

PATHWAYS		TECHNOLOGY		FACILITIES	
Goal #1 Inspire Learning	Goal #2 Inspire Learning	Goal #3 Unlock Potential	Goal #4 Unlock Potential	Goal #5 Empower Achievement	Goal #6 Empower Achievement
<i>Articulate</i>	<i>Support</i>	<i>Challenge</i>	<i>Success</i>	<i>Involve</i>	<i>Build</i>
<i>Implement pathway and framework for PK-14 programming to ensure all students graduate future-ready.</i>	<i>Create effective and agile organization that is individually responsible to the needs of the whole child.</i>	<i>Become an excellent learning organization through a culture of continuous improvement.</i>	<i>Maximize achievement by increasing digital literacy utilizing 21<sup>st</sup> century digital tools.</i>	<i>Enhance engagement opportunities through focused strategic partnerships.</i>	<i>Construct physical learning environments using fiscally responsible and sustainable practices.</i>

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**Goal #1: Inspire Learning (Articulate)**

*Implement pathway and framework for PK-14 programming to ensure all students graduate future-ready.*

**Year 1:**

Strategic Initiatives	Measures of Success
Develop a framework for students to experience and successfully pursue post-secondary career offerings.	Begin baseline tracking and reporting of % college acceptance rates (2017-18) and graduation rates (2011-2017) in order to establish reliable benchmark targets and enhance program offerings. {Improve college acceptance and college graduation rates (post-secondary student success metrics)}
Review policies to ensure the District’s theory of action for teaching and learning is articulated.	By summer 2017: Administration will work with Policy Committee to review, edit, and recommend policy changes, if necessary (Instructional Consistency).
Curricular alignment to essential knowledge and skills supported by a coherent and aligned assessment system.	K-4: In 2017-18, in the area of literacy (reading, foundational, literature, and informational text and writing) we will document unwrapped standards, student "I can" statements, and identification of priority standards (on report card). Once priority standards are determined, we will begin to work on developing assessments and rubrics that ensure priority standards are being learned by students.
	Grades 5-7: In 2017-18, common assessments will be created for each unit of study in all subject areas. The creation of a middle level report card based on standards will be developed. Common assessments and the middle level report card will be used for reporting purposes in the 2017-18 school year.
	Grades 10-12: By the fall of 2017, identification of priority standards will be documented (via PowerSchool) to ensure priority standards are being learned by students.
	High School: By 2017-18 the Linn-Mar High School Program of Studies will be updated to include Innovation Center and Iowa BIG. This allows for a more aligned curriculum for core courses, AP coursework and Kirkwood offerings.
	Special Education Programming: By the end of 2017-18, using Iowa's Specially Designed Instruction Framework, a core special education group will analyze the recommended key components and critical features to operationally define specially designed instruction in our district.

***Refer to the Strategic Plan for Year 2 Strategic Initiatives and Measures of Success.***

## Updates on Goal #1: Inspire Learning (Articulate)

*Implement pathway and framework for PK-14 programming to ensure all students graduate future-ready.*

**High School Program of Studies:** The High School Program of Studies has several proposed changes for the 2017-18 school year. The proposed changes are listed below for board consideration. *Refer to Exhibit 610.1 for the full High School Program of Studies.*

1. Add the following course: ART 410 - Graphics One
2. Rename the following two courses:
  - IND 650: Computer Science Principles formerly Computer Science & Software Engineering
  - IND 660: Computer Science A formerly Computer Science Application
3. Bring back the following previously offered course: MAT 510 - AP Calculus AB

Effect on Current FTE: In order for these changes to occur, there will be no need for additional FTE. Any adjustments that would be necessary would be done by the number of sections of other courses within a department that are offered.

### Financial Considerations:

- Only one course consideration has any financial considerations, ART410 Graphics One. The expenses tied to this course are approximately \$6,500. They include: 10 iPads with a writing stylus; approximate cost \$600 each and a color laser printer that can print items up to 11X17 for \$500.
- A breakdown of expected expenses and actual expense to the district for ART410 Graphics One would be \$6,500 for expected and actual.

Paying for the Project 2017-18 LM Expense: The average High School Teaching & Learning budget for the last three years has been \$75,000. The large majority of this has been used to cover the cost of textbooks. The approximate \$6,500 necessary to cover ART410 Graphics One would come out of this budget.

