

<b>Strategic Goal 1</b>	<b>Strategic Goal 2</b>	<b>Strategic Goal 3</b>	<b>Strategic Goal 4</b>	<b>Strategic Goal 5</b>
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## Administration Report - May 2, 2016

Inspire Learning. Unlock Potential. Empower Achievement.

### **Strategic Goal #1: Student Achievement – Performance Measures**

FAST (Formative Assessment System for Teachers)  
MAP/NWEA (Measures of Academic Progress)  
Iowa Assessments/Smarter Balanced Assessments  
ACT (American College Test)  
NGSS (Next Generation Science Standards)

Graduation rates  
Retention rates  
Summer School Success & Attendance  
Iowa School Report Card

### **Next Steps/Strategy – Teaching & Learning/Curriculum**

1. Ensure implementation of Iowa Core is done with fidelity at all grade levels/buildings
2. Prepare for anticipated 2016-17 implementation of Smarter Balanced Assessment
3. Prepare for anticipated 2016-17 implementation of Next Generation Science Standards
4. Prepare for anticipated implementation of Iowa School Report Card

**High School Program of Studies Update:** At the November 9, 2015, Board meeting Jeff Frost, Director of High School Teaching & Learning, reported that for future planning purposes he would begin the Linn-Mar High School Program of Studies process earlier than he had in the past and report back to the Board in May about any proposed new classes for the 2017-18 school year. By adjusting the timeframe, it would allow for more planning for all involved in the process.

After meeting with each department during the months of February and March, there has been only one department thinking about adding a course for the 2017-18 school year. The Art Department would like to add a Digital Communications course. This would align with the Digital Photography course beginning next school year. The expected cost for this new course is no more than \$10,000. A more detailed update from Mr. Frost will be provided early in the 2016-17 school year.

**Graduation Rate and School Dropout Rates for the 2014-15 school year:** We have received updated numbers from the Department of Education in regard to our annual graduation rate as well as school dropout rate for 2014-15 school year. Linn-Mar continues to have a very high graduation rate as a district. Our graduation rate for the 2014-15 school year was 95.2%. The state average for the 2014-15 school year was 93.1%. Over the course of the last eight years, the Linn-Mar graduation rate has been between 94-97%.

For the 2014-15 school year, the Linn-Mar 9th-12th grade Dropout Rate was 1.4%. This compares to 2.48% across the state of Iowa. The 1.4% dropout rate is the lowest rate since the 2008-09 school year.

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### **Strategic Goal #2: Learning Environments – Performance Measures**

Student well-being data points (Gallup)  
Safety/security evaluation  
Architect evaluation tool

Facilities Plan (1-3 years)  
Facilities Plan (10 year)  
Technology evaluation/planning

### **Next Steps/Strategy – Facilities Planning & Preventative Maintenance**

1. Short-Term: Early Childhood/Preschool, Four Oaks/ATLAS, and use of current space and continued growth
2. Facilities Plan (1-3 years): establish a plan and form a boundary committee for current/future growth
3. Facilities Plan (10 years): establish a committee/funding structure for identified projects

### **Capital Projects Update:**

- The Westfield addition and Oak Ridge cafeteria expansion have started with footing and foundation preparation. This work on both projects will take a minimum of three weeks to complete.
- The High School kitchen remodeling project will start on May 2nd with demo of a portion of the kitchen and the hallway on the west side of the kitchen. Demo of this portion of the kitchen will not interfere with the preparation and serving of meals through the remainder of the school year.
- All other 2016 capital projects will start during the first week of June after the school year concludes.

**Bandwidth Increase:** Linn-Mar bandwidth currently bumps up to our 500Mb threshold. We have put out a 470 form requesting pricing to increase our bandwidth up to 1G. ImOn Communications has positively responded with doubling our bandwidth to 1G at the current rate we are paying for 500Mb. We are so thankful for the partnership and support shown by ImOn Communications.

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### **Strategic Goal #3: Staff Development – Performance Measures**

Workers Compensation claim history

Teacher Leadership

Current/future professional development

Teacher Quality course offerings/participation

Affirmative Action Plan

Technology Survey (BrightBytes)

### **Next Steps/Strategy – Staff Development**

1. Create a 3-5 year professional development plan
2. Workforce strategies

**LMEA Agreement:** The District reached a tentative agreement with the Linn-Mar Education Association on April 19, 2016. LMEA members voted to ratify the agreement on April 28, 2016. The agreement changes are as follows:

- 3.56% total package increase (\$400.00 on the base - 12.4% increase on insurance contributions)
- Schedule H - Cross Country (level D) changed to Head Cross Country (level C)
- Personal Leave - One unused personal day may be banked for one school year; not to exceed three total personal days in one school year. Banked days may not be used in conjunction with unpaid leave.
- Duration - July 1, 2016 - June 30, 2017

**LMSEAA Tentative Agreement:** The District reached a tentative agreement with the Linn-Mar Secretary and Educational Assistant Association on Tuesday, April 26, 2016. The tentative agreement includes a total package increase of 3.6% (.6% increase in wages over step movement and 12.4% increase on insurance contribution) and one carryover personal day to be used prior to December 31st of each year or it is forfeited.

