

<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 as of March 7, 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

**Junior Achievement:** The Board agenda includes the renewal contract with Junior Achievement for the 2016-17 school year. We are excited to partner with Junior Achievement again for the 2016-17 school year. Junior Achievement has become a Linn-Mar tradition and is a wonderful program that incorporates a strong community component. As we continue progressing through the budget process beyond this school year, we will be taking a closer look at all of our programs and services for the 2017-18 school year. We hope to continue offering Junior Achievement in the future, but our funding concerns will cause us to review this decision every year moving forward until such time as Education funding is more stabilized at the State level.

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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

### **Short-Term:**

**Open Enrollment Update:** March 1st was the deadline for families to apply for OEs for the 2016-17 school year for all grades except Kindergarten. We received 66 new OE requests for students in grades 1-12 for the 2016-17 school year. This compares to 61 requests received for the 2015-16 school year. Open Enrollment requests will be brought as an action item to the Board in April.

**Attendance Exception Request Update:** March 1st is also the date for AERs for the 2016-17 school year. Families have to apply for AERs on a yearly basis. We received 147 requests for the 2016-17 school year. Of the 147 requests, only 8 are new requests; the rest are continuations from the current school year. Decisions on AERs will be made closer to April 1st.

**Four Oaks/ATLAS Update:** ATLAS (Achieving Transition through Learning, Advancement, and Success) is a new program for the Linn-Mar School District and is housed at Four Oaks. ATLAS serves an all-male student population ages 12-17. ATLAS is currently staffed with two full-time teachers and three associates. The Four Oaks unit is made up of two wings, one of which is open and houses 15 young men. A future second wing will open toward the end of March. The second wing will have the capacity to hold an additional 12 residents, bringing the total capacity to 27 males.

Since November 17<sup>th</sup>, ATLAS has served 23 students. Eight of these students have already discharged or moved to another setting. Of the 15 gentlemen still there, 4 have transitioned successfully to Linn-Mar High School and another has transitioned successfully to Excelsior Middle School.

**Excelsior Updates:** Bid opening was on Thursday, March 3rd. Three contractors submitted bids: Garling Construction \$769,000, Kleiman Construction \$731,312, and Tri-Con Construction \$824,500. Architect's estimated construction cost was approximately \$425,000, so the bids were approximately 70% greater than expected. Mechanical, demolition, and site work costs were more than expected resulting in the large discrepancy.

At this time, the administration will not be bringing a motion to the Board to approve this construction or project. This project will remain on our short-term capital projects plan.

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**Westfield Updates:** Following is a brief timeline that led up to the bid opening held on March 3rd:

- January 25th we received 95% complete plans to review.
  - These plans were reviewed by District personnel and by Westfield staff.
- February 1st comments regarding 95% plans were given to the architect.
- February 8th Board approved the design/plans.
- February 18th pre-bid meeting was held at Westfield Elementary. The pre-bid meeting was attended by a handful of general contractors and a few subcontractors.
- Bid opening was on Thursday, March 3rd. Seven contractors submitted bids, which included a base bid and four alternates. Administration is recommending approval of the base bid plus alternate number two, which is replacing the building boiler system and updating mechanical controls. Bid results were as follows: Conlon Construction \$2,199,000, Garling Construction \$2,346,000, Kleiman Construction \$2,183,099, Larson Construction \$2,176,000, Portzen Construction \$2,336,000, Tri-Con Construction \$2,294,000, and Woodruff Construction \$2,310,000. Architect's estimate of construction costs was approximately \$2.4 million. Board will receive a bid tab and letter recommending Larson Construction as low bidder at 3/7/16 Board meeting.