### **Policy Committee Meeting, November 15th:**

- The Policy Committee met and reviewed several IASB Policy Primer suggestions and part of the 400 Policy Series. *Suggested updates to these policies will be presented for first reading at the December 12th board meeting.*
- Policy Series 300 was reviewed with no suggested changes.
- The committee discussed *Policy 302.5 - Superintendent Evaluation* and decided to have a full board discussion during a work session in January on the evaluation process.
- *Policy 401.10 - Early Separation* will be discussed at the August 2017 Policy Committee meeting.
- The committee also discussed a potential new policy for recognition of community partners. It was determined a policy was not needed, but further Board discussion on this subject should occur.

### Updates on Goal #1: Inspire Learning (Articulate) ... continued...

*Implement pathway and framework for PK-14 programming to ensure all students graduate future-ready.*

#### **Special Education Parent Advisory, November 16th:**

- District Restructure Plan: From a parent's perspective what do we need to focus on for Special Education students during the restructure plan?
- District Strategic Plan: As a group we walked through the Strategic Plan and discussed each item that specifically impacts Special Education students.
- Making Connections Night: Every other year the Special Education Department hosts a parent night. This year the focus will be on making connections. The event will focus on school connections and community connections. The date of the Making Connections Night is March 7th from 6:00-9:00 PM.

#### **School Improvement Advisory Committee, November 16th:**

- District Overview for 2016-17: Certified enrollment for this school year is 7,312.54. This is an increase of 114 students from last year. The district continues to look at ways to address space issues at buildings because of continued growth across the district.
- Federal Initiatives: *No Child Left Behind* is no longer in existence and has been replaced by the *Every Student Succeeds Act*. The State of Iowa has this school year as a planning year. This plan could potentially impact what standardized tests are given and how many standardized tests are given.
- Differentiated Accountability: The Iowa Department of Education is no longer conducting school visits at each district on a rotating basis. They have moved to a new model called Differentiated Accountability. For this school year the focus of the Department of Education is measured completely by the FAST Assessment scores that are given to our kindergarten through 5th grade students.

**Goal #2: Inspire Learning (Support)**

*Create effective and agile organization that is individually responsible to the needs of the whole child.*

**Year 1:**

Strategic Initiatives	Measures of Success
Individualized and data-driven instruction.	During the 2017-18 school year, all schools will plan for individualized academic interventions (priority standards/content) for all students regardless of need based on an understanding of child development and learning theories within PLCs 100% of the time as measured by team notes. PLCs will develop and implement differentiated classroom instructional opportunities (in specified areas per grade level) for all students. Measure: The use of common formative assessments to differentiate instruction.
	Explore opportunities to better communicate pathway opportunities for students through better articulation during instruction.
Each student enters school healthy and learns about/practices healthy lifestyle.	Develop a Health Curriculum Committee to review health education guidelines and determine district needs. Final recommendations will be made by June of 2017.
	Work with Community Relations on a communications plan to engage parents prior to students entering school regarding wellness and well-being of children to be completed in spring 2017.
Each student learns in a physically and emotionally safe environment.	Staff, students, and family members establish and maintain school and classroom behavioral expectations, rules, and routines that teach students how to manage their behavior and help students improve problem behavior.
	Schools teach, model, and provide opportunities to practice social-emotional skills, including effective listening, conflict resolution, problem solving, personal reflection and responsibility, and ethical decision making.
	Mental Health Needs: In 2017-18, continue partnerships and continue to explore additional family/staff education opportunities as they arise.
	Throughout the 2017-18 school year, Board of Education members will serve as PBIS "School Champions" and report school successes as part of regular board meetings in order to facilitate district-wide communication and support of the program.
	In 2017-18, schools will report goals, benchmarks and outcome data regularly through the Administrative Report to the Board and community.
	As a district focus on making connections with kids. Progress will be tracked via Gallup Poll and Olweus.
ALICE Trainings: begin classroom lessons, communication on training w/ staff, families, and community, active trainings to begin spring or early fall.	

***Refer to the Strategic Plan for Year 2 Strategic Initiatives and Measures of Success.***

## Board Book: Nov 21, 2016

### Updates on Goal #2: Inspire Learning (Support)

*Create effective and agile organization that is individually responsible to the needs of the whole child.*

**PowerSchool Update:** An administration demonstration of the new modules is scheduled December 14th. The new modules being previewed are Learning, Assessments, and Analytics. Grant Wood AEA has partnered with PowerSchool to be the Tier I support and host for these additional modules.

