



Wright Technical Center

1405 3rd Ave. NE Buffalo, MN 55313 Phone: 763-682-4112
www.wtc.k12.mn.us



Governing Board Meeting

December 10, 2024

6:00 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 Approval of Consent Items - Action required
 - 5.1 Approval of Minutes - November 6, Regular Meeting
 - 5.2 Bills for Payment
 - 5.3 Acceptance of Donation for a 2010 Chevrolet Traverse - \$5,000
 - 5.4 Acceptance of Donation for a 2007 Chevrolet Impala - \$1,400
 - 5.5 Acceptance of Donation for Cosmetology Supplies - \$846.67
 - 5.6 Acceptance of Donation for a 2001 Ford F-150 - \$6,000
 - 5.7 Approval of the Employment Agreement for School Psychologist

Background: 5.1 & 5.2 - Approval of the minutes from previous meetings and bills. 5.3 - 5.6 - Acceptance of donations. 5.7 Approval of the agreement for School Psych services. This will be a special ed. reimbursement.
- 6.0 Committee Reports
 - 6.1 Director Search Sub-Committee Update/Recommendation:
 - 6.1.1 Approval to enter into an agreement with Ray & Associates to conduct the Executive Director Search.

Background: The search subcommittee has reviewed the proposals received and is recommending extending a contract for services.

Recommendation: Approve as presented
 - 6.2 Finance - Mealey, Lee, Bravinder
- 7.0 Financial Report - Anh Glewwe
 - 7.1 Approval of the financial report
 - 7.2 Approval of the FY25 Revised Budget - The Finance Committee has reviewed and approves of the budget revisions as presented.

- 8.0 Administrative Reports
 - 8.2 Principal Karson
 - 8.3 Director Koslofsky

- 9.0 New Business - Action required
 - 9.1 Approval of the first reading of policies:
 - 211 Criminal or Civil Action Against District
 - 410 Family & Medical Leave
 - 413 Harassment & Violence
 - 427 Workload Limits for Certain Special Ed Teachers
 - 501 School Weapons
 - 533 Wellness

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 increase the Social Workers contract from .75 to .8 to accommodate the required time for increased caseload and time to attend staff meetings.

Background: This is an increase in 2 hours per week beginning January 2, 2025. The increase in hours will allow students greater access to mental health support, while also allowing time to prepare for student needs and classes. The additional time will also provide necessary time to document interactions with students. The student support aid member districts receive will cover the increased amount of \$2,544.

Recommendation: Approve as presented

9.3 Resolution directing administration to make recommendations for reductions in programs and positions and reasons therefore.

Background: This is the first of a series of staffing resolutions that meet statutory requirements for any position reduction that would occur this year in preparation for next year's staffing needs. Resolutions are required to provide defense to any challenge received if tenured individuals were to request a hearing related to the reduction of their position. This resolution outlines the Board directive to reduce programs and positions as a way to reduce expenditures and to account for declining enrollment or a decrease in revenue projections if deemed necessary.

Recommendation: Approve as presented

10.0 Adjournment

Next meeting January 7, 2025

WRIGHT TECHNICAL CENTER School District 966

The meeting of the Governing Board of Wright Technical Center, School District 966, was held on Wednesday November 6, 2024 at 1405 3rd Ave. NE, Buffalo, Minnesota 55313.

Members Present: Steffens, Lee, Bravinder, Carlson, Mealey, Sixberry, Curtis.

Others Present: Brian Koslofsky-Executive Director, Shaun Karson-Principal, Dana Watters-Administrative Assistant, Russell Pearson-American Federation of Teachers, Superintendents Mike Rowe-Maple Lake, Tim Truebenbach-Big Lake, Remote-Janel Bitzan and Bridgette Wells-berganKDV.

The meeting was called to order by Member Mealey at 6:00 p.m. followed by the Pledge of Allegiance.

Agenda Review

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

Consent Agenda

On motion by Member Steffens, second by Member Curtis, the consent agenda was approved as presented. 5.1 October 1 regular meeting, 5.2 Bills for Payment, 5.3 Acceptance of the donation of electrical supplies valued at \$500.

Financial Report

Auditor Janel Bitzan of berganKDV, expressed an unmodified opinion on the basic financial statements of WTC. On motion by Member Sixberry, second by Member Lee, the 2024 Audit was approved as presented. Motion carried by unanimous vote.

Director Koslofsky reported on the current finances. On motion by Member Curtis, second by Member Bravinder, the financial report was approved as presented. Motion carried by unanimous vote.

Director Search Sub-Committee Report

Superintendent's Mike Rowe and Tim Truebenbach, communicated the steps and timelines which will be taken for the Request for Proposal (RFP) for the Executive Director hiring process in the recruitment, screening, interviewing, and hiring.

Principal and Director's Report

Principal Karson discussed the 24-25 enrollment, Career Fair, program highlights, field trips, and meetings upcoming and attended. Director Koslofsky reported on the finances, current health insurance increase, and facilities challenges.

New Business

- On motion by Member Curtis, second by Member Lee to approve to invoice the member districts for a "Fund Balance Stabilization Aid totaling \$27,000 as presented, followed by discussion and vote. Motion carried by unanimous vote.
- On motion by Member Steffens, second by Member Sixberry, for adjournment. Motion carried by unanimous vote. Meeting was adjourned at 7:12P.M.



Wright Technical Center

Phone: 763-682-4112
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1405 3rd Ave. NE • Buffalo, MN 55313

Donation Form

Date: 10/31/2024

Name: Kevin Sorensen

Address: 11440 5th St NW

City, State, Zip: Cokato, MN 55321

Donation: 2010 Chevy Traverse valued at \$5,000. VIN# 1GNLVFED7AS142100

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

A handwritten signature in blue ink, appearing to read 'B. Koslofsky', is written over a light blue horizontal line.

Brian Koslofsky
Executive Director



Wright Technical Center

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1405 3rd Ave. NE • Buffalo, MN 55313

Donation Form

Date: 11/12/2024

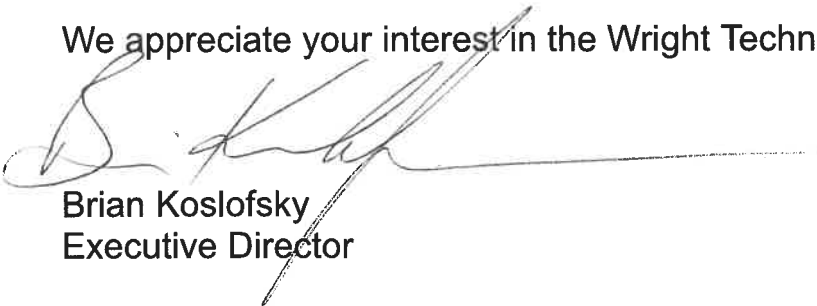
Name: Rebecca Stabnow

Address: 136 Oak Ridge Dr

City, State, Zip: Delano, MN 55328

Donation: 2007 Chevy Impala, valued at \$1400.00. VIN#2G1WC58RO79105180

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



Brian Koslofsky
Executive Director



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1405 3rd Ave. NE • Buffalo, MN 55313

Donation Form

Date: November 17, 2024

Name: YourNewSchool

Address: 9421 S. Longwood Dr

City, State, Zip: Chicago, IL 60643

Donation: Cosmetology supplies valued at \$846.67.

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

Brian Koslofsky
Executive Director



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Donation Form

Date: December 4, 2024

Name: Kathleen Yonak-Tapiz & Ernesto Tapiz

Address: 8925 Darlington Ave NE

City, State, Zip: Monticello, MN 55362

Donation: 2001 Ford F150 valued at \$6,000.00. VIN#1FTRWO8L81KF45695

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

A handwritten signature in blue ink, appearing to read 'B. Koslofsky'.

