

INDEPENDENT SCHOOL DISTRICT 659  
REGULAR SCHOOL BOARD MEETING  
**Tuesday, November 12, 2013, 7:30 PM**  
Northfield High School, Media Center

**Note change in date and time**

**AGENDA**

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment  
This is an opportunity for members of the school district to address the Board. You are requested to do so from the podium. After being recognized by the chair, each individual will identify himself/herself and the group represented, if any. He/She will then state the reason for addressing the Board. To insure that all individuals have a chance to speak, speakers will be limited to one three-minute presentation. Please know that this is not a time to debate an issue, but for you to make your comments.
- IV. Approval of Minutes
- V. Announcements and Recognitions
- VI. Items for Discussion and /or Reports.
  1. Continuous Improvement Plan Presentations – Northfield Middle School and Community Services.
- VII. Superintendent's Report
  - A. Items for Individual Action
    1. American Education Week Proclamation.
  - B. Items for Consent Grouping
    1. Personnel Items.
- VIII. Items for Information
  1. Enrollment Report – November 2013.
  2. Enrollment Options Report.
- IX. Future Meetings  
Thursday, November 21, 2013, 7:00 PM, Work Session, Northfield High School Media Center  
Monday, November 25, 2013, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Monday, December 9, 2013, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center
- X. Adjournment

# NORTHFIELD PUBLIC SCHOOLS

## MEMORANDUM

Tuesday, November 12, 2013, 7:30 PM  
Northfield High School Media Center

Please note the change in date and time

**TO: Members of the Board of Education**  
**FROM: L. Chris Richardson, Ph. D., Superintendent**  
**RE: Explanation of Agenda Items for the November 12, 2013, School Board Meeting**

- I. Call to Order
- II. Agenda Changes / Table File
- III. Public Comment
- IV. Approval of Minutes  
Minutes of the Regular School Board meeting held on October 28, 2013, are enclosed for your review and comment.
- V. Announcements and Recognitions
- VI. Items for Discussion and / or Reports
  1. School / Site Improvement Plan Presentations – Northfield Middle School and Community Services.  
The continuous improvement plan presentations over the next several school board meetings will first document the progress made on the site improvement goals from the 2012-13 school year, then describe the 2013-14 site improvement goals, the data or evidence that was used to identify those goals, and the specific performance targets that will be used to determine success in reaching the goals. The presentations will also highlight the specific activities and staff development that will be completed during the 2013-14 school year.  
  
On Monday night Northfield Middle School and Community Services will present their continuous school improvement plans to the Board.
- VII. Superintendent's Report
  - A. Items for Individual Action
    1. American Education Week Proclamation.  
American Education Week is November 18 – 22, 2013. The following are the events being planned in recognition of the 92nd annual observance of American Education Week. Both events are co-sponsored by the Northfield Education Association (NEA).
      - Retired Educators Luncheon, November 18 at the Northfield Community Resource Center (NCRC).
      - Staff Appreciation Breakfast, November 27 at the Northfield Middle School.  
Highlights will include recognition of those employees who have reached years of service milestones with the district, as well as the NEA's presentation of the "Teacher of the Year," "Paraprofessional of the Year" and "Friend of Education" awards.

### American Education Week Proclamation

WHEREAS, public schools are the backbone of our democracy, providing young people with the tools they need to maintain our nation's precious values of freedom, civility and equality; and

WHEREAS, by equipping young Americans with both practical skills and broader intellectual abilities, schools give them hope for, and access to, a productive future; and

WHEREAS, education employees--be they custodians or teachers, bus drivers or librarians--work tirelessly to serve our children and communities with care and professionalism; and

WHEREAS, schools are community linchpins, bringing together adults and children, educators and volunteers, business leaders, and elected officials in a common enterprise; NOW THEREFORE, the Northfield Public Schools Board of Education does hereby proclaim November 18 – 22, 2013, as the 92nd annual observance of American Education Week.