**Goal #3: Unlock Potential (Challenge)**

*Become an excellent learning organization through a culture of continuous improvement.*

**Year 1:**

Strategic Initiatives	Measures of Success
Promote understanding of total compensation at Linn-Mar and recognize compensation as a competitive tool to drive organizational results.	Conduct a thorough job analysis for each certified and classified position over the 2017-18 school year.
Provide ongoing professional development for teaching staff that supports core instruction, interventions and curriculum implementation.	Create and implement a three-year flexible, professional development plan; thoughtfully allocating state categorical funding to support PD plan. This plan will be shared with the Board of Education in the Winter of 2016-17.
	Throughout the 2016-17 school year, provide professional learning at each PDD on measuring the success of specific teaching strategies in an effort to identify and know how to utilize the most 'high impact' learning strategies. (Many resources can be used to do this including Hattie's Visible Learning and Marzano's Art and Science of Teaching).
Effective and efficient use of data.	By March 2017 we will develop a foundational understanding of Smarter Balanced Assessment with staff, students, and community and be prepared to implement Smarter Balanced for the 2017-18 school year.
	Explore dashboard (performance metrics) possibilities for % of students in AP/honors/IB; % of students who show academic growth on NWEA, FAST, Iowa Assessment; % of students who achieve IEP Goals; and other relevant "predictive gateways" for academic success.
Curriculum, instruction and assessment demonstrate high expectations for all students.	Using relevant achievement gap information, identify opportunities to increase the number of students performing at or above grade level in math and reading.
	Expand early literacy within the early childhood programs by using creative curriculum assessment information to drive instruction.
	Provide substantive support to enhance math and reading skills PreK-5.
	During the 2016-17 school year, identify all level 3 and level 4 questions used on all common formative or summative assessments within each course at the high school level.
	During the 2016-17 school year we will closely monitor and update our stakeholders as appropriate, federal and state initiatives including Smarter Balanced, ESSA, ELI and CASA.
	By the end of 2016-17, develop a K-8 standards based report card.

**Goal #3: Unlock Potential (Challenge) *Continued***

*Become an excellent learning organization through a culture of continuous improvement.*

**Year 1:**

Strategic Initiatives	Measures of Success
<p>Becoming Deliberately Developmental about our staff as we shift from "Human Resources" to "Talent Management".</p>	<p>Research well-being and insurance models/best practices and explore community partnerships (Ex. Blue Zones) to improve Linn-Mar and community health and well-being, reduce health care claim costs from 5 year historical averages, and enhance productivity.</p>
	<p>Reduce employee workers compensation claims from 5-year average info.</p>
	<p>By spring 2017, develop integrated marketing and communications programs that position Linn-Mar as the district of choice for world class teaching, learning and student achievement. Develop and begin to execute and assess integrated strategic marketing and communications programs, both internal and external, to strengthen, promote and protect Linn-Mar’s brand identity, relevance, accomplishments and excellence.</p>
	<p>Explore opportunities to expand mentor programs for all employee groups and leverage their talent/knowledge to improve our overall performance.</p>
	<p>Work to create and maintain a predictable, respectful, compliant, labor relations environment, alignment and consistency with the overall employee relations strategy based on proactive and open communications.</p>
	<p>Research comprehensive and engaging performance management plans for classified and professional staff.</p>
	<p>Foster a positive, engaging, diverse and inclusive work environment while identifying and responding to the changing needs of the Linn-Mar community.</p>
<p>Cultivate a high achieving performance culture.</p>	<p>Revise recruitment strategy and branding program by late winter (2016-17).</p>
	<p>Always promote a school culture with the belief system of all students can learn.</p>



**Goal #3: Unlock Potential (Challenge) *Continued***

*Become an excellent learning organization through a culture of continuous improvement.*

**Year 1:**

Strategic Initiatives	Measures of Success
<p>Strengthen leadership capability throughout Linn-Mar to promote high levels of performance and productivity and sustain excellence.</p>	<p>Make school building-level communication the major focus of the communication efforts.</p>
	<p>Provide training to district leaders to address all aspects of the employee life cycle.</p>
	<p>Begin to develop a leadership ladder (succession planning) throughout Linn-Mar in all employee groups with a focus on recruitment and retention.</p>
	<p>Identify employee skill gaps, provide opportunity for improvement/workout plan or coaching out (coach up or counsel out).</p>
	<p>School Board, district leaders, and building administrators continually seek to improve knowledge of upcoming trends in education and research on school improvement by having memberships to professional organizations, attending relevant conferences, and networking with other administrative professionals.</p>
	<p>School Board Policy Committee to develop and deploy Board Learning Plan and work to strategically align all board committee work under the Strategic Plan.</p>