Brian Koslofsky
Executive Director

Employment Agreement

This purchase of service agreement is between Provider and Wright Technical Center - ISD 1405 3rd Ave NE Buffalo, MN 55313.

1. Wright Technical Center is in need of a Licensed School Psychologist (LSP).
2. The Provider agrees to provide LSP to Wright Technical Center on an hourly basis as needed. Billable services shall include time spent providing evaluations and behavior consultation for students with behavior and communication disorders. This includes prep - up to two hours, evaluations, report writing, consultations to staff, attending pre-referral, referral and evaluation summary/eligibility meetings as mutually agreed upon, intervention planning.
3. Wright Technical Center will pay the following fees for Consultative services. For services provided, charges are \$150 per hour. Charges include mileage paid at the federal rate, when the psychologist is working on site to evaluate the student.
4. This contracted service agreement does not include any compensation for workman's compensation nor unemployment benefits.
5. Wright Technical Center agrees to provide appropriate space and assessment materials needed to provide these services.
6. The Provider will submit invoices for services provided. Wright Technical Center will pay the Provider for all services provided within 30 business days.
7. This Agreement has been entered into by the parties in the State of Minnesota and shall be construed and enforced in accordance with the laws of the State of Minnesota. If a court of competent jurisdiction determines that any part of this Agreement is void or voidable, violates any law, or is otherwise unenforceable, the remaining provisions of this Agreement will remain in full force and effect.
8. This Agreement cannot be amended or changed except in writing executed by both parties.
9. Either party may terminate this agreement at any time, with or without cause, upon 14 day's notice to the other party.

By signing below, each Party specifically acknowledges that it has read this Agreement, that it understands this Agreement and that it agrees to be legally bound by all terms of this Agreement.

Purchaser: Wright Technical Center - ISD 966

Director - Wright Technical Center

Date

Megan Anderson
Licensed Psychologist

12-3-24
Date

WTC Executive Director Search Company Comparisons:

- Stakeholder involvement: Ray & Associates base fee covers all focus groups – whether it be one day or three. MSBA charges \$1,395/day or \$300/group. (Normally 2 days for a search Ray & Associates: No additional Charge; MSBA: \$2,790)
- Advertising Ray & Associates advocate for NASS, Ray & Associates uses them as well as they are a free site but we find better results with EdWeek. Ray & Associates includes a 30 day posting in the base fee. MSBA charges \$495. (Ray & Associates: No additional charge – MSBA: \$495)
- Guarantee: MSBA offers a one year guarantee – Ray & Associate offers two years.
- In addition to creating the ad like MSBA, Ray & Associates also provides us with promotional materials– it can either be a brochure or a video.
- MSBA offers background checks at an additional \$400/candidate. Ray & Associates includes professional, 3rd party background checks on our top (2-3) finalists at no additional charge. (Ray & Associates: No additional charge – MSBA: \$1,200)
- Presenting candidates: Ray & Associates provides a one way video interview of those that they are recommending at no additional cost. This provides insight into how someone interviews without the travel and cost.
- Lastly, our lead for Ray & Associates will be (Dan Bittman). He lives very close so in person attendance would strictly be very minimal mileage. We can also conduct meetings virtually as requested at no additional fee. MSBA is quoting an additional \$300/meeting for in person. (Typically 4-5 meetings. Ray & Associates: mileage only – MSBA: \$1,200-\$1,500)

MSBA Fee: \$9,900 + comparisons in red = \$15,585-\$15,885

Ray & Associates Original Quoted Fee with included options: \$17,000

Ray & Associates Updated Quote with included options: \$15,000



FINANCIAL SUMMARY



Dec 10th, 2024 Board Meeting

1. Business Office Report

2. Financial Report

a. Main Revenues

November 2024-FY25

- General Ed Aid (\$17,167)
- Special Ed Aid (\$19,886)
- Q1 & Q2 Student Support Personnel Aid (\$39,510)
- Rent Head start (\$1,667)
- Cornerstone Maintenance (\$23,346)
- Capital Repair (\$4,285)
- WA Tuition Billing (\$79,550)

October 2024 – FY25

- Quarter 2 Assessment Invoices (\$562,566)
- General Ed Aid (\$6,051), State aid for READ Act (\$4,132), Special Ed Aid (\$8,242)
- Final ESSER III draw (\$3,049)
- FY25 Fund Stabilization Fee (\$27,000)
- WA Tuition Billing (\$63,999)
- SWETC payment (\$4,285)
- Head Start Oct and Nov Rent (\$3,334)

b. Main Expenditures

November 2024-FY25

- Payroll & benefits (\$231,270)
- Special Ed Director Q1 fee (\$2,943)
- Network Support (\$3,850)
- Electricity (\$9,045), Water & Sewer (\$770)
- LTFM: HEOM E-stops (\$1,770), Fire safety (\$2,530), HVAC Maintenance (\$2,127), Filling station (\$1,350), Leak repair (\$612)
- 24-25 Cyber Insurance (\$2,678), Property Insurance monthly premium (\$6,125), Property Ins. Deductible buy-back (\$8,438)

- General supplies (\$1,273), Maintenance supplies (\$4,335): repairs to F350 (\$1,817)
- Admin. Software: School Messenger (\$1,050)
- PAES program supplies: PAES system 2024 upgrade (\$10,475) – we're working on a bill back formula to recoup the costs
- Textbook: FastBridge Subscription (\$1,949)
- Capital Improvement: Maraki access points & 3 year license (\$6,246), Laptops (\$4,858)

October 2024 – FY25

- Payroll & benefits (\$229,990)
- Network consultant: Paumen KnowBe4, Tech Support (\$6,766), Roadrunner (\$630)
- Electricity (\$6,737), Water & Sewer (\$552)
- LTFM: Bogen C4000 Head End Materials and Installation (\$20,000), Electrical (\$4,185)
- Property Insurance (\$6,123)
- General supplies (\$1,026), Maintenance supplies (\$1,486)

