



Wright Technical Center

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



Governing Board Meeting

May 6, 2025

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 - April 1 Regular Meeting
 - 5.2 Bills for Payment
 - 5.3 Acceptance of teacher resignation.
 - 5.4 Approval of teaching contract
 - 5.5 Approval of Administrative Assistant Agreement

Background: 5.1 & 5.2 - Approval of the minutes from previous month's meeting and bills. 5.3 Resignation from teaching Law Enforcement/EMR. 5.4 Approval of teaching contract for Construction Technology. 5.5 Approval of support staff agreement for Administrative Assistant.

Recommendation: Approve the consent agenda as presented.

- 6.0 Financial Report - Anh Glewwe
 - 6.1 Approval of the financial report
- 7.0 Committee Reports
 - 7.1 Principals Report - Mr. Karson
 - 7.2 Directors Report - Mr. Koslofsky
 - 7.3 Executive Committee - Mealey, Sixberry, Steffens, Curtis
 - 7.4 Finance/Negotiations - Mealey, Sixberry, Sansevere
- 8.0 New Business - Action required
 - 8.1 Acceptance of the quote from Gilbert Mechanical for the replacement of Roof Top Units #1 and #4.

Background: These RTU's are both 27 years old and are in need of replacement. The annual increase in costs and the anticipated 30% increase for next year also necessitates the replacement now vs. in the future. These are listed on the LTFM Report for FY26 and will allow time for the order to be placed.

Recommendation: Approve as presented

8.2 Acceptance of the quote from Russell Security for the replacement of the NVR for camera recordings and replacement cameras

Background: The two NVR's are 11 years old and no longer receive updates. There will be one replacing the two. This is listed on the Capital Expenditure Report for FY26 and will allow time for the order to be placed.

Recommendation: Approve as presented

8.3 Approval of the Resolution reducing the contract for Mark Lee.

Background: The reduced contract for the WBL instructor due to the lower enrollment numbers in OJT (On the Job Training).

Recommendation: Approve as presented

9.0 Adjournment

Next meeting June 3, 2025 Please call or email if you have questions or cannot make the meeting.

WRIGHT TECHNICAL CENTER School District 966

The meeting of the Governing Board of Wright Technical Center, School District 966, was held on Tuesday April 1, 2025 at 1405 3rd Ave. NE, Buffalo, Minnesota 55313.

Members Present: Paumen, Gierke, Mealey, Curtis, Steffens, Sixberry, Sansevere.

Others Present: Brian Koslofsky-Executive Director, Shaun Karson-Principal, Anh Glewwe-Business Manager, Russ Pearson-American Federation of Teachers, Brian Nutter-Executive Director 2025-2028.

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 Sansevere, second by Member Sixberry, to approve the agenda. Motion carried by unanimous vote.

Consent Agenda

On motion by Member Sixberry, second by Member Sansevere, to approve consent agenda as presented. Motion carried by unanimous vote. 5.1 March 4th regular meeting, 5.2 Bills for Payment.

Financial Report

Business Manager Glewwe reported on the current finances. On motion by Member Curtis second by Member Sixberry to approve the financial report as presented. Motion carried by unanimous vote.

Principal and Director's Report

Principal Karson discussed the 25-26 registration, WA enrollment, tours, scholarships, staffing and program highlights. Director Koslofsky discussed his concerns regarding course replication with member districts, the hearing with the House Capital Investment Committee, Open House, finance and facilities.

New Business

On motion by Member Sixberry, second by Member Paumen, to approve the Executive Director Contract with Brian Nutter for 2025-2028 Contract Term, as presented, followed by discussion and vote. 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 6:41 PM.

Duane Hillesheim
13266 181st LN NW Elk River, MN 55330
612-803-8091
kurgan1964@gmail.com

04282025

Shaun Karson
Principal
Wright Technical Center
1405 3rd Ave NE Buffalo, MN 55313

Subject: Resignation from Position as Instructor

Dear Shaun Karson,

Please accept this letter as formal notification of my resignation from my position as Instructor at The Wright Technical Center, effective June 5, 2025.

This decision is due to circumstances beyond my control, and I have been left with no reasonable alternative but to tender my resignation. I have sincerely valued the opportunity to contribute to Wright Technical Center over the past 18 years, and it has been a privilege to work alongside such a dedicated team.

I am committed to supporting a smooth transition and am happy to assist in any way I can to hand over my responsibilities. Please let me know how I can help during this period. I would greatly appreciate that this not be mentioned in any staff meeting by you or any other staff members while I am present, thank you.

