



BOARD WORK SESSION

Board Room – 777 S. 15th Street
Marion, IA 52302

February 8, 2010
4:30 p.m.

The mission of the Marion Independent School District is to prepare all students with the skills required to enter future adult roles and become effective citizens, productive workers, informed consumers, and responsible family members.

PUBLIC COMMENT

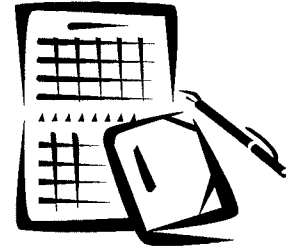
This is a time set aside for the School Board to receive comment from the public. Individuals are asked to limit their comments to 5 minutes. As a matter of practice and procedure, the Board will not debate issues at the board meeting, but will get back to the interested parties for additional information and dialogue.



Draft Calendar

The initial draft calendar is provided for the 2010/2011 school year. A representative committee of 9 people has worked to create this draft calendar based on survey responses. This draft calendar is also being shared in the buildings for additional input. The early outs for professional development still need to be decided and incorporated into the draft calendar. A calendar recommendation is expected at the February 22, 2010 meeting. At that time the public hearing for the early start waiver will be held.

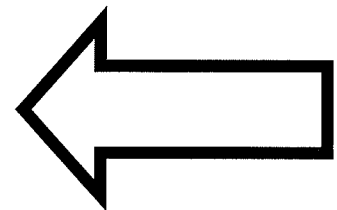
EXHIBIT A



INITIAL 2010/2011 FINANCIAL OUTLOOK

The student count for 2010/2011 funding purposes on the aid & levy is 1,817.4 compared to 1,849.6 for 2009/2010 funding. Other initial information is provided for discussion.

EXHIBIT B



COST-CUTTING SUGGESTIONS

The suggestions, which have been received, are provided for reference.

EXHIBIT C

VMS CONSTRUCTION PROGRESS

An initial meeting was held with OPN, Miron and district representatives.



MARION INDEPENDENT SCHOOL DISTRICT
777 S. 15TH STREET
MARION, IOWA 52302
319-377-1585 (PHONE) (319) 377-4692 (FAX)

2010-2011 School Calendar – Initial Draft for feedback

EXHIBIT A

Start – Finish
(August 19-June 1)

2 snow days built in
Teacher Quality Day April 22

Summary of Calendar

Days in classroom:	
First Semester	89
Second Semester	89
Student Days	178
Teacher Comp. Days	2
Total Calendar Days	180

Teacher Work Days	5
Floating Workday	1
Professional Dev. Days	4
Teacher Quality Day	1

CALENDAR LEGEND

Start	
Six Weeks	
Quarter	
End	
Holidays	
Vacation Days	

Does not include Professional Development days.

HOLIDAYS:

Labor Day	(9/6)
Thanksgiving Day	(11/25)
Christmas Day	(12/25)
New Year's Day	(1/1)
Martin Luther King Jr. Day	(1/17)
Easter Sunday	(4/24)
Memorial Day	(5/30)

Note: Calendars designed with classroom days prior to August 30 must complete the request for early start waiver form as part of the spring 2009 BEDS from the Iowa Department of Education.

Note: In-service Days may be classified as Career Development and/or Professional Development depending on the content of the activities being performed.

August					Student Days	
M	T	W	Th	F		
	17	18	19	20	2	
23	24	25	26	27	7	
30	31				9	
September						
		1	2	3	12	
6	7	8	9	10	16	
13	14	15	16	17	21	
20	21	22	23	24	26	
27	28	29	30		30	
October						
				1	31	
4	5	6	7	8	36	
11	12	13	14	15	41	
18	19	20	21	22	45	
25	26	27	28	29	50	
November						
1	2	3	4	5	54	
8	9	10	11	12	59	
15	16	17	18	19	63	
22	23	24	25	26	65	
29	30				67	
December						
		1	2	3	70	
6	7	8	9	10	75	
13	14	15	16	17	80	
20	21	22	23	24	82	
27	28	29	30	31		
January						
3	4	5	6	7	87	
10	11	12	13	14	91	
17	18	19	20	21	95	
24	25	26	27	28	100	
31					101	
February						
	1	2	3	4	105	
7	8	9	10	11	110	
14	15	16	17	18	114	
21	22	23	24	25	118	
28					119	
March						
	1	2	3	4	123	
7	8	9	10	11	128	
14	15	16	17	18	132	
21	22	23	24	25		
28	29	30	31		136	
April						
				1	137	
4	5	6	7	8	142	
11	12	13	14	15	147	
18	19	20	21	22	151	
25	26	27	28	29	156	
May						
2	3	4	5	6	161	
9	10	11	12	13	166	
16	17	18	19	20	171	
23	24	25	26	27	176	
30	31				177	
June						
		1	2	3	178	
6	7	8	9	10		
13	14	15	16	17		