**Superintendent's Recommendation:** Motion to approve the American Education Week Proclamation as presented.

B. Items for Consent Grouping

**Superintendent's Recommendation:** Motion to approve the following items listed under the Consent Grouping.

1. Personnel Items.

a. Appointments\*

1. Colleen Almen, Child Nutrition Associate I for 3.75 hours/day at the Middle School beginning 11/5/2013; \$13.82/hour.
2. Christina Chappuis, Educational Assistant Class IV 6.75 hours/day and Class I .33 hours/day at Sibley Elementary beginning 11/18/2013; Class IV, Step 3 - \$14.32/hour, Class I, Step 3 - \$13.27/hour.
3. Kathleen Connelly, Assistant Girls Basketball Coach at the High School beginning 11/18/2013 – 03/05/2014; Level E, Step 1.
4. Autumn Fabricant, Targeted Services PLUS Teacher at the Middle School for 5.0 hours/week beginning 11/05/2013 – 04/24/2014; Year 1- \$26.32/hour.
5. Melissa Gregory, Long Term Substitute EA-PCA at Sibley Elementary for .17 Class I, and 6.75 Class IV, beginning 11/13/2013 – 02/14/2014; Class I, Step 1 - \$12.59/hour; Class IV, Step 1 - \$13.49/hour.
6. Rich Guggisburg, Assistant Girls Softball Coach (9<sup>th</sup> Grade) at the High School beginning 03/10/2014 – 06/06/2014; Level F, Step 4.
7. Tony Rezac, Assistant Wrestling Coach at the High School beginning 11/18/2013 – 03/01/2014; Level E, Step 1.
8. William Seeberg, Homebound Instructor at the Middle School for 6 hours/week beginning 1/04/2013 – 01/24/2014; BA 60, Step 14.
9. Dylan Warner – Student Site Assistant for KidVentures in the district schools for 2.5 hours/day beginning 11/7/2013; \$8.09/hour.
10. Community Services Fall/Winter Recreations Positions:
  - a. Sasha Mandle, CS Lifeguard \$8.00/hour beginning 11/11/2013 – 04/01/2014.
  - b. Emily Verticchio, CS Birthday Parties/Basketball Coach, \$7.50/hour beginning 11/09/2013 – 04/01/2014.
  - c. Nicole Youngberg, CS Water Safety Instructor \$10.00/hour, Lifeguard \$8.00/hour beginning 12/04/2013 – 04/01/2014.

b. Increase/Decrease/Change in Assignment

1. Mary Boyum, Class IV-Bus EA at Sibley for .83 hours/day, change to Class IV Bus EA for .92 hours/day beginning 10/24/2013 - 6/6/2014.
2. Kathy Clark, Guidance Office Specialist at the High School for 6.5 hours/day (206 days), increase to 7.25 hours/day (206 days) beginning 11/05/2013.
3. Rebecca Glassing, .70 FTE HS Media Specialist at the High School, change to .80 FTE beginning 11/6/2013 – 1/27/2014, and to 1.0 FTE for second semester beginning 1/28/2014 – 06/06/2014.
4. Sherri Goehring, Class II EA for 6.5 hours/day and CNA I for .50 hours/day at the ALC, change to Class II EA for 6.75 hours/day and CNA I for .25 hours/day beginning 11/01/2013.

