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Administration Report - August 15, 2016

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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

Smarter Balanced Assessments: Over the course of the last year the status of Smarter Balanced Assessments in the State of Iowa has been evolving. The State of Iowa is once again preparing to implement Smarter Balanced Assessments beginning in the 2017-18 school year. Additional information about this change is expected in the upcoming months from the Department of Education. Updates will be shared as more information is received.

Differentiated Accountability: The State of Iowa is changing the system used to hold schools accountable and ensure compliance. The State is no longer conducting the traditional five-year school site visits but, instead, will be using a new system entitled, Differentiated Accountability, to determine site visits. District performance is now measured by success on the new FAST assessment that is given to students in grades K-5. We have received our first set of scores from the State on the FAST assessment and, overall, we are pleased. As always, there is room for improvement; but in general the district's scores were very strong. Our designation in the first year of Differentiated Accountability is considered, "Targeted Support". This means that the district will be invited to participate in a series of professional development sessions this fall. A team will be created to participate in this level of support. Because of the strength of our scores we will not receive a site visit from the Department of Education.

District Profile for Individuals with Disabilities Education Act (IDEA) Part B: The State of Iowa produces an annual District Profile Report. This report allows representatives of a school district to display district-level data on many of the Special Education indicators that are required based on the State of Iowa's Performance Report that is required by the Federal Office of Special Education Program as directed by the Individuals with Disabilities Act (IDEA). The data in this report can be used to monitor progress over time on indicators and help drive the work of professionals in the area of Special Education programming. You may find the full profile report [here](#). Please note this data has been compiled during the 2014-15 school year. As noted on some of the charts, the data compiled in 2014-15 may reflect the 2013-14 information.

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Highlights of the Linn-Mar 2014-15 District Profile Report:

- The graduation rate is increasing and the dropout rate is decreasing for students with IEPs (Individual Education Plans). This area will continue as a focus area. This is the first year of data that reflects with hiring a Transition Director in Student Services. The High School will be initiating some new practices in Special Education next year that will allow for an increase in partial credit options as well as smaller group instruction opportunities in specific Special Education classes.
- The participation rate of students with IEPs continues to be a strength of the district. Performance of academic skills appears to be, at the district and state levels, on an overall decline. Closing the achievement gap and having more students proficient on assessments is always a goal of the district. The target goal for this indicator is based on the Elementary/Secondary Education Act (ESEA).
- The data indicates that the percentage of students with long-term suspensions and/or expulsions dropped to below the state average.
- The district continues to follow an inclusive philosophy by offering programming for students with IEPs in the least restrictive environment.
- Early childhood data is based on Early Childhood Outcomes (ECO); which is discussed and decided when a preschool student is determined eligible for Special Education. Families are able to give their valuable input at the initial ECO meeting. The team that does use the initial ECO is often times not the same team at the exit ECO. One area of focus is to ensure that both the initial and exit teams have a common understanding of the indicators that are used for analysis.

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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

Construction Updates

High School Renovation:

1. Exterior of building: (sheet metal, roofing, landscape and concrete) will be completed by 8/23.
2. Hallways: ceiling grid, lights, and flooring will be completed by 8/23.
3. Media Center: flooring, finishes, and furniture will be completed by 8/23.
4. South Entrance: flooring, railings, finishes, and furniture will be completed by 8/23. Work continues on ramps and punch lists.
5. North Addition: flooring (carpet and LVT), paint, ceiling grid, ceramic wall tile, and display case will be completed by 8/23.
6. Auditorium Restrooms: architectural finishes and painting will be completed by 8/23.
7. Special Needs Classroom: ceiling finishes, lights, flooring, and painting will be completed by 8/23.
8. Main Telecom: all work is complete.
9. Classrooms E158–E162: ceiling completed, lights installed, flooring complete; final punch list will be completed by 8/23.
10. Weight Room and Fitness Center: flooring, ceilings, lights, and finishes are complete. Punch list work and installation of return air ducts need to be completed.
11. Work on old weight room, south classrooms, restrooms, and lecture hall will begin the week of August 15th.

Kitchen: Work completed includes: flooring (kitchen and café), ceiling, dish machine, production equipment, lights, and finish work. Work to complete includes final punch list, cleaning, and start-up of all equipment. This project will be completed by August 19th.

Oak Ridge Café Expansion: Exterior work nears completion. Window frames and glass are installed. Interior work to be completed includes ceiling grid and tiles, floor tile, paint finishes, and punch list. This project will be completed by August 26th.

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Westfield Addition:

1. Utility rough-in work: (plumbing and electrical) is completed.
2. Masons are completing work on interior and exterior walls with completion targeted for September 2nd.
3. Boilers are installed and start-up work has begun.
4. Roof drain connections to the stormwater detention basin is complete.

Beginning of the Year Transportation Update

1. Finishing touches on bus routes with postcards going to parents over the next few days.
2. Reminders to secretaries on protocol for ensuring students get on the correct buses.
3. Four new propane buses have arrived and are ready for service.
4. State inspection on August 12th. The Transportation Department is preparing for the visit.
5. Driver in-service is scheduled for August 16th to review rules and regulations.