Sincerely,



Duane Hillesheim

Duane Hillesheim

Wright Technical Center
Employment Recommendation Form

Date: May 2, 2025

Name of Applicant: Ryan Rутten **Recommended By:** Shaun Karson

Title of Position: Construction Technology Instructor

Position Supervised By: Shaun Karson

Position Term Description: 1.0 FTE 2025-2026 School Year

Number of Applicants: 4

Number of Candidates Interviewed: 4

Interview Team: Russ Pearson, Brian Koslofsky, Kelsey Segerstom & Shaun Karson

Top Priorities for the Position:

1. Licensed as a CTE Instructor (will be adding Construction Careers via portfolio)
2. Secondary education teaching experience @ WTC
3. Construction work experience
4. Content knowledge in the construction industry
5. Ability to develop and sustain industry partnerships

Educational Background of Candidate:

North Dakota State College of Science (NDSOS) - Wahpeton, ND - Automotive Technology

St. Cloud State University, St. Cloud, MN - Bachelor of Science - Technology Education

Hamline University, St. Paul, MN - Masters of Education

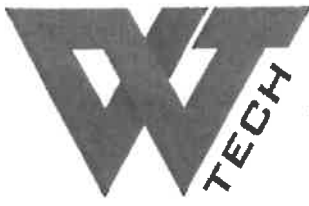
Employment Background of Candidate:

Ryan Rутten has been teaching technology education in the Buffalo-Hanover-Montrose Schools for the past 14 years. During this time, he also taught part time Project-Lead-the-Way (Engineering) here at Wright Tech. He has experience working in the construction industry and has remodeled homes on the side.

Administrative Recommendation:

I recommend the employment of Ryan Rутten for the position of Construction Technology Instructor at WTC. He has demonstrated a passion for teaching in the areas of CTE. Ryan consistently exhibits a strong work ethic and a deep commitment to student success. He is dedicated to preparing students for real-world careers which is evident through his interest in the construction industry.

Salary Scale Placement: (Step 13, Lane 7 - 1.0FTE)


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 **Ryan Rutten**, 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 **Construction Technology** for the school year **2025 to 2026**.

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 25, 2025 to June 5, 2026**. 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	Additional Compensation
A. New Teacher Training (Up to 40 Hours)	\$2,156 (\$53.90 Hourly Rate x 40) *Scheduled Aug 18 - 22, 2025


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

\$78,477.00	*For basic services (Step 13 - Lane 7)
\$2,156.00	For additional services as set forth in paragraph 6.
\$80,633.00	Total salary, exclusive of fringe benefits

**Basic service amount will be adjusted based upon the 2025-26 /2026-27 contract settlement.*

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 14 day of

April, 2025.


Teacher

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

_____, 20____.

Governing Board Chair

Governing Board Clerk



**EMPLOYMENT AGREEMENT
With
Kelli Bishop**

JOB TITLE: Administrative Assistant

REPORTS TO: Executive Director and Principal

JOB SUMMARY

- Assist Director and Principal with general district office operations
- Meet & greet visitors, answer phones & disperse calls and/or messages as needed
- Assist staff with the educational process district-wide
- Attend Governing Board meetings as well as maintaining records and files
- Maintain confidential district personnel files and records
- Maintain district policy, procedures, and associated forms
- Develop and maintain annual calendars
- Enter/update student registration, attendance, and other student records
- Maintain district key cabinet organization and distribution
- Maintain program advisory committee records
- Maintain student records and class scheduling
- Record student grades and submit to high schools
- Semester Enrollment Billing for the CTE Transition Disabled Programs
- Coordinate Career Fair & open house
- Maintain inventory, storage and distribution of office supplies
- Skyward attendance reporting
- Assist with Fire/Tornado/Lockdown Drill Info
- Various Other Duties as Assigned

TERMS OF EMPLOYMENT

- 40 Hours/week
 - Monday - Friday = 7:30 am to 3:30 pm (Work schedule is typically 8 hrs./day. Shift may begin earlier if personal schedule allows)
- 260 Days
- Wage during 2024-2025: \$21.29 per hour (July 1, 2024 - June 30, 2025)
- Wage during 2025-2026: \$21.72 per hour (July 1, 2025 - June 30, 2026)
- Other fringe benefits: per terms and conditions of employment

EVALUATION

Performance of this job will be evaluated by the principal or district administration.

IN WITNESS THEREOF I have subscribed my signature this 21 day of April 2025.

Administrative Assistant Kelli Bishop
Kelli Bishop

IN WITNESS THEREOF we have subscribed our signatures this _____ day of _____ 2025.