5. Karna Hauck, .8 FTE Art Teacher at the High School, change to 1.0 FTE Art Teacher at the High School for Quarter 2 beginning 11/05/2013 – 1/27/2014.
  6. Nancy Kløver, Secretary for Teaching & Learning at Longfellow for 5 hours/day for 200 days/year, change to 6 hours/day for 228 days/year (.75) beginning 11/01/2013.
  7. Hope Langston, RTI Coach at Bridgewater, add Targeted Services PLUS Teacher for 2.5 hours/week at Bridgewater beginning 10/31/2013 – 04/24/2014.
  8. Kathleen Mellstrom, Educational Assistant-PCA Class IV at the Middle School, change to EA-PCA Class IV for 6.75 hours/day at the High School beginning 11/05/2013 – 06/06/2014.
  9. Margie Podominick, 1.0 FTE LTS at Sibley for Kindergarten & Grade 3, change to 1.0 FTE LTS Kindergarten at Sibley beginning 11/11/2013 – 06/06/2014.
  10. Lindsay Schacht, Targeted Services PLUS Site Leader at BW for 8.0 hours/week, change to Targeted Services Plus Site Leader at BW for 6 hours/week beginning 10/28/2013 – 04/24/2014.
  11. Nancy Sparby, Office Generalist at the High School for 7.5 hours/day (174 days), decrease to 6.5 hours/day (174 days) beginning 11/05/2013.
- c. Leaves of Absence
1. Natalie Crooks, Childcare Leave of Absence beginning on 11/18/2013 – 01/03/2014.
  2. Heather Olivier, 1.0 FTE Orchestra Director at the High School/Middle School, FMLA Childcare Leave of Absence from on or about 01/10/2014 – 03/31/2014.
  3. Heather Olivier, 1.0 FTE Orchestra Director at the High School/Middle School, .40 FTE Childcare Leave of Absence from her high school teaching position from 04/01/2014 – 06/06/2014.
  4. Amy Pfefferle, 1.0 FTE Elementary Teacher, Amended FMLA Leave of Absence from intermittent leave to .50 FTE Leave of Absence from 11/11/2013 – 12/20/2013.
- d. Resignations
1. Mishia Edwards, declined employment offer, effective 10/29/2013
  2. Uriel Lazaro, decline employment offer, effective 10/29/2013.
  3. Jessica Bester, 9<sup>th</sup> Grade Softball Coach, resignation effective 11/03/2013.
  4. LeAnne Fricke, Assistant Gymnastics Coach, resignation effective 11/6/2013.
  5. Kevin George, Assistant Speech Coach, resignation effective 11/5/2013.

\*Conditional offers of employment are subject to successful completion of a criminal background check.

VIII. Items for Information

1. Enrollment Report – November 2013.

2. Enrollment Options Report.

Student Information Systems Specialist Christine Neset has provided the enclosed 2013-2014 Enrollment Options Report. The Northfield Public Schools has 281 students attending our schools from other school districts this school year compared to 278 last year. 755 Northfield students are attending school elsewhere, including other public schools (193), charter schools (268), home schools (109) and non-public schools (185). This compares to 838 students last year.

IX. Future Meetings

Thursday, November 21, 2013, 7:00 PM, Work Session, Northfield High School Media Center  
Monday, November 25, 2013, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center  
Monday, December 9, 2013, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

X. Adjournment

# School Board Minutes

School Board Minutes  
October 28, 2013  
Northfield High School Media Center

- I. Call to Order.  
Board Chair Ellen Iverson called the Regular meeting of the Northfield Board of Education to order at 7:00 PM. No one was absent.
- II. Agenda Changes / Table File  
The table file was added.  
Iverson added an item for information: Dr. Richardson will discuss possible work session to discuss district facilities needs.
- III. Public Comment  
There was none.
- IV. Approval of Minutes  
On a motion by Nelson, seconded by Maple, the minutes of the Regular School Board meeting held on October 14, 2013, were unanimously approved.
- V. Announcements and Recognitions
  - On October 3rd, Greenvale Park had an assembly featuring Viktor, the MN Viking's mascot. The assembly promoted healthy eating, 60 minutes of exercise daily and had many fun moments, which go hand in hand with their Fuel Up To Play 60 grant.
  - Bridgewater held the annual Bus Driver Appreciation Breakfast on October 25. Thank you to the drivers at Benjamin Bus who transport our students safely every day in such a positive manner.
  - The Veteran's Day Assembly will be held at Bridgewater on Monday, November 11th at 9:00 a.m. in the gymnasium. All Veterans are welcome to attend the assembly and the reception to follow in the cafeteria. Thank you for your service!
  - Our Middle School Honors Choir has been selected to perform at the Association for Middle Level Education national conference on November 7. Also, Principal Jeff Pesta will be a conference co-presenter with Angie Johnson from the Minnesota Department of Education (MDE) on the same day. That conference session is titled *Systemic Middle Level Redesign: Building a Minnesota Model*. Only the middle school will not be in session on November 8, so that 100 staff members from many employee groups can attend this national conference at the Minneapolis Convention Center that day.
  - The Middle School Youth Center's Young Northfield Chefs cooking club, led by members of Firebellies, the Carleton College Culinary Club, was recently featured in the nationwide Bon Appetit food service magazine (BRAVO) and on the Allina Health Clinic website.
  - Beth Berry, who recently retired as high school coordinator of the TORCH program, has received HCI's "Making a Difference" Award for October. Beth has been the driving force behind TORCH since it formed in 2005.
- VI. Items for Discussion and / or Reports
  1. School Improvement Plan Presentation – Sibley Elementary School.  
RTI coaches Becky Gainey and Tania Will, second grade Compañeros teacher Katy Schuerman and Principal Scott Sannes presented Sibley Elementary School's continuous improvement plan. Ms. Schuerman and Mr. Sannes spoke about Sibley's three continuous improvement goals in Reading, Math and Climate followed by Ms. Gainey and Ms. Will telling the Board how Sibley intends to achieve those goals through building staff development.
  2. Seventh Grade Environmental Education.  
Community Services Director Erin Mayberry provided a summary of the summer environmental education program held at Eagle Bluff Environmental Center in August. Middle School Principal Jeff Pesta talked about what went well with the two new 7<sup>th</sup> grade environmental day trips to Base Camp at Fort Snelling and River Bend Nature Center (Faribault) in October. Students (323) attending the day trips received both environmental education and participated in team building

