

Superintendent Report

School Board Meeting

October 16, 2017

Our Mission

Empowering students with knowledge and skills to succeed.

Our Vision

To be the school district of choice, inspiring excellence in academics, arts, and activities.

The Superintendent Report summarizes the communication with the Board of Education (BOE) throughout the month including the weekly District Status Report. In addition, the Report includes the building administrator reports as well as other information believed to be beneficial to the work of the BOE and school district. Detailed information for the items listed under the District Status Report Summary can be found within each weekly Status Report from the District's website. I appreciate feedback as to how we can improve the report. Thank you.

1. Weekly District Status Report Summary from September 15, 22, 29 and October 6

A. Information, Communication, and Correspondence

- **News from Around the State and Beyond**

Safety: Parents increasingly fret about bullying — and with good reason

Politics: U.S. education secretary asks education establishment to “rethink” schools

Billboards are used to recruit substitute teachers

Why teachers need freedom to take risks

ESSA: Minnesota proposes a new way to grade schools

Increase charisma by staying positive and interested

Youth football may boost behavioral, cognitive problems in adulthood

Are you called to serve others?

Data: Fewer rural students go to college

Is your organization afraid?

You'll need these qualities to be successful

What's the purpose of homework?

Rally employees around your vision without forcing it on them

Basic questions leaders should be asking

Preschool: Getting the most out of pre-K

- **Paraprofessional Negotiations**

- **Teacher Negotiations.**

- **Board Member Quarterly Check-ins with Dale**

- **MSBA Phase III and IV Workshops**

- **Upcoming Board Work Session**

- **South Central Service Cooperative (SCSC) Board of Directors Nominations**

- **Bus Evacuation Drill**

- **Closing the Achievement Gap! Elementary School Math Recognition**

- **September 18 and 20 School Board Meetings Follow-up**

- **Band Booster Garage Sale**

- **Tackle Cancer! October 18**

- **Ellendale Softball Complex Parking and Accessibility Project Update**

- **Board Work Session on Facility Planning**

2. Elementary and Secondary Principal Reports

3. Curriculum and Instruction Report

4. Community Education Presentation

5. *Board & Administrator for Board Members Monthly Publication – September 2017 Reflection* - I have provided a brief reflection on a few of the articles from the September publication. I hope you have had an opportunity to read and reflect.

- Should the superintendent participate in policy review? – The article encourages school boards to include the superintendent in policy review and development. The superintendent is in a position to provide professional advice, conduct clerical tasks for the board, and know if any new policy is workable and/or legal.
- Best process for handling citizen or staff complaints? Try this – The article offers suggestions on how individual board members should respond to citizen concerns including:
 - ✓ The board agrees on a standard process for handling citizen and/or staff complaints.
 - ✓ Be open to listen respectfully and take complaint seriously.
 - ✓ Honor the district's chain of command by referring stakeholders, including staff members, to the proper person on the chain of command whether that is a teacher, coach, principal, or superintendent.
- Plan board meetings well to focus on what's important – The article features an attorney and board consultant who offers insights on what makes a successful board meeting including:
 - ✓ Superintendent and board chair work closely in advance to determine agenda items.
 - ✓ The meeting is the board's meeting; not the superintendent's who is a resource.
 - ✓ Focus the board's work on issues that are truly important.
 - ✓ Provide enough time to work on the important issues.
 - ✓ Make sure the board has enough information to make decisions.
 - ✓ Board members should come to each meeting prepared.
 - ✓ Results come from meetings being planned and deliberative.
- Policy vs. administration: Keep the distinction clear – The article reminds the board that board policy dictates what the district will do. Implementation of the board policy belongs to the superintendent and staff. The article offers three questions to better understand the distinction between the superintendent's role and the board's.
 1. Does the board delegate day-to-day management of schools to the superintendent?
 2. Is our board professional about respecting the chain of command and referring questions, concerns, and complaints from staff and the public to the superintendent or appropriate party?
 3. Does the board set board policies that affect personnel, while the superintendent hires, promotes, disciplines, evaluates, and terminates employees?

6. Facility Assessment Board Work Session Follow-up – We are in the process of scheduling a Board work session on November 8 or 9 with representatives from ISG to continue discussion on facility planning in response to the facility assessment recently completed by ISG. Sue Kulseth will confirm with Board members their availability on those dates. We will plan to begin at 5:30 pm with a light dinner provided.

7. MSBA Phase III and IV Workshop Opportunities – A final reminder of the Phase III and IV workshops being offered by MSBA. Phase III is offered on October 27 in St. Peter. Phase IV is

offered on October 28 in St. Peter. Both trainings begin at 8:30 and end at 4 pm. If you are interested in attending one or both workshops, please let Sue Kulseth or me know so that we can work with you to register. If there are Board members interested in attending, I would also be interested to join you.

8. **Board Member Quarterly Check-ins with Dale** – All board members are scheduled for their quarterly check in with me this week.
9. **MSBA Annual Leadership Conference** – The 97th Annual Leadership Conference of the Minnesota School Boards Association will be held January 11-12, 2018, at the Minneapolis Convention Center. The Conference concludes at noon on Friday, January 12. I will be planning to leave on Wednesday, January 10 and perhaps attend some of the “Early Bird” workshops and pre-conference events. Sue Kulseth is in the process of contacting Board members regarding their attendance at the conference including lodging arrangements. Sue has reserved rooms sufficient for all Board members for two nights and then will revise the reservations prior to the cancellation date in early December. More information to come!
10. **Washington DC Student Field Trip --** Board member Neil Schlaak has agreed to travel with our student group to Washington DC this spring. The lead teachers are appreciative to have a board member traveling with the group. Thank you Mr. Schlaak.

Thank you for all you do!

Dale N. Carlson, Ph.D.