**Oak Ridge/HS Kitchen Updates:** Bid opening was on Thursday, March 3rd. Bidders had the opportunity to bid these projects individually or to bid these two projects as a bundle. Three contractors submitted bids for the bundled projects and one contractor submitted bids for the individual projects. Bundled bid results were as follows: Garling Construction \$1,965,000, Larson Construction \$2,265,000, and Tri-Con Construction \$2,146,000. Tri-Con bid the Oak Ridge Cafeteria individually at \$816,000 and the High School kitchen individually at \$1,340,000. Architect's estimate of construction costs for the Oak Ridge Cafeteria was \$500,000 and \$900,000 for the High School kitchen (total bundle = \$1,400,000), resulting in bids that were approximately 40% greater than expected. Mechanical costs, site costs, and a very tight construction schedule for the kitchen contributed to the variance. Board will receive a bid tab and letter recommending Garling Construction as low bidder for the 3/7/16 Board meeting.

**HS Updates:** As of 3/1/16 - Current Work:

- South Addition - Completion scheduled for 7/31/16
  - Ceramic tile continues on vertical surfaces and stairs; painting has begun, 11-12 Offices to be finished in the next few weeks; ceiling grid this week.
- North Addition - Completion scheduled for 7/31/16
  - Roofing to be completed this week; exterior window walls to be completed by spring break; interior steel stud framed walls completed; drywall started to be hung; ceramic tile on vertical walls starts 3/7/16.
- New Wrestling and Weight Room - Completion scheduled for 4/30/16
  - Steel stud framing and sheetrock to be finished next week; painting has begun; Wrestling subfloor to be installed starting 3/21/16.
- New Fitness Room - Completion date scheduled for 8/22/16
  - Architectural demo continues; new concrete ramps and steps installed starting 3/28/16; new masonry walls to start 3/28/16.

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- Business Classrooms - Completion scheduled for 3/21/16
  - Ceiling grid and lights completed; ceiling tile to be dropped 3/9 - 3/11; flooring scheduled for spring break; casework also scheduled for spring break.
- Agri-Science Classrooms - Completion scheduled for 4/30/16
  - Architectural demolition and setting I-beam completed; painting to completed this week; ceiling grid this week; casework to start spring break; flooring to begin 4/4/16.
- Social Studies Bathrooms - Completion scheduled for 3/18/16
  - Tile and grout finished; paint beginning this week; toilets and sinks installed over spring break; partitions installed over spring break.
- Corridors/Miscellaneous
  - VCT (Vinyl Composition Tile) will be installed in east end of building over spring break; VCT removed in Lower Commons and ground level hallways over spring break; asbestos abatement at Door 9 during spring break; east end of the building's corridor walls will be painted after spring break.

### Next Steps/Strategy – Technology/Evaluation Planning

**Technology Advisory Council (TAC):** The Technology Advisory Council met on February 23rd. The discussion focused on the website revision, current Technology projects, and the hardware replacement scheduled for summer 2016. We reviewed the BrightBytes survey results and reports; positive response to the amount of technology at the homes of both staff and students. Tim Isenberg, Board President, provided updated information regarding the Board/Administration Strategic Planning session held on February 15th. A member from the committee brought in his high school Fortran Programming textbook and authentic punch card (very fun). He shared how his High School programming experience set the stage for his career. There was concern expressed that in the 2015-2016 HS Program of Studies there is no computer programming classes. Group was informed about 2 new Project Lead the Way courses for next year. Jeri Ramos, Executive Director of Technology, provided articles for the group to review: From *EDTechReview*: “Dos and Don’ts for Creating a School Culture of EdTech,” and from *The Wall Street Journal*: “Look, Mom, I’m Writing a Term paper on My Smartphone”. The next meeting is scheduled for May 3rd @ 5:30 PM.

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

Workers Compensation claim history	Teacher Quality course offerings/participation
Teacher Leadership	Affirmative Action Plan
Current/future professional development	Technology Survey (BrightBytes)

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

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

**Teacher/Student Competencies:** Teacher/Student Competencies are being reviewed for annual update to the District Technology Plan. They will be completed by the May Board meeting for 2016-2017.