activities, which were the primary goals of the day trip. The consensus among participating staff members was to do the day trips again next year with some minor adjustments.

VII. Superintendent's Report

A. Items for Individual Action

There were no items for individual action.

B. Items for Consent Grouping

On a motion by Fossum, seconded by Stratmoen, the Board unanimously approved the items under the Consent Grouping.

1. Gift Agreement.

The Board accepted a gift from Bob Shepley in the amount of \$2295 to be used toward the purchase of boys' basketball uniforms.

2. Personnel Items.

a. Appointments\*

1. Danielle Crase, Class IV Educational Assistant at Sibley Elementary for 6.75 hours/day beginning 10/28/2013 - 06/06/2014; Class IV, Step 1 - \$13.49/hour.
2. Stephanie Diamond, Targeted Services PLUS Site Assistant at Greenvale Park for 6.0 hours/week beginning 10/28/2013 - 04/24/2014; Step 1 - \$11.25/hour.
3. Mishia Edwards, Targeted Services PLUS Site Assistant at Greenvale Park for 6.0 hours/week beginning 10/28/2013 - 04/24/2014; Step 1 - \$11.25/hour.
4. Deanna Gonzalez, Targeted Services PLUS Student Site Assistant for 6.0 hours/week at Bridgewater beginning 10/28/2013 - 04/24/2014; \$8.09/hour.
5. Nils Haugen, Assistant Boys Lacrosse Coach beginning 03/31/2014 - 06/13/2014; Level H, Step 1.
6. Zeebo Karouso, Targeted Services Enrichment Coordinator for 8.0 hours/week at Greenvale Park, Bridgewater and Sibley beginning 10/28/2013 - 04/24/2014; \$18.00/hour.
7. Marie Kylo, Child Nutrition Associate II for 6.25 hours/day at the Middle School beginning 10/22/2013, \$14.79/hour, plus 1.00/hour for serv-safe certification.
8. Uriel Lazaro, Targeted Services PLUS Student Site Assistant for 6.0 hours/week at Greenvale Park beginning 10/28/2013 - 04/24/2014; \$8.09/hour.
9. Hillary Lyons, Targeted Services PLUS Site Leader for 8.0 hours/week at Greenvale Park beginning 10/28/2013 - 04/24/2014; Step 1 - \$14.02/hour
10. Kristy Malecha, Class I/Class III Educational Assistant for 3.5 hours/week at Greenvale Park beginning 10/24/2013; Class I, Step 1 - \$12.59/hour; Class III, Step 1 - \$13.29/hour.
11. Nicole Manderfeld, Targeted Services PLUS Student Site Assistant for 6.0 hours/week at Greenvale Park beginning 10/28/2013 - 04/24/2014; \$8.09/hour.
12. Sophia Nelson, Targeted Services PLUS Student Site Assistant for 6.0 hours/week at Greenvale Park beginning 10/28/2013 - 04/24/2014; \$8.09/hour.
13. Gunnar Olson, Head Boys Lacrosse Coach beginning 03/31/2014 - 06/13/2014; Level D, Step 1.
14. Melissa Skalicky, Targeted Services PLUS Site Assistant at Greenvale Park for 6.0 hours/week beginning 10/28/2013 - 04/24/2014; Step 1 - \$11.25/hour.
15. Peter Tomczik, Targeted Services PLUS Site Assistant at Greenvale Park for 6 hours/week beginning 10/28/2013 - 04/24/2014; Step 1 - \$11.25/hour.
16. Community Services Fall/Winter Recreation Positions:
  - a) Jon Jensen, CS Lifeguard \$8/hour; Swim Aide \$7.50/hour beginning 11/04/2013 - 04/01/2014.
  - b) Bronte Karvel-Fuller, CS Water Safety Instructor \$10/hour; Lifeguard \$8/hour beginning 11/04/2013 - 04/01/2014.
  - c) Zachary Lant, CS Basketball Scorekeeper beginning 11/03/2013 - 04/01/2014; \$7.50/hour.
17. Paul Bernhard, Head Gymnastics Coach beginning 11/11/2013 - 02/22/2014; Level A.
18. Darren Lofquist, Asst. Boys Swim/Dive Coach at the Middle School beginning 11/25/2013 - 03/01/2014; Level E, 70% Stipend.