		Wright Technical Center							
		Revenue Report							
		November 30, 2024							
		FY25 Adopted Budget		Oct 2024	Nov 2024	FY25 Year to Date	% YTD	Remaining Balance	
Budgeted YTD percentage is 42%									
YTD Rev. less Exp. \$ 415,407									
01- General Fund									
021	Tuition from MN Schools	3,192,127	266,011	630,852	83,836	1,297,983	41%	1,894,144.18	
092	Interest Earnings	300	25	53	50	270	90%	29.87	
093	Rent	15,320	1,277	3,335	1,667	7,929	52%	7,390.32	
096	Gifts & Bequest	30,000	2,500	0	0	0	0%	30,000.00	
098	Misc. Rev- Cornerstone Maint.	48,000	4,000	0	23,346	23,346	49%	24,653.57	
099	Misc Rev- Local Source	3,000	250	27,000	455	27,910	930%	(24,910.00)	
211	General Education Aid	151,387	12,616	10,046	17,168	64,219	42%	87,168.04	
300	Misc State Aid	79,029	6,586	4,132	39,510	39,510	50%	39,518.61	
360	Special Education Aid	240,000	20,000	8,242	19,886	93,803	39%	146,197.48	
400	Fed Aid/MN CFL (ESSER, GEER, Summer)		0	3,050	0	3,050	0%	(3,049.72)	
621	Sale-Mater.purch/Resale2Pupils	120,000	10,000	0		0	0%	120,000.00	
625	Insurance Recovery		0	0		0	0%	-	
General Fund Total		\$ 3,879,163	\$ 323,264	\$ 686,709	\$ 185,918	\$ 1,558,020	40%	2,565,467.00	
07-Debt Services									
021	LTFM Bond Levy	\$ 77,390	\$ 6,449	\$ -	\$ -	37,338	48%	40,052.50	
		\$ 77,390	\$ 6,449	\$ -	\$ -	\$ 37,337.50	48%	40,052.50	
08-Scholarships									
092	Interest Earnings	0	0	0	0	0	0%	-	
096	Gifts & Bequest	2,000	167	0	0	0	0%	2,000.00	
Scholarships Total		\$ 2,000	\$ 167	\$ -	\$ -	\$ -	0%	2,000.00	
12-Student Activities									
050	Fees from Students or Patrons	0	0	0	0	0	0%	-	
060	SPO Revenue	0	0	481	0	481	0%	(480.99)	
619	Fundraiser Expenses	0	0	0	(1,900)	(1,900)	0%	1,900.00	
620	Fundraiser Revenue	0	0	3,129	11,155	14,909	0%	(14,908.83)	
621	Sale-Mater.purch/Resale2Pupils	0	0	322	925	1,508	0%	(1,507.50)	
Student Activities Total		\$ -	\$ -	\$ 3,932	\$ 10,180	\$ 14,997	0%	(14,997.32)	
13-Carl Perkins									
400	Fed Aid/MN CFL	571,576	47,631	18,841	95,844	114,684	20%	456,891.81	
Carl Perkins Total		\$ 571,576	\$ 47,631	\$ 18,841	\$ 95,844	\$ 114,684	20%	456,891.81	
18-Custodial Fund SWETC									
99	Misc Rev - Local Source	\$ 53,328	\$ 4,444	\$ 4,444	\$ 4,444	22,220	42%	31,108.00	
		\$ 53,328	\$ 4,444	\$ 4,444	\$ 4,444	\$ 22,220	42%	31,108.00	
Total All Sources		\$ 4,583,457	\$ 375,506	\$ 713,926	\$ 296,386	\$ 1,747,259	38%	3,040,469.49	

4% less than budget



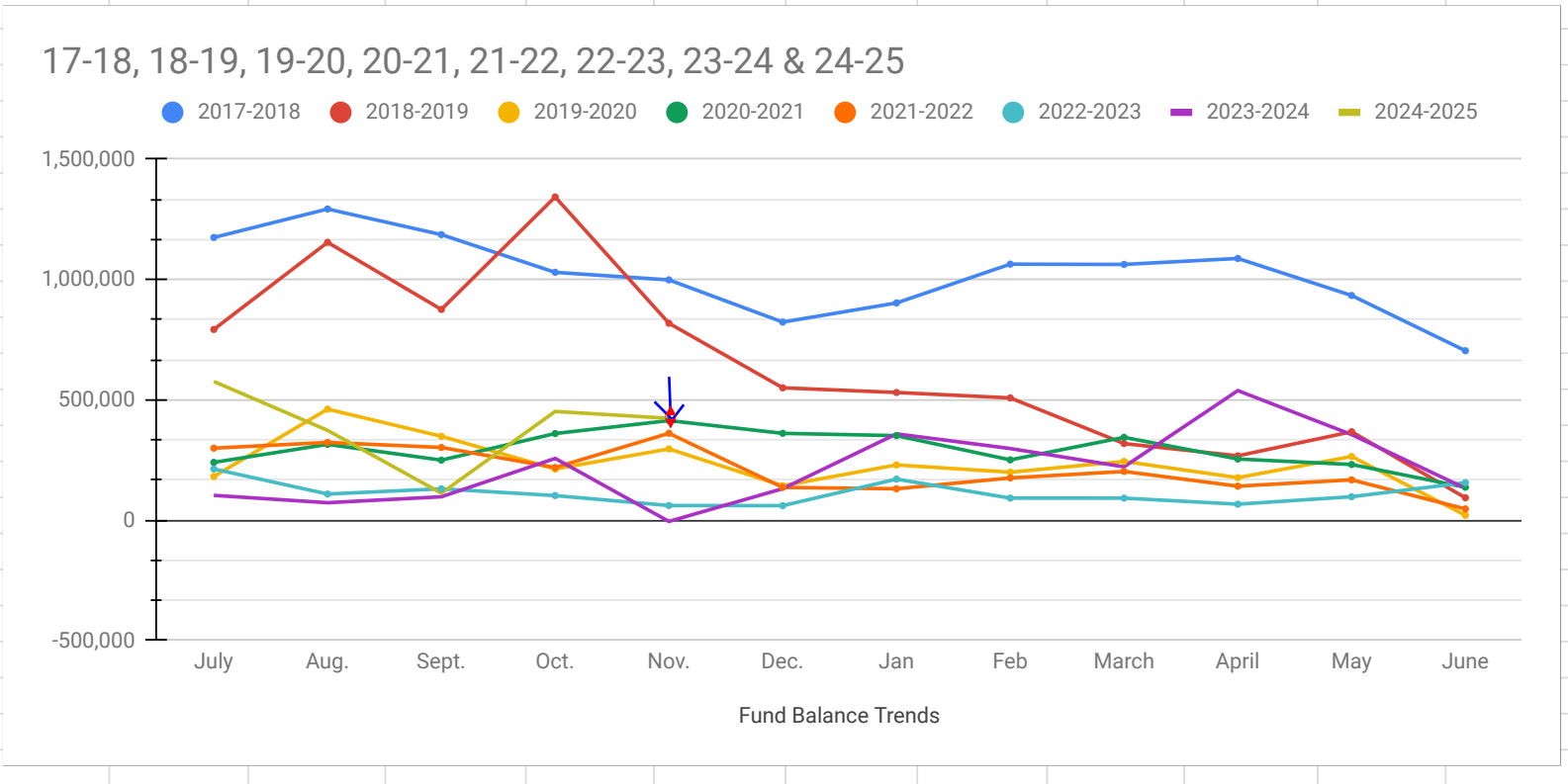
Wright Technical Center Expenditure Report November 30, 2024



Budgeted YTD percentage is 42%		FY25 Adopted Budget	FY25 Monthly Budget	Oct 2024	Nov 2024	FY25 Year To Date	% YTD	Remaining Balance
01-General Fund								
100 Salaries & Wages		2,100,629	175,052	140,866	171,125	647,413	31%	1,453,217
200 Employee Benefits		799,749	66,646	61,124	60,144	237,816	30%	561,933
300 Purchased Services		449,570	37,464	57,418	51,684	179,967	40%	269,603
400 Supplies & Materials		300,830	25,069	12,308	25,700	67,488	22%	233,342
500 Capital Expenditures		283,591	23,633	(374)	11,105	45,538	16%	238,053
700 Loan Payment				0	0	53		
800 Other Expenditures		3,000	250	295	0	6,562	219%	(3,562)
General Fund Total		\$ 3,937,370	\$ 328,114	\$ 271,637	\$ 319,759	\$ 1,184,837	30%	2,752,533
07-Debt Service								
700 Debt Service		\$ 77,390	\$ 6,449	\$ -		6,265	8%	71,125
		\$ 77,390	\$ 6,449	\$ -	\$ -	\$ 6,265	8%	71,125
08-Scholarships								
800 Other Expenditures		2,000	167	0	0	0	0%	2,000
Scholarships Total		\$ 2,000	\$ 167	\$ -	\$ -	\$ -	0%	2,000
12-Student Activities								
300 Purchased Services						0		
400 Supplies & Materials		0	0	2,846	10,349	13,495	0%	(13,495)
Student Activities Total		\$ -	\$ -	\$ 2,846	\$ 10,349	\$ 13,495	0%	(13,495)
13-Carl Perkins								
100 Salaries & Wages		49,000	4,083	28,000	0	28,000	57%	21,000
200 Employee Benefits		0	0	0	0	0	0%	0
300 Purchased Services		349,405	29,117	4,051	4,626	14,801	4%	334,604
400 Supplies & Materials		65,521	5,460	2,207	32,833	42,176	64%	23,345
500 Capital Expenditures		107,650	8,971	1,128	22,452	29,707	28%	77,942
Carl Perkins Total		\$ 571,576	\$ 47,631	\$ 35,386	\$ 59,911	\$ 114,684	20%	456,892
18-Custodial Fund - SWETC								
Custodial Fund Total		\$ 53,328	\$ 4,444	\$ 12,570		12,570	24%	40,758
Total All Funds		\$ 4,641,664	\$ 386,805	\$ 322,439	\$ 390,019	\$ 1,331,852	29%	3,309,812

