.3.1.4 Clerk
 - 5.3.1.5 Treasurer

5.3.2 Mileage Reimbursement

Beginning on Jan. 1, 2024, the standard mileage rates for the use will be:
.67 cents per mile driven for business use.

5.4 Official Designations

- 5.4.1 Depositories
- 5.4.2 Meeting Dates
- 5.4.3 Meeting Time
- 5.4.4 Notification Methods
- 5.4.5 Legal Counsel
- 5.4.6 Official District Publication

5.5 Signature Authorizations

- 5.5.1 Electronic Fund Transfers
- 5.5.2 All Other Accounts

5.6 Safe Keeping Investment Securities - The director and financial administrator are authorized to make investments in Federally insured/secured accounts which will yield the greatest interest rates and approve Old National and Riverwood Banks pledged collateral as required by MN Statute 118A.03 followed by discussion and vote.

6.0 Approval of Consent Items - Action required

- 6.1 Approval of Minutes - January 3rd Regular Meeting
- 6.2 Bills for Payment
- 6.3 Acceptance of Donation - 2010 Honda CRV value of \$1,380
- 6.4 Approval for Maternity Leave

Background: 6.1 & 6.2 - Approval of the minutes from previous meetings and bills. 6.3 Acceptance of vehicle donation. 6.4 Approval of Maternity Leave

Recommendation: Approve the consent agenda as presented.

7.0 Financial Report - Anh Glewwe

- 7.1 Approval of the financial report

8.0 Committee Reports

- 8.1 Principals Report - Mr. Karson
- 8.2 Directors Report - Mr. Koslofsky
- 8.3 Finance - Mealey, Lee & Bravinder

9.0 New Business - Action required

- 9.1 Approval of the second and final reading of policies:
 - 515 Protection and Privacy of Pupil Records
 - 519 Interviews of Students by Outside Agencies
 - 520 Student Surveys
 - 521 Student Disability Nondiscrimination
 - 526 Hazing Prohibition
 - 529 Staff Notification of Violent Behavior by Students

Background: Review of policies in alignment with MSBA. Changes/additions are reflected in strikethroughs and red text.

Recommendation: Approve as presented

9.2 *Approval to invoice 100% of tuition reimbursement to member districts not transporting Academy students for the 23-24 school year and beyond.*

Background: This was discussed with the WTC Advisory Finance Subcommittee and presented to the entire group on January 31. This is retroactive from the beginning of the year. The additional revenue generated will be approximately \$13,000 for FY24.

Recommendation: Approve as presented

9.3 *Approval to invoice the member districts for a "Fund Balance Stabilization fee totalling \$133,775 (Unassigned Fund Balance Deficit from the FY23 Audit) based on the FY24 Allocation %.*

10.0 Adjournment

Next meeting March 5, 2024

Please call or email if you have questions or cannot make the meeting.

2024 Organizational Meeting Authorizations

<u>2023 Board Officers</u>	<u>2024 Board Officers</u>
Chair: Mealey	Chair:
Vice Chair: Sixberry	Vice Chair:
Clerk: Lee	Clerk:
Treasurer: Curtis	Treasurer:

<u>2023 Committee Appointments</u>	<u>2024 Committee Appointments</u>
Executive: Steffens, Sixberry, Curtis	Executive:
Meet and Confer: Gierke	Meet and Confer:
Facilities: Gierke, Carlson, Sixberry	Facilities:
Finance / Negotiations: Mealey, Lee, Bravinder	Finance / Negotiations:
Relicensure: Lee	Relicensure:
	Director Evaluation: Executive Committee

<u>2023 Board Compensation Rates</u>	<u>2024 Board Compensation Rates</u>
Meetings under 4 hours: \$60	Meetings under 4 hours: \$
Meetings over 4 hours: \$90	Meetings over 4 hours: \$
Chair: \$70	Chair: \$
Clerk: \$60	Clerk: \$
Treasurer: \$60	Treasurer: \$

<u>2023 Mileage Reimbursement –Federal rate.</u>	<u>2024 Mileage Reimbursement –Federal rate.</u>
2023 Federal Rate \$.65.5	2024 Federal Rate \$.67/mile

<u>2023 Official Designations</u>	<u>2024 Official Designations</u>
Depositories: Old National, RiverWood Bank Minnesota School District Liquid Asset Fund (MSDLAF+)	Depositories: Old National, RiverWood Bank Minnesota School District Liquid Asset Fund (MSDLAF+)
Meeting Dates: First Tuesday of every month in the BoardRoom at Wright Technical Center	Meeting Dates: First Tuesday of every month except for: March 6, September 3, November 6 Meetings in the Boardroom at Wright Technical Center.
Meeting Time: 6:30 P.M.	Meeting Time: TBD
Notification Methods: District Office, Website	Notification Methods: District Office, Website
Legal Counsel: Knutson, Flynn and Deans, PA	Legal Counsel: Knutson, Flynn and Deans, PA
Official District Publications: Howard Lake Herald Journal	Official District Publications: Howard Lake Herald Journal

<u>2023 Signature Authorizations</u>	<u>2024 Signature Authorizations</u>
Electronic Fund Transfers – Brian Koslofsky, Director & Anh Glewwe, Business Manager	Electronic Fund Transfers – Brian Koslofsky, Director & Anh Glewwe, Business Manager
Accounts Payable/Finance Assistant: Lisa Stine	Accounts Payable/Finance Assistant: Lisa Stine
Executive Director: Brian Koslofsky	Executive Director: Brian Koslofsky
Chair: Mealey	Chair: TBD
Clerk: Lee	Clerk: TBD
Treasurer: Curtis	Treasurer: TBD
All Other Accounts: Brian Koslofsky, Executive Director & Anh Glewwe, Business Manager	All Other Accounts: Brian Koslofsky, Executive Director & Anh Glewwe, Business Manager



Dates with Meeting Restrictions 2024-2025

January 1, 2024	New Year's Day Holiday	No school, no meetings
January 15, 2024	Martin Luther King, Jr.'s Birthday Observed *	No meetings
February 19, 2024	Presidents' Day *	No meetings
February 27, 2024	Precinct Caucus Day	No meetings or activities after 6:00 p.m.
March 5, 2024	Presidential Nomination Primary	No meetings or activities 6:00 p.m. – 8:00 p.m.
March 12, 2024	Township Election Day (if applicable)	No meetings or activities 6:00 p.m. - 8:00 p.m.
May 27, 2024	Memorial Day	No school, no meetings
June 19, 2024	Juneteenth ^	No school, no meetings
July 4, 2024	Independence Day	No school, no meetings
August 13, 2024	Primary Election Day	No meetings or activities 6:00 p.m. - 8:00 p.m.
September 2, 2024	Labor Day	No school, no meetings
October 14, 2024	Indigenous Peoples Day (Optional Holiday) ^^	No meetings if this is a school district holiday
November 5, 2024	Election Day	No meetings or activities 6:00 p.m. – 8:00 p.m.
November 11, 2024	Veterans Day	No meetings
November 28, 2024	Thanksgiving Day	No school, no meetings
November 29, 2024	Day After Thanksgiving (Optional Holiday)	No meetings if this is a school district holiday
December 25, 2024	Christmas Day	No school, no meetings
January 1, 2025	New Year's Day Holiday	No school, no meetings
January 20, 2025	Martin Luther King, Jr.'s Birthday Observed *	No meetings
February 17, 2025	Presidents' Day *	No meetings



WTC Committees

Executive: The Executive Committee consists of board members that will act as advisors to the Director between Governing Board meetings. The Executive Committee shall govern the business of the district in the absence of the Governing Board. All interim actions of the Executive Committee shall be reviewed by the Governing Board who shall be vested with the authority to repeal and/or overrule Executive Committee action. The Executive Committee determines how and what is included in the Executive Directors performance evaluation?