19. Constance Menssen, Long Term Substitute Building Nurse at St. Dominic's/Prairie Creek Health Services beginning 11/11/2013 – 01/31/2014; Step 1 - \$22.40/hour.
  20. Sarah VandenAkker, Middle School Student Council Co-Advisor beginning 10/28/2013; Level I, 50% Stipend.
- b. Increase/Decrease/Change in Assignment
1. Ruben Alvarez, 1.0 FTE ELL Teacher at the Middle School, add Targeted Services PLUS Teacher at the Middle School for 2.0 hours/week beginning 10/28/2013 – 04/24/2014; \$26.92/hour.
  2. Sara Anderson, 1.0 Elementary Teacher at Bridgewater, add Targeted Services PLUS Teacher at the Middle School for 6 hours/week beginning 10/28/2013 – 04/24/2014; \$26.32/hour.
  3. Amy Atkinson, Class I EA/Class IV EA at GVP, add Targeted Services PLUS Site Assistant at GVP for 5.0 hours/week beginning 10/28/2013 – 04/24/2014; Step 1 - \$11.25/hour.
  4. Mary Boyum, Class IV EA at Sibley for 7.95 hours/day, change to Class I/Class IV EA at Sibley for 7.5 hours/day beginning 10/21/2013 – 06/06/2013. (Class I .17 hours/day, Class IV 6.5 hours/day, Class IV Bus .83 hours/day.)
  5. Shari Bridley, Class IV Bus EA at Longfellow for 6.25 hours/week, change to Class IV Bus EA for 5.5 hours/week beginning 9/03/2013 – 06/06/2014.
  6. Mary Huberg, Class III Secretary at Longfellow, change to Class IV Secretary, Step 5 at the ALC beginning 11/04/2013.
  7. Dean Huschle, Class I EA-Greeter at Longfellow, add one week additional hours (6 hours/day) beginning 10/21/2013 – 10/25/2013.
  8. Amber Iwanski, Class IV EA at the High School, add Targeted Services PLUS Site Assistant at Sibley for 6.0 hours/week beginning 10/28/2013 – 04/24/2014; Step 3 - \$11.84/hour.
  9. Bonnie Klamm, Class I/Class IV EA at Sibley, add Targeted Services PLUS Site Assistant at Sibley for 5 hours/week beginning 10/28/2013 – 04/24/2014; Step 4 - \$12.15/hour.
  10. Lisa Kruger-Robb, .6 FTE ELL Teacher at the High School, change to .8 FTE ELL Teacher at the High School for Semester 1 only for the 2013-14 school year.
  11. Daren Lofquist, 1.0 Second Grade Teacher at Bridgewater, add Student Council Advisor at Bridgewater beginning 09/03/2013 – 06/06/2014.
  12. Rustianna Mechura, Child Nutrition Associate I at Bridgewater, add Targeted Services PLUS Site Leader at Sibley for 8 hours/week beginning 10/28/2013 – 04/24/2014; Step 1 - \$14.02/hour.
  13. Michelle Morales, 1.0 FTE ELL Teacher at Greenvale Park, add Targeted Services PLUS Teacher at Greenvale Park for 3.75 hours/week beginning 10/28/2013 – 04/24/2014; \$26.92/hour.
  14. Darla Neufeldt, Class I/Class IV EA at Sibley, add Target Services PLUS Site Assistant at Sibley for 5 hours/week beginning 10/28/2013 – 04/24/2014; Step 1 - \$11.25/hour.
  15. Debra Pack, Class IV EA at the High School, add Class IV EA for an additional 1 hour/day on Tuesdays only beginning 10/29/2013 – 05/29/2014.
  16. Lindsay Schacht, Class IV EA at Bridgewater, add Targeted Services PLUS Site Leader at Bridgewater for 8 hours/day beginning 10/28/2013 – 04/24/2014; Step 2 - \$14.31/hour.
  17. Amanda Schrader, 1.0 FTE ELL Teacher at Sibley, add Targeted Services PLUS Teacher at Sibley for 3 hours/week beginning 10/28/2013 – 04/24/2014; \$27.39/hour.
  18. Karleen Sherman, 1.0 FTE Sped Teacher at Sibley, add Targeted Services PLUS Teacher at Sibley for 2.5 hours/week beginning 10/28/2013 – 04/24/2014; \$26.32/hour.
  19. Dana Sonnicksen, 1.0 FTE ELL Teacher at Greenvale Park, add Targeted Services PLUS Teacher at GVP for 3.75 hours/week beginning 10/28/2013 – 04/24/2014; \$26.32/hour.
  20. Brigitte Tisdale, .80 FTE Title I Teacher at Greenvale Park, add Targeted Services PLUS Teacher at the Middle School for 6 hours/week beginning 10/28/2013 – 04/24/2014; \$26.32/hour.
  21. Elizabeth Valentine, 1.0 FTE ELL Teacher at Sibley, add Targeted Services PLUS Teacher at Sibley & GVP for 3 hours/week beginning 10/28/2013 – 04/24/2014; \$26.92/hour.
  22. Anne Vandermartin, Class I/Class IV EA at Sibley for 6.67 hours/day, change to Class IV EA at Sibley for 6.5 hours/day beginning 10/21/2013.
  23. Andrea Waldock, Class IV Bus EA at Longfellow for 8.17 hours/week, change to Class IV Bus EA at Longfellow for 4.49 hours/week beginning 10/22/2013 – 06/06/2014.