INDEPENDENT SCHOOL DISTRICT NO. 966

Chair _____

Clerk _____



FINANCIAL SUMMARY - April 2025



May 3rd, 2025 Board Meeting

1. Business Office Report

2. Financial Report

a. Main Revenues

April 2025 – FY2025

- 2025 Quarter 4 Assessment Invoices (\$562,566)
- March 2025 Wright Academy Billings (Middle School - \$4,298; High School - \$60,405)
- General Education Aid (\$15,856)
- Special Education Aid (\$669)
- Capital Improvement Revenue (\$4,285)

March 2025 – FY2025

- Special Education Aid (\$19,820)
- February 2025 Wright Academy Billing (Middle School - \$2,735; High School - \$59,091)
- Transition Disabled 2nd Trimester Billing (Member - \$48,065; Non-member - \$8,140)
- Capital Improvement Revenue (\$4,285)

b. Main Expenditures

April 2025 – FY2025

- Payroll & Benefits (\$235,466)
- Admin. Service: Finance system cmERDC fees (\$3,834)
- Legal Services (\$13,262)
- Network consultant services: Paumen computer (\$5,318)
- Electricity (\$8,476), Water & sewer (\$768), Gas (2.13.25-3.14.25 - \$3,954)
- Property insurance (\$6,402)
- District General Supplies: Paper pallet (\$1,339)

March 2025 – FY2025

- Payroll & Benefits (\$233,421)
- FY2024 Audit Fee (\$18,300)
- Electricity (\$8,098), Gas (1.14.25 – 2.12.25 -\$4,932)
- LTFM: Natural gas leak repair (\$2,057)
- Property Insurance (\$6,402)

