



CHISHOLM SCHOOL DISTRICT ISD 695
Financial Strategic Plan

April 26, 2021

CHISHOLM PUBLIC SCHOOLS ISD #695

Financial Strategic Plan

SUMMARY

On December 17, 2020 the Chisholm School Board officially started a comprehensive 3-phase strategic planning process to develop a plan for student learning and future operating needs.

Over a six week period, our district worked with consultants on both phase I of this process, *Academic Planning*, and Phase II, ***Financial Planning***. During the Financial Planning phase, participants participated in a series of workshops designed to determine the current and future financial needs required to not only fulfill our commitment of delivering quality education to our students but also to improve and maintain our facilities.

To develop our financial plan, a team was formed, and comprised of 11 participants from our PreK-12 staff, administration, board of education, and community. The district's financial advisor, Baird Financial, also participated, providing the team with the current financial profile of the district.

The financial planning team met three times on March 10, 17, and April 7, 2021. Our consultants used a six-step strategic planning process tasking the team to develop a financial vision, goals and plan action steps. The enclosed is the full ***Chisholm School District #695 Financial Strategic Plan*** developed by our team.

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Financial Strategic Plan

DISTRICT PLANNING INITIATIVE:

- Develop District Financial Plan

FINANCIAL PLANNING OBJECTIVES:

- Determine the Current and Future Financial Needs of the District
 - Develop Financial Vision
 - Develop Goals and Action Plan

Name	Email Address	Role
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Financial Vision:

“To achieve and sustain financial health to attract and retain students, quality staff, and improve our facilities while offering robust programming, extracurricular activities and strengthening partnerships within our community.”

Goals:

What innovative, substantial goals will move us towards our vision?

GOAL 1: ATTRACT AND RETAIN QUALITY STAFF	
Aim: More teachers with master’s degree to teach CITS classes to keep PSEO students	Aim: Provide Teacher training/incentives and stop overloads to allow for innovation
Aim: Offer competitive salaries for staff	Aim: Offer tuition reimbursement or incentive packages to staff
Aim: Reduce health insurance costs and offer a wellness program	Aim: Keep transportation under district control

Action Steps	Coordination	Timeline	Resources Needed
Board and admin sharing common goals	Board and administration	On-going	<ul style="list-style-type: none"> ▪ Time ▪ Locations
Quarterly meeting and confer with all staff	Board and staff	On-going	<ul style="list-style-type: none"> ▪ Time ▪ Locations
Pass referendum to fund salaries	Community, board, and, admin staff	Post-election	<ul style="list-style-type: none"> ▪ Positions ▪ Election ▪ Votes
On-going incentives for obtaining further education. i.e masters degree to teach CITS	Staff, admin, and board	Year to year	<ul style="list-style-type: none"> ▪ Interested staff
Develop professional recruiting tools to promote Chisholm Schools and community	HR dept. Collaboration with community	On-going	<ul style="list-style-type: none"> ▪ Printed materials

Evaluation Measures (How and what will be evaluated):

- Staff feedback
- Low turnover
- Recruitment tools developed

Budget (Anticipated financial resources to achieve goal, itemize known costs if possible):

- Initial costs \$5-10k

Next Steps (Meeting date, who, when, where, etc.):

- Participation of participants

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GOAL 2: ACHIEVE AND SUSTAIN FINANCIAL HEALTH

Aim: Support (PreK-12) school in our community by passing an operating referendum	Aim: Search and apply for grants to subsidize various programs
Aim: Create an ongoing community engagement taskforce to create an engaging and educational campaign to involve stakeholders in passing the referendum	Aim: Strengthen partnerships within the community
Aim: Open schools for more public functions	

Action Steps	Coordination	Timeline	Resources Needed
Formalize a strategic plan	Financial Strategic planning team	March-April 2021	<ul style="list-style-type: none"> ▪ Facilitation ▪ Team members
Form a planning committee	Superintendent	June-July 2021	<ul style="list-style-type: none"> ▪ Space to meet ▪ Committee Leader ▪ Modes of communication
Community meetings and communication to provide information about district operating levy	District administration and School Board	Sept.-Nov. 2021	<ul style="list-style-type: none"> ▪ Meeting locations ▪ Technology for virtual meetings ▪ Presentation ▪ Brochures
Ongoing communication with the community after the election	District administrators and social media consultant	Postelection and subsequent years	<ul style="list-style-type: none"> ▪ Staff ▪ Stakeholders ▪ Modes of communication ▪ Board members
Grant writer to assist in seeking revenue raising opportunities	Superintendent and School Board	Post- election Full implementation by FY 2022	<ul style="list-style-type: none"> ▪ Compensation
Pass a referendum	Planning team, and district	Nov. 2, 2021	<ul style="list-style-type: none"> ▪ Communications ▪ Planning team

Financial Strategic Plan

GOAL 2 CONT'D

Evaluation Measures (How and what will be evaluated):