***Refer to the Strategic Plan for Year 2 Strategic Initiatives and Measures of Success.***

**Updates on Goal #3: Unlock Potential (Challenge)**

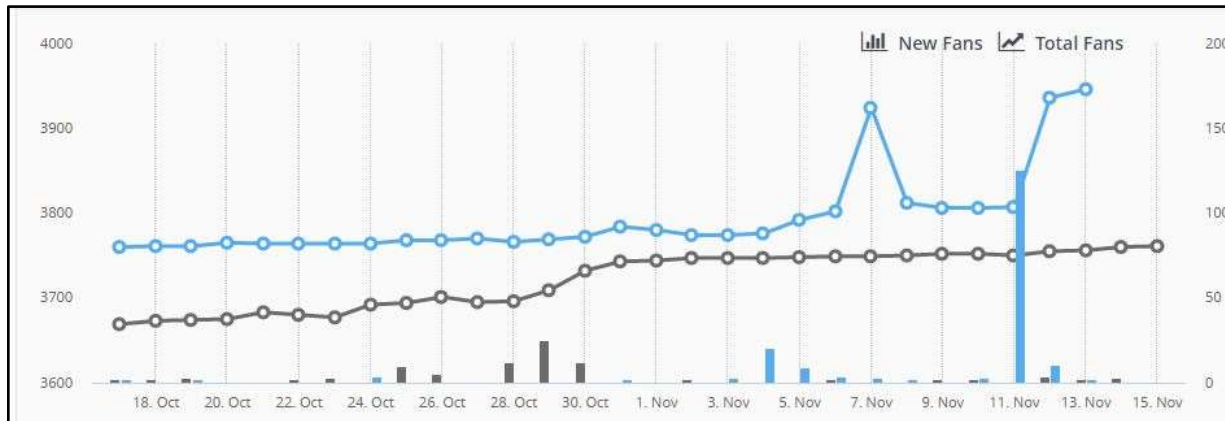
*Become an excellent learning organization through a culture of continuous improvement.*

**Smarter Balanced Assessment:** The district is in the process of transitioning to the Smarter Balanced statewide assessment beginning in the 2017-18 school year. In the past few weeks a group of administrators have been participating in trainings and informational seminars to help them prepare for the transition. This team of administrators will be responsible for providing training for the rest of the district in regards to Smarter Balanced. A brief overview of Smarter Balanced will be provided at each building this spring. More in-depth Smarter Balanced training will take place at the beginning of the 2017-18 school year.

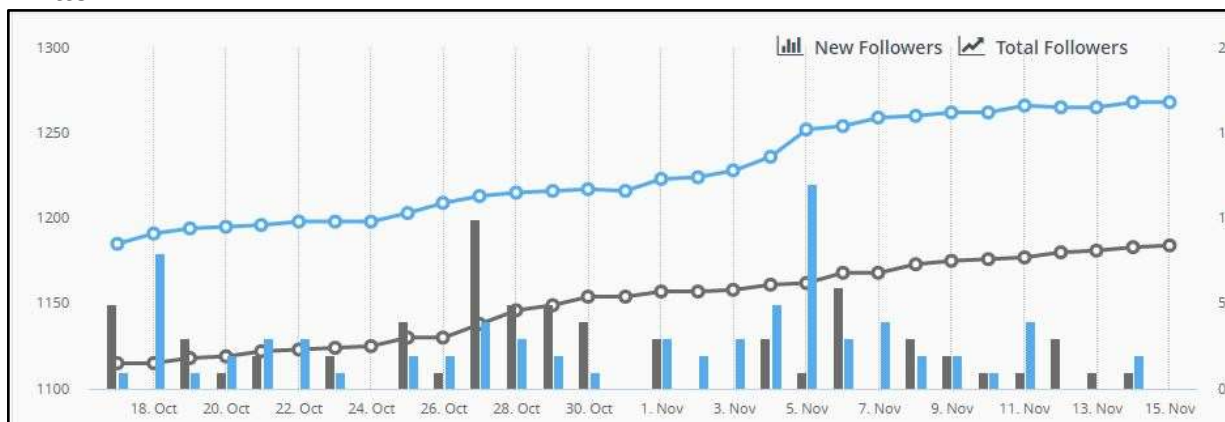
Here is a link to the state website: <https://iowacore.gov/content/smarter-balanced-assessments>

**Communications Efforts:** Communications/Media continues to promote the district’s successes through stories posted on the website, press releases and social media. The team is focused on the district’s social media presence and increasing page views, page likes, post reach, and engagement. The department has increased The Linn-Mar Community Schools Facebook Page Likes from 3,107 to 3,958 (2016 to date). Twitter followers for Linn-Mar News have increased from 237 to 817 and from 0 to 451 for the LM School Board. Average Facebook posts the past month reached an average of 2,355 people; @LinnMarNews Twitter posts had a total of 474 interactions, and @LMSchoolBoard engagement was 38. Videos continue to draw greater impressions/views than images/text. The Wilkins Elementary Veterans Day program at the Marion Hy-Vee received more than 4,000 views and nearly 9,000 impressions.