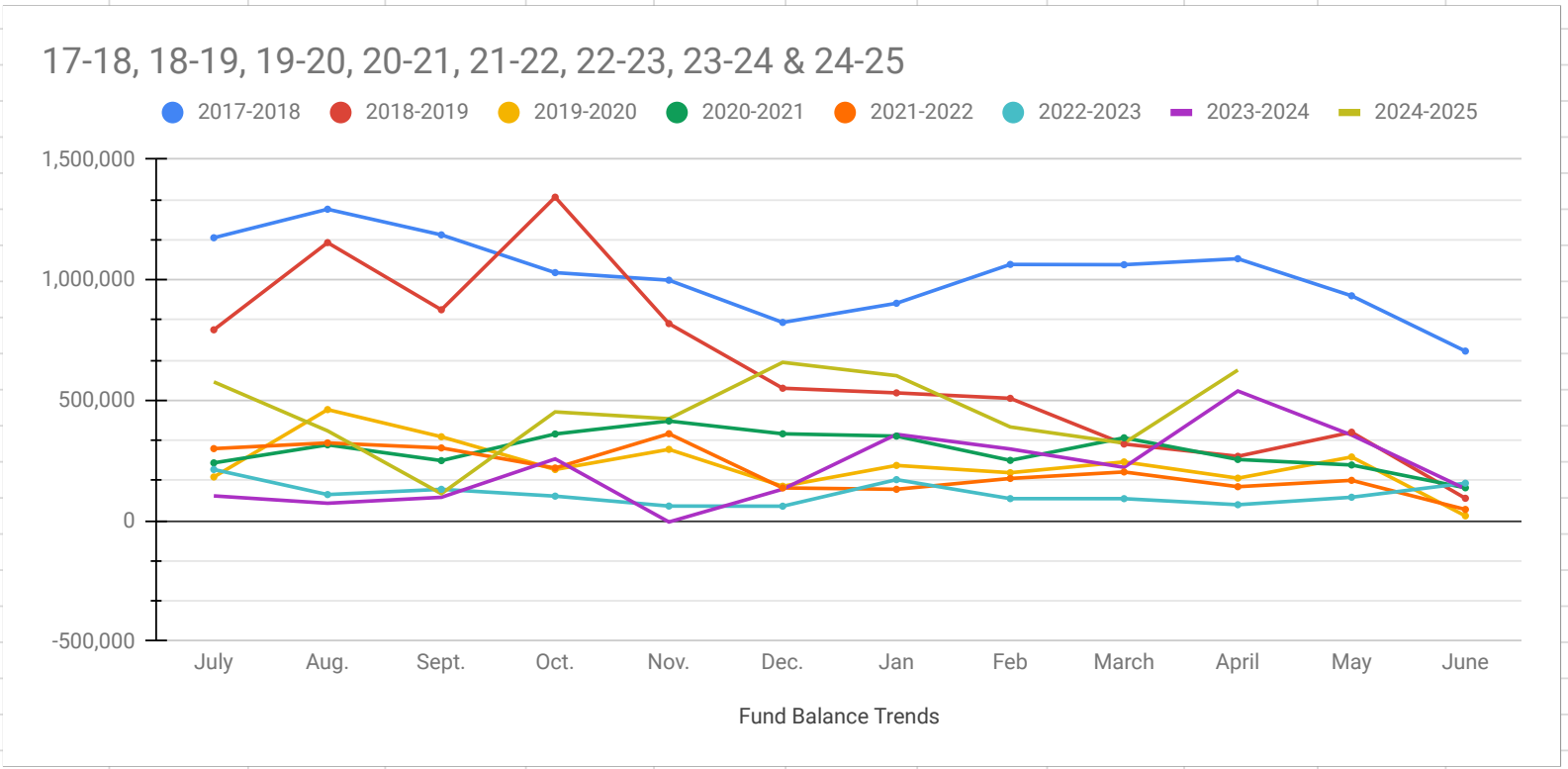
		Wright Technical Center Revenue Report April 30, 2025				WRIGHT ACADEMY		
		Budgeted YTD percentage is 83%						
		YTD Rev. less Exp. \$		612,807				
		FY25 Revised Budget	FY25 Monthly Budget	Mar 2025	April 2025	FY25 Year to Date	% YTD	Remaining Balance
01- General Fund								
021	Tuition from MN Schools	3,149,152	262,429	122,318	631,556	2,864,918	91%	284,234.40
092	Interest Earnings	500	42	48	0	460	92%	39.70
093	Rent	15,344	1,279	3,335	1,667	16,266	106%	(922.38)
096	Gifts & Bequest	30,000	2,500	0	0	16,991	57%	13,009.00
098	Misc. Rev- Cornerstone Maint.	43,000	3,583	0	0	27,346	64%	15,653.57
099	Misc Rev- Local Source	3,000	250	0	0	35,410	1180%	(32,410.00)
211	General Education Aid	151,387	12,616	0	15,856	132,609	88%	18,777.69
300	Misc State Aid	79,029	6,586	0	0	59,265	75%	19,763.59
360	Special Education Aid	215,000	17,917	43,605	669	206,284	96%	8,715.90
400	Fed Aid/MN CFL (ESSER, GEER, Summer)		0	0	0	3,050	0%	(3,049.72)
621	Sale-Mater.purch/Resale2Pupils		0	0	0	0	#DIV/0!	-
625	Insurance Recovery		0	0	0	0	0%	-
General Fund Total		\$ 3,686,411	\$ 307,201	\$ 169,306	\$ 649,749	\$ 3,362,600	91%	323,811.75
07-Debt Services								
021	LTFM Bond Levy	\$ 77,390	\$ 6,449	\$ -	\$ -	64,234	83%	13,156.30
		\$ 77,390	\$ 6,449	\$ -	\$ -	\$ 64,233.70	83%	13,156.30
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	946	0	3,882	0%	(3,881.60)
619	Fundraiser Expenses	0	0	213	0	77	0%	(77.20)
620	Fundraiser Revenue	0	0	2,340	0	19,563	0%	(19,562.62)
621	Sale-Mater.purch/Resale2Pupils	0	0	1,822	0	5,400	0%	(5,399.60)
Student Activities Total		\$ -	\$ -	\$ 5,321	\$ -	\$ 28,921	0%	(28,921.02)
13-Carl Perkins								
400	Fed Aid/MN CFL	571,576	47,631	4,490	20,307	272,522	48%	299,054.28
Carl Perkins Total		\$ 571,576	\$ 47,631	\$ 4,490	\$ 20,307	\$ 272,522	48%	299,054.28
18-Custodial Fund SWETC								
99	Misc Rev - Local Source	\$ 53,328	\$ 4,444	\$ 4,444	\$ 4,444	44,440	83%	8,888.00
		\$ 53,328	\$ 4,444	\$ 4,444	\$ 4,444	\$ 44,440	83%	8,888.00
Total All Sources		\$ 4,390,705	\$ 359,443	\$ 183,562	\$ 674,500	\$ 3,772,716	86%	617,989.31