24. Michelle Warden, Class I/Class IV EA at Bridgewater, add Class II EA for 1.5 hours/day beginning 10/21/2013 – 06/06/2014.
  25. Katherine Woodstrup, .75 FTE Elementary Visual Arts Teacher at Bridgewater, add .05 FTE Safety Patrol Supervisor at Bridgewater (.80 FTE) beginning 09/03/2013 – 06/06/2014; add Class II EA for 1.5 hours/day beginning 10/21/2013 – 06/06/2014; add Targeted Services PLUS Teacher at Bridgewater for 2.5 hours/week beginning 10/28/2013 – 04/24/2014; \$26.92/hour.
  26. Dean Huschle, Class I EA-Greeter at Longfellow, add one week additional hours (6 hours/day) beginning 10/28/2013 – 11/01/2013.
  27. Easton Martin – CS Floor Hockey Instructor, Add CS Floor Hockey Supervisor at the Middle School - \$10.00/hour.
  28. Kathy Mellstrom, Class IV EA at the Middle School for 6.5 hours/day, change to Class IV EA at the MS for 6.75 hours/day beginning 8/26/2013.
- c. Leaves of Absence
1. Tasha Jasper, Leave of Absence beginning 10/24/2013 – 02/14/2014.
  2. Rebekah Patterson, Childcare Leave of Absence beginning on or about 12/08/2013 through 02/28/2014.
  3. Brent Rauk, FMLA Leave of Absence beginning 11/18/2013 – 01/10/2014.
- d. Resignations / Retirement
1. Norine Bell, High School EA/Greeter, resignation effective 11/08/2013.
  2. Melissa Bernhard, Head Gymnastics Coach, resignation effective 10/22/2013.
  3. Gary Lewis, Director of Student Services, retirement effective 12/31/2013.
  4. Sheila Winegardner, Educational Assistant at Sibley, resignation effective 11/15/2013.