**2017-2018 PLC Plans:** It may seem a little early to start talking about 2017-2018, but we know that more planning now helps us to be better prepared for the future. Weeks ago, we started to lay some of the groundwork with Solution Tree (the professional development providers for Professional Learning Communities (PLC) trainings) to ascertain the feasibility of bringing PLC training to Linn-Mar for the 2017-2018 school year. This is a slight change of practice from previous years, as we have always sent large groups away for training (our cost last year was approximately \$78,000).

Bringing PLC training to Linn-Mar is a very exciting initiative for our schools. By making this change, it will be easier for some of our staff to attend the trainings who have historically been unable to travel for training during the summer. This will require an adjustment to our traditional school calendar, because we will need to have two professional development days on consecutive days. We have started looking at various options for the school calendar. This change will also realize a savings for the District, as our total costs will be reduced to \$70,000. In addition, we will be able to provide the PLC training to all of our staff, instead of just a small percentage of staff that we have been sending to PLC trainings each year. All of the funds are paid for out of categorical funding sources that can only be used to support staff development.

Finally, we see this as an investment for our future. As we begin to think forward into the 2018-2019 school year, we are already discussing the possibility of selling open seats to other districts in the area, as Solution Tree PLC training is highly sought after, and we recognize that other districts will be excited to have the opportunity for training in this area. We are excited to potentially be a regional Solution Tree/PLC destination.

**Crisis Planning Committee:** The Crisis Committee met for the second time on February 26th. The discussion revolved around professional development for the 16-17 and 17-18 school years. The committee is recommending that each building conduct a total of four ALICE sessions, two each year, as part of the District Crisis Plan. Also, as part of the District Crisis Plan, we are going to send three of our At-Risk counselors to ALICE training in May to become ALICE certified. This will allow us to have our own staff that will be able to facilitate ALICE professional development in the District and we would also continue partnering with the Marion Police Department on active ALICE training. In addition to discussing staff development, the committee also discussed how and when it would be appropriate to start to include ALICE training with our students. The committee is recommending curriculum be developed for grades 6-12 to start the discussion about ALICE in our buildings. This would be a very specific curriculum for each grade level developed by the

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committee and others that would join this committee. Again, having the District-trained individuals will greatly assist in development of the curriculum and implementation of instruction. Committee members are: Stacia Walker, Dan Ludwig, Mike Shipley, John Christian, Kevin McCauley, Julie Martin, and Chad Schumacher.

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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:** The first digital community engagement phase, the “Share Step”, is happening right now and will last through March 13th. This is the step when everybody (students, parents, teachers, community members, etc.) has the opportunity to provide feedback on what matters to them. We have sent numerous notifications through all of our communications outlets in an effort to get broad, community input through this process. After the close of this window on the 13th, the next step will be for the core team to begin creating/recognizing big themes from the input provided. Once the themes have been recognized, the next phase, the “Star Step”, will be when the community will begin voting on the ideas/themes that make the most sense. This window will be open from March 29th through April 10th. During the Star Step, participants will once again be invited by email to prioritize the thoughts by assigning stars.

The Board of Education will engage in a conversation as a follow-up to our February 15th Strategic Planning session during a work session in April to discuss common themes. The Table Leaders from the February 15th session are currently working on organizing the notes and comments and are excited to present these themes in April.

**Coffee Conversation:** Board Members Todd Hutcheson and Clark Weaver hosted a Coffee Conversation at the Aquatic Center on February 20th. The conversation was well-attended. The discussion included State testing, data dashboards, strategic planning, and the importance of reaching out to Legislators.

**Board Visits:** The Board of Education visited Wilkins Elementary on March 4th and will visit Oak Ridge on March 9th.

**Board Policy Committee:** The Board Policy Committee met on March 4th and will have several policies to bring forward for first reading by the Board on April 4th. Forthcoming recommendations will include:

- Eight policy amendments suggested by the Iowa Association of School Boards (IASB).
- A recommendation to reinstate the PE Waiver policy.
- Nutrition Services: A new meal charges policy and slight modifications to a few current policies.
- Aquatic Center: A new policy, fee schedule, and application use form.