Finance/Negotiations: The Finance/Negotiations Committee consists of board members who will review the district finance prior to preliminary and budget revisions and review requests for increases in member district allocations. The Committee meetings are usually scheduled an hour prior to the regular board meetings 2-3 times per year with the exception of the negotiations. Negotiations have taken place between the hours of 4:00-6:00 P.M. on board meeting days or as determined by the committee. Currently the FOT is in the process of negotiating. Contracts to be settled this year are the 2022-2024 Support Staff and Principal contracts.

Facilities: The Facility Committee consists of board members that review facility needs and makes recommendations and assists administration with prioritizing expenditures.

Relicensure: The Relicensure Committee consists of board member/s and works with the principal and faculty appointed to review teacher licensure requirements. The committee usually meets 2-3 times per year at agreed upon times usually after 2:30 P.M.

Meet & Confer: The Meet & Confer Committee consists of board member/s and works with the executive director, principal and faculty appointed to review concerns that faculty/staff would like to see addressed. The committee usually meets 2-3 times per year at agreed upon time usually after 2:30 P.M.

March 11, 2025	Township Election Day (if applicable)	No meetings or activities 6:00 p.m. - 8:00 p.m.
May 26, 2025	Memorial Day	No school, no meetings
June 19, 2025	Juneteenth ^	No school, no meetings

* [Minnesota Statutes Section 645.44](#) list dates that are “holidays” under state law. Minnesota’s political subdivisions have the option of determining whether Indigenous Peoples Day or the Friday after Thanksgiving shall be holidays. Where it is determined that either day is not a holiday, public business may be conducted.

If the date is determined to be a school day, it must be reflected in the teacher’s contract. If Martin Luther King’s birthday, Presidents Day, Veterans Day is determined to be a school day, at least one hour of the school program must be devoted to a patriotic observance of the day. For more information, see [Minnesota Statutes Section 120A.42](#) (*Conduct of School on Certain Holidays*).

When the following holidays fall on a **Saturday**, the holiday is observed on the preceding **Friday**; when the following holidays fall on a **Sunday**, the holiday is observed on the following **Monday**:

New Year’s Day (January 1)
Juneteenth (June 19) [new]
Independence Day (July 4)

Veterans Day (November 11)
Christmas Day (December 25)

Juneteenth ^

On Juneteenth (June 19), “public schools may offer instruction and programs on the occasion.” For more information, see [Minnesota Statutes 10.55](#) (*Juneteenth*). The Minnesota Department of Education takes the position that school may not be offered on this holiday. MSBA continues to work with MDE to determine the “instruction and programs on the occasion” that may be offered.

Indigenous Peoples Day ^^

In 2023, the Minnesota legislature replaced Christopher Columbus Day (the second Monday in October) with Indigenous Peoples Day. All references to “Christopher Columbus Day” or “Columbus Day” are to be changed to “Indigenous Peoples Day” in Minnesota Statutes and Minnesota Rules. Thus, the conditions set forth in [Minnesota Statutes Section 120A.42](#) (*Conduct of School on Certain Holidays*) continue to apply on this date.



WRIGHT TECHNICAL CENTER School District 966

The meeting of the Governing Board of Wright Technical Center, School District 966, was held on Wednesday January 3, 2024 at 1405 3rd Ave. NE, Buffalo, Minnesota 55313.

Members Present: Sixberry, Steffens, Carlson, Curtis, Mealey, Gierke, Bravinder, Buffalo Alternate Sansevere.

Others Present: Brian Koslofsky-Executive Director, Shaun Karson-Principal, Anh Glewwe-Business Manager, Dana Watters-Administrative Assistant, Russell Pearson-American Federation of Teachers.

The meeting was called to order by Member Mealey at 6:30 p.m. followed by the Pledge of Allegiance.

Agenda Review

On motion by Member Curtis, second by Member Sixberry, the agenda was approved as presented. Motion carried by unanimous vote.

Consent Agenda

On motion by Member Bravinder, second by Member Curtis, the consent agenda was approved as presented. 5.1 December 5 regular meeting, 5.2 Bills for payment, 5.3 Acceptance of donation of Sherwin-Williams painting supplies \$833.18.

Financial Report

Business Manager Glewwe reported on the current finances. On motion by Member Carlson, second by Member Sixberry, the financial report was approved, as presented. Motion carried by unanimous vote.

Principal and Director's Report

Principal Karson discussed WA enrollment, Student of the Trimester, presentations and tours, and the upcoming welding competition. Director Koslofsky reported on the 23-24 student built house, the sub committee and the upcoming Bonding Tour. The Finance/Negotiations committee will meet February 6 at 5:00 PM.

Finance/Negotiations Report

Board Member Bravinder reported that the negotiations continue to go well, discussing the language and finance items.

New Business

On motion by Member Bravinder, second by Member Sixberry, to approve the first readings of policies 515-Protection and Privacy of Pupil Records, 519-Interviews of Students by Outside Agencies, 520-Student Surveys, 521 Student Disability Nondiscrimination, 526-Hazing Prohibition, 529-Staff Notification of Violent Behavior by Students, as presented. Motion carried by unanimous vote.

On motion by Member Sansevere, second by Member Steffens, for adjournment. Motion carried by unanimous vote. Meeting was adjourned at 7:11 p.m.



Wright Technical Center

Phone: 763-682-4112
www.wtc.k12.mn.us

1405 3rd Ave. NE • Buffalo, MN 55313

Donation Form

Date: January 26, 2024

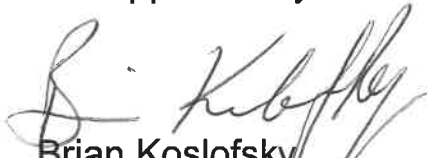
Name: Dale and Connie Heckenlaible

Address: 752 36th St SW

City, State, Zip: Buffalo, MN 55313

Donation: 2010 Honda CRV valued at \$1,380.00.
VIN#5J6RE4H73AL030959

We appreciate your interest in the Wright Technical Center's programs.


Brian Koslofsky
Executive Director

Letter of Intent for Maternity Leave

01/16/2024

Brian Koslofsky
1405 3rd Ave NE
Buffalo, MN 55313

Dear Brian,

I am writing to inform you that I will be on maternity leave from January 22, 2024 to March 31, 2024 with remote work during this time. I will be available through phone calls and emails every business day unless I request time off for that day. Please inform me of any forms, doctor's notes or other information you may require.