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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

New Teacher Orientation: Scheduled for August 15-16. During these two days we on-boarded 20 new staff members. Here are some of the items covered: district overview, Board policies/procedures, licensure, safety, the Volunteer Program, information on submitting stories to the Communications/Media Department, the Teacher Leader Program, Teaching & Learning, and the Olweus Program.

Staff Kick-Off: Scheduled for August 18th. Words will be shared by Teacher Leadership Program Coordinator Debra Barry and Board President Tim Isenberg. Dr. Shepherd will also speak and will introduce the social media theme for the 2016-17 school year.

Teacher Professional Development Days: August 18th is set for professional development/learning for teachers. Due to scheduling issues, the middle schools will hold their professional development/learning day on August 19. The following is a brief overview of events occurring on these two days:

- Elementary staff will work on prioritizing standards for their grade-level curriculum. This is a continuation of the work they began in June.
- Middle school staff will continue their work with the Marzano Research Organization which will focus on *Ensuring High-Quality Assessments & Instruction* with Dr. Tammy Heflebower as the facilitator.
- High School staff will participate in a presentation from Pete Hall, Author and Faculty Member with the Association for Supervision and Curriculum Development (ASCD), on the value of teacher reflection. Other sessions will include ALICE Trainings, technology trainings, PLC group work, and curriculum mapping.

ALICE Training: ALICE stands for Alert, Lockdown, Inform, Counter, and Evacuate. The district Crisis Committee is increasing the number of ALICE trainings this year. Each building will have one active training and one non-active training. Four members of the Crisis Committee are now ALICE trainers and they will be facilitating the non-active trainings while the Marion Police Department will facilitate the active trainings. The district will also be moving forward with student education and training on ALICE. Classroom lessons to educate students on ALICE will begin in January of 2017. Student drills will not take place until the spring or fall of 2017. Student drills are very different than staff drills as they are not active, but are discussions based on various scenarios and evacuation drills for each scenario. The drills are differentiated by age level to ensure a continued feeling of school safety. The district, along with the Marion Police Department, will also be providing informational sessions to parents this fall. A rollout plan for the ALICE trainings can be found [here](#).

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Strategic Goal #4: Community Engagement – Performance Measures

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

- Much work has been done at our board work sessions during the past several meetings and a lot still remains in front of the Board. At the August 15th work session we covered the following:
 - “Blended Learning”, what it is and what it isn’t.
 - “Five years from now, what will the district’s key constituents consider the most important legacy of the current Board?”
- At the August 29th work session, the Board will revisit the ongoing conversation about the potential restructuring of the district from how it is currently organized into the following organization:
 - Elementary: PreK-4th grades
 - Middle School: 5th-7th grades
 - Build an 8th-9th grades center
 - High School: 10th-12th grades

Board conversation to this point has been extremely good. Once the Board has a stronger feeling about the future direction regarding restructuring, additional meetings will be scheduled, such as community feedback forums and PTO meetings, to engage the community in further dialogue. Regardless of the outcome of the restructuring decision, we know there is a need for new facilities, so the community forums are an important next step.

- At the work session on September 12th, the Board will revisit the Blended Learning discussion and begin discussing one-to-one (1:1) technology initiatives.
- While all of this great work will happen at the Board level, the administration is working diligently on the technical aspects of the implementation plan for the Strategic Plan. The goal is to have the Strategic Plan completed this fall and the Board and administration look forward to sharing the final document with the community!

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Applied STEM Center: During the May 16th work session information was presented on the Iowa BIG, APEX, and CAPS programs. The directive from the Board at that time was to begin building a district program that advances the best qualities of these three programs and to convene an Advisory Board for the project. On July 26th several businesses convened to help advise administration as we build an execution plan for the Applied STEM Center; which is set to begin in the fall of 2017. [Click here](#) for a link to the agenda from the Advisory Board meeting:

Website Development:

- Although the deployment of the new website was delayed, due to an unforeseen turnover with the developer, progress continues. It is anticipated the website will be ready near the end of the calendar year.
- Progress is also being made on the new online board policy library. It is anticipated the site will be ready to go live this fall and will offer improvements on ease of use, navigation, and a search function.

Linn-Mar School Foundation: The Foundation will be hosting “Drive 4 UR School” in the High School south parking lot on Saturday, August 27th from 9:00 AM to 3:00 PM. Local community partner, Mark Zimmerman Ford, is sponsoring this national event for the Ford Motor Company. Zimmerman Ford will provide 12 new vehicles for test drives at the event. Each one-mile test drive (counted for each unique physical address) will result in a donation to the Linn-Mar School Foundation from Ford Motor Company. There is no cost to participate. Eligible drivers must be 18 years of age. The Foundation has a goal to attract 300 drivers to reach the maximum benchmark of \$6,000 that the Ford Motor Company will donate.

