

Superintendent Report

School Board Meeting
September 17, 2018

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 August 17, 24, 31, and September 7.

A. Information, Communication, and Correspondence

- **News from Around the State and Beyond**
 - [Safety: Schools increasingly focused on student security](#)
 - [Data show gender gap in math](#)
 - [STEM for small-town schools](#)
- **Facility Planning Task Force Update**
- **Building and Grounds Committee to Meet**
- **MDE School Safety Grant**
- **District Breakfast and Keynote Speaker**
- **New Staff Orientation**
- **First Day of School with Students**
- **Steele County in the Civil War with Barry Adams**
- **Board Member Quarterly Check-ins**
- **Staff Development for Week of August 27**
- **Costa Rica Invite**
- **World's Best Workforce 2017-2018 Summary Report and Public Meeting Date Change**
- **Facility Community Survey Update**

2. Board & Administrator for Board Members Monthly Publication – August 2018 Reflection - I have provided a brief reflection on a few of the articles from the August publication. I hope you have had an opportunity to read and reflect.

- Plan for agenda items crucial to team's success – The author, a former school superintendent offers several suggestions to help a board and superintendent prepare for an upcoming board meeting including:
 - Maintaining a rolling agenda over several years. We currently do this, but perhaps we should consider sharing with the board.
 - Agendas reviewed weekly (in advance of board meeting) at the superintendent's cabinet meeting. I share highlights with administrative team, but may consider devoting more time with team.
 - Present 'major' items at least three times with Board before appearing on agenda. The author shared that he would do this through his weekly update, phone calls, and

during in-person meetings. This is not something done consistently; however, we do share/present 'major' items/information in advance of a board meeting in various ways including my weekly update, prior board meeting, committees, and other communication. This could be an area to improve upon if the Board is interested.

- Align agenda items with strategic plan. We moved to linking most agenda items with the specific Focus Area; however, I believe there can be more done to streamline our agenda to narrow our focus and time at the board meeting for items and decisions that directly impact our goals and objectives from our strategic plan.
- Send Board packets out on Wednesday in advance of the Tuesday Board meeting. We currently send out on Thursday in advance of Monday's meeting. We can always examine the timeline to make sure board members feel they have sufficient time to review their packet and ask questions in advance of the board meeting.
- During board discussion at the board meeting, it is important the Board as a whole is clear with direction. The author indicated that sometimes the direction of the whole board is unclear while opinions of individual board members may be more clear.
- Important to provide public opportunity to speak, but attention should be given to accuracy of information shared and proper follow-up is made with citizen per the Board's process.

3. Facility Planning Update and Community Survey— The survey should have made it to homes by September 14. Staff and parents also received an e-mail invitation to complete the survey online. The survey closes October 5. Sue Peterson from *School Perceptions* is planning to be with us in person on **Wednesday, October 10**, to share survey results. The October 10 meeting will be posted as a special School Board meeting as Board members will attend so that *School Perceptions* only has to present the results once. Once the survey presentation is completed, the Board may adjourn the "Board Meeting" portion of the evening and allow the Task Force to continue its work in developing a recommendation to the School Board. The Board will then receive the Task Force's recommendation at the October 15 School Board meeting. It is likely the Board will need to identify one to three special Board meetings leading up to the regular November School Board meeting if there is intention to make a decision in time to craft the "question(s)" for a potential February referendum. We are also planning building tours on September 18 (Elementary) and September 20 (Secondary) beginning at 6:30 pm. You are welcome to attend.

4. 2017-2018 Worlds Best Workforce Plan Progress Report Date Change—The annual report out to the Board and public was originally set for 6:00 pm on Monday, September 17, prior to the start of the regular School Board meeting. Due to a decision to present information on the new North Star state assessment report first, the WBWF report will be given at 6:00 pm on Monday, October 15, prior to the start of the School Board meeting.

5. MDE School Safety Grant – We submitted the School Safety Grants for each building on August 29. Thanks again to Macy Whiteside for serving as the point person on writing the grant. We hope to find out in the coming days if either grant is awarded.

6. 2019 MSBA Leadership Conference – [SAVE THE DATE!](#) – Be sure to place on your calendars the 2019 MSBA Leadership Conference to be held **January 17-18, 2019**, at the Minneapolis Convention Center. This is a wonderful opportunity for the Board to join board members from across the state to learn and network together.

7. Legion Field – Dan Stork and I met with City of New Richland officials to discuss next steps in replacing the boys west-side dugout that was destroyed in a wind storm last spring. We also

discussed replacement of bleachers, some fencing, and repair to some of the concrete around the concession/bathroom building. The baseball complex is in need of immediate attention to ensure our student-athletes and spectators have a quality and safe facility to play and watch baseball. Thank you to Mr. Stork for his work on seeking quotes and working on plans to share with the City to improve the facility.

8. The Start of the School Year - It has been a great start to the school year. We began with three good days of inservice with staff. All staff were together for morning on August 27 for the breakfast and keynote. Many positive comments from the staff about the breakfast, location, and our keynote speaker, Willow Sweeney. Willow spoke about keeping a positive attitude and not let things that are not truly that important bring us down "below the line." She focused on how we, as professional educators, need to behave with and around students. She also helped us to remember to make the most of every day as we do not know when our time is up. Her energy and passion was well received by staff. Thank you to the Board for hosting the breakfast.

Teachers met in their building Monday afternoon. On Tuesday, teachers and paraprofessionals were together to work with Mark Sander on Childhood Adverse Experiences or ACEs. Mark was with us a year ago and the staff wanted him back so that we could better learn how to support and work with students who are impacted by the many negative or adverse experiences beyond school beginning with home and family. On Wednesday, teachers spent the day working on "standards-based instruction" in each building with their principal and consultants. Paraprofessionals spent Wednesday learning about CPR/1st Aid and earning their certification. Thank you for your support of providing time for staff development which is becoming increasingly important and challenging to find enough time.

Students arrived on September 4! The Elementary School hosted classroom meetings for students and parents to meet with teachers throughout the day. Mr. Anderson held large group informational meetings for parents throughout the day as well. The Secondary School started the day with a "welcome" assembly followed by an abbreviated schedule. Thank you to staff for welcoming each student and focusing first on building relationships with each student!

Thank you for all you do!

Dale N. Carlson, Ph.D.