Sincerely,

Anh Glewwe

Business Manager



FINANCIAL SUMMARY



February 6th, 2024 Board Meeting

1. Business Office Report

2. Financial Reports

a. Revenue Report

January 2024 – FY2024

- Quarter 3 Assessment Invoice (\$552,660)
- Special Education Aid (FY24 - \$16,239)
- Targeted Services Billing (\$39,085)

December 2023 – FY2024

- General Education Aid (FY24 - \$6,657)
- Special Education Aid (FY24 - \$11,205)
- WA November Billing (\$78,526)
- WA December Billing (\$51,219)
- 10% down on Student Built House (\$12,550)



b. Expenditure Report

January 2024 – FY2024

- Payroll & benefits - \$230,859
- Admin Service/Consulting Contracts (cmERDC Time tracker fees - \$285, Hildi Actuarial Valuation - \$2,900)
- Special Ed. Director fee (\$2,144)
- Network Consultant (\$1,870)
- District Electric (\$7,597), Water and Sewer (\$693)
- Property Insurance (\$1,996)
- Maintenance Supplies (\$2,699)
- House materials (\$10,401)

December 2023 – FY2024

- Payroll & benefits - \$230,081
- Audit fee (\$9,500)
- Network Consultant (\$1,230)
- District Electric (\$6,957), Water & Sewer (\$665), Gas (\$1,541)
- LTFM Environmental and Safety (\$1,204)
- House materials (\$4,177)
- Capital Lease (\$119,795)

		Wright Technical Center						
		Revenue Report						
		January 31, 2024						
Budgeted YTD percentage is 58%								
Dec Rev. less Exp. \$ 320,187								
Nov Rev. less Exp. \$ (48,483)								
YTD Rev. less Exp. \$ 433,134								
		FY24 Revised Budget	FY24 Monthly Budget	Dec 2023	Jan 2024	FY24 Year to Date	% YTD	Remaining Balance
01- General Fund								
021	Tuition from MN Schools	3,282,484	273,540	134,030	591,746	2,050,967	62%	1,231,517
092	Interest Earnings	300	25	57		329	110%	(29)
093	Rent	15,955	1,330	1,635		8,177	51%	7,778
096	Gifts & Bequest	30,000	2,500	0		0	0%	30,000
098	Misc. Rev- Cornerstone Maint.	48,000	4,000	0		28,935	60%	19,065
099	Misc Rev- Local Source	3,000	250	75		5,437	181%	(2,437)
211	General Education Aid	112,248	9,354	6,657		27,451	24%	84,797
300	Misc State Aid					37,424		
360	Special Education Aid	240,000	20,000	20,949	16,239	129,931	54%	110,069
400	Fed Aid/MN CFL (ESSER, GEER, Summer)	62,127	5,177	0		45,864	74%	16,263
621	Sale-Mater.purch/Resale2Pupils	120,000	10,000	12,550		12,550	10%	107,450
625	Insurance Recovery	0	0			0	0%	0
General Fund Total		\$ 3,914,114	\$ 326,176	\$ 175,954	\$ 607,985	\$ 2,347,066	60%	\$ 2,565,467
03-Expanded Summer Program Funding								
400	Fed Aid/MN CFL	-	-	-	-	-	0%	
		\$ -	\$ -	\$ -	\$ -	\$ -	0%	
08-Scholarships								
092	Interest Earnings	0	0	0	0	0	0%	0
096	Gifts & Bequest	2,000	167	1,200	0	1,200	60%	800
Scholarships Total		\$ 2,000	\$ 167	\$ 1,200	\$ -	\$ 1,200.00	60%	\$ 800
12-Student Activities								
050	Fees from Students or Patrons	0	0		250	250	0%	-250
060	SPO Revenue	0	0	1,295	316	1,907	0%	-1907
619	Fundraiser Expenses	0	0	(1,136)	(3,817)	(7,556)	0%	7556
620	Fundraiser Revenue	0	0	1,547	150	9,353	0%	-9353
621	Sale-Mater.purch/Resale2Pupils	0	0	(263)	37	1,957	0%	-1957
Student Activities Total		\$ -	\$ -	\$ 1,444	\$ (3,064)	\$ 5,911	0%	\$ (5,911)
13-Carl Perkins								
400	Fed Aid/MN CFL	584,400	48,700	170,180	86,709	258,912	44%	325,488
Carl Perkins Total		\$ 584,400	\$ 48,700	\$ 170,180	\$ 86,709	\$ 258,912	44%	\$ 325,488
18-Custodial Fund SWETC								
99	Misc Rev - Local Source	53,328	4,444	4,444		26,505	50%	26,823
		\$ 53,328	\$ 4,444	\$ 4,444	\$ -	\$ 26,505	50%	\$ 26,823
Total All Sources		\$ 4,553,842	\$ 379,487	\$ 353,221	\$ 691,630	\$ 2,639,594	58%	\$ 2,912,667