13% less than budget

WTC CASH FLOW 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	131,119	358,730	297,863	221,796	538,512	355,809	132,810
2024-2025	576,311	373,219	112,394	451,804	423,337							



Wright Technical Center Aged Open Invoice Report

Aging Date 12/05/24

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	5691	Invoice	RECEIPT	12/03/2024	3,704.40	0.00	0.00	0.00	0.00	0.00	3,704.40
			Customer Total					\$3,704.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,704.40
0966	1	1013	BECKER SCHOOLS #726	5698	Invoice	RECEIPT	12/03/2024	2,037.00	0.00	0.00	0.00	0.00	0.00	2,037.00
			Customer Total					\$2,037.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,037.00
0966	1	1011	BIG LAKE DISTRICT OFFICE #727	5692	Invoice	RECEIPT	12/03/2024	1,146.60	0.00	0.00	0.00	0.00	0.00	1,146.60
			Customer Total					\$1,146.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,146.60
0966	1	1014	BUFFALO SCHOOLS #877	5693	Invoice	RECEIPT	12/03/2024	22,351.35	0.00	0.00	0.00	0.00	0.00	22,351.35
			Customer Total					\$22,351.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,351.35
0966	1	1027	DASSEL/COKATO SCH #466	5680	Invoice	RECEIPT	11/08/2024	1,182.66	0.00	0.00	0.00	0.00	0.00	1,182.66
			Customer Total					\$1,182.66	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,182.66
0966	1	1050	ELK RIVER SCHOOL DIST ISD# 72	5699	Invoice	RECEIPT	12/03/2024	2,910.00	0.00	0.00	0.00	0.00	0.00	2,910.00
			Customer Total					\$2,910.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,910.00
0966	1	1016	HOW LK/WAV/WIN SCH #2687	5694	Invoice	RECEIPT	12/03/2024	3,704.40	0.00	0.00	0.00	0.00	0.00	3,704.40
			Customer Total					\$3,704.40	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,704.40
0966	1	1017	MAPLE LAKE SCHOOLS #881	5683	Invoice	RECEIPT	11/08/2024	1,182.66	0.00	0.00	0.00	0.00	0.00	1,182.66
0966	1	1017	MAPLE LAKE SCHOOLS #881	5695	Invoice	RECEIPT	12/03/2024	2,222.64	0.00	0.00	0.00	0.00	0.00	2,222.64
			Customer Total					\$3,405.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,405.30
0966	1	1196	MAWSECO-CORNERSTONES	5690	Invoice	RECEIPT	11/26/2024	23,346.43	0.00	0.00	0.00	0.00	0.00	23,346.43
0966	1	1196	MAWSECO-CORNERSTONES	5700	Invoice	RECEIPT	12/03/2024	1,261.00	0.00	0.00	0.00	0.00	0.00	1,261.00
			Customer Total					\$24,607.43	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$24,607.43
0966	1	1018	MONTICELLO SCHOOLS #882	5696	Invoice	RECEIPT	12/03/2024	11,884.95	0.00	0.00	0.00	0.00	0.00	11,884.95
			Customer Total					\$11,884.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,884.95
0966	1	1109	OSSEO HIGH SCHOOL #279	5701	Invoice	RECEIPT	12/03/2024	1,455.00	0.00	0.00	0.00	0.00	0.00	1,455.00
			Customer Total					\$1,455.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,455.00
0966	1	1045	ST CLOUD SCHOOLS # 742	5686	Invoice	RECEIPT	11/08/2024	1,321.12	0.00	0.00	0.00	0.00	0.00	1,321.12
			Customer Total					\$1,321.12	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,321.12
0966	1	1020	ST MICHAEL/ALBERTVILLE SCH#	5697	Invoice	RECEIPT	12/03/2024	2,315.25	0.00	0.00	0.00	0.00	0.00	2,315.25
			Customer Total					\$2,315.25	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,315.25

Wright Technical Center Aged Open Invoice Report

Aging Date 12/05/24

Co	Grp	Code	Customer	Inv No	Type	Terms	Inv Date	Current	31 - 60	61 - 90	91 - 120	121 - 150	151 +	Total
0966	1	1051	WCCA	5689	Invoice	NET30	11/26/2024	102.51	0.00	0.00	0.00	0.00	0.00	102.51
Customer Total								\$102.51	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$102.51
Report Total								\$82,127.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$82,127.97

WRIGHT TECHNICAL CENTER ISD 966

CASH FLOW REVIEW

	Old National Bank	RiverWood Bank	
Bank balance as of 12/05/2024	\$ 34,878.35	\$ 347,243.12	
Outstanding checks & wires	\$ -	\$ (3,125.00)	
Est. Dec 2024 Payroll	\$ -	\$ (235,000.00)	
Est. Board Bill		\$ (194,358.00)	<i>Including the Lease payment of \$119,795</i>
Est. Perkins reimbursement Dec		\$ 41,634.45	
Est. WA Tuition Billing		\$ 60,000.00	
Aged Open Invoice		\$ 82,127.97	
Estimated End of Nov 2024 Balance	\$ 34,878.35	\$ 98,522.54	\$ 133,400.89
Q3 Assessment Invoice - billed early on 12/9/24		\$ 562,566.00	



WRIGHT TECHNICAL CENTER ISD 966
DRAFT Revised Budget Summary 2024-2025



	FY25 PRELIM Budget 2024-2025	FY25 DRAFT REVISED Budget 2024-2025	CHANGES SINCE LAST BUDGET
REVENUES			
General Fund - 01			
Unassigned	\$ 3,879,163	\$ 3,686,411	\$ (192,752)
Expanded Summer Program Funding - 03	\$ -	\$ -	\$ -
Debt Services - 07	\$ 77,390	\$ 77,390	\$ -
Trust Fund - 08	\$ 2,000	\$ 2,000	\$ -
Perkins Fund - 13	\$ 571,576	\$ 571,576	\$ -
Custodial Fund (SWETC) - 18	\$ 53,328	\$ 53,328	\$ -
TOTAL	\$ 4,583,456	\$ 4,390,704	\$ (192,752)

	FY25 PRELIM Budget 2024-2025	FY25 DRAFT REVISED Budget 2024-2025	CHANGES SINCE LAST BUDGET
EXPENDITURES			
General Fund - 01			
Unassigned	\$ 3,937,370	\$ 3,652,452	\$ (284,918)
Expanded Summer Program Funding - 03	\$ -	\$ -	\$ -
Debt Services - 07	\$ 77,390	\$ 77,390	\$ -
Trust Fund - 08	\$ 2,000	\$ 2,000	\$ -
Perkins Fund - 13	\$ 571,576	\$ 571,576	\$ -
Custodial Fund (SWETC) - 18	\$ 53,328	\$ 53,328	\$ -
TOTAL	\$ 4,641,663	\$ 4,356,745	\$ (284,918)

NET EXCESS/(DEFICIT)	-\$58,207	\$33,959	\$92,166
-----------------------------	------------------	-----------------	-----------------