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**Website Development:** The discovery portion of the website development process has been completed and we are in the synchronization phase. Extensive mapping of the current District website was completed by Jeri Ramos, Executive Director of Technology, and Sandie Rohrer, Communications/Media Coordinator, and sent to Juicebox Interactive for use in crafting strategy and core design concepts for wireframe prototypes. Initial concepts were presented and Juicebox Interactive is preparing a project wireframe based on District needs discussed. Juicebox is also preparing a more comprehensive project schedule and content flow plan for the construction phase of the website project.



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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

**Natural Gas Contract:** As shared verbally during the Board meeting on February 22nd, since the 2013-14 school year the District has contracted natural gas services directly from MidAmerican Gas. The first year under contract with MidAmerican the District paid \$5.11 per MMBtu for natural gas from October 2013 to April 2014. Currently, the Linn-Mar natural gas contract (from October 2015 to 2017) is 100% fixed for \$5.16 per MMBtu. The District's contract from October 2017 to September 2018 is 100% fixed for \$4.64 per MMBtu. The current natural gas price has dropped significantly and, as of February 16<sup>th</sup>, the contract price is \$3.99 per MMBtu. The recommendation of the ERMA Committee is to lock in a 100% fixed contract for the period from October 2018 to September 2019, at the rate on the March refresh date.

**Westfield:** The 70 foot tower that was used for wireless Internet communications from the High School will be decommissioned by TriState Tower Company over spring break.

**High School Advertising Contract:** District and High School Administration are recommending the Board approve a contract with Varsity Group Marketing which would allow approved advertisers the opportunity to purchase advertising space on Linn-Mar scoreboards at the football Stadium, High School main gym, and the Aquatics Center. Currently, Varsity Group Marketing works with over 150 school districts statewide, including the majority of schools in The Corridor. Once fully implemented, it is expected that the District will receive net advertising revenue of \$20K - \$40K annually.

**At-Risk/Drop-Out Prevention Application:** We are pleased to report that our application was approved by the Department of Education.

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**UEN Day at the Capitol:** On February 24th approximately 50 High School students from Ms. Axeen’s and Ms. Sheka’s Composition classes attended Urban Education Network (UEN) Lobby Day at the Des Moines State Capitol Complex. The UEN program was led by Margaret Buckton, Partner at Iowa School Finance Information Services (ISFIS), who gave an update on legislative issues such as supplemental state aid, education funding equity, and proposals regarding the penny sales tax for school infrastructure. Representatives from the Legislative Services Agency gave an overview of State revenues, budgeting practices, and the 99% expenditure limitation. Students also heard Iowa Department of Education Deputy Director David Tilly discuss the status of a statewide assessment system and the impact new Federal requirements may have on it. The program portion concluded with lobbyist panel representatives from the Iowa Association of School Boards, School Administrators of Iowa, Area Education Agencies, and the Iowa State Education Association who discussed the status of education funding and specific strategies to use when communicating with legislators.



Following the UEN program, students went to the Capitol where they had the opportunity to meet with House Representative Ken Rizer and Senator Liz Mathis. Students were able to hear more about the legislative process and ask the legislators questions related to Iowa public schools. At the conclusion of the day, students had time for a self-guided tour of the Capitol building. A big thank you to UEN Director Lew Finch for helping to organize this event!



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**Certified Budget Update (Tax Levy):** Supplemental State Aid (SSA) is still undecided. The SSA conversation has taken a backseat to the Federal Tax Coupling issue. In prior years, with very little discussion, the Iowa Legislature has passed tax legislation that mirrors Federal tax legislation as it pertains to certain allowable tax deductions. However, due to pressure on the State budget for next fiscal year, some legislators are hesitant to pass the Federal Coupling Bill because it would reduce State revenues by \$96 million. This tax coupling decision will have a direct impact on the amount of funding available for education.