**Facebook**



**Twitter**



### Updates on Goal #3: Unlock Potential (Challenge) ... continued...

*Become an excellent learning organization through a culture of continuous improvement.*

**Communications Efforts (continued):** The department continues to promote a web page/quick link entitled [Restructuring Plan](#) that outlines the district's restructuring proposal. This page continues to evolve and is being marketed through social media, in addition to handouts that are available at each school's office and the LRC. The team will be reaching out to the Booster Club, Foundation, and PTO groups to further promote the plan.

**Goal #4: Unlock Potential (Success)**

*Maximize achievement by increasing digital literacy utilizing 21<sup>st</sup> century digital tools.*

**Year 1:**

Strategic Initiatives	Measures of Success
Digital Content	Explore and clarify LM working definitions related to digital learning (blended learning, digital content, etc.) to establish a shared vision.
	Identify specific areas to provide district, building, and instructional support for technology integration and implementation.
	Review, update and curate our PreK-12 digital curriculum to ensure it is rigorous and relevant.
	Identify and develop an online course option, aimed primarily at LMHS 11th and 12th grade students, in each department area that may or may not be a required course.
Digital Citizenship	During 2016-17 explore PreK-12 Digital Citizenship Curriculum (i.e. CommonSense Media).
	2016-17 TICs provide professional development on digital citizenship.
Digital Equity	Review technology equity procedures to inform future policy decisions.
	Establish a uniform, digital checkout process for students who do not have WiFi or computer outside of school.
	Using assessment information, implement the appropriate assistive technology tool(s) for students with special needs in the general education classroom.
	By increasing understanding of assistive technology, promote a culture of individualizing learning needs.
Digital Pedagogy	Begin a process to ensure all faculty have the qualifications and training necessary to deliver courses in a variety of modes; specifically regarding online instruction.
	Create a faculty mentor program or peer review system as a way to improve online/hybrid courses.
	Explore potential resources and processes for future curriculum.
	Utilize Technology Instructional Coaches (TICs) to provide coaching support for teachers integrating technology into their instruction.
Digital Communication	Use annual staff/student/parent/community survey data to determine effective use of school website for consistent district and building level communication.
	Explore possibilities for better alignment and integration of systems used by parents (i.e. PowerSchool, TouchBase and Total Access).
	Promote current electronic communication services for staff to access relevant information regarding resources.

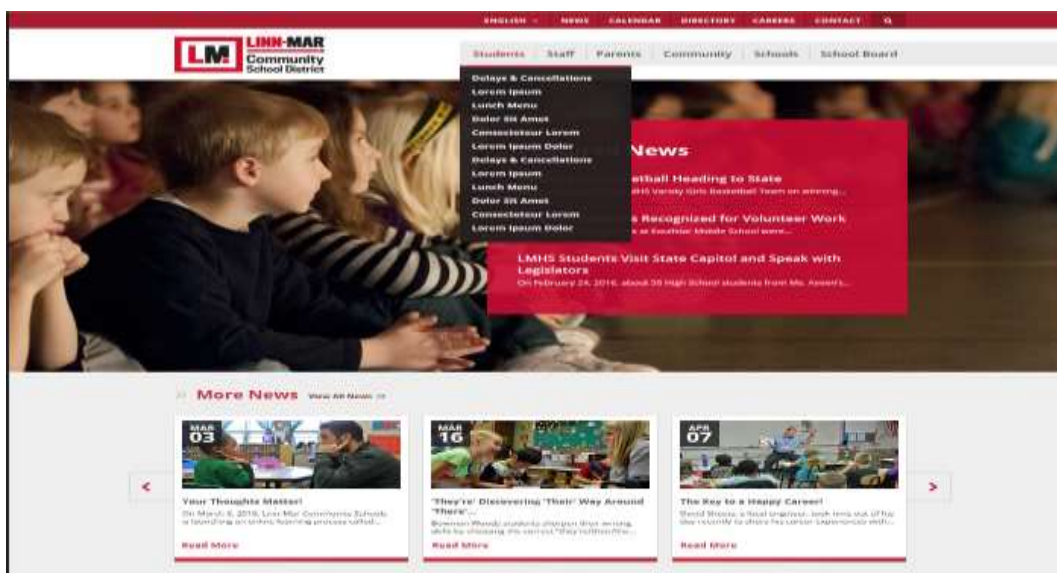
***Refer to the Strategic Plan for Year 2 Strategic Initiatives and Measures of Success.***

**Updates on Goal #4: Unlock Potential (Success)**

*Maximize achievement by increasing digital literacy utilizing 21<sup>st</sup> century digital tools.*

**Future Ready Schools:** The Leadership Planning Team has met twice in the last month to complete our district assessment. Next steps include reviewing results and implementation plans to move forward.