Wright Technical Center Expenditure Report January 31, 2024



Budgeted YTD percentage is 58%

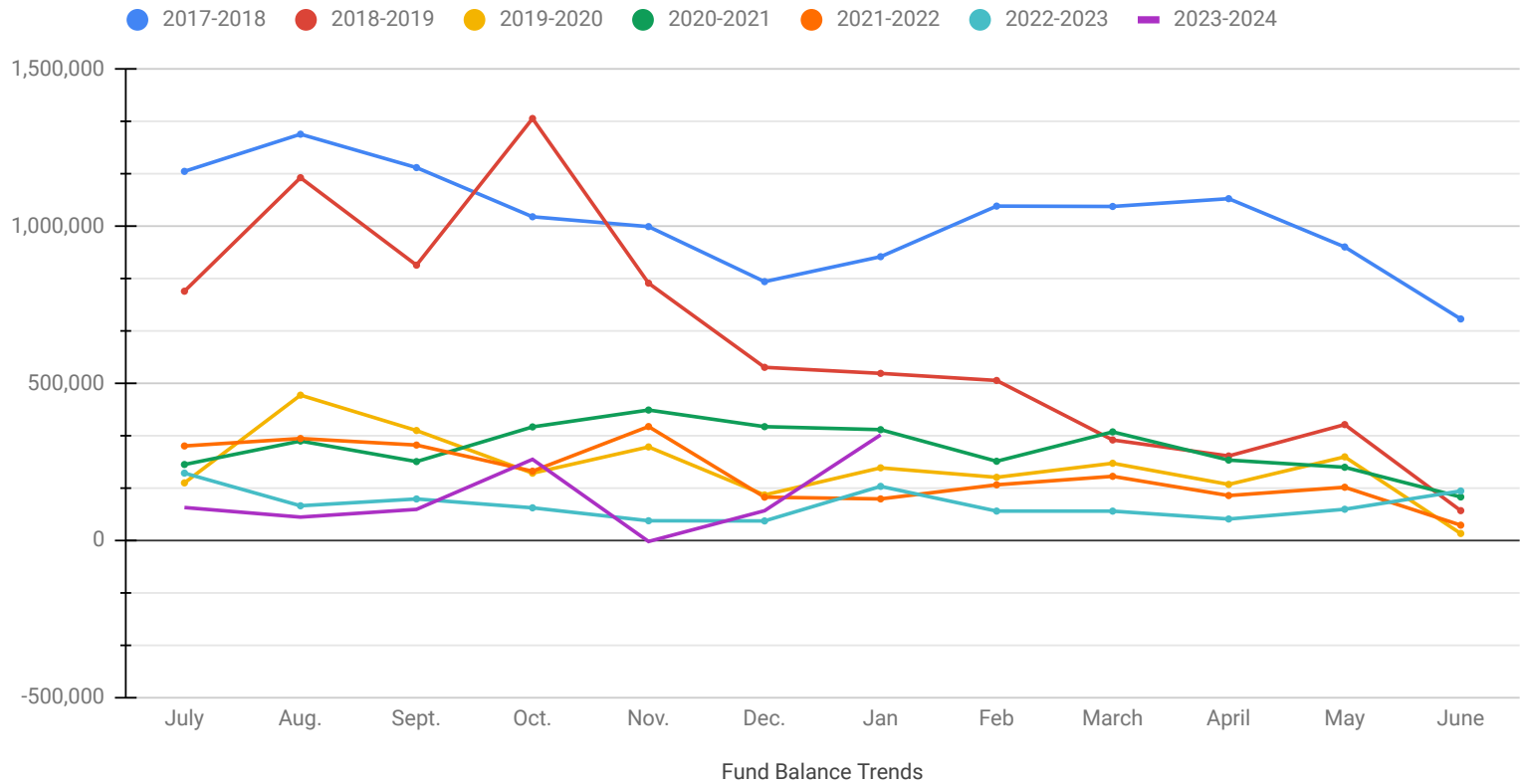
	FY24 Revised Budget	FY24 Monthly Budget	Dec 2023	Jan 2024	FY24 Year To Date	% YTD	Remaining Balance
01-General Fund							
100 Salaries & Wages	2,025,414	168,785	166,465	166,948	1,033,036	51%	992,378
200 Employee Benefits	784,506	65,375	63,615	63,911	388,884	50%	395,622
300 Purchased Services	415,627	34,636	33,784	28,754	265,498	64%	150,129
400 Supplies & Materials	266,475	22,206	10,755	21,280	105,873	40%	160,602
500 Capital Expenditures	337,514	28,126	120,076	88	149,062	44%	188,452
700 Loan Payment			489	0	1,867		
800 Other Expenditures	3,000	250	204	0	3,369	112%	(369)
General Fund Total	\$ 3,832,536	\$ 319,378	\$ 395,389	\$ 280,982	\$ 1,947,589	51%	\$ 1,884,947
07-Debt Service							
700 Debt Service	\$ -	\$ -	\$ -	\$ -	\$ 7,329	0	(7,329)
	\$ -	\$ -	\$ -	\$ -	\$ 7,329	0%	\$ (7,329)
08-Scholarships							
800 Other Expenditures	2,000	167	0	1,700	1,700	85%	300
Scholarships Total	\$ 2,000	\$ 167	\$ -	\$ 1,700	\$ 1,700	85%	\$ 300
12-Student Activities							
400 Supplies & Materials	0	0	2,872	1,806	4,677	0%	(4,677)
Student Activities Total	\$ -	\$ -	\$ 2,872	\$ 1,806	\$ 4,677	0%	\$ (4,677)
13-Carl Perkins							
100 Salaries & Wages	80,000	6,667	0	0	45,000	56%	35,000
200 Employee Benefits	0	0	0	0	0	0%	0
300 Purchased Services	322,888	26,907	257	22,968	28,813	9%	294,074
400 Supplies & Materials	65,900	5,492	305	37,689	58,849	89%	7,051
500 Capital Expenditures	115,612	9,634	2,880	26,298	98,980	86%	16,632
Carl Perkins Total	\$ 584,399	\$ 48,700	\$ 3,443	\$ 86,955	\$ 231,642	40%	\$ 352,757
18-Custodial Fund - SWETC							
Custodial Fund Total	\$ 53,328	\$ 4,444	\$ -	\$ -	\$ 13,522	25%	\$ 39,806
	\$ 53,328	\$ 4,444	\$ -	\$ -	\$ 13,522	25%	\$ 39,806
Total All Funds	\$ 4,472,264	\$ 372,689	\$ 401,704	\$ 371,443	\$ 2,206,460	49%	\$ 2,265,804

9% less than budget

WTC Fund Balance Trend

	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan	Feb	March	April	May	June
2017-2018	1,174,457	1,292,831	1,186,456	1,029,753	998,374	823,080	902,561	1,063,750	1,062,611	1,087,424	933,580 [1]	704,108 [2]
2018-2019	792,503 [3]	1,154,266 [4]	875,546 [5]	1,342,886 [6]	818,197 [7]	549,995 [8]	530,710 [9]	508,106 [10]	318,500 [11]	267,523 [12]	367,534 [13]	93,314 [14]
2019-2020	181,770 [15]	461,362 [16]	348,666	212,723	296,286	143,359	229,710	199,504	244,270	176,819	264,732 [17]	20,486 [18]
2020-2021	240,300	315,133	249,655	360,127	413,909	360,928	351,359	250,669	344,303	254,407	231,538 [19]	136,964 [20]
2021-2022	299,422 [21]	323,129 [22]	302,307 [23]	218,998 [24]	361,225 [25]	136,343 [26]	130,696 [27]	175,647 [28]	202,633 [29]	141,405 [30]	167,840 [31]	47,025
2022-2023	212,851	108,811	130,517	102,289	61,081	60,503	170,702	91,914	91,792	66,650	97,681	155,955
2023-2024	103,283	72,734	97,384	256,754 [32]	-4,950	93,073	334,725					

17-18, 18-19, 19-20, 20-21, 21-22, 22-23 & 23-24



WRIGHT TECHNICAL CENTER ISD 966

CASH FLOW REVIEW

	Old National Bank	RiverWood Bank	
Bank balance as of 1/30/2024	\$ 20,224.49	\$ 404,448.12	
Outstanding checks & wires	\$ (832.32)	\$ (116,684.49)	<i>01/31/24 Payroll and checks</i>
Est. February Board Bills		\$ (61,802.00)	
Feb 2024 Perkins Reimbursement		\$ 14,352.00	
Feb 2024 Payroll		\$ (230,000.00)	
Riverwood Bank Bond payment		\$ (72,329.00)	
Aged Open Invoices		\$ 75,139.92	
Est. State Aids (per MDE report)		\$ 29,230.00	
WA January Tuition Billing		\$ 60,000.00	
Estimated End of February 2024 Balance	\$ 19,392.17	\$ 102,354.55	\$ 121,746.72

