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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

Applied STEM Center: There have been numerous conversations since the Board of Education gave the administrative team the directive to move forward with our Linn-Mar version of a project-based learning center (BIG, APEX, CAPS,...). We have tried various names and acronyms and, finally, something has “stuck”. We are calling the program the “Applied STEM Center”. We will continue with this name unless something else comes along to replace it! Here is an overview of some of the work happening:

- 2016-2017: The enrollment has fluctuated a bit; there are 14 students currently enrolled for next year. These students will participate in the Iowa BIG program in Cedar Rapids.
- 2017-2018:
 - We are in the process of convening an Advisory Board to solicit feedback, insight and support of our Linn-Mar Applied STEM Center. We are hoping to convene in July. At the meeting we will share the value to future business partners, the importance of participation and the benefits to students and community. We will also solicit feedback on program strands, possible project initiatives, resource needs and process outcomes.
 - We are also diligently working on lagging and leading metrics so we can identify short and long-term targets and be transparent about our progress and action plan. All of this will be shared in future Administration Reports.
 - We are beginning the process of working between current course offerings at HS (and MS) and connecting those offerings with potential courses at Kirkwood to establish future college credit for participating in the Applied STEM Center programming.

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- Lastly, we are honing in on first-year project strands and currently focusing on:
 - Applied Aeronautics
 - Applied Technology
 - In future years we are considering:
 - 2018-2019
 - Applied Medicine
 - Applied Mathematics and/or Engineering
 - Applied Robotics
 - 2019-2020
 - Logistics
 - Big data and analytics
 - Computer Infosystems
 - Environmental Science
 - 2020 and Beyond
 - Future needs will revolve around project ideas for students

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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, 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 Projects:

- **Westfield:** The project has in-ground plumbing started, also flooring has started in areas that do not receive plumbing. Demo work on the boilers started by cutting an exterior door into the mechanical room to provide access to the mechanical room for the new boilers. Concrete block wall work will start during the week of June 20th and will take 3 weeks to complete.
- **Oak Ridge:** Concrete work (flooring and masonry block walls) has been installed. Window glazing and frames have been removed and structural steel installation above the window openings has been completed. Next step is for the steel roof truss will be installed along with roof decking.
- **High School Kitchen:** Demo work on the kitchen floor is complete. One half of the kitchen floor has been concreted with in-ground plumbing and electrical services (conduit) installed. Serving side of the kitchen is receiving new electrical and plumbing with concrete floor scheduled for installation the week of June 20th.
- **Tower Terrace:** The culvert work for the creek is complete. Grading of the road continues on the east side of the creek. The west side of the creek road surface has been graded and is reading for sub-base material.
- **Capital Improvements:** Many of the other capital projects are underway and will continue into the fall. To name a few projects started/finished to date:
 1. Indian Creek window replacement in cafe.
 2. Preschool playground at Novak Elementary.
 3. Little Theatre lighting project at High School.
 4. Ceiling replacement at Indian Creek Elementary.
 5. Playground equipment at Westfield moved due to construction.
 6. Abatement of asbestos tile at the LRC and Indian Creek Elementary.

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Next Steps/Strategy – Technology/Evaluation Planning

TEXTWIRE: The District has re-subscribed to the TxtWire Service so that we will have an opt-in texting option. We are working on the integration now. It will be ready by beginning of the year registration time. At that time, parents/guardians will be encouraged to sign-up for text alerts for each building they select or for district-wide events only (i.e. snow days, early outs, etc). This is a cost efficient solution (~\$0.04/text recipient).

Phone System: The hardware has been received and will be installed during the first week of July.

Virtual Servers/Storage: The hardware will be installed during the week of July 11th.

PCs/Projectors: New computers and projectors are scheduled to be installed at Bowman Woods in mid-to-late July.

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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

No updates at this time.

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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: I have set aside approximately 12 hours of “work time” over the course of the next several weeks whereby we will convene several members of the administrative team to finalize many of the strategic initiatives for our final 2016-2017 Strategic Plan. There are still guiding questions to be answered by the Board of Education (specifically around technology and instruction), but we have enough direction about “pathways” to begin writing some specific strategic initiatives. I will update the Board verbally during the next few Board meetings as we make progress.