**Website Update:** The new Linn-Mar website continues to make good progress. On December 6th Juicebox will be onsite to pilot a train the trainer session for staff web pages. The website release date is scheduled for January 24, 2017.



**Goal #5: Empower Achievement (Involve)**

*Enhance engagement opportunities through focused strategic partnerships.*

**Year 1:**

Strategic Initiatives	Measures of Success
Internal Partnerships	Investigate and research district administration practices and processes to enable principals to focus more on instructional leadership.
	Promote opportunities for district employees to volunteer in classrooms.
	Explore and clarify the purpose and structure of district leadership meetings to align with strategic plan.
External Partnerships	Create conditions to provide transparent, accurate and accessible information through dashboards.
	Broaden opportunities for local businesses and historically underutilized businesses to work with the district.
	Explore opportunities for the city and local districts to share costs for shared services.
	Develop/nurture relationships and work with community partners and media to define, promote, expand and market signature programs.
	Begin to establish a network of information ambassadors.
	Enhance established partnerships with the business community, as well as nationwide, to broaden recruitment, wellness, volunteer and diversity initiatives.
	Promote external partners to join district committees and district staff participate in outside committee groups.

***Refer to the Strategic Plan for Year 2 Strategic Initiatives and Measures of Success.***



## Updates on Goal #5: Empower Achievement (Involve)

*Enhance engagement opportunities through focused strategic partnerships.*

**Leadership Team and the Board Book (Internal Partnerships):** At the November Leadership Team meeting Superintendent Shepherd shared that “writing access” for the Board Book will be opened up to the building principals in the next few months. By expanding the document’s authors more details can be provided to both the Board of Education and community. This will also allow the administration to stay focused on the Strategic Plan, as the Board Book is built from that framework. This will keep our efforts calibrated and aligned moving forward. Please understand, this is an evolutionary process and will take many months until we are all comfortable with this new addition.

### Iowa BIG (External Partnerships):

1. During the work session we are eager to hear a presentation by the Iowa BIG team and some of the Linn-Mar students currently participating in the program. The BIG program continues to grow, adapt and evolve so it will be exciting to hear our students talk about what discussing the district’s next steps as we develop our Innovation Center as an extension of BIG.
  - a. Launch: On track to launch our program at the start of the next school year (August 2017).
  - b. Celebrate: Intend to announce a full partnership on November 30th in tandem with the XQ Super Schools Grant Announcement. This partnership will allow us to:
    - i. Continue sending our students to the BIG campus in Cedar Rapids, now and in the future. This is something we feel strongly and passionately needs to happen.
    - ii. Develop our Linn-Mar Innovation Center as an extension of BIG. In true partnership form, our site would be open to the students of Cedar Rapids and College Community.
  - c. Staffing: As part of our program development for the Innovation Center, we intend to post and hire a teacher for this program by Jan/Feb so they can immerse themselves in the BIG culture in Cedar Rapids for the remainder of the year. We anticipate two teachers (minimum) dedicated to the Innovation Center. One must be an ELA teacher as that is the single-most acquired credit as every project hits on those standards. The second certification is far more open. Because this is a full partnership with Cedar Rapids and College Community, each district will be ‘financing’ two teachers (four at the Cedar Rapids site and two at the Innovation Center).
  - d. Location: We are still working with local businesses to host our program. These details have not been finalized at this point.
  - e. College Credit: After some initial progress, followed by confusion, we are back on track to being able to offer college credit to the students who participate in the program. There are still numerous details to be worked out, but we are cautiously optimistic.
  - f. Curriculum: Iowa BIG is an initiative-based High School where students spend half of their day at their traditional high school and the second half of the day at Iowa BIG. While at Iowa BIG the core design principals are:
    - i. Use student passion to drive deep learning and deliver core academic credits.
    - ii. Engage students in authentic community projects, problems, and opportunities.
    - iii. Connect students more deeply to the people and resources of their community.