Wright Technical Center Aged Open Invoice Report

Aging Date 01/30/24

Co	Grp	Code	Customer	Inv No	Type	Terms	Inv Date	Current	31 - 60	61 - 90	91 - 120	121 - 150	151 +	Total
0966	1	1004	ANNANDALE SCHOOLS #876	4880	Invoice	RECEIPT	03/02/2022	0.00	0.00	0.00	0.00	0.00	0.78	0.78
0966	1	1004	ANNANDALE SCHOOLS #876	4915	On Acct		04/01/2022	0.00	0.00	0.00	0.00	0.00	(0.79)	(0.79)
0966	1	1004	ANNANDALE SCHOOLS #876	5466	Invoice	RECEIPT	01/22/2024	1,454.43	0.00	0.00	0.00	0.00	0.00	1,454.43
0966	1	1004	ANNANDALE SCHOOLS #876	5467	Invoice	RECEIPT	01/25/2024	1,390.18	0.00	0.00	0.00	0.00	0.00	1,390.18
Customer Total								\$2,844.61	\$0.00	\$0.00	\$0.00	\$0.00	(\$0.01)	\$2,844.60
0966	1	1011	BIG LAKE DISTRICT OFFICE #727	5456	Invoice	RECEIPT	01/11/2024	4,280.22	0.00	0.00	0.00	0.00	0.00	4,280.22
0966	1	1011	BIG LAKE DISTRICT OFFICE #727	5457	Invoice	RECEIPT	01/11/2024	9,070.37	0.00	0.00	0.00	0.00	0.00	9,070.37
0966	1	1011	BIG LAKE DISTRICT OFFICE #727	5468	Invoice	RECEIPT	01/25/2024	1,695.15	0.00	0.00	0.00	0.00	0.00	1,695.15
Customer Total								\$15,045.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,045.74
0966	1	1014	BUFFALO SCHOOLS #877	5469	Invoice	RECEIPT	01/25/2024	4,550.35	0.00	0.00	0.00	0.00	0.00	4,550.35
Customer Total								\$4,550.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,550.35
0966	1	1015	DELANO SCHOOLS # 879	5470	Invoice	RECEIPT	01/25/2024	1,906.58	0.00	0.00	0.00	0.00	0.00	1,906.58
Customer Total								\$1,906.58	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,906.58
0966	1	1050	ELK RIVER SCHOOL DIST ISD# 725374		Invoice	RECEIPT	11/03/2023	0.00	0.00	1,632.96	0.00	0.00	0.00	1,632.96
0966	1	1050	ELK RIVER SCHOOL DIST ISD# 725404		Invoice	RECEIPT	11/30/2023	0.00	0.00	4,986.98	0.00	0.00	0.00	4,986.98
0966	1	1050	ELK RIVER SCHOOL DIST ISD# 725418		Invoice	RECEIPT	12/11/2023	0.00	2,729.58	0.00	0.00	0.00	0.00	2,729.58
0966	1	1050	ELK RIVER SCHOOL DIST ISD# 725447		Invoice	RECEIPT	12/28/2023	0.00	1,584.24	0.00	0.00	0.00	0.00	1,584.24
Customer Total								\$0.00	\$4,313.82	\$6,619.94	\$0.00	\$0.00	\$0.00	\$10,933.76
0966	1	1016	HOW LK/WAV/WIN SCH #2687	5460	Invoice	RECEIPT	01/11/2024	938.65	0.00	0.00	0.00	0.00	0.00	938.65
0966	1	1016	HOW LK/WAV/WIN SCH #2687	5471	Invoice	RECEIPT	01/25/2024	825.12	0.00	0.00	0.00	0.00	0.00	825.12
Customer Total								\$1,763.77	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,763.77
0966	1	1017	MAPLE LAKE SCHOOLS #881	5349	Invoice	RECEIPT	10/01/2023	0.00	0.00	0.00	0.00	6,911.00	0.00	6,911.00
0966	1	1017	MAPLE LAKE SCHOOLS #881	5386	Invoice	RECEIPT	11/17/2023	0.00	0.00	13.09	0.00	0.00	0.00	13.09
0966	1	1017	MAPLE LAKE SCHOOLS #881	5396	Invoice	RECEIPT	11/20/2023	0.00	0.00	1,305.98	0.00	0.00	0.00	1,305.98
0966	1	1017	MAPLE LAKE SCHOOLS #881	5461	Invoice	RECEIPT	01/11/2024	3,474.54	0.00	0.00	0.00	0.00	0.00	3,474.54
0966	1	1017	MAPLE LAKE SCHOOLS #881	5472	Invoice	RECEIPT	01/25/2024	652.99	0.00	0.00	0.00	0.00	0.00	652.99
Customer Total								\$4,127.53	\$0.00	\$1,319.07	\$0.00	\$6,911.00	\$0.00	\$12,357.60
0966	1	1018	MONTICELLO SCHOOLS #882	5387	Invoice	RECEIPT	11/17/2023	0.00	0.00	57.37	0.00	0.00	0.00	57.37
0966	1	1018	MONTICELLO SCHOOLS #882	5394	Invoice	RECEIPT	11/20/2023	0.00	0.00	5,721.62	0.00	0.00	0.00	5,721.62
0966	1	1018	MONTICELLO SCHOOLS #882	5462	Invoice	RECEIPT	01/11/2024	5,495.34	0.00	0.00	0.00	0.00	0.00	5,495.34
0966	1	1018	MONTICELLO SCHOOLS #882	5473	Invoice	RECEIPT	01/25/2024	2,860.81	0.00	0.00	0.00	0.00	0.00	2,860.81
Customer Total								\$8,356.15	\$0.00	\$5,778.99	\$0.00	\$0.00	\$0.00	\$14,135.14
0966	1	1019	ROCKFORD SCHOOLS #883	5463	Invoice	RECEIPT	01/11/2024	1,089.62	0.00	0.00	0.00	0.00	0.00	1,089.62

Wright Technical Center Aged Open Invoice Report

Aging Date 01/30/24

Co	Grp	Code	Customer	Inv No	Type	Terms	Inv Date	Current	31 - 60	61 - 90	91 - 120	121 - 150	151 +	Total
0966	1	1019	ROCKFORD SCHOOLS #883	5464	Invoice	RECEIPT	01/11/2024	1,579.20	0.00	0.00	0.00	0.00	0.00	1,579.20
Customer Total								\$2,668.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,668.82
0966	1	1045	ST CLOUD SCHOOLS # 742	5422	Invoice	RECEIPT	12/11/2023	0.00	2,590.56	0.00	0.00	0.00	0.00	2,590.56
0966	1	1045	ST CLOUD SCHOOLS # 742	5452	Invoice	RECEIPT	12/28/2023	0.00	1,512.00	0.00	0.00	0.00	0.00	1,512.00
Customer Total								\$0.00	\$4,102.56	\$0.00	\$0.00	\$0.00	\$0.00	\$4,102.56
0966	1	1020	ST MICHAEL/ALBERTVILLE SCH#5474		Invoice	RECEIPT	01/25/2024	4,831.00	0.00	0.00	0.00	0.00	0.00	4,831.00
Customer Total								\$4,831.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,831.00
Report Total								\$46,094.55	\$8,416.38	\$13,718.00	\$0.00	\$6,911.00	(\$0.01)	\$75,139.92



Principal's Report – February 6th , 2024

Mr. Shaun Karson



General Information

- **Meetings & Events:**
 - Senate Bonding Tour (1/18)
 - MASSP Winter Conference (1/24 & 1/25)
 - Safe Schools (2/7)