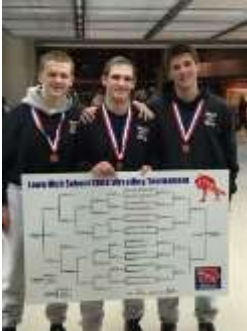
Since we do not know SSA (and likely will not know until after budget certification), our proposed certified budget must be based on the SSA% that results in the highest tax levy. The reason for this is because the law allows us to lower our tax levy after certification, but we do not have the ability to raise it. In our case, no matter the SSA%, the overall tax levy for FY2017 will be comparable to the current levy of \$17.38 per \$1,000 of valuation. A brief presentation will be provided by JT Anderson, Chief Financial Officer, during the March 7th Board meeting to show different scenarios.

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### Achievements and Honors:



**State Wrestling:** Shea Hartzler took the top spot in the 3A Class during the State Wrestling Tournament. Alex Streicher came in 4th, and Johnny Clymer finished 7th.



**9th Grade Girls' Basketball Team:** The Team finished the season with an overall record of 17-2 and a conference record of 12-1. They are the Conference Champions for the second year in a row. Congratulations to Coach Kris Becker and the team on a terrific season!

**All-Metro Bowling:** Congratulations to Mekena and Alex Dierks for making First Team for All-Metro Bowling and to Alexis Tschantz, Nathan Williams, and Ryan Wyant for making Second Team. Abbie Smith, Brittini Krause, Jacob Wheaton, and Alex Barnett received Honorable Mention.



**Girls' Varsity Basketball:** Congratulations to the Girls' Varsity Basketball Team for winning the Class 5A Regional-Finals to earn a spot in the State Tournament. Linn-Mar (19-4) went up against Indianola (22-1) on Wednesday, March 2nd in Des Moines and won 60 to 38. The Team competes in the next round on Friday, March 4th at 1:30 PM and, if they win, will compete in the Championship on Saturday, March 5th at 8:00 PM.



**Boys' Varsity Basketball:** Congratulations to the Boys' Varsity Basketball Team for competing in Sub-State on February 26th against Waterloo East and advancing to the Sub-State Finals at the US Cellular Center on March 1st. Unfortunately, the boys suffered a heartbreaking defeat in the final seconds of overtime; losing to Cedar Falls 76 to 74.



**Girls' Track:** Payton Wensel won the 400-meter dash and broke the meet record with a time of 56.82 seconds at the Big River meet in Columbia, Missouri on February 20th.



Strategic Goal 1	Strategic Goal 2	Strategic Goal 3	Strategic Goal 4	Strategic Goal 5
<p><b>Student Achievement:</b> All action on teaching and learning will focus on empowering achievement at the highest level for each student.</p>	<p><b>Learning Environments:</b> All buildings and facilities will support the learning and teaching needed to unlock the potential in each student.</p>	<p><b>Staff Development:</b> All staff will learn, perform and lead in such a manner as to inspire learning for students.</p>	<p><b>Community Engagement:</b> The entire school community will engage the families, residents and stakeholders for the purpose of increasing opportunities for students.</p>	<p><b>Resources:</b> All resources, real and potential, will be planned, and allocated in the spirit of providing an exciting and secure future for the students and District.</p>

## Administration Report as of March 7, 2016

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**High School Show Choir:** Congratulations to the Show Choir performers and Directors Bob Anderson, Trent Buglewicz, and June Schmidt for having a great year. Below are some of their achievements:

- **10th Street Edition:**
  - Third Runner Up - Ankeny Centennial Mid-Iowa Show Choir Championship
  - First Runner Up, Best Vocals, Best Choreography - Davenport North The Big Dance
  - Grand Champion, Best Vocals, Best Costumes - Cedar Rapids Washington Mo Show
  - First Runner Up - Davenport Great River Show Choir Invitational
- **In Step:**
  - Grand Champion Prep Division - Ankeny Centennial Mid-Iowa Show Choir Championship
  - Grand Champion Prep Division - Davenport North The Big Dance
  - First Runner Up Prep Division Best Costumes - Cedar Rapids Washington Mo Show
  - Second Runner Up Prep Division - Davenport Great River Show Choir Invitational
- **Hi-Style:**
  - Grand Champion Women's Division - Ankeny Centennial Mid-Iowa Show Choir Championship
  - Grand Champion Women's Division - Davenport North The Big Dance
  - Fifth Runner Up Prep Division Best Opener - Cedar Rapids Washington Mo Show



**Excelsior Show Choir:** Congratulations to Excelsior Show Choir Director Kelsey Brown and the Double Time Show Choir for achieving Division II in their first competition on February 12th in Urbandale. A special shout out to Olivia Holm for achieving Best Soloist! Double Time also achieved Third Runner Up at the Marion Masquerade Invitational on February 26th. Their next competition will be on Saturday, March 5th at the Xavier Xtravaganza.

Check them out: <https://www.youtube.com/watch?v=vgoyA5YRUI4>

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**District Individual Speech Contest:** Linn-Mar had 22 entries in the District Individual Speech Contest in Tipton on February 27th. Eight Varsity and three Freshman team members achieved Division I and will be advancing to the State Contest on March 12th at North Scott High School. Ten students achieved Division II. Congratulations to Coaches Ann & Kevin Fry, Darlene Johnson, and Mandy Barker and the following students on their achievements:



- Shruthi Boggarapu (Varsity-Radio Broadcasting-Division II)
- Olivia Dickson (Varsity-Acting-Division I)
- Julie DiGiacomo (Varsity-Poetry & Solo Musical Theatre-Division II)
- Riley Felton (Varsity-Poetry-Division I)
- Emily Gamble (Varsity-Solo Musical Theatre-Division I)
- Emily Gamble (Varsity-Literary Program-Division II)
- Jackson Kane (Varsity-Solo Musical Theatre-Division II)
- Kinnari Karia (Varsity-Expository Address-Division I)
- Neysa Klauer (Varsity-Radio Broadcasting-Division I)
- John Melvin (Varsity-Improvisation-Division I)
- John Melvin (Varsity-Acting-Division II)
- Sruthi Palaniappan (Varsity-Radio Broadcasting-Division I)
- Skyler Schrum (Varsity-Spontaneous Speaking-Division II)
- Grace Wenisch (Varsity-Prose-Division I)
- Shannon Beckman (Freshman-Storytelling-Division I)
- Shannon Beckman (Freshman-Solo Musical Theatre-Division II)
- Emma Geneser (Freshman-Solo Musical Theatre-Division II)
- Cheyenne Mann (Freshman-Poetry-Division I)
- Liberty Moore (Freshman-Radio Broadcasting-Division II)
- Henry Morray (Freshman-Radio Broadcasting-Division I)
- Moriah Tedrow (Freshman-Acting-Division II)

**New York Playwright Congratulates Contest Speech Students:** Ariadne Blayde, author of *The Other Room*, congratulates our Contest Speech students on the awards they received for their production of her play. Blayde said, “It



can be a tough play to perform and I'm sure your young actors must have been top caliber to receive this honor. Thanks for choosing to produce the play and raise awareness about autism through the arts!” The student production received All-State Honors from the Iowa High School Speech Association. *The Other Room* will be presented as part of the *Night of One Act Plays* on March 4th and 5th at 7 PM in the High School Little Theatre. Both evenings will also feature *Take Five* by Westley M. Pedersen and *Bad Auditions by Bad Actors* by Ian McWelthy.