3% more than budget

		Wright Technical Center				FY25 Year To Date		WRIGHT ACADEMY	
		Expenditure Report							
		April 30, 2025							
Budgeted YTD percentage is 83%									
		FY25 Revised Budget	FY25 Monthly Budget	Mar 2025	April 2025		% YTD	Remaining Balance	
01-General Fund									
100 Salaries & Wages		2,004,014	167,001	172,766	173,681	1,505,244	75%	498,770	
200 Employee Benefits		752,545	62,712	60,656	61,785	540,684	72%	211,861	
300 Purchased Services		467,770	38,981	48,310	50,431	385,287	82%	82,483	
400 Supplies & Materials		141,030	11,753	10,205	11,002	128,375	91%	12,655	
500 Capital Expenditures		283,591	23,633	0	0	167,614	59%	115,977	
700 Loan Payment				0	0	53			
800 Other Expenditures		3,500	292	0	0	6,562	187%	(3,062)	
General Fund Total		\$ 3,652,451	\$ 304,371	\$ 291,936	\$ 296,899	\$ 2,733,819	75%	918,632	
07-Debt Service									
700 Debt Service		\$ 77,390	\$ 6,449	\$ -	\$ -	77,460	100%	(70)	
		\$ 77,390	\$ 6,449	\$ -	\$ -	\$ 77,460	100%	(70)	
08-Scholarships									
800 Other Expenditures		2,000	167	0	500	(200)	-10%	2,200	
Scholarships Total		\$ 2,000	\$ 167	\$ -	\$ 500	\$ (200)	-10%	2,200	
12-Student Activities									
300 Purchased Services						0			
400 Supplies & Materials		0	0	4,066	5,618	32,748	0%	(32,748)	
Student Activities Total		\$ -	\$ -	\$ 4,066	\$ 5,618	\$ 32,748	0%	(32,748)	
13-Carl Perkins									
100 Salaries & Wages		49,000	4,083	0	0	28,000	57%	21,000	
200 Employee Benefits		0	0	0	0	0	0%	0	
300 Purchased Services		349,405	29,117	3,846	24,437	107,519	31%	241,886	
400 Supplies & Materials		65,521	5,460	510	0	80,399	123%	(14,879)	
500 Capital Expenditures		107,650	8,971	134	715	60,928	57%	46,722	
Carl Perkins Total		\$ 571,576	\$ 47,631	\$ 4,490	\$ 25,153	\$ 276,847	48%	294,729	
18-Custodial Fund - SWETC									
		\$ 53,328	\$ 4,444	\$ -	\$ 13,332	39,235	74%	14,093	
Custodial Fund Total		\$ 53,328	\$ 4,444	\$ -	\$ 13,332	\$ 39,235	74%	14,093	
Total All Funds		\$ 4,356,745	\$ 363,062	\$ 300,492	\$ 341,502	\$ 3,159,909	73%	1,196,836	

10% 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	423,338	657,409	602,088	389,286	322,288	625,379		



Wright Technical Center Aged Open Invoice Report

Aging Date 05/01/25

Co	Grp	Code	Customer	Inv No	Type	Terms	Inv Date	Current	31 - 60	61 - 90	91 - 120	121 - 150	151 +	Total
0966	1	1013	BECKER SCHOOLS #726	5829	Invoice	RECEIPT	04/02/2025	2,062.82	0.00	0.00	0.00	0.00	0.00	2,062.82
Customer Total								\$2,062.82	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,062.82
0966	1	1027	DASSEL/COKATO SCH #466	5832	Invoice	RECEIPT	04/02/2025	514.20	0.00	0.00	0.00	0.00	0.00	514.20
Customer Total								\$514.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$514.20
0966	1	1050	ELK RIVER SCHOOL DIST ISD# 725779		Invoice	RECEIPT	02/11/2025	0.00	0.00	1,079.82	0.00	0.00	0.00	1,079.82
0966	1	1050	ELK RIVER SCHOOL DIST ISD# 725802		Invoice	RECEIPT	03/11/2025	0.00	205.68	0.00	0.00	0.00	0.00	205.68
0966	1	1050	ELK RIVER SCHOOL DIST ISD# 725792		Invoice	RECEIPT	03/12/2025	0.00	3,091.50	0.00	0.00	0.00	0.00	3,091.50
Customer Total								\$0.00	\$3,297.18	\$1,079.82	\$0.00	\$0.00	\$0.00	\$4,377.00
0966	1	1196	MAWSECO-CORNERSTONES	5840	Invoice	RECEIPT	04/14/2025	650.00	0.00	0.00	0.00	0.00	0.00	650.00
Customer Total								\$650.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$650.00
0966	1	1109	OSSEO HIGH SCHOOL #279	5794	Invoice	RECEIPT	03/12/2025	0.00	1,545.75	0.00	0.00	0.00	0.00	1,545.75
Customer Total								\$0.00	\$1,545.75	\$0.00	\$0.00	\$0.00	\$0.00	\$1,545.75
0966	1	1005	PUBLIC	5841	Invoice	RECEIPT	04/15/2025	996.78	0.00	0.00	0.00	0.00	0.00	996.78
Customer Total								\$996.78	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$996.78
0966	1	1020	ST MICHAEL/ALBERTVILLE SCH#	5838	Invoice	RECEIPT	04/02/2025	5,553.36	0.00	0.00	0.00	0.00	0.00	5,553.36
Customer Total								\$5,553.36	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,553.36
0966	1	1036	STAFF	5741	Invoice	NET30	12/17/2024	0.00	0.00	0.00	0.00	300.00	0.00	300.00
Customer Total								\$0.00	\$0.00	\$0.00	\$0.00	\$300.00	\$0.00	\$300.00
0966	1	1039	WATERTOWN/MAYER SCH #111	5808	Invoice	RECEIPT	03/11/2025	0.00	24.08	0.00	0.00	0.00	0.00	24.08
0966	1	1039	WATERTOWN/MAYER SCH #111	5839	Invoice	RECEIPT	04/02/2025	12.04	0.00	0.00	0.00	0.00	0.00	12.04
Customer Total								\$12.04	\$24.08	\$0.00	\$0.00	\$0.00	\$0.00	\$36.12
Report Total								9,789.20	4,867.01	1,079.82	0.00	300.00	0.00	16,036.03