180 Day Calendar

Date **Events**

Aug. 11-12	New Teacher Workshop
Aug. 13	Floating Day
Aug. 16	Opening Con./PD Day (1)
Aug. 17	Professional Development Day (2)
Aug. 18	Work Day
Aug 19th	Begin 1 st Semester
Sept 6	Labor Day (No School)
Sept 20 th	HS Conferences 3-7
Sept 24 th	HS Comp Day
Oct 22nd	End 1 st Qtr. (45 days) K-3 and HS PD Day (3) No School
Nov 9th	Early out P/T
Nov 11th	P/T conferences (end 1 st Tri. 59 days)
Nov 12th	No School Comp Day/K-3 Workday
Nov 15 th	HS Conferences 3:30-7:30
Nov 16 th	K-3 P/T Conferences
Nov 18 th	K-3 P/T Conferences
Nov 19 th	No School K-3 and HS Comp/ 4-8 PD (3)
Nov 24-26	Thanksgiving Holiday (No School)
Dec. 22	No School or Snow Day Makeup
Dec 23-31	Winter Break (No School)
Dec 25	Christmas (No School)
Jan 1	New Year's Day (No School)
Jan 3	Resume School
Jan 14th	No School Work Day(46 days)
Jan 17	Martin Luther King Day (No School) Professional Dev. (4)
Feb. 14 th	HS Conferences 3:30-7:30
Feb. 15 th	Early out P/T
Feb. 17th	P/T conferences (end 2 nd Tri. 56 days)
Feb. 18 th	No School Comp Day 4-12 /K-3 Workday
Feb. 21 st	No School or Snow Day Make up
Mar 15 th	K-3 P/T Conferences
Mar 17 th	K-3 P/T Conferences
Mar 18	No School Work day (41 days) / K-3 Comp. Day
Mar 21-25	Spring Break
Apr 22	Teacher Quality Day
Apr 25	HS Conferences 2-6
May 30	Memorial Day (No School)
June 1	Last Day of School (Q-46 days, 3 rd Tri.64 days)
June 2	Work Day

2010/2011 Financial Outlook

Carryover Deficit from home school funding cut	(875,000)
2010/2011 Proposed State Aid Shortfall	(600,000)
Elimination of State Portion of Instructional Support	(72,000)
Unspent Balance	-
Budget Guarantee	88,585
Total Funding Deficit	<u><u>(1,458,415)</u></u>

\$.26544/1000 property tax increase generates 100,000

COST CUTTING SUGGESTIONS

The following is a list of the suggestions received for cost cutting measures. To cut down on duplicate entries, similar suggestions were combined or reworded. Just because an item is on the list does not mean that particular funding increase or cutting measure will happen. Additional suggestions are still welcome.

Administration
Eliminate assistant principals
Eliminate an administrator
Re-align administrative duties
Share administration with neighboring district
Share a superintendent with neighboring district
Combine MS & HS AD positions
Share a transportation director with a neighboring school district
Superintendent time reduced to .75 or .50
Cut salaries of all administrators
Share curriculum director position with another district
Cut back on number of days for administrative contracts
Re-evaluate salary of Director of Operations
Eliminate family insurance for administrators
Elementary
Have 25 class size K-1 and 27 class size 2-5
Program elimination or reduction (strategists, health, Title)
Reduce times for PE, Music & Art, Health & Computer Lab which would enable more sharing of special teachers
Eliminate 4/5 grade choir which is in addition to regular music time
Start band in 6 th grade rather than 5 th .
No TAG pull-out at the K-3
Consider adding art to the classroom curriculum
We would get more quality programming by having the specialists in the classrooms part of the time versus a total pull-out model.
Strategists increase inclusion thereby replace/reducing the services of the special education associates
Eliminate Title 1 staff to the level for which funding is received
Eliminate elementary guidance counselors
Have JK be ½ day program
Cut back on substitutes – don't hire subs for strategists and Title teachers
Combine before & after school program into only one elementary
Middle School
Eliminate guidance counselor
Reduce or eliminate the number of music performances at MS
Eliminate full-time MS TAG position
Share teachers between MS & HS
Reallocate staff to MS due to increase in students in that building
Eliminate 2 nd Chance Reading
High School
Review 2 nd Chance Reading to make sure getting bang for our buck. If we aren't eliminate one English position
Restructure the HS block schedule so teachers "teach" more than 3 out of 4 periods a day

