

**SAINT PETER PUBLIC SCHOOLS
SPECIAL SCHOOL BOARD STUDY SESSION MINUTES
Thursday, September 24, 2009
6:30 PM
High School Media Center**

The study session was called to order at 6:32 p.m.

The agenda was adopted (Nelson/Duncan, unanimous).

Members present were Marty Duncan, Bob Lambert, Deanna Langsjoen, Ben Leonard, Mark Karlsrud, Cheryl Bushell, and Peter Nelson. Also present were Superintendent of Schools Jeff Olson, members of the Administrative Team, and members of the public.

AGENDA ITEM	DISCUSSION	FOLLOW-UP
<i>1. District Assessment Report</i>	Principals Kluck and Coblenz presented the August 3, 2009, District Data Report, scatter plot, and data analysis of MCA-II test results. Board members and administrators discussed how the data is used to inform and improve instruction within our district. Information was also presented on how our data compares to area districts and how the data was used to examine where we need to go to get more students proficient.	Data updates will be provided to the board on a regular basis.
<i>2. Balanced Scorecard</i>	Superintendent Olson reviewed the first edition of the Balanced Scorecard. Questions were asked about how the scorecard will be used to make decisions in areas such as curriculum and budget.	Superintendent Olson will meet with superintendents from area school districts to compare balanced scorecards and their uses. The board will be updated on the meeting.
<i>3. Flu Plans</i>	Superintendent Olson and members of the Administrative Team reviewed actions that have been taken relative to the H1N1 flu. In addition, he reviewed plans in the event of a serious outbreak. Board members shared opinions on the plan.	Specific administrative guidelines will be developed and shared with the board concerning actions to be taken in the event of a serious flu outbreak.
<i>4. Capital Projects Update</i>	Plans for sharing information with the public regarding the levy were reviewed.	Presentations and communication will proceed as scheduled.
<i>5. Concession Stands</i>	An update was provided by High School Principal Paul Peterson on the implementation of the concession stand policy. It was pointed out that the school district is responsible for meeting Brown/Nicollet County health guidelines and school auditing financial rules in operating concessions stands on school grounds.	There will be a series of meetings with head coaches and booster representatives to identify uses of revenue generated by the concession stands. Board members will be updated on these meetings.

The meeting was adjourned at 8:42 p.m. (Lambert/Bushell, unanimous).

Date: September 24, 2009

Deanna Langsjoen, Clerk