Main Revenue changes:	Main Expenditure changes:
<ul style="list-style-type: none"> - Middle School tuition billing is \$13,157 lower (adjusting budget to account for 3 students) - CTE Levy is \$11,730 lower (Anh entered a wrong amount in the prelim budget) - Transition Disabled billing is \$28,000 lower (vacant PARA position that was usually in TD classes) - Summer school billing is \$9,917 higher - Cornerstone Maintenance billing is \$5,000 lower (lower bill back costs) - Student Built House Sale is \$120,000 lower (no house this year) - Special Education Aid is \$25,000 lower (lower student count than initially budgeted) 	<ul style="list-style-type: none"> - House cost is \$120,000 lower (no house) - Professional Development cost is \$8,566 lower due to less new staff - Construction teacher cost is \$112,617 lower (no teacher) - Cosmetology teacher cost is \$5,390 lower (new staff cost less) - PARA cost is \$47,534 lower (vacant PARA position) - Math teacher cost is \$68,809 lower (no teacher) - Special Education teacher cost is \$30,226 higher (new staff cost more) - Health Science teacher cost is \$12,768 higher (was under budgeted) - Auto career teacher cost is 8,834 higher (was under budgeted) - Property Insurance is \$15,000 higher (renewal increase) - Trash Removal is \$5,000 higher (was under budgeted)



Principal's Report – December 10, 2024

Mr. Shaun Karson



General Information

- **Meetings & Events:**
 - Perkins Coordinator Meeting (11/4)
 - CTE State Conference (11/19 & 11/20)
 - Perkins Coordinator Meeting (12/4)
 - Principal Meeting (12/12)
 - MASSP Conference (1/29 & 1/30)

Wright Tech

- **Current Enrollment 2024-2025 = 633**
- **Program Guide 2025-2026**
- **10th Grade Tours & Presentations**
 - *HLWW, Maple Lake, & Monticello have been scheduled*
- **Program Highlights**
 - **Cosmetology** - New Milady Textbooks & Curriculum
 - **Graphics** - Students are designing holiday gifts & WTC hats
 - **Health Science** - 4 Students attended an MRC (Medical Reserve Corp) Camp (12/5 & 12/6)
 - **Law** - Added an EMT Stretcher

Wright Academy

- **Enrollment = 83 Students Day School**
 - **High School** = 79 Students
 - **Middle Level** = 4 Students
- **Staffing**
 - 1.0 FTE Math - still open, posting has been refreshed
- **Student Support & Engagement - PBIS Activities**
 - **Advisory Monthly Theme** - Giving Back
 - **Field Trips**
 - Hennepin Tech (12/10)
 - Feed My Starving Children (12/19)
 - Bell Museum - January

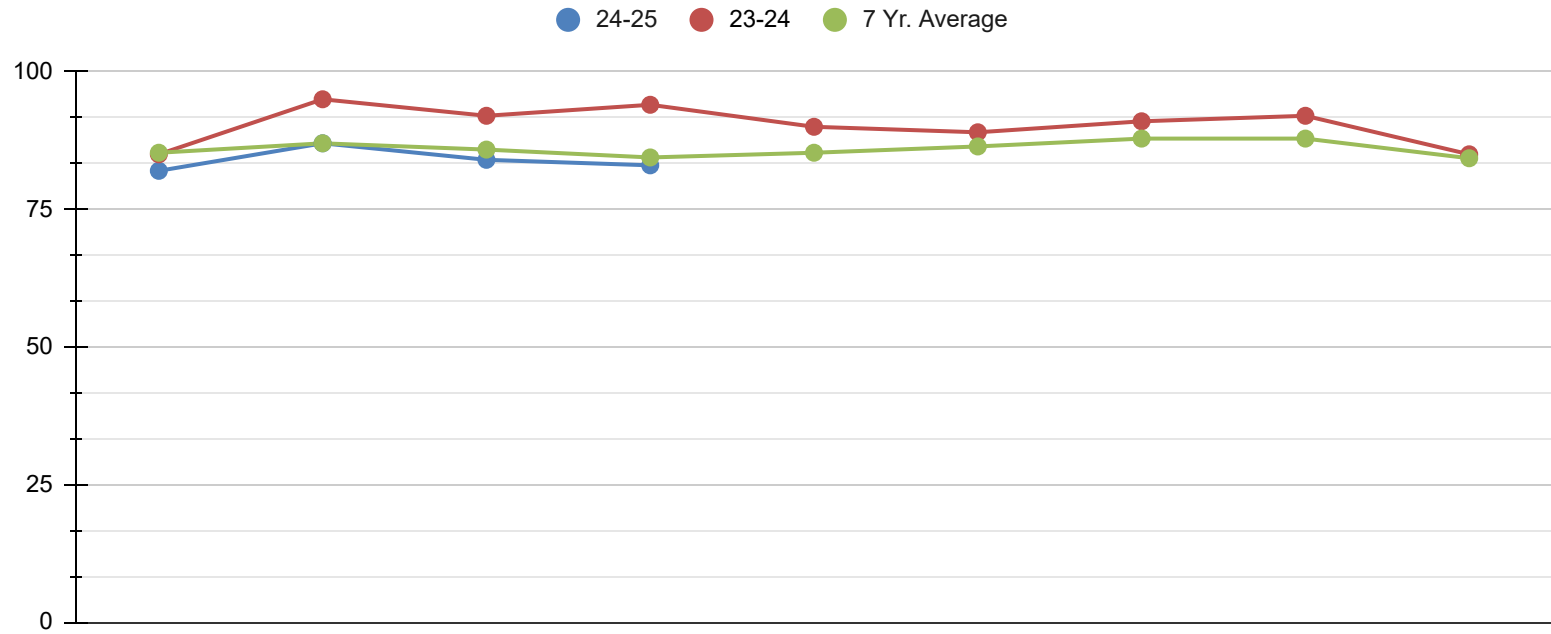
The **WRIGHT** path for High School

All Blocks	Enrollment 2024-2025													
	Program	Target	Ann	Big Lake	Buff	Del	HLWW	MP LK	Monti	STMA	WA	Corner	Other	Total
Auto Career Sk	20	2	1	3		2	1	4	1		1			15
Auto Tech	120	7	4	16	20	5	5	4	17	2				80
Auto - 2nd year	16	1	1	3	5				1					11
CEO	20			4	9			1	6					20
Cosmetology	60	4	5	15	5	2	2	9	13	1				56
Cosmo - 2nd Yr	1				1									1
ECEC	72	8	6	16	5		3	3	4					45
Graphics	18	2				1		3	5		1			12
Graphics - 2nd Yr	1			1										1
Health Science	66	8	8	13	7	1	4	7	9	1				58
Heavy Equipment	60	5	2	9	9	4	6	5	12	2				54
Law Enfor/EMR	75	4	5	14	5	5	1	6	8	1				49
Law - 2nd Yr	3	2						1						3
OJT	120					12	6		100					118
PAES	24			13				5	4					22
Welding Tech.	54	3	1	16	10	2	3	10	7					52
Welding - 2nd Yr	13	1	3			2	1	1	5					13
Youth Apprent	50			6	2	1	2		11	1				23
Grand Totals	794	47	36	129	81	35	36	61	198	9	1	0		633

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 No IS or NS	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
	2021-2022	97	99	90	90	89	90	92	90	88
	2022-2023	96	97	94	94	94	94	94	94	87
	2023-2024	85	95	92	94	90	89	91	92	85
	7 Yr. Average	85	87	86	84	85	86	88	88	84
	2024-2025	82	87	84	83					

Academy Enrollment Trends



WA Enrollment Trends

Wright Technical Center, ISD 966
Brian Koslofsky, Executive Director
Director's Report
December 10, 2024

1. General Information

- a. WTC Advisory Board (Supt's) met on Wednesday, November 20 to further discuss the executive search process and timelines. The RFP was sent to four search companies, MSBA, Ray and Associates, Venture (Human X) and School Pro. The RFP deadline was Tuesday November 26. The subcommittee of three member superintendents and three WTC governing board members were going to meet the week of December 2, to review the RFP's and bring a recommendation to the WTC Governing Board on December 10. The company will help with the candidate search process and the full design of the interview/selection process.
- b. Mr. Karson and I will be attending the County Wide Safety Training Wednesday, Dec. 11 at the Govt. Center. The Wright County Sheriff's Department and SRO's are implementing county wide safety terminology and protocols for consistency across the schools in Wright County.
- c. The Great River Perkins Consortium Board is looking at restructuring the governance model to increase WTC's role. WTC is the fiscal host for the consortium and by taking on a greater role as a lead coordinator, WTC would be in a position to receive a greater amount of revenue to help offset the increased responsibilities of the GRPC Lead Coordinator. Taking on a greater role would also ensure the continuation of WTC as the fiscal host for GRPC.