Wright Tech

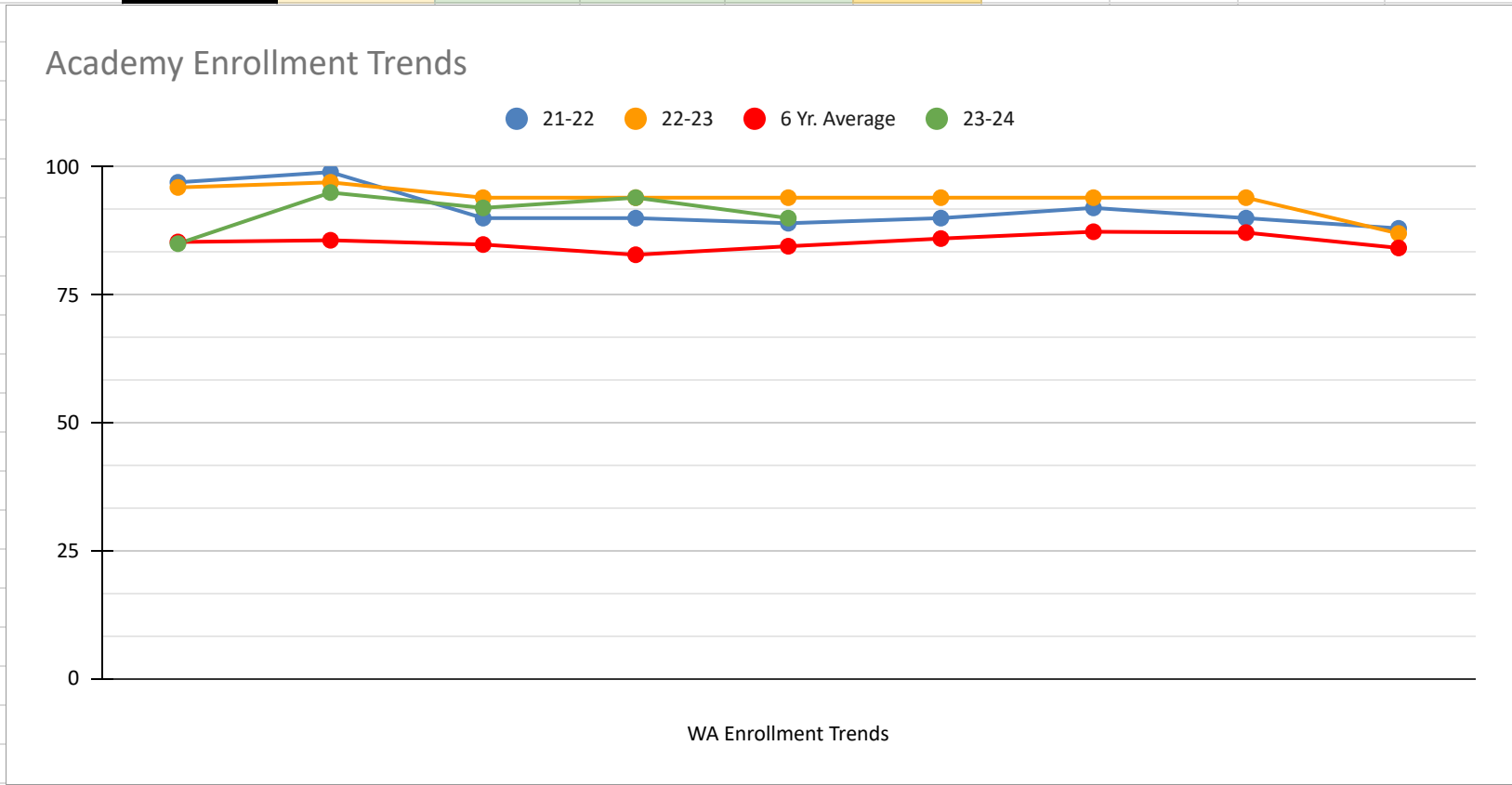
- [2024-25 Wright Tech Program Guide](#)
- **Pre-Registration** - Due to Wright Tech by (3/1)
 - Allocation #'s - sent to member schools on (2/6)
- **10th Grade Tours & Presentations**
 - HLWW - 106 students
 - STMA - 80 Students
 - Big Lake - 96 Students
 - Delano - Presentation (2/1) Tour (2/6)
 - Maple Lake - Presentation (1/29) Tour (2/13)
 - Monticello - Presentation (2/20) Tour - TBD
 - Annandale - Tour (4/30) - 9th Graders
 - Buffalo - 8th Graders Tour (1/22) & (2/5)
- **Program Highlights**
 - **Welding** - Students are registered to compete in a Welding competition at Ridgewater on (2/9)
 - **HEOM** - Toured Veit & Ziegler CAT (1/31), Local 49ers Training Facility - Hinckley (2/23)
 - Law Enforcement - Second year student mock interviews - (2/15)
 - **ECEC**- Toured Kid's Haven (1/31)

Wright Academy

- **Enrollment - Day School** = 90 Students Day School
 - **High School** = 84 Students
 - **Middle Level** = 6 Students (1 referral)
- **Night School** - Started (1/22) - Ending (5/22)
 - Member School Credit Recovery - Monday & Wednesday Nights - 3:00pm - 6:30pm
 - 10 Students - Seat Based
 - Wright Academy - Monday Nights - 2:40pm - 3:30pm
 - 20 Day School Students - Independent Study Based
- **Student Support & Engagement**
 - **Advisory Monthly Theme** - Healthy Relationship
 - **Field Trips & Activities**
 - Snow Week - (2/26 - 3/1)
 - Powder Ridge - Wednesday (2/28)

ALC/GEN/SPED Enrollment Trends

WA Enrollment Trends		Sept	Oct	Nov	Dec	Jan	Feb	March	April	May/June
	2017-2018	85	87	83	80	90	90	93	99	99
Day School Only	2018-2019	84	83	88	80	86	89	84	85	80
	2019-2020	83	75	78	75	73	74	78	77	77
	2020-2021	67	73	76	78	75	79	83	78	74
No IS or NS	2021-2022	97	99	90	90	89	90	92	90	88
	2022-2023	96	97	94	94	94	94	94	94	87
	6 Yr. Average	85	86	85	83	84.5	86	87	87	84
	2023-2024	85	95	92	94	90				



Wright Technical Center, ISD 966
Brian Koslofsky, Executive Director
Director's Report
February 6, 2024

1. General Information

- a. The Senate Bonding Tour was held Thursday, January 18th. Thank you to Mr. Karson for leading this tour.
- b. MDE Assistant Commissioner Bobbie Burnham visited WTC on Thursday, January 25. She said it was the highlight so far of all her visits. She talked to Commissioner Jet and Deputy Commissioner Graff. She is putting together an "ask" of the Governor, Lt. Governor and First Lady to schedule a visit. She said they need to go through a protocol but figured they would at least get one of them with the goal of all of them.
- c. The WC lobbyist, Shane Zahrt and I visited on Friday, Feb. 2 about the upcoming Legislative session that begins Feb. 12.