Eliminate associate in the HS computer drop in lab
Discontinue renting the US Cellular Center for graduation
Institute our own alternative or credit recovery program so don't have to pay tuition to another district.
Eliminate drivers education program since there are many paid drivers education programs for kids in Marion
HS substitute process needs to follow SEMS procedures and not do by hand. Should be done paperless to save time and paper plus fit SEMS guidelines.
Eliminate HS restitution
Reduce HS staff due to smaller 9 th grade in 2010/2011 than the 2010 graduates
Have teachers monitor computer lab at the HS for part of planning period
Offer one foreign language rather than two
Allow voluntary reduction in FTE
Eliminate classes with less than 10 students unless required for accreditation
Eliminate accompanist in HS music
Reduce to 1 guidance counselor at the HS
Evaluate possibility of detention/restitution everyday from 3-3:30 with each teacher having one week to supervise so no cost involved.
Closely evaluate PSEO classes for HS & HSAP
Support Areas
Pay guidance counselors out of At-Risk funds
Look at at-risk position which is currently 210 day contract
Eliminate double dipping of SODA compensation supplemental and At Risk funds
Cut back to one technology person
Combine technology director & data position
Cut back on extra days for library/media center staff – rather than 10 cut back to 6
Cut back to one nurse
Non-Certified Areas
Eliminate accompanist in MS & HS music
Look at Associates # and hours
Evaluate need for building secretaries to work in the summer
Building secretaries only work one week before and one week after school year
Close offices & buildings on Fridays in the summer
Eliminate associates when the opportunity presents itself
All buildings go to 1.5 secretaries or less
Associates only work on days their student is in attendance.
Eliminate head-custodian pay and position at each building and go to one district head custodian
Discontinue insurance for associates
Eliminate all associates not paid with special education funds
Utilize part-time custodial staff for games & HS duties so no over-time necessary
Eliminate custodial/maintenance secretary position
District-wide
Through attrition, absorb positions when possible or fill from within.
Offer early retirement and then eliminate the positions of those who leave
Evaluate time usage devoted to band/music lessons
Have PE personnel teach health
Align the district calendars and days off (reduces busing, electricity, etc)
Eliminate or reduce extended contracts

Freeze all employee wages
Eliminate HSAP enrichment classes
Discontinue HSAP
Adjust insurance rates
Reduce building budgets by 10%
Evaluate assessments and use – Do we need all we do – eliminate some
Eliminate webmaster stipend
Allow staff to bank more of their personal days into the following year and not pay them out that fiscal year.
Eliminate the \$150 allowance for individual PD
Cut overnight lodging unless attending a two day or more conference in the same location (develop some guidelines on when the meeting starts or how late it goes and distance from Marion)
Limit Staff travel and professional conference attendance
Limit or cut all out of district travel
Eliminate state conventions
Restructure the Library/Media area so only one certified position over-seeing all with a library para in each building
No reimbursement for travel expenses
Freeze on all raises and steps on the pay scale
Increase volunteers
Reduce levels of compensation
Furlough days for all employees
Freeze all spending
Pay subs at the daily rate rather than long-term rate
Cut teacher contracts by 1 day
Eliminate technology associate position
Eliminate discretionary bus services
Eliminate transportation of St. Joe's students
Utilize student workers whenever possible
Contract out services
Increase class sizes at all levels
Outsource bus repairs & eliminate bus mechanic
Eliminate full-time carpenter position
Eliminate fieldtrips unless curriculum requires them
Reduce requests for district owned vehicles for out of town events & activities
Utilize existing building associates for Cedar Rapid routes
Software upgrades from IT departments to "auto shut down" on computers throughout district
Split jobs to half-time positions rather than one full-time
Create own MS/HS suspension program in our buildings 2 days a week only
Evaluate vehicles and eliminate excessive equipment
Align amount of time devoted to instruction between buildings
Evaluate special education staffing levels for compliance with district service delivery plan
Activities
Close buildings on Sunday – absolutely no one in or using facilities
No pick-up games in the gyms on the weekends unless they pay for the utility costs
Reduce extra-curricular positions
Reduce staff supervision at sporting events and have activity director/administration supervise
Cheerleaders ride bus with players