- Number of meetings and number of attendees
- Community feedback responses
- Staff and school board feedback
- Fund balance
- Successful voter referendum

Budget (Anticipated financial resources to achieve goal, itemize known costs if possible):

- Funds to support social media, PR for referendum, and grant writing

Next Steps (Meeting date, who, when, where, etc.):

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GOAL 3: IMPROVE FACILITIES

Aim: Pass facilities referendum to create more community spaces (gyms, recreational areas, tech center, etc.)	Aim: Open schools for more public functions
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Action Steps	Coordination	Timeline	Resources Needed
Define the means to achieve the goal	District Admin & Board	2022	<ul style="list-style-type: none"> ▪ Bond funding ▪ Paying all consultants
Formalize a strategic plan for facility bond referendum	Financial Strategic planning team	2023	<ul style="list-style-type: none"> ▪ Time ▪ Goal project
Form a planning committee	Superintendent		<ul style="list-style-type: none"> ▪ Team members ▪ Place to meet ▪ Facilitation/leadership
Community meetings and communication to provide information about district facility bond referendum	District administration and School Board		<ul style="list-style-type: none"> ▪ Places to meet ▪ Informational materials
Ongoing communication with the community after the election	District administrators and social media consultant		<ul style="list-style-type: none"> ▪ Modes of communication ▪ Personnel
Pass a referendum	Planning team, and district	2023 election year	<ul style="list-style-type: none"> ▪ Marketing materials ▪ People
Determine team to obtain goal, submit grant to IRRRB	Superintendent	2023	<ul style="list-style-type: none"> ▪ Grant writer
Seek out co-location and collaborative partnerships	Superintendent/ Board	2022-2023	<ul style="list-style-type: none"> ▪ People

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GOAL 3 CONT'D

Evaluation Measures (How and what will be evaluated):

- Successful capital referendum (school building bond)

Budget (Anticipated financial resources to achieve goal, itemize known costs if possible):

- At a minimum ask taxpayers to maintain their effort
- Dollars to produce informational materials
- Dollars for community engagement meetings

Next Steps (Meeting date, who, when, where, etc.):

- Develop key messaging to begin sharing district needs and ideas during operating levy campaign
- Form facility planning team
- Continue district facility assessments

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GOAL 4: IMPROVE STUDENT-FOCUSED OPPORTUNITIES

Aim: Co-op or individually offer new extracurriculars along with bringing back some of the old	Aim: Offer more advanced classes at the secondary level
Aim: Provide state of the art technology	Aim: Provide a pathway to A.A. degree
Aim: Allocate yearly funding for a curriculum director and curriculum cycle	Aim: Enhance early childhood offerings and offer full day services
Aim: Build or find space to offer special education services in the district	Aim: Offer better lunches
Aim: Increase vocational offerings	

Action Steps	Coordination	Timeline	Resources Needed
Identifying programs that will attract students and retain current students	Administration, Guidance Counselor, Teaching Staff	April-July	<ul style="list-style-type: none"> ▪ Team lead ▪ Survey ▪ Community Meetings ▪ Grade Level Conferences
Provide funding sources for the priorities identified by the academic planning team	School Board	Post-Referendum	<ul style="list-style-type: none"> ▪ Additional money from referendum
Establishing a 10-year curriculum cycle and funding for k-12 on an annual basis	Administration, Curriculum Director, Teachers	Per FY21 Budget	<ul style="list-style-type: none"> ▪ Curriculum Director ▪ Curriculum Review Committee ▪ School Board approval of cycle and funding
Enhance and expand PreK offerings so families choose the Chisholm school district when their children first enter school	New PreK Coordinator, Administration, PreK Teachers,	By July 1 (new coordinator hired)	<ul style="list-style-type: none"> ▪ Hire a new PreK coordinator ▪ School board approval of new coordinator ▪ School board approval of new funding
Incentivize teachers to continue their education and add additional licenses (CITS, master levels classes, etc.)	School Board, Teachers Union, Administration	By January 1, 2022	<ul style="list-style-type: none"> ▪ Negotiated language in the teacher contract ▪ School board approved funding

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GOAL 4 CONT'D

Action Steps	Coordination	Timeline	Resources Needed
Provide funding for Dean/Curriculum Coordinator	School Board	By August 1, 2021	▪ School board approved position and funding
Provide funding for school to work counselor position	School Board	By August 1, 2022	▪ School board approved position and funding
Provide funding to hire a K-3 PE teacher	School Board	By August 1, 2022	▪ School board approved added program and funding
Provide funding for a FACS position	School Board	By August 1, 2022	▪ School board approved added program and funding

Evaluation Measures (How and what will be evaluated):

- New programs offered
- New curriculum
- Positions approved and established

Budget (Anticipated financial resources to achieve goal, itemize known costs if possible):

- FTE's
- Curriculum purchases

Next Steps (Meeting date, who, when, where, etc.):

- Strategic planning around high school programming