2. Finance

- a. Items 9.2 & 9.3 on the agenda are supported by the Director and Business Managers. These were the main discussion points from our meeting on Jan. 31.
- b. FY25 Assessment %'s
- c. Access / Usage / Assessment Trends
- d. Targeted Services
- e. General Ed. Revenue

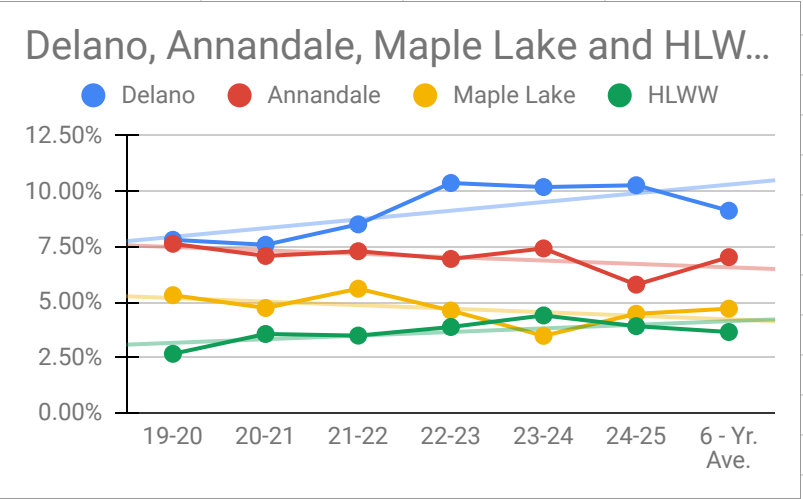
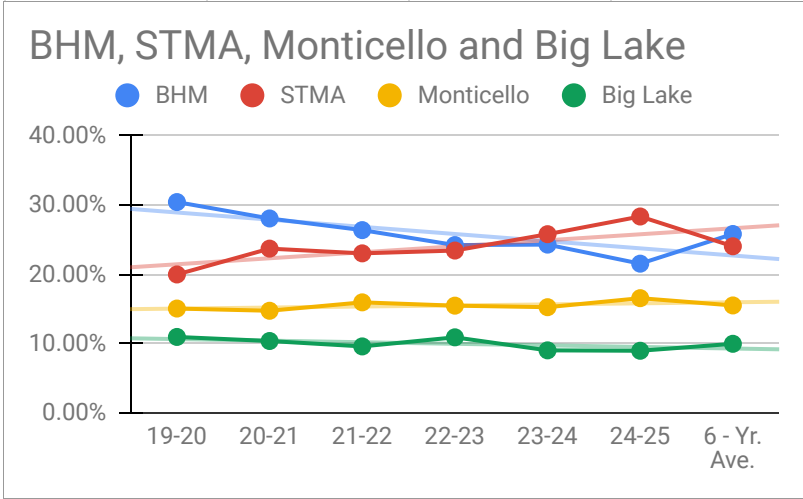
3. Facilities

- a. There are two RTU's that will need repairs or replacement before next year. The heat exchangers are on their way out. RTU 4 has been shut down since Monday, Jan. 29. We are working to determine a resolve. Thankfully the weather has cooperated.
- b. Several areas of the pavement on the east drive and main lot are in need of repair. I will request quotes for repairs if the areas identified are repairable. Most of the pavement on the west end and some areas in the north alley are beyond repair.

24-25 AUA																	
22-23 ACCESS (10th & 11th Grade Students Enrolled at Member Districts)																	
Annandale		Big Lake		BHM		Delano		HLWW		Maple Lake		Monticello		STMA		Totals	
306 [1]		517		908		381		199		120		689		1101		4221	
%		%		%		%		%		%		%		%		%	
7.25%		12.25%		21.51%		9.03%		4.71%		2.84%		16.32%		26.08%		100.00%	
23-24 USAGE (11th & 12th Grade Students Enrolled at WTC)																	
Annandale		Big Lake		BHM		Delano		HLWW		Maple Lake		Monticello		STMA		Totals	
Oct 1	Feb 1	Oct 1	Feb 1	Oct 1	Feb 1	Oct 1	Feb 1	Oct 1	Feb 1	Oct 1	Feb 1	Oct 1	Feb 1	Oct 1	Feb 1	Oct 1	Feb 1
33 [2]	28 [3]	41	40	158	146	83	79	22	22	45	41	124	113	219	212	725	681
Average		Average		Average		Average		Average		Average		Average		Average		Average	
30.5 [4]		40.5		152		81		22		43		118.5		215.5		703	
%		%		%		%		%		%		%		%		%	
4.34% [5]		5.76%		21.62%		11.52%		3.13%		6.12%		16.86%		30.65%		100.00%	
23-24 ASSESSMENTS for the FY25 School Year																	
Annandale		Big Lake		BHM		Delano		HLWW		Maple Lake		Monticello		STMA		Totals	
5.79%		9.00%		21.57%		10.27%		3.92%		4.48%		16.59%		28.37%		100.00%	
Revised 2.1.24																	