Board Policy Update (website): We are initiating a change in how our Board policies are posted online. By using the ISFIS hosting service (something we are already paying for, so no additional cost), we believe our policies will be easier to update, more easily searched and more “customer friendly” for policy users (administration, teachers, support staff, parents, students and community). When our current policy manual is uploaded to the ISFIS site, we will web link the new site and you should see a dramatic improvement. We will keep you posted on our progress.

Volunteer Information: Another successful year for our volunteer programs throughout the District. Below, you will find year-end information regarding total hours logged for each building and how our volunteers are spending their time in the buildings. (Refer to additional chart on page 9) We are happy to report the following information:

- 1,604 volunteers have taken action to be in the program (increase by about 75)
- 713 volunteers recorded time with us in 2015-2016 (increased by 20)
- 23,881 volunteer hours given to the district (increased by 617)
- Highest number of 100- hour volunteers in 2015-2016: 82!
- Number of 100-hour volunteers that did this for the first time in 2015-2016: 31!
- 754 volunteers have already taken action for 2016-2017 (increase of 100 so far)

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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

Disposition of Assets: Beginning in July the District will be using GovDeals to sell any assets (e.g. furniture, equipment, etc.) that are no longer being used within the District. This site is similar to other online auction venues, but specializes in government entities and products. Linn-Mar will have its own account and persons interested in bidding on items will be able to find a link on our website. Those items that the District plans to sell and post on the auction site will be listed on future Board agendas under consent items.

Business Office Highlights: Recap of highlights from the Business Office on page 8 of Administration Report.

Property, Auto, & Liability Coverage Renewal: The District received its 2016-17 premium renewal rates from EMC Insurance Company. The renewal indicated an overall 10.9% decrease in premiums. Total premium costs for 2016-17 are quoted at \$327,295; as compared to the previous year of \$367,479. Upon review of the policy, no major changes to coverage were made. *Note that funding for these premiums comes from the management fund.*

Workers' Compensation Renewal: The District received its 2016-17 workers' compensation renewal rates from United Heartland, which indicated a decrease of 11.4% from the previous year. The total workers' compensation renewal for 2016-17 is \$570,647 compared to \$644,113 from the prior year. Such decrease is the result of the District's experience modifier, which is a calculation of the District's combined claims history from a three-year rolling period, decreasing from 1.26 to 1.01. Over the past three years the District has reversed the high claim trend and it is expected that the future experience modifier will continue to decrease resulting in even lower premiums. *Funding for these premiums comes from the District's management fund.*

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Business Office Highlights 2015-16

Communication:

- Continued periodic meetings with secretaries
- Regular visits to buildings regarding budget and coding questions
 - Principals and secretaries
 - Training of new secretaries in Business procedures
- Meet periodically with the PTO Treasurers – facilitating internal audits

Accounts Payable:

- Streamlined invoice processing using imports
- Researched shredding services and implemented new company in all buildings to ensure privacy compliance
- Implemented Positive Pay with bank accounts to protect from fraud

Payroll:

- Upgraded Time Clock Plus to latest version
- Affordable Care Act reporting

Accounts Receivable:

- Ongoing expansion of TouchBase for online payment options
- Plan to update online payment website over the summer
- Assisted buildings with registration

Business Practices:

- Performed building audits of cash handling procedures
- Reduced staff by .5 to assist with budget reduction
- Completed multiple applications and reports for Department of Education
- Took over fundraising approval and accounting
- Took over Commercial and Noncommercial License processing
- Created Business Office Procedure Handbook for processes within the office
- Revised Business Procedure Manual and Activity Handbook
- Continue professional development for Business Office staff