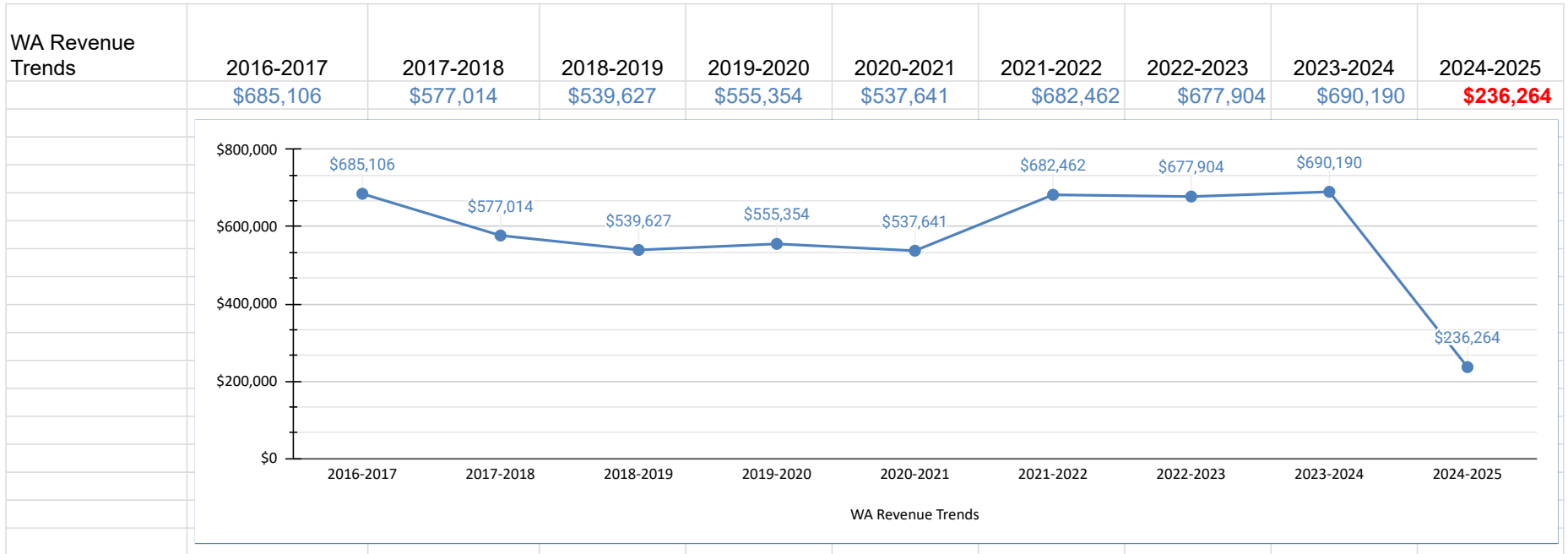
2. Finance & Facilities

- a. Only one Bond payment remains.
- b. I'm in the process of updating the 2025 Capital Budget worksheet for the upcoming Legislative session. I'll be bringing a resolution to the Governing Board in support of the request once an updated dollar amount has been determined.
- c. Following the organizational meeting on February 4th , the finance and facility committees will be asked to review the replacement schedules as we prioritize the additional LTFM dollars expected in FY26.

3. Review Enrollment/Finance Trends

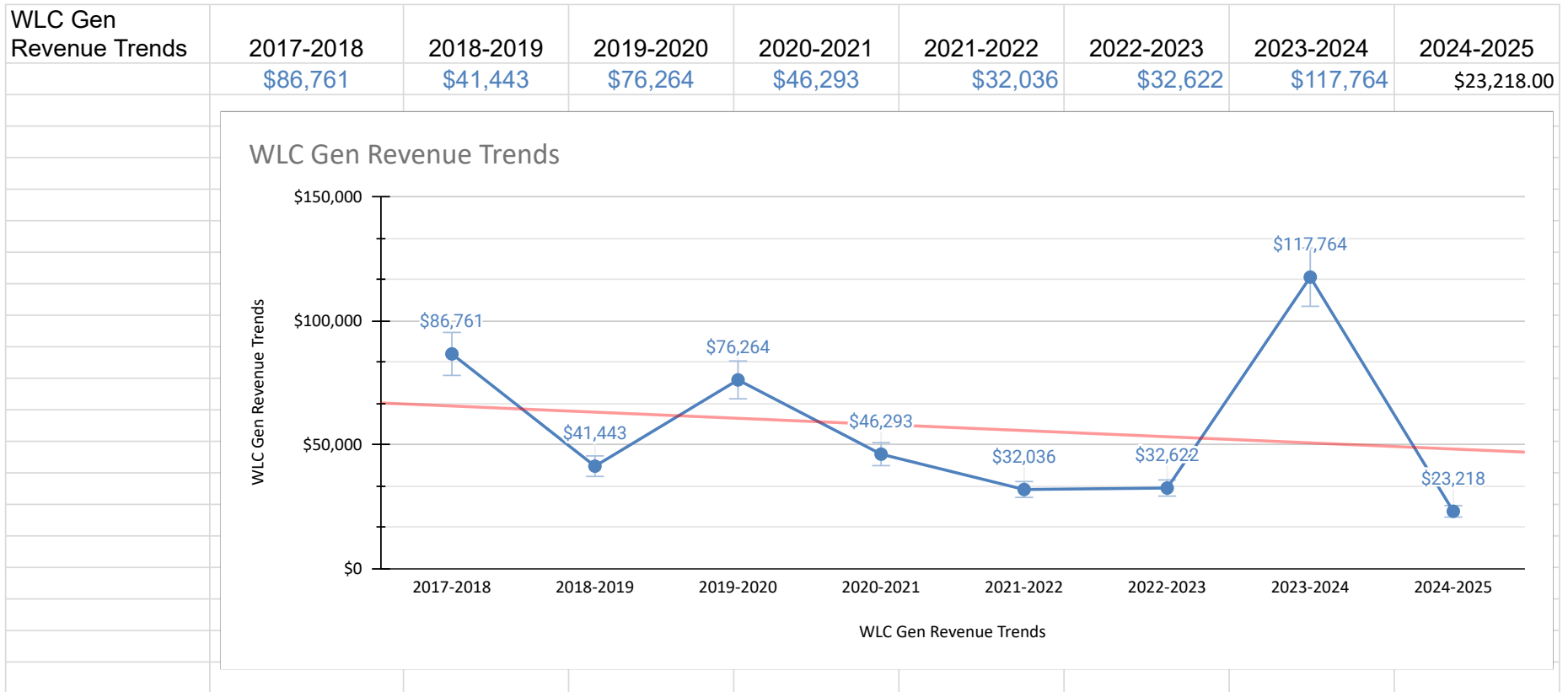
- a. Academy Enrollment
- b. Summer School