**Part-time Nutrition Services Agreement:** The District will be in the second year of a two year agreement with PTNS for 2016/2017.

**Transportation Agreement:** The District will be in the third year of a three year agreement with the Transportation group for 2016/2017.

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### **Strategic Goal #4: Community Engagement – Performance Measures**

Volunteer data	School Board visits
Communication survey data	Parent Universities
Dine Around sessions	Strategic Planning
Coffee Conversations	Website Development
Lunchtime Learning sessions	Participation in community coalitions
PTO visits	

### **Next Steps/Strategy – Community Engagement**

1. Create a strategic plan
2. Enhance two-way communication with internal and external stakeholders
3. Updated website with emphasis on communication

### **Strategic Plan:**

- Principals and Cabinet will receive a “first look” at the Thoughtexchange information and findings at our next Leadership meeting scheduled for May 11th.
- On May 16th during the Work Session the Board will:
  - Receive a report/synopsis of Thoughtexchange information and have an opportunity to ask questions.
  - Receive a final draft of Strategic Goal language and descriptions, which are tied to the major themes of Learning Pathways, Technology, and Facilities (as requested). Feedback and discussion will be encouraged.
  - Receive a rough draft of some Strategic Initiatives and sample goals (written to support the implementation of the Strategic Goals).
  - Hear a report from Board Members Isenberg and Gadelha on their visit to the CAPS and APEX programs.
- After the Board has been presented with the Thoughtexchange information, it will be made available to the public soon thereafter. Our goal is to have the information available to the community in late May or early June via our website.

### **Summer Programs and Projects:**

- On pages 10-11 of the Administration Report you will see the Summer Schedule. Our buildings are used a great deal throughout the summer and are true community hubs! We are sharing this with the Board for informational purposes and to also thank our summer custodial staff who work tirelessly all summer to have our buildings and classrooms ready to go by the start of the school year. We appreciate their extra efforts working around the various summer programming.

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**Health & Human Development:** The Health & Human Development Committee met on April 21st and discussed:

- State Nutrition Site Visit: Susan Knight, Director of Nutrition Services, shared information from the State on our Compliance Site Review. We received six commendations within the review, three ideas on ways to improve, and two items for corrective action. The two items for corrective action included one free and reduced meal application processed incorrectly (fixed) and a question on High School vending machines, which was accurate on Linn-Mar’s end.
- Blue Zone Update: Bob Read, Director of Middle School Teaching & Learning, provided information on City plans to look at the possibility of having more walkable communities in Marion.
- Fuel Up to Play 60: This is a free program that can be incorporated into our schools to promote healthy eating and being active for 60 minutes per day. The student-led program provides incentives to students and resources to teachers on how to provide active movement in the classrooms. If schools are interested in incorporating this program in their buildings they are to contact Leisa Breitfelder, Executive Director of Student Services.
- Student Wellness Update: Each building completed a self-assessment on how they are incorporating the District’s Student Wellness Policy in our schools. The committee reviewed the data and decided to set a goal for next year to increase the number of students who participate in the school breakfast program. The committee brainstormed ideas on how we can help positively promote school breakfast, as well as how we can provide students a quicker and easier way to have breakfast in our schools. We will be looking at the possibility of piloting a Grab and Go breakfast cart in one of the buildings.