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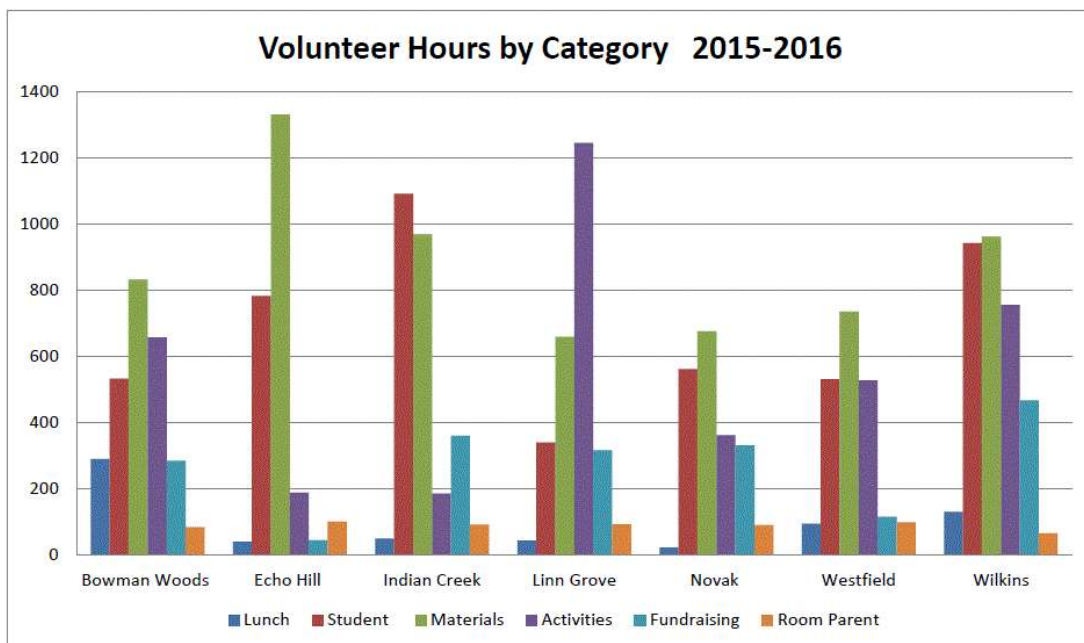
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Additional Volunteer Information for 2015-16

	Lunch	Student	Materials	Activities	Fundraising	Room Parent	Totals
Bowman Woods	289	532	832	657	284	83	
Echo Hill	39	783	1331	188	44	100	
Indian Creek	49	1091	969	185	359	91	
Linn Grove	43	339	659	1245	316	92	
Novak	22	561	676	361	331	89	
Westfield	94	531	735	527	115	98	
Wilkins	130	942	961	755	467	65	
Totals	666	4779	6163	3918	1916	618	18060

Volunteer Hours by Category 15-16



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Achievements and Honors:



2016 Educator of the Year: Congratulations to Bowman Woods 5th Grade Teacher Sandy Schneekloth for being selected as the 2016 Educator of the Year by the Professional Educators of Iowa.

Special Thank You: The District extends a special thank you to former Board Member Bob Crawford and his wife, Ruth, for donating *Buddy Benches* to the playgrounds at Westfield Elementary and Indian Creek Elementary. The *Buddy Benches* are in honor of their son, Joel, who passed away last year.



Technology Scholarship: Congratulations to Graduated Senior Abigail Gries for being the recipient of the 2016 IT Leadership Forum Technology Scholarship. The \$1000 scholarship is awarded to seniors who will be attending an Iowa college or university in the pursuit of a technology/STEM degree.

Academic Excellence: Congratulations to Graduated Senior Joshua Yem for receiving the recognition of Academic Excellence during the 14th Annual Governor's Scholar Recognition Ceremony on May 1st. The honor goes to seniors with the highest academic ranking within their school



Qualifying for 2016 Summer Olympics: Congratulations to Kelsey Drake for being one step away from qualifying for the 2016 Summer Olympics to be held in Rio de Janeiro, Brazil in August. Kelsey will be competing at the Olympic Swimming Trials in Omaha, Nebraska at the end of June.

Softball & Baseball: Congratulations to the Girls' Softball Team for winning five of their seven games last week during the tournament in Iowa City. Also, congrats to the Boys' Baseball Team for their 10-6 victory over Pleasant Valley!

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Soccer: Congratulations to the Boys' and Girls' Soccer Teams for a great year!

The girls made it to the Class 3A Region 8 Finals but were edged out by Pleasant Valley. Even though they didn't qualify for the State Tournament, the girls finished their season with an awesome record of 11-8!

The boys made it to the Class 3A State Tournament but were beat by Ames High School. Although the boys did not advance to the semi-final round, they ended up with an overall record of 16-5. Congratulations to the boys for competing at the State Tournament for the third year in a row.

Congrats to Leroy Enzugusi and Jack Ramsey for being named Class 3A First Team!

Girls' Golf: Congratulations to Freshman Tori Niemeyer for participating in the Iowa High School State Golf Tournament where she competed against 57 Class 5A golfers. Niemeyer shot a 93 on day one, followed by a 94, and finished with a 188. Among the Freshman 5A Class competitors, Tori had the fourth best score.