Trend Data



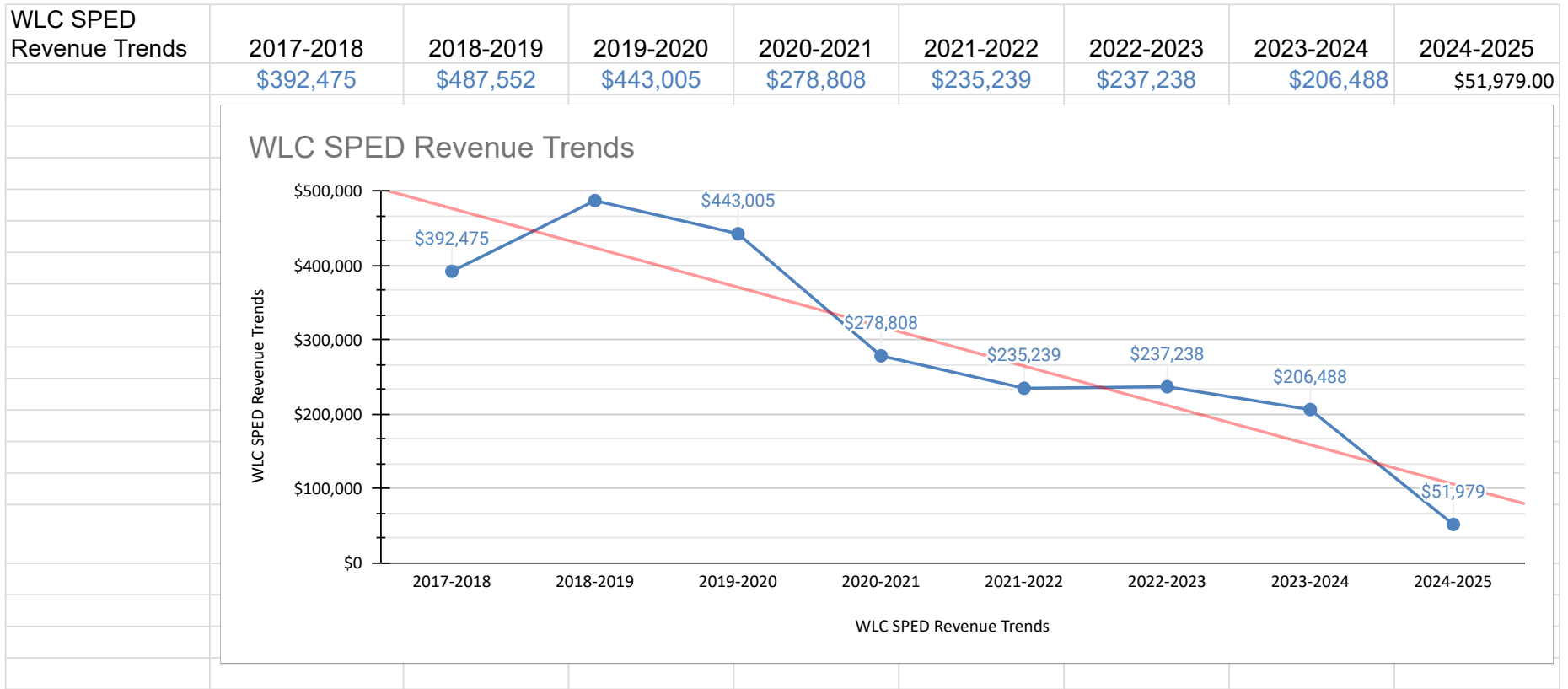
* Only through the first quarter Pretty close to the average compared to the previous years. Enrollment in the academy will determine if this will decline throughout the year.

Trend Data



* Only through the first quarter The increase in compensatory revenue, as was the case for last year and should increase throughout the year.

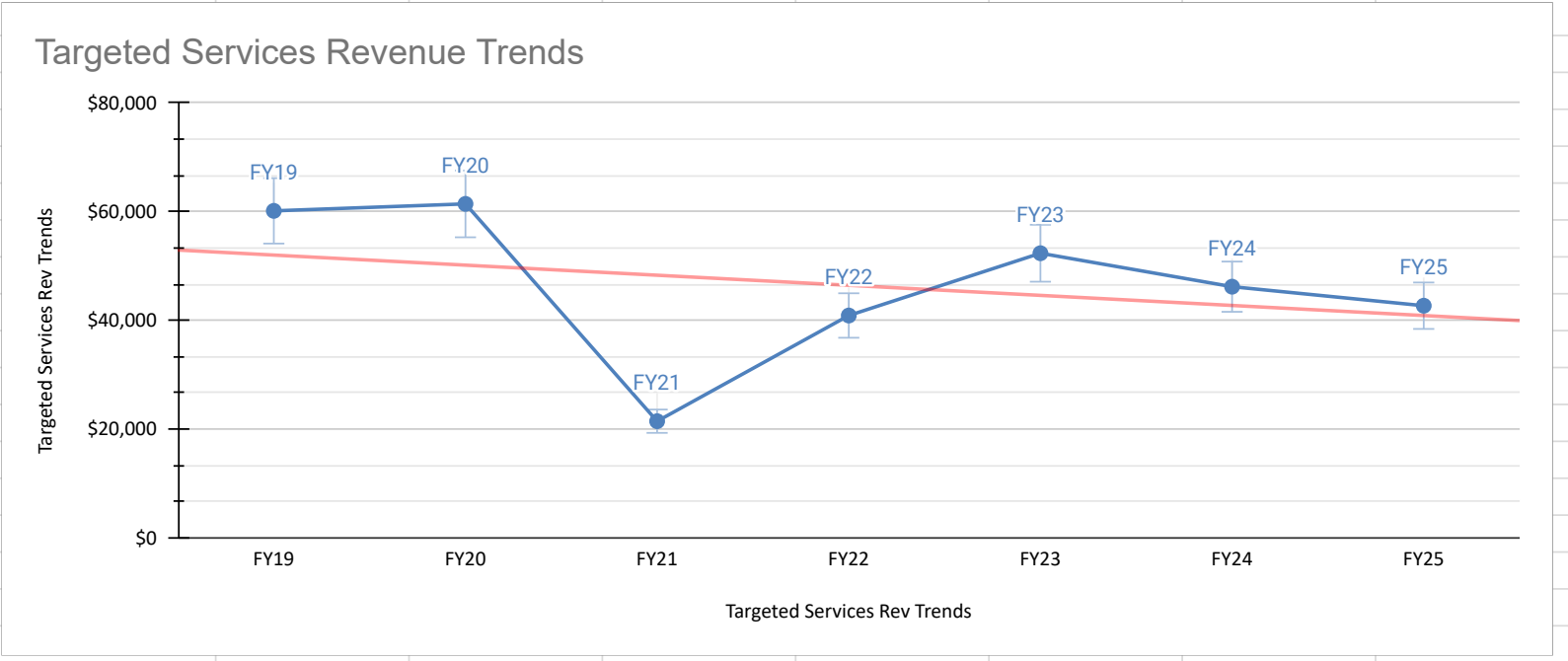
Trend Data



* Only through the first quarter Pretty close to the average compared to last year.