Require coaches to get CDL & drive their own teams
Limit stadium lighting to games only
Whenever possible utilize one bus or bus & vans for activities rather than two buses
Eliminate the sports with the least amount of participation
Look at extra-curricular activities such as SODA, score-keepers and board operators
Start charging for JH events
Increase the number of events one has to work to get a family pass to at least 3
Get volunteers instead of paid positions for SODA, etc...or pay for hours worked
Do not play extra sporting events beyond the minimum number – don't play extra games
Pay for activity transportation costs or a portion of those costs out of the activity fund rather than general fund
Food Service
Hire part-time person for middle of day to help with lunch set-up & tear-down at a lesser rate of pay than a custodian or associate would have
Evaluate the cost of prepared food and reduce expenditures
Charge utilities used in kitchen to food service
Curriculum
Postpone textbook purchases until 2012
Cut professional development days
Could teachers forfeit being paid for Teacher Quality to assist with budget
Do not approve any professional development for teachers (conference plus sub is expensive)
Do not send anyone to national conferences.
Move Curriculum Cabinet to a time outside regular school day so subs aren't necessary
Preschool
Have preschool follow same schedule as other buildings
Move preschool to some other location with no rent costs
Preschool associates work 4 days per week – don't qualify for insurance
Supplies & Utilities
Limit laminating – encourage teachers not to purchase games, activities, or posters for their room that need to be laminated
Limit consumable workbooks
Limit copying - use copier codes
Reduce number of light fixtures utilized
Compare cost of sending items to print shop compared to printing in district
Discontinue mailing report cards
Go paperless
Never prop open doors
Regulate heat and cooling in buildings
Stop all subscriptions to magazines, newspapers & journals
Eliminate air conditioning in all buildings & administrative wing & auditorium
Shut buildings down at a certain time & no one comes back in buildings to utilize electricity etc.
Eliminate use of colored paper
Get rid of non district supplied energy drawing equipment
Turn off security/parking lot lights after 11:00 p.m. & on weekends
Lower contract demand level for HS Alliant Interruptible rate
Reduce/eliminate pesticide applications
Roof renovation vs. replacement

Curtail turf irrigation
E-mail only notifications
Implemented in 2009/2010
Go to every week restitution at the HS
Discontinue or cut back on providing district cell phones.
Cut back on the number of maintenance staff
Eliminate the secretary for the preschool
Eliminate over-time for maintenance staff doing snow removal – they just work different hours.
Turn down the heat
Reduce custodial positions
Reduce maintenance staff
Reduce maintenance hours
Reduce associates when students leave the district
Reduce nursing staff
Reduce secretarial hours
Eliminate administrative mileage/salary reductions
Eliminate HS Science Club Sponsor position
Eliminate athletic supervision position
Tie associate hours to actual work with student hours
Shades & drapes pulled in windows
Caring Corner students bring snacks
Charge postage to activity fund if used by activities. (Total cost of postage for 08/09 was \$18,700)
Varsity level sport participants – drive to athletic activities located in metro area rather than run a bus
Funding Increase
Increase book fees, rental fees, transportation fees & lunch fees
Ream of paper donated from every student
Fundraising
Grant writer for the district
Win the lottery
Increase rent for Kid's Inc. (paper towels, lights, cleaning, etc)
Fund PERL
Charge facility usage fees for outside organizations to use gyms, auditorium, fields
All extra-curricular participants pay a fee to offset activity program costs
Raise property taxes
Ask for community or parent adoption of magazine, newspaper & journal subscriptions
Install more vending machines
Sell unused computers, software, textbooks, furniture & equipment
Sell new flat screen TV in HS
Operate before & after school program ourselves
When have to borrow make sure a good interest rate
Use parent group money for school supplies. For example, paper for the copier, staples, chart paper, etc.