Linn-Mar Booster Club: The Booster Club will be hosting a back-to-school apparel sale in the ROAR Store located just inside the High School south entrance (#13) on Saturday, August 27th from 9:00-Noon during the LM Foundation’s “Drive 4 UR School” event. Stop by to support the Booster Club and the ROAR Store!

Buddy Bench Donation: Indian Creek and Westfield have new Buddy Benches! The benches were a gift through the Linn-Mar Foundation from funds donated by families in memory of Joel Crawford, son of former Board Member Bob Crawford and his wife, Ruth. Bob and Ruth were so touched by the gift that they have generously donated additional funds to the Foundation so Buddy Benches can be installed at the remaining elementary buildings in Joel’s name as well. A special thank you goes out to the Crawford family!



Communication Notifications: Txtwire Services will now be used for school communications sent via text. The Technology Department has updated the district website to include a direct link, found at the bottom of the home page, for people to access the system and sign up for district or building-specific notifications. Emergency notifications will also continue to be accessed via Facebook, Twitter, TV/radio stations, and the scrolling banner located at the top of the district’s main page: www.linnmar.k12.ia.us.

Review of Board Policies 603.3-R1 & 603.3-R2: The Policy Committee reviewed these policies upon receipt of requests to change the deadline for submitting overnight fieldtrip requests from three weeks in advance to four weeks in advance. This change would allow for better timing for presentation to the Board meeting for the required approvals. First reading by the Board will be on August 15th followed by a second reading on August 29th for final approval.

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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

GovDeals/Asset Disposals: As mentioned in the June 20th Administration Report, the district has contracted with GovDeals to assist in selling assets that are no longer being used within the district. GovDeals is similar to other online auction venues, but specializes in government entities and products. Per Iowa Code and Board Policy 902.6, the district is required to publish any assets that are up for sale. Therefore, starting on August 15th, the Board Consent Agenda will include a new section that lists the assets being posted for sale on the GovDeals site. The site will then “go live” after the August 15th Board meeting. The district’s Communications/Media Department is assisting in the launch of this new process.

FY2016 Certified Annual Report (CAR): Iowa Code requires the district financial records to stay “open” 60 days past the fiscal year-end. The district’s FY16 Certified Annual Report, Special Education Supplement, and Annual Transportation Report are due to the Department of Education by September 15th. At that time, the district will be able to release final, unaudited financial information for FY2016.

Student Activities Fund Guidance: In the spring the Iowa Department of Education released clarifying guidance relating to the Student Activity Fund. Central office administrators have been meeting with building level administration to help better understand this guidance and the impact on the district. During 2016-17, administration will evaluate internal practices to identify any non-compliance areas and communicate any necessary changes to appropriate internal and external stakeholders. Anticipated areas impacted include fundraising, camps/clinics, charges to students, Booster Club, and the overall uses of Activity Fund dollars. The district’s goal is to be fully compliant by the beginning of the 2017-18 school year.

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Achievements and Honors:

Mr. Soccer 2016: Congratulations to Jack Ramsey, recent Linn-Mar graduate, for being named "Mr. Soccer 2016" by the Iowa High School Soccer Coaches Association.

For the full press release visit: www.iahssca.org.



Top Leadership Blog: Congratulations to Debra Barry, Teacher Leadership Program Coordinator, Author, and Blogger, for being selected as one of the top 300 leadership blogs on the web by Feedspot - <http://blog.feedspot.com/2016/03/31/leadership-blogs/>. Visit the following link to check out the LM Teacher Leadership blog: <http://lmlionleaders.blogspot.com/>.

Baseball/Softball: Congratulations to the Boys' Baseball Team for finishing the regular season with a record of 18-20. Individual highlights: Manny Jeffery was selected for the Mississippi Valley Conference-Valley Division Baseball First Team and, along with Alex Rakers, received All Academic. Josh Gassman was nominated to the Valley Division Second Team and Ben Diestler and Kirby Kerr received honorable mentions. Congratulations also goes out to the Girls' Softball Team for ending their season with a record of 26-15. Individual highlights: Ariana Rolle was selected for the Valley Division First Team and Elison Olinger earned a Second Team honor. Christina Lincoln and Ally Johnson earned honorable mentions, while Megan Willey and Michaela Kennedy received All Academic. Congratulations to all!



Green Thumb: Congratulations to the Compass Alternative High School students for their excellence in gardening. Their green thumbs paid off with a wonderful summer garden full of tomatoes, carrots, snap peas, beets, and watermelon. The produce is shared with Compass students, families, and local food banks.

Drum Roll Please: A special thanks to the Linn-Mar Marching Lions Drumline for sharing their talents and time with the student readers that participated in the Linn Grove Elementary Readers on a Roll (ROAR) program. The students had fun trying out the drums! The Marching Lions (242 members) will perform at the September 2nd home football game against Xavier!



ESY Program Success: The Extended School Year Program (ESYP) is offered to students who have special needs pertaining to their education. The five-week summer event was hosted at Novak Elementary four days a week and was a great success! Several middle school and high school students served as classroom aides. A special thank you goes out to all the volunteers who gave up some of their summer vacation to help make the program a success!