*(Refer to Exhibit 601.1 in the Board packet for the building self-assessment results)*



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### **Strategic Goal #5: Resources – Performance Measures**

Prepare/operate General Fund that maintains 7% solvency ratio and unspent balance ratio  
Prepare annual General Fund budget that includes a contingency reserve of 0.2% of budgeted expenditures

Develop a funding model and allocation of resources that supports strategic priorities  
Comprehensive Annual Financial Report (CAFR)  
Monthly financial reporting package

### **Next Steps/Strategy – Resources**

1. Internal cost control (investments)
2. Plan for the future (resource investment)
3. Build deeper community partnerships

**Sharing Agreement:** It was mentioned in the Administration Report last month that we were discussing operational sharing options with neighboring districts. We are ready to move forward with an SBO sharing agreement with Alburnett CSD with Board approval. Angie Morrison, Linn-Mar Business Manager, is currently serving as a mentor for Christie Van Wey, the SBO at Alburnett CSD, so this is a logical partnership for our Districts. With the proposed agreement, both districts receive the funding count of five students from the State and Alburnett will also reimburse Linn-Mar \$1000/month for the services Angie provides to their district. The agreement will result in almost \$45,000 of additional revenue for Linn-Mar. (Refer to Exhibit 804.1 in the Board exhibit packet for the full agreement)

**Student Fees:** The Board is required to approve all student fees for the 2016-2017 school year and this is typically done in May. Federal regulations dictate the prices the District is required to charge for meals, and for the past two years Linn-Mar has been able to avoid increased meals prices through a waiver process. A waiver is not available for 2016-17, so lunch prices for students and adults will increase by .10¢. Also, as discussed at prior meetings, the monthly tuition for Little Lions Preschool increased to \$200 (from \$130) for 2016-17. This tuition rate still positions Linn-Mar as one of the lowest cost options per instructional hour in the area.

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### Achievements and Honors:

May is School Board Recognition Month, so we say thank you to:

- Tim Isenberg, President
- Tina Patterson, Vice President
- George AbouAssaly
- Rene Gadelha
- Todd Hutcheson
- Sondra Nelson
- Clark Weaver
- JT Anderson, Treasurer
- Angie Morrison, Secretary



**Teacher Appreciation Week** is May 2nd thru 6th; so we say thank you to all of our wonderful Linn-Mar teachers and staff!

**DuPont Challenge Essay Contest:** Congratulations to 10th Grader Chase Krug for placing 3rd in the DuPont Challenge Essay Contest out of 9,000 entries! Chase's essay was on domesticating crop seeds and he won a trip to the Disney World and the Kennedy Space Center along with a \$1,000 savings bond!

**Follett Challenge:** Congratulations to Bowman Woods Elementary for being chosen as one of the People's Choice Award Winners of the Follett Challenge. The school was awarded \$8,000.00 in products and services with Follett.

**Invent Iowa State Convention:** Congratulations to Indian Creek's Timothy Laubach for moving onto the state level of Invention Convention on May 7th. Good luck, Timothy!

**Key Club Outreach:** Congratulations to the Key Club for all of their community outreach projects: collection of donations for Waypoint, production of 24 blankets for Young Parents Network, raking leaves at Granger House, donation of 12 dozen cookies to Mission of Hope and Willis Dady House, ringing the bell for Salvation Army, production of over 50 bookmarks for Gems of Hope for cancer patients, and hosting a their annual mini dance marathon that raised \$3,000 for the Oncology Department at the University of Iowa Children's Hospital.

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**Show Choir Recognition:** Congratulations to In-Step for setting a National record over three Show Choir seasons by winning 10 Prep Division Grand Championships in a row! The previous record was 7!



**Stories Alive:** Iowa Author Katherine Hannigan recently visited the elementary students as part of the annual Stories Alive program. A big thank you to Hills Bank & Trust and the Linn-Mar School Foundation for supporting this event!



**Rockwell Road Show:** The District would like to thank Rockwell Collins for the support they share with the District in a variety of ways, most recently for bringing the Rockwell Engineering Road Show to Oak Ridge Middle School sixth graders.

**High School Fine Arts Department:** Congratulations to the HS Fine Arts Department on a great performance of *The Music Man* at the end of April!



**National History Day State Competition:** Congratulations to Justin Yem (Oak Ridge 8th Grader), Grace Kiboko (Excelsior 8th Grader), and Ruthie Gustason (Excelsior 8th Grader) for advancing to the National History Day State Competition in Des Moines. Justin created a website on Vietnamese immigration through the 1900's, Grace created a website on Penicillin, and Ruthie wrote a paper exploring Marry Wollstonecraft's impact on women's rights.



**Girls' Soccer:** Congratulations to the Linn-Mar and Kennedy Girls' Soccer Teams for working together to raise \$2,800 for the Hall-Perrine Cancer Center during their 7th Annual Cancer Awareness game.