### Updates on Goal #5: Empower Achievement (Involve) ... continued...

*Enhance engagement opportunities through focused strategic partnerships.*

**Linn County Juvenile Detention and Diversion Services (JDDS) (External Partnerships):** Leisa Breitfelder, Executive Director of Student Services, has been asked and accepted to be a committee member on the Linn County Juvenile Detention and Diversion Services Advisory Committee. This Committee was organized for the following purposes:

- To observe the general performance and operation of Linn County JDDS.
- To act as an advocate for the programs provided by JDDS and for the youth involved.
- To provide budget oversight of the JDDS programs
- To review and monitor the governing principles and the general course of action of JDDS programs and provide input into program policy changes (in areas not preempted by mandates regarding confidentiality, collective bargaining, program administrative rules, accounting, and legal issues).
- To increase communication and promote positive, professional working relationships between JDDS and Juvenile Court, the schools, law enforcement, and other organizations, groups, or departments that are concerned with juvenile justice and child welfare issues.



**Goal #6: Empower Achievement (Build)**

*Construct physical learning environments using fiscally responsible and sustainable practices.*

**Year 1:**

Strategic Initiatives	Measures of Success
Facilities Restructure	During the 2016-17 school year the Board of Education, with feedback from community patrons, will approve a long-term facility structure plan that benefits all Linn-Mar students.
	Determine what the most appropriate and cutting edge learning environments look like at each of the grade level configurations and prioritize goals for the physical components for each of the environments.
	Establish a communication campaign to foster support and approval of district restructure needs.
	Develop a funding plan to support 10-year restructure plan, including the outline of a possible bond campaign strategy.
	Engage architects, engineers, demographers and other applicable services to assist in the planning and implementation of the facility restructure plan.
	Identify an off-site facility for Applied Innovation Center.
	Occupy Westfield addition.
Facilities Preservation	Address priority needs to improve district facilities by actively maintaining 10-year facilities and preventative maintenance plan, including identifying energy-saving opportunities.
	Develop a funding plan to support 10-year preventative maintenance schedule.
	Complete walkthroughs with principals, Crisis Committee members, and Operations & Maintenance to determine building needs in reference to safety and security.
Operational Resource Allocation	Work to optimize resources (buildings, personnel, programs, etc.) to ensure they are utilized efficiently and effectively.
	Explore procedures to effectively evaluate programs from a financial aspect to ensure resources are being utilized to full potential.
	Continually review categorical funding streams to ensure resources are being properly spent and that all expenditures are properly allocated.

***Refer to the Strategic Plan for Year 2 Strategic Initiatives and Measures of Success.***

**Updates on Goal #6: Empower Achievement (Build)**

*Construct physical learning environments using fiscally responsible and sustainable practices.*

**SBRC Application Fall 2016:**

Based on our certified enrollment for October 2016, we qualify for:

- \$755,443.20 in modified supplemental amount for one-time funding due to our increased enrollment;
- \$56,724.80, for open enrolled out students that were not on our October 2015 count; and
- \$14,502.40 for ELL (English Language Learner) students that are served beyond 5 years in ELL.

Item 801 on the board agenda is the motion to approve the School Budget Review Committee application (SBRC) for this modified supplemental amount. This will give the district the increased spending authority for these dollars. In the spring, when we certify the budget, is when the Board actually determines whether or not to receive the funds through our cash reserve levy.

**Planning for Growth at Linn-Mar:** We continue to see growth in student enrollment as well as in our housing within the Linn-Mar boundaries. The addition to Westfield Elementary will help alleviate some of our space concerns on the west side of the district. To help prepare for this continued growth on the east side of the district we anticipate placing a portable building at Indian Creek for the 2017-18 school year. The portable building will house two classrooms. This additional classroom space will alleviate some of the space concerns at Indian Creek. The location and final details of the portable building have not been determined at this time. More information to come on this topic in upcoming Board Books.

**November Finance/Audit Committee Meeting:**

The Finance/Audit committee met on November 10th and discussed the following topics:

- Reviewed the monthly financial statements for October 2016.
- Implemented a new internal control procedure whereby committee members physically reviewed a sampling of the bills that would be approved at the next regular board meeting. Members reconciled invoices and other documentation to the list of bills.
- Discussed the *Business Office Quarterly* communication that is distributed to all staff and highlights pertinent business procedures and information that staff need to be aware of.
- Answered follow-up questions committee members had from the November 7th work session. These included the district operational areas of Transportation, Nutrition Services, and O&M.
- Reviewed the SBRC application for fall of 2016 (see above for more detail).
- Updated the committee on status and communication of the DE Student Activity Fund clarifying guidance, noting that a meeting with other area schools has been scheduled for November 30th.
- Informed the committee that prospective architect firms (to assist in the restructuring plan) will be submitting their statement of qualifications to the district by November 18th. The selection committee will review and interview the firms and make a recommendation to the Board by December 12th.
- Discussed two farm leases that will be coming to the Board for approval in November or December. One farm (approximately 80 acres of tillable ground) is located at the intersection of C Avenue extension and Echo Hill Road and is farmed by the Airy family. The other farm (15 acres) is located east of Highway 13 and is farmed by the Carson family. Price per acre is based on the 2016 Iowa State University Cash Rental Rate Survey. For Linn County the average price per acre is \$261.