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## Administration Report as of March 7, 2016

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**Oak Ridge MATHCOUNTS:** Congratulations to Sudeep Gadde, Adithya Mukundan, Ashwin Nathan, and Nicholas Weaver for finishing first out of eight teams at the MATHCOUNTS Chapter Competition on February 27th. The Team now moves onto the State Competition at Drake University on April 1st. Also advancing to State as individual competitors are David Ammons, Rohan Mudugere, Lucas Sennett, Noah Sennett, and Savannah Zhou.



**Excelsior Students Recognized for Volunteer Work:** Eleven 7th graders at Excelsior Middle School were recognized for their volunteer work helping other students during IExcel classes.





Inspire Learning. **Unlock Potential. Empower Achievement.**

Date: March 4, 2016  
To: Linn-Mar Staff  
From: Superintendent Quintin Shepherd

RE: Reductions for 2016-2017 School Year

Linn-Mar Staff,

Several weeks ago I asked for your help in identifying recurring costs which we could potentially eliminate in the 2016-2017 school year in the amount of \$500,000. I am grateful to everyone who became an active participant in this conversation. Several recommendations came through the Principals and through the Unions. Others shared recommendations either directly with me or with the staff at the LRC. In short, we received over 200 different suggestions. Many of these are actionable and some are not, due to employment law or are simply beyond our capacity to enact at this time.

From the full list we worked to estimate potential savings for many of the recommendations. We sought input from multiple sources in order to identify items that have the least direct impact on students and classroom instruction.

We recognize school funding in Iowa will be a multi-year conversation and, by taking this approach, we have a long list of items we hope to never re-visit but which will be archived for future years should further reductions become necessary. To this end, I strongly urge you to continue advocating for full and sustainable educational funding from our legislators.

We have divided the reductions into two broad categories:

1. Recurring personnel expenses: There are several motions in the upcoming Board agenda which specifically list positions and personnel reductions. All individuals have been directly notified. Out of sensitivity to those individuals, I will not list them here. I will share the overall savings, however, as this is something I committed to share with you.

<b><u>RECURRING PERSONNEL EXPENSE REDUCTIONS</u></b>	
<b><u>ITEM</u></b>	<b><u>SAVINGS</u></b>
Certified Extended Contract(s)	\$55,000
Classified Personnel Reductions	\$187,000
Administrative Personnel Reductions	\$125,000
<b>TOTAL</b>	<b>\$367,000</b>



2. Recurring operational expenses: For the recurring expense items that can be implemented immediately, I have asked your building leadership to work with the staff directly to enact a plan for these reductions. As an example, during our meetings it has been suggested principals and staff can help explain to students why it is important to turn off the lights when we leave a room; signs, reminders, etc., will all be helpful to this end. Obviously, the age of our students factors into whatever plan we create, which is why a decentralized and building-specific plan is prone to be more effective. I am asking you all to engage in coming up with a collective plan which can be managed effectively.

For recurring expenses, I implore all of you to remain vigilant to help keep our costs down because every dollar saved now is a dollar we can keep invested in our kids and in our collective mission to *Inspire Learning. Unlock Potential. Empower Achievement.*

<b>RECURRING OPERATING EXPENSE REDUCTIONS</b>		
<u>ITEM</u>	<u>SAVINGS</u>	<u>IMPLEMENTATION TIMELINE</u>
Across the Board Building Operational Reductions (Field Trips, Color Paper, Color Copies, Copy Center usage, Supplies, etc.).	10% \$60,000	2016-2017
SAM PD & Continuing Contract	\$30,000	2016-2017
Activity/Athletic Transportation Transferred to Student Activity Fund	\$25,000	2016-2017
Energy Efficiencies	\$25,000 target	Immediate
ERMA Contract	\$12,000	2016-2017
<b>TOTAL</b>	<b>\$152,000</b>	

**TOTAL ESTIMATED REDUCTION AMOUNT= \$519,000**

Yours in Education,

Quintin Shepherd, Ph.D.