WRIGHT TECHNICAL CENTER ISD 966
CASH FLOW REVIEW

	Old National Bank	National Bank of Commerce	Notes
Bank balance as of 05/01/2025	\$ 31,030.36	\$ 570,347.73	
Outstanding checks & wires	\$ -	\$ (8,855.81)	
Est. May 2025 Payrolls	\$ -	\$ (240,000.00)	
Est. May 2025 Board Bills	\$ -	\$ (75,526.81)	
Est. Perkins Reimbursements	\$ -	\$ 13,870.91	
Est. Wright Academy Billing for April 2025	\$ -	\$ 60,000.00	
Aged Open Invoices	\$ -	\$ 16,036.03	
Estimated Cash Ending Balance - May 2025	\$ 31,030.36	\$ 335,872.05	\$ 366,902.41



Principal's Report – May 6, 2025

Mr. Shaun Karson



General Information

- **Meetings & Events:**
 - GRPC Meeting - (4/28)
 - Buffalo 8th Graders - (5/5) - 3 classes
 - Safe Schools (5/7)
 - St. Xavier - 8th Grade Tour (5/8)
 - CMJTS Trades & Health Care Camp - (6/9 - 6/18)

Wright Tech

- **2025-2026 Registration** - 552
- **Staffing**
 - Construction 1.0 FTE Math - Ryan Rutten
- **Student Scholarships:**
 - Wright-Hennepin Coop. Electric Association \$1500 - Elizabeth Cassady (Buffalo)
 - Buffalo Rotary \$500 (2) - Ellen Miriovsky & Elizabeth Cassady
- **Program Highlights**
 - Automotive - New Hunter Tire Balancer
 - Health Science - HOSA - Two National Qualifiers
 - Barwonah Cooper (Big Lake) & Layla Erie (Big Lake)
 - Law Enforcement - Court Day (5/6) & Buffalo Fire Department (5/15)
 - HEOM - Industry Tours - MNDOT - Golden Valley (4/23)