## Updates on Goal #6: Empower Achievement (Build) ... continued...

*Construct physical learning environments using fiscally responsible and sustainable practices.*

### Construction Report

#### High School Renovations:

- Punch list work continues in classrooms (18 total), Media Center, Weight/Fitness Room, corridors, exterior, south addition, north addition, nurse's station, Area C classroom (phase #1 and #2), Area F, and restrooms.
- Lower level restrooms will be completed by 11/25 (partition and finishes remain).
- Area C (phase #3) demo has started, wall paint scheduled for 11/21-11/25, ceiling grid replacement scheduled for completion on 12/8, and flooring scheduled on 12/6.
- C1 restrooms ceramic tile completed 12/9, ceiling work has started, finishes are scheduled for completion on 12/16, and flooring completion scheduled for 12/16.
- C1 corridors (upper and lower level) paint completed on 11/22, ceiling grid and tile completed on 12/7, and flooring scheduled for completion on 12/16.
- Conference room wall work completed on 11/17, ramp concrete scheduled for 11/18, drywall finish scheduled on 11/25, paint scheduled for 12/2, drop ceiling to be completed on 12/16, and flooring scheduled for completion on 12/30.
- Lecture hall ceiling scheduled for completion on 11/25, paint exposed structure on 12/2, ceiling grid completion scheduled for 12/9, concrete ramps and risers are scheduled for completion on 1/6, flooring completion date 1/20, seating scheduled for 1/27, and finishes are scheduled for 2/10.

#### Westfield Addition:

- Exterior grading is complete.
- Window installation is scheduled to start on 11/17.
- Cabinets and casework installation has started in all classrooms.
- Electrical has been run to all classrooms.
- Restroom flooring has been installed and fixture installation has started.
- Mechanical ductwork is installed and insulated.
- Dry erase boards are hung in classrooms.
- Doors to all classrooms have been installed.

**Achievements and Honors:**



**Girls' Swimming & Diving:** During the recent State Swimming and Diving Championships, Kelsey Drake won the 100 Butterfly for the second time and took second in the 100 Breaststroke. Kelsey was also named the Iowa Swimming and Diving Coaches Association Scholastic Award winner. The 200 Medley Relay Team of Emma Behrens, Shannon Kelley, Kelsey Drake, and Katie Dennis placed 17th. Our girls placed 15th overall. In diving, Brooklyn Corey placed 7th, Katie Culver placed 10th, and Lauren Fasnacht placed 25th.

**College Letters of Intent:** The following six Linn-Mar athletes signed their College Letters of Intent on November 9th in a ceremony at the High School. Congratulations to all of these athletes!

- Ellie Anderson - University of Denver- Volleyball
- Morgan Braughton - Mount Mercy University- Softball
- Kelsey Drake - University of Iowa - Swimming
- Emilee McGowan - North Dakota State University - Volleyball
- Elison Ollinger - Belmont University, Nashville, TN - Softball
- Andrew Wood - University of Northern Iowa - Golf



**State Honors for POMs & Cheerleading:** Congratulations to the following LMHS Poms for placing at the State Individual POMs contest: Kennedy Hannan (2nd place), Maddie Driscoll (4th place), and Cassidy Burns (10th place). All LMHS POMs received Division I ratings! Congratulations are also extended to LMHS Competition Cheer, and Coach Erin Taylor, for placing 4th at the State!

**Elf the Musical:** Congratulations to Mrs. Fry and the talented high school and elementary students who shared a great performance of *Elf the Musical (junior version)* on November 11th and 12th. Non-perishable food items were donated by attendees in support of the Marion Food Pantry.



**New Golf Coach Named:** Chris James, Third Grade Teacher at Indian Creek Elementary, has been named the new Head Coach for the Linn-Mar Boys' and Girls' Golf Teams. James continued to work on his golf game after attending college and won three city amateur championships. "Chris is a great addition to our athletic department," said Athletic Director David Brown, "he is an experienced golfer and golf coach who has new ideas and direction for our golf program." Brown feels James will be a key component to the success and positive experiences for Linn-Mar's student athletes.

**104.5 KDAT Teacher of the Week:** Jennifer Hammes, 4th Grade Teacher at Linn Grove Elementary, was named Teacher of the Week by 104.5 KDAT. Ms. Hammes was nominated by Jessica Jones who thanked Ms. Hammes for her generosity of time, giving, and devotion to the students of Linn Grove Elementary.