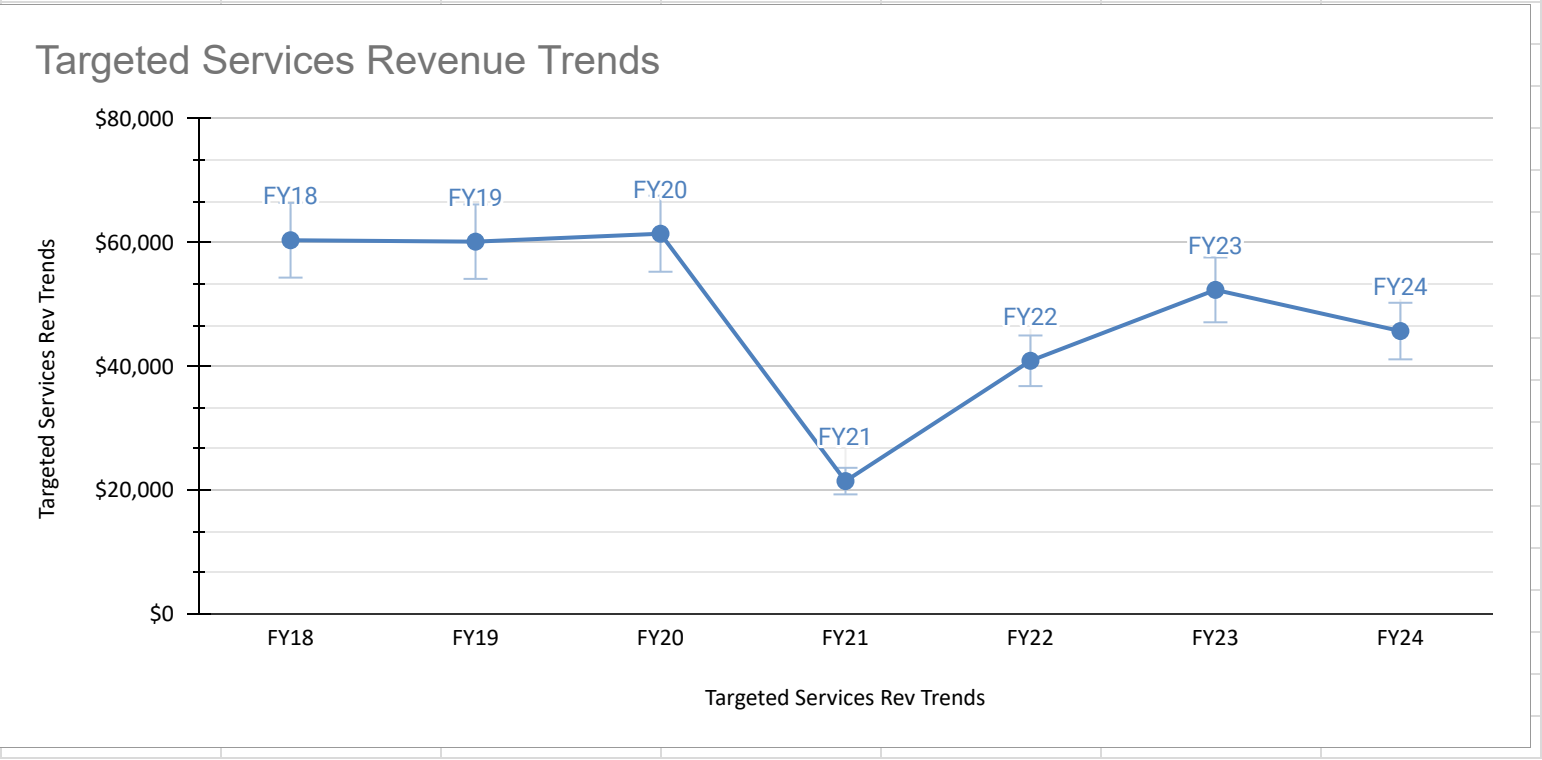
ACCESS / USAGE / ASSESSMENT TRENDS

	19-20	20-21	21-22	22-23	23-24	24-25	6 - Yr. Ave.
BHM	30.45%	28.09%	26.41%	24.25%	24.32%	21.57%	25.85%
STMA	20.01%	23.74%	23.05%	23.46%	25.82%	28.37%	24.07%
Monticello	15.09%	14.77%	15.99%	15.51%	15.29%	16.59%	15.54%
Big Lake	11.00%	10.41%	9.63%	10.94%	9.06%	9.00%	10.01%
	19-20	20-21	21-22	22-23	23-24	24-25	6 - Yr. Ave.
Delano	7.81%	7.59%	8.51%	10.37%	10.19%	10.27%	9.13%
Annandale	7.64%	7.09%	7.30%	6.95%	7.43%	5.79%	7.03%
Maple Lake	5.32%	4.74%	5.61%	4.63%	3.49%	4.48%	4.71%
HLWW	2.68%	3.57%	3.50%	3.89%	4.41%	3.92%	3.66%



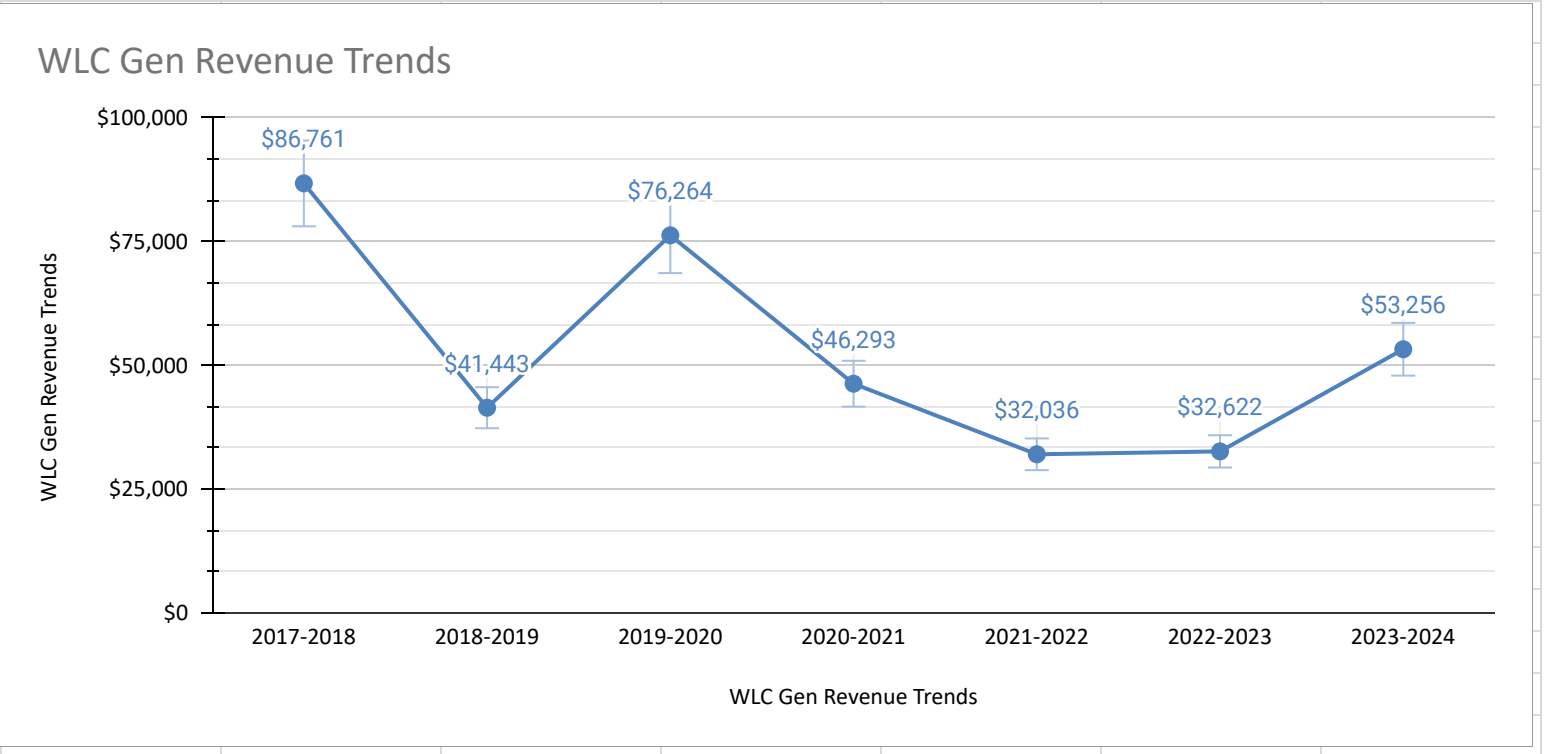
Trend Data

	FY18	FY19	FY20	FY21	FY22	FY23	FY24
	\$60,379	\$60,152	\$61,434	\$21,459	\$40,901	\$52,359	\$45,704
	3 Yr. Ave.		\$60,655				
				\$39,196	\$19,754	\$8,296	\$14,951



Trend Data

WLC Gen Revenue Trends	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	2023-2024
	\$86,761	\$41,443	\$76,264	\$46,293	\$32,036	\$32,622	\$53,256



9.2

Transportation Aid

	FY24 Retro ACADEMY Billing				Retro Amount	Average Monthly Increase	Average Annual Increase
	September	October	November	December			
ANNANDALE							
BIG LAKE							
BUFFALO	\$640.08	\$776.16	\$821.52	\$529.20	\$2,766.96	\$691.74	\$6,917.40
DELANO	\$191.52	\$181.44	\$221.76	\$151.20	\$745.92	\$186.48	\$1,864.80
HLWW							
MAPLE LAKE	\$191.52	\$181.44	\$221.76	\$151.20	\$745.92	\$186.48	\$1,864.80
MONTICELLO							
STMA	\$166.32	\$181.44	\$332.64	\$226.80	\$907.20	\$226.80	\$2,268.00
TOTALS	\$1,189.44	\$1,320.48	\$1,597.68	\$1,058.40	\$5,166.00		\$12,915.00

9.3

Fund Balance Stabilization

		FY23 Audit
District	FY24 Allocation %	\$133,775.00
Annandale	7.43	\$9,939.48
Big Lake	9.06	\$12,120.02
BHM	24.32	\$32,534.08
Delano	10.19	\$13,631.67
HLWW	4.41	\$5,899.48
Maple Lake	3.49	\$4,668.75
Monticello	15.29	\$20,454.20
STMA	25.82	\$34,540.71
Totals		\$133,788.38