\*Conditional offers of employment are subject to successful completion of a criminal background check.

VIII. Items for Information

1. Proposed Board Work Session on Student Enrollment and District Facilities Needs  
Superintendent Richardson proposed that the Board hold a work session in November to discuss how district facilities will be impacted by the implementation of State funded all-day every day kindergarten beginning in the 2014-15 school year. The work session would provide an opportunity to discuss student enrollment as it relates to short and long-term facilities needs and determine next steps in planning for these changes. Board members will be asked to provide feedback on possible dates for that work session.

IX. Future Meetings

Tuesday, November 12, 2013, 6:30 PM, Reception for Commended National Merit Scholars, HS Upper Cafeteria  
Tuesday, November 12, 2013, 7:30 PM, Regular School Board Meeting, Northfield High School Media Center  
Monday, November 25, 2013, 7:00 PM, Regular School Board Meeting, Northfield High School Media Center

- X. On a motion by Stratmoen, seconded by Maple, the Board adjourned at 8:45 PM.

Noel Stratmoen  
School Board Clerk

# **NORTHFIELD PUBLIC SCHOOLS**

**2012-2013 Site Progress Report**

**2013-2014 Continuous Improvement Plan**

**2013-2014 Building Staff Development Plan**

**October 11, 2013**

# NORTHFIELD PUBLIC SCHOOLS

## District 659 Mission: Why we exist

The mission of the Northfield Public Schools is to deliver educational excellence that empowers all learners to participate in our dynamic world.

**Submit to the Superintendent by October 11, 2013:**

**For 2012-2013: Site Progress Report**

**For 2013-2014: Site Continuous Improvement Plan  
Building Staff Development Plan**

**SITE:** *Northfield Middle School*

**PLAN YEAR:** *2013-2014*

### SITE IMPROVEMENT TEAM MEMBERS:

*Lidia Araujo-Lopez, Angela Denardo-Meagher, Lavergne Dickerson, Anita FisherEgge, Greg Gelineau, Amy Goerwitz, Mary Hillmann, Madison Hince, Heather Ims, Marilyn Neuville, Chris O'Neill, Jeff Pesta, Karen Roback, Taide Rodriguez-Marcial, Amy Sieve, Jennifer Streefland, Jorge Salinas, Jr., Mar Valdecantos.*

**Reviewed by  
Staff:**

**Signature  
Date**

*J. Pesta*  
\_\_\_\_\_  
*10/20/13*  
\_\_\_\_\_

**Final Approval by  
Site Improvement Team:**

**Signature  
Date**

*Chris Pesta*  
\_\_\_\_\_  
*10/21/2013*  
\_\_\_\_\_

**Final Approval by  
Superintendent and  
Director of Teaching and  
Learning:**

**Signature  
Date**

*[Signature]*  
\_\_\_\_\_  
*10/24/13*  
\_\_\_\_\_

# NORTHFIELD PUBLIC SCHOOLS

## 2012-2013 Site Progress Report for Site Improvement Objective #1

**State the Site Improvement Objective:** *To provide the flexibility necessary for all secondary Professional Learning Communities (PLCs) to set meaningful goals that reflect their area of expertise.*

**This Site Improvement Objective is:**  New  Continuing

**State the Student Achievement Goal:** We will demonstrate increased proficiency for each student in the essential learning of content areas as measured by either passing rates or common assessments selected by Professional Learning Communities. These will be measured by June 5, 2013.