**Orchestra Achievements:** Congratulations to the High School Symphony Orchestra for placing 1st within the 4A Division during the Jefferson Orchestra Invitational on April 23rd. This is the ninth year in a row that this ensemble has placed first in the 4A Division! The Philharmonic Orchestra and Concert Orchestra placed second and third respectively overall within the same Division. Congratulations to High School Orchestra Directors Joshua Reznicow and Jonathan Welch! Congratulations to the Middle School Chamber Orchestra for placing 1st overall at the Jefferson Orchestra Invitational. This is the 13th year in a row that the middle school Orchestras have placed 1st within their Division. Congratulations to Middle School Orchestra Directors Kristine Schamberger and Katie Vail! This is the 13th year that the Linn-Mar Orchestras have competed in this contest.



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**High Octane Fanatics Winner:** Congratulations to the High School for being selected to receive \$500 from Petroleum Marketers and Convenience Stores of Iowa (PMCI) for winning the High Octane Fanatics Photo Contest at the Girls' State Basketball Tournament this year!

**Excelsior Presentation to Dept of Education:** Congratulations to the following Excelsior Middle School staff members for being asked to present at the Dept of Education Learning Supports Conference in Des Moines on April 26th: John Christian (Principal), Mike Shipley (Student Assistance Specialist), and Lindsey Stamer (Guidance Counselor). The group presented on their Olweus program and the Positive Behavioral Intervention and Supports (PBIS) year two integration.

**Excelsior 6th Grade Band:** Congratulations to Band Director Steve King and the Excelsior Sixth Grade Band for being selected by the North East Iowa Bandmasters Association (NEIBA) as the 6th Grade Honor Band to perform at the 89th Annual Iowa Bandmasters Conference. They are the only 6th Grade Band selected from the state of Iowa to perform. The conference will be held May 11th-14th at the Downtown Marriott in Des Moines.



# Summer Schedule 2016...

<u>What</u>	<u>Where</u>	<u>When</u>
Hand In Hand Daycare	Bowman Woods	All Summer
	Echo Hill	All Summer
	Indian Creek	All Summer
	Wilkins	All Summer
Extended School Year	Novak	Jun 13 - Jul 15 M-TH, 8:00am - 11:30am
Summer Reading Programs	Bowman Woods	Jul 18 - Jul 22 & Aug 1 - Aug 5 M-F, 8:00am - 12:00pm
	Echo Hill	
	Indian Creek	Jun 21 - Jul 28 TU/TH, 7:30am - 9:30am
	Linn Grove	Jul 7 - Jul 26 TU/TH, 10:00am - 11:30am <i>**book fair on 7/12 &amp; 7/14</i>
	Novak	
	Westfield	
	Wilkins	Jun 7 - Jul 27 W, 9:00am - 11:00am
	Gym Floor Refinishing	LRC
Excelsior		Jun 28 - 30
Oak Ridge		Jun 28 - 30
HS		Jun 6 - 7
ISU Extension & Outreach Food Preservation Workshop	Oak Ridge	Jun 16 11:00am - 6:00pm
CR Municipal Band Concert	Bowman Woods <i>(parking lot)</i>	Jun 29 5:00pm - 8:30pm
Robotics Summer Camp <i>(tentative)</i>		Jul 11 - 15, Jul 18 - 22, Jul 25 - 29, Aug 1 - 5
	Excelsior	M-F, 8:00am - 4:00pm
	Linn Grove	Jul 11 - 15, Jul 18 - 22, Jul 25 - 29, Aug 1 - 5 M-F, 8:00am - 4:00pm
	Novak	Jul 18 - 22, Jul 25 - 29, Aug 1 - 5 M-F, 8:00am - 4:00pm
Boys Basketball Camp	Oak Ridge Gym(s)	Jun 6 - 9 & Jun 20 - 23 8:45am - 11:45am 12:30pm - 3:30pm
Girls Basketball Camp	Excelsior Gym(s)	Jun 6 - 9 1:30pm - 4:00pm
	Oak Ridge Gym(s)	Jun 13 - 16 8:30am - 11:00am 12:00pm - 2:30pm

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<u>What</u>	<u>Where</u>	<u>When</u>
Strength Training Camp	High School Weight Room	Jun 6 - Jul 29 M/W/F, 7:00am - 8:00am M/W/F, 10:00am - 11:00am
	High School Weight Room	Jun 7 - 23 TU/TH, 7:00am - 9:00am
	High School Weight Room	Jun 6 - 29 M/W/F, 8:00am - 11:00am TU/TH, 8:00am - 9:30am
Poms Clinic	Oak Ridge Gym(s)	Jun 17 - 18 9:00am - 12:00pm 4:00pm - 5:00pm (6/18 only)
Volleyball Camp	High School Gym	Aug 1 - 4 9:00am - 3:30pm
IT Computer Refresh	Bowman Woods	Jul 5 - 15 all-day