Wright Academy

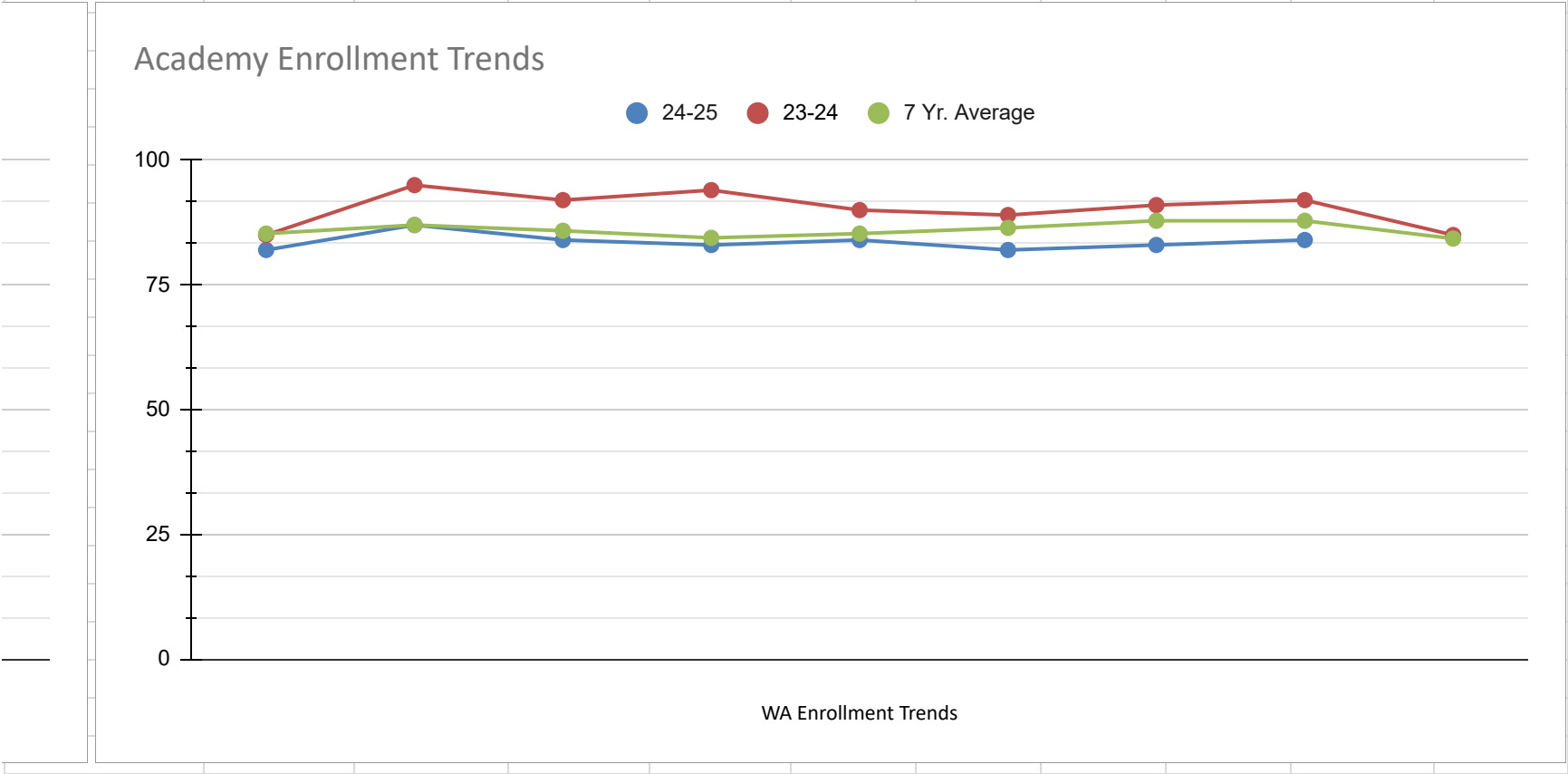
- **Enrollment** = 84 Students Day School
 - High School = 77 Students
 - Middle Level = 7 Students
- **Night School**
 - Member School Credit Recovery - Wednesday Nights 3:30pm -5:30pm - 9 Students
 - Wright Academy - Monday Nights - 2:40pm - 4:00pm - 18 Students
- **Summer School** (6/16 - 7/18) - No School 6/19 & Week of 7/4
 - Day School - English, Social Studies, Science & Math
 - Independent Study - Mondays & Tuesdays
- **Student Support & Engagement - PBIS Activities**
 - Advisory Monthly Theme - Job Skills
 - Field Trips
 - History Theater (5/22)
 - **End of the Year Activities**
 - Activity Day/Annual School CookOut (5/30)

The **WRIGHT** path for High School

All Blocks	Enrollment 2025-26													
	Program	Target	Ann	Big Lake	Buff	Del	HLWW	MP LK	MONT	STMA	WA	Corner	Other	Total
Auto Career Sk	30						1		6					7
Auto Tech	120	4	6	22	9	2	2	17	36					98
Auto - 2nd year	16	1	1	1	4	2	1		1					11
Entrep Oppor	20	1		4		2	2		8					17
Constr. Trds.	54	5	4	14	7	1	4	8	11					54
Const - 2nd Yr	1													0
Cosmetology	60	6	6	14	7	2	3	9	13					60
Cosmo - 2nd Yr	0		1						1	1				3
ECEC	72	6	5	19	3	4	1	4	6					48
Graphics	18	1					1	4	3	1				10
Graphics - 2nd Yr	0							1	8					9
Health Science	66	2	8	14	7	1	2	8	15					57
Heavy Equipment	60	3	3	13	5	7	2	7	6				1	47
Law Enfor/EMR	75	1	8	17	4	4	2	12	6					54
Law - 2nd Yr	1			1										1
OJT	30						12	13						25
PAES	24							4	1					5
Welding Tech.	54	4	4	14	5	3	3	8	13					54
Welding - 2nd Yr	0			1	3		1	1	2					8
Youth Apprent	50								3					3
Grand Totals	751	34	46	134	54	42	41	95	123	1	0	1		571

