

**THE SCHOOL DISTRICT REPORT**  
**By**  
**Scott Johnson, District Administrator**  
**July 2019**

Greetings to all parents and community members of the School District of New Auburn!

The school district report is a summary of current events happening in school and a summary of actions taken at the monthly school board meetings. We understand that some residents are not able to attend school board meetings but would still like to stay informed of the great things that are occurring. This report is our attempt to keep you informed and be as transparent as possible with our community and staff.

This report will appear on a regular basis in our district newsletter, our school web page, and our school Facebook site so that everyone has equal access to finding out what is happening in the New Auburn Schools.

The July monthly school board meeting was held on Monday, July 15th at 5:30 p.m. Below is a summary of actions taken by our school board:

- **Student Handbooks** - Each summer the administration reviews the student handbooks and makes any necessary changes related to bell schedules, student clubs and organizations, new teachers, school rules, student discipline, attendance, athletics, and so forth. These changes are then brought forward to the school board for review and approval prior to getting distributed to the students and the parents. The contents of the student handbook then serves as the guidelines the students, parents, and staff are expected to follow throughout the school year. These handbooks were approved by the school board and will be made available to the students and parents at the beginning of the school year.
- **Building Lettering and Numbering** - The outside of our school building was labeled with the reflective numbers that were adhered to the windows and entrances. The letters and reflective numbers are part of our safety plan and will be visible by day or night in the event of an emergency. In addition, we have now ordered all of the interior labeling for each classroom and office. The interior numbering system will correspond with the outside numbering system. These improvements were paid for through a safety grant that we received.
- **Telephone Extensions** - Our telephone system has been revised internally to allow the extension for each telephone to directly correspond to the internal and external numbers attached to each classroom and office. This may cause just a little bit of confusion in the beginning because people have memorized the telephone extensions for some employees, but in the long run, it will make our school district a much safer place because every location in our building will have a matching location code on the window, the door, and the telephone. This will allow us to direct visitors or emergency personnel to an exact location much easier.
- **Employee Handbooks** - We have two kinds of employee handbooks in our school district. One is for the support staff and one if for the professional staff. Some parts of the handbooks are

similar, but other parts are very different due to the different classifications of employees. These handbooks contain information regarding payroll and benefits, work hours, employee leave guidelines, and various other guidelines outlining our employee expectations, rules, and disciplinary policies. Each summer the administration reviews these handbooks and recommends any necessary changes to the school board. Our school board approved the recommended changes and the administration will go over those changes with the staff during the August staff in-service training. These updated handbooks establish the guidelines upon which the board expects our school district to run on an everyday basis.

- **Facility Repairs** - Anderson Asphalt has completed the process of filling in the cracks in our parking lot in order to sustain the life of the parking lot. We will look at resealing and relining the entire parking lot next year. We do not have any roof repairs going on this summer, but we will be looking at our roof replacement plan to determine which areas of the roof are still under warranty and which areas may need attention first. We hope to postpone any roofing expenses for another year. Our summer maintenance staff will be trimming the grass edges around the perimeter of our running track this summer in hopes to prevent water from pooling on the track and causing faster deterioration of the track lining and surface. This will save our district additional funds by not hiring a contractor to come in to do that.
- **Building Safety** - In addition to the safety improvements to our building by labeling our rooms, offices, and telephones, we also had safety film installed to the glass windows in various locations throughout the building. This safety film is intended to help prevent or slow down intruders from gaining access to the building. This material and labor was paid for through a safety grant that we were awarded.
- **New Hires** - The only new hire this month is our new Cross Country coach. Jamie Plummer has offered to step up and coach the runners this fall. The Board officially hired Jamie on Monday for this position.
- **State Budget** - For those who have been tuned into our state news, Governor Tony Evers signed into law on July 3rd our new state biennial budget. In short, the changes he made to the budget through his line item vetoes meant the difference of \$50,000 additional dollars to New Auburn. I will explain the impact of that money during our upcoming Annual Meeting.
- **Annual Meeting** - The New Auburn School District Annual Meeting will be held on Monday, August 26, 2019. The electors of the school district will have an opportunity to hear a budget report and vote on the various resolutions that are adopted each year. The regular monthly school board meeting will begin at 6:00 p.m. that evening. The Annual Meeting will begin at 7:30 p.m. Both meetings will be held in the school library. The public is invited and encouraged to attend.

As always, community members are welcome to contact me or visit the school with any questions.