Trend Data

Targeted Services Revenue Trends	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25
	\$60,379	\$60,152	\$61,434	\$21,459	\$40,901	\$52,359	\$46,204	\$42,704
	3 Yr. Ave.		\$60,655	\$39,196	\$19,754	\$8,296	\$14,451	\$17,951

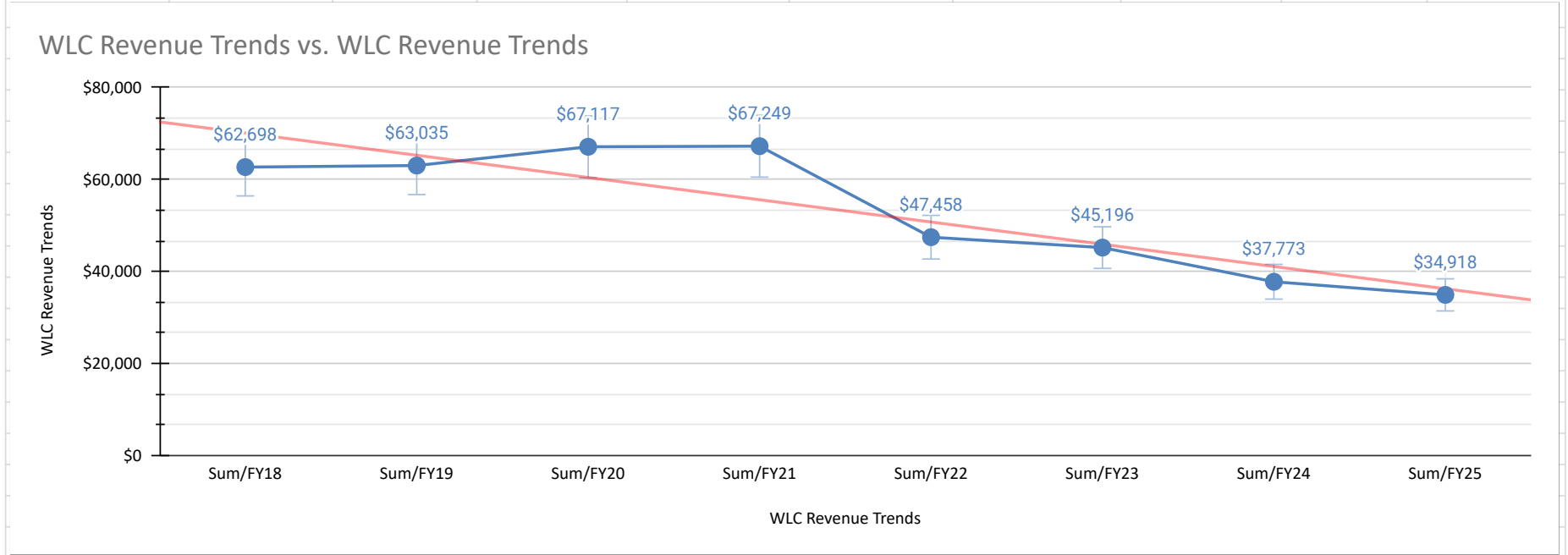


* Waiting for one district to submit their data.

The current number is based on the average. This will likely be less.

Trend Data

WLC Summer School	Sum/FY18	Sum/FY19	Sum/FY20	Sum/FY21	Sum/FY22	Sum/FY23	Sum/FY24	Sum/FY25
Revenue Trends	\$62,698	\$63,035	\$67,117	\$67,249	\$47,458	\$45,196	\$37,773	\$34,918
	3 Yr. Ave.		\$64,283	\$2,966	\$16,825	\$19,087	\$26,510	\$29,365



*Final FY25 numbers for summer school.


TIER 4 TEACHER CONTRACT FOR MINNESOTA PUBLIC SCHOOL DISTRICTS

The Governing Board of School District No. 966 of the State of Minnesota, Buffalo, Minnesota, enters into this Contract with **Erin Dickie** a legally qualified Tier 4 licensed teacher pursuant to M.S. 122A.184 and M.S. 122A.40 who agrees to teach in the public schools of said District as a **0.8 FTE School Social Worker** for the school year **2024 to 2025**.

The following provisions shall apply and are a part of this Contract:

1. **Basic Services:** Said teacher shall faithfully perform the services prescribed by the Governing Board, or its designated representative(s), whether or not such services are specifically described in this Contract, abide by the rules and regulations as established by the Governing Board and the State of Minnesota, and any additions or amendments thereto, for the annual salary indicated below, and agrees to teach for the School District as assigned in such grades or subjects for which the teacher has the necessary license.
2. **Duration:** The duration of this contract shall be from **August 26th, 2024 to June 6th, 2025**. This Contract is subject to the provisions of M.S. 122A.184 and M.S. 122A.40, as amended, and to all laws, rules, and regulations of the State of Minnesota relevant to qualification, licensure, employment, termination, and discharge of teachers for cause. After the teacher attains continuing contract status, this Contract shall remain in full force and effect except if terminated, modified by mutual consent of the Governing Board and the teacher, or ended by written resignation pursuant to M.S. 122A.40.
3. **Duty Year:** The teacher's duty year shall be as adopted by the Governing Board, and the teacher agrees to teach on those legal holidays on which the Governing Board is authorized to conduct school if the Governing Board so determines. In the event a duty day is lost due to any emergency, the teacher agrees to perform duties on such other days in lieu thereof as determined by the Governing Board.
4. **Additional Services:** The Governing Board, or its designated representative(s), may assign the teacher to extra-curricular, co-curricular, or other assignments, subject to established compensation for such services that exceed the services authorized in paragraph 1. Said extra-curricular, co-curricular, or other assignments may be described in paragraph 6. of this Contract or by letter of assignment, together with a recitation of the compensation, if any, to be paid for said assignment. The Governing Board, or its designated representative(s), may make any additions or amendments during the duty year as shall be necessary. Said extra-curricular, co-curricular, or other assignments and compensation, if any, for such assignment shall not become a part of the teacher's continuing contract rights unless the words "continuing contract" are recorded immediately following the assignment (see paragraph 6).
5. **Reference:** This Contract shall be subject to the agreement between the School District and the exclusive representative and the provisions of the Public Employment Labor Relations Act, as amended.

6. Special Provisions: In addition, said teacher agrees to perform the following additional services for the additional salary indicated:

Additional Service
A.

Additional Compensation

7. In consideration thereof, the Governing Board agrees to pay said teacher the following annual salary:

\$60,118.75	For basic services (Lane 6 – Step 14) - .75 FTE for 79 days; 0.8 FTE for 103 days starting 1/2/2025
	For additional services as set forth in paragraph 6.
\$60,118.75	Total salary, exclusive of fringe benefits

8. Such salary shall be paid as authorized and in such installments during the term of the year as may be determined by appropriate Governing Board policy or procedure. This Contract shall be effective only after it has been authorized by the Governing Board in appropriate action, recorded in its minutes, and executed by the parties.

IN WITNESS WHEREOF, I have subscribed my signature this ____ day of _____, 20____.

Teacher

IN WITNESS WHEREOF, we have subscribed our signatures this ____ day of _____, 20____.

Governing Board Chair

Governing Board Clerk

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION DIRECTING THE ADMINISTRATION
TO MAKE RECOMMENDATIONS FOR REDUCTIONS
IN PROGRAMS AND POSITIONS AND REASONS
THEREFORE.

WHEREAS, the financial condition of the school district dictates that the school board must reduce expenditures for the 2025-2026 school year, and WHEREAS, there has been a reduction in revenue, and WHEREAS, this reduction in expenditure must include discontinuance of positions and discontinuance or curtailment of programs, and WHEREAS, a determination must be made as to which teachers' contracts must be terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions, BE IT RESOLVED, by the Wright Technical Center, District 966 as follows: That the School Board hereby directs the Director to consider the discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and, as a result of decreasing revenue, make recommendations to the school board for the discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

Lee - _____, Sixberry - _____, Bravinder - _____, Curtis - _____,
Carlson - _____, Gierke - _____, Steffens - _____, Mealey - _____

and the following voted against the same:

Lee - _____, Sixberry - _____, Bravinder - _____, Curtis - _____,
Carlson - _____, Gierke - _____, Steffens - _____, Mealey - _____

whereupon said resolution was declared duly passed and adopted.