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	84	82	83	84		



Wright Technical Center, ISD 966
Brian Koslofsky, Executive Director
Director's Report
May 6, 2025

1. General Information

- a. I met with the superintendents on April 30. We reviewed the final pre-registration numbers and talked about the changes in OJT over the past 6 years. The districts will be billed their share (based on the FY25 allocation percentages) of the cost of the PAES curriculum upgrade which was \$10,475. The request for a .5 SRO at WTC wasn't recommended although support for increased staffing by adding an additional social worker or behavioral analyst was well received. The Student Support Aid would offset this cost. There is proposed legislation, if approved that would provide dollars to cooperatives rather than receiving the flow through from member districts.
- b. We had a good turnout for Open House which was on April 14.
- c. Welcome to Kelli Bishop as our new Administrative Assistant.

2. Finance

- a. I'm still receiving quotes for capital expenditures. Due to the number of staff computers that will no longer be able to receive updates, most of the SWETC Capital funds (\$51,420) may be expended. The list of items will be presented next month.
- b. We will be finalizing the preliminary budget for next month doing our best to leave \$100K of the LTFM available as designated funds for next year and also providing additional cash flow if needed.

3. Facilities

- a. My recommendation is to replace RTU#1 and #4. Prices have increased 13% from last year and it's anticipated they will increase as much as 30% next year.
- b. We will be scheduling the sidewalk replacement on the west end by door 9. I am waiting for an additional quote for asphalt repairs to the main drive and parking lot. We know the condition of the N. alley and W. end is beyond repairs and needs to be replaced.
- c. We are going to burnish the tile floors again this summer. There is a substantial amount of wax on the floors from the past and is a cost savings in time and materials.

8.1

RTU - Roof Top Unit Quotes

2025	Priority	Make/Model	Area	Unit #	Year Installed	RTU Age	Gilbert	Rebate	MMC	Rebate
	1	CARRIER	Roof D-1	C#4	1998	27	\$38,997	\$1,212	\$42,871	\$930.00
	2	CARRIER	Roof B	C#1	1998	27	\$24,974	\$1,010	\$31,510	\$590.00
							\$63,971	\$2,222	\$74,381	\$1,520.00
							\$61,749		\$72,861	

8.2

NVR & Camera Quotes

2025	Priority	NVR & Camera Replacements	Equip.			RUSSELL Security		MARCO
	1		NVR			\$12,920		\$16,858
			Cameras			\$9,768		\$4,855
		3 yr. service Agreement						980
						\$22,688		\$22,693
						\$22,688		\$22,693

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION PROPOSING A REDUCTION
TO THE CONTRACT FOR
MARK LEE

BE IT RESOLVED by the Governing Board of School District No. 966, as follows:

1. That it is proposed that Mark Lee, a teacher of said school district, have his contract reduced by .33% of his current contract of 1.33% FTE. Pay and fringe benefits will be prorated to the equivalent of a 1.0 FTE effective at the end of the 2024-2025 school year on June 30, 2025.

2. That written notice be sent to said teacher regarding the reduction of .33% from his current contract of 1.33 FTE. Pay and fringe benefits will be prorated to the equivalent of a 1.0 FTE.

3. That the foregoing grounds of said notice are within the grounds for contract reduction as set forth in Article 9, Section 9.8 of the current Master Agreement and are hereby adopted as fully as though separately set forth and resolved herein.

Reduction of OJT (On the Job Training) Class as scheduled for 2025-2026 due to low enrollment numbers.

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:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

NOTICE OF PROPOSED REDUCTION
TO THE CONTRACT FOR MARK LEE

Dear Mr. Lee:

You are hereby notified that at the regular meeting of the Governing Board of Independent School District No. 966 held on May 6, 2025 , consideration was given to the for reduction of.33% of your current contract of 1.33 FTE. Pay and fringe benefits will be prorated to the equivalent of a 1.0 FTE. A resolution was adopted by a majority vote of the Board, proposing the reduction for the .33% of your current contract effective at the end of the 2024 -25 school year on June 30, 2025 upon the grounds described specifically as follows:

Reduction of OJT (On the Job Training) Class as scheduled for 2025-2026 due to low enrollment numbers.

Yours very truly,

GOVERNING BOARD OF
SCHOOL DISTRICT NO. 966

Clerk of the School Board