### Which action plan steps were completed?

1. *PLC groups were comprised of teachers who shared common grade levels, courses, departments, or some other specific connection for student learning. On-going professional development in PLC best practices was provided.*
2. *Aligned all PLC goals with the Site Improvement Team and/or District Educational and Program Advisory Committee goals.*
3. *Students were supervised by administration and educational assistants during late start Wednesdays to insure 60 minutes of uninterrupted meeting time for 36 PLC sessions.*
4. *15 of our 16 PLC teams crafted and evaluated their own SMART goals aligned with this site achievement objective.*
5. *One PLC team aligned their SMART goal with a site climate objective.*
6. *All 16 teams posted Evidence of Practice in Action (EPIA) documents on the district website each semester to transparently share their work with the community.*
7. *Two representative PLCs were featured in a video of their work which was presented at a school board meeting on May 28, 2013. The video highlighted the direct connection between the PLC meetings and classroom instruction.*

### Which of these steps were especially powerful?

*In addition to reporting EPIA documents to the public, it has been especially rewarding to have each PLC present their findings to their peers twice per year.*

# **NORTHFIELD PUBLIC SCHOOLS**

## **Which of these steps were not completed?**

*All steps were completed.*

## **Provide evidence that your objective was achieved or not achieved.**

*Ten PLC groups met or partially met all of the elements of their SMART goals. One PLC had a goal that will span a two-year time frame. There were two PLCs that narrowly missed their goals based on overall proficiency on the Minnesota Comprehensive Assessments (MCA). One of those was most likely due to a significant change in the test structure of the new MCAIII reading test. The final three PLCs demonstrated significant growth in student achievement; however they fell slightly short of their ambitious targets. One 6<sup>th</sup> grade PLC developed a school climate SMART goal and recorded a 90% student and 86% parent satisfaction rating of their efforts to create a welcoming learning environment.*

## **What implications do this year's results have for next school year?**

*Unfortunately, some PLCs continue to be hindered by late access to state assessment data. Several groups could not evaluate their SMART goal until August or in two instances not until October. Our PLC calendar matches the school year calendar. For the second year in a row, we will emphasize that PLCs choosing goals dependent on state data should take a multi-year perspective with their goals or shift to other forms of internal and external assessments whose data is more time sensitive.*

# NORTHFIELD PUBLIC SCHOOLS

## 2012-2013 Site Progress Report for Site Improvement Objective #2

**State the Site Improvement Objective:** *To support continued growth of positive, value-added parent experiences that also build a sense of ownership and confidence in our students.*

**This Site Improvement Objective is:**  **New**       **Continuing**

**State the Student Achievement Goal:** *We will provide increased opportunities for students to apply oral communication skills, to include expanding student led conferences to both sixth and seventh grades by March 15, 2013.*

### **Which action plan steps were completed?**

- 1. The faculty facilitators were trained to use the Family Access appointment scheduler feature in our student management software.*
- 2. The facilitators participated in four training sessions to develop their capacity to serve as conference hosts.*
- 3. The facilitators scheduled and hosted student led parent conferences for sixth and seventh grade students on February 28 and March 4, 2013.*

### **Which of these steps were especially powerful?**

*For the second year in a row, over 99% of our sixth grade students led a portfolio based conference with one or more parents/family members in attendance. In the first year of implementation, 92% of 7<sup>th</sup> grade students hosted their conference at school. All students participating in the Will program for at-risk learners presented three quarterly progress reports on their individual goals to the principal.*

### **Which of these steps were not completed?**

*All steps were completed.*

### **Provide evidence that your objective was achieved or not achieved.**

*The high participation rate and the true student led nature of the conferences demonstrated that we successfully met our goal. In contrast, the participation rate for eighth grade parents was less than 40% across multiple conference events.*

# **NORTHFIELD PUBLIC SCHOOLS**

## **What implications do this year's results have for next school year?**

*We will expand our student led conference format to include the eighth grade. This will be the third year that the Class of 2018 cohort will have participated in the alternative format. The eighth grade conference will take place prior to February course registration and focus on the student's Explore Test results and high school course selection and planning.*

# NORTHFIELD PUBLIC SCHOOLS

## 2012-2013 Site Progress Report for Site Improvement Objective #3

**State the Site Improvement Objective:** *To reduce the amount of lost instructional time generated by low priority discipline referrals and to begin to actively teach pro-social skills.*

**This Site Improvement Objective is:**  New  Continuing

**State the Student Achievement Goal:** *We will maintain a school-wide disciplinary referral level that is 50% below the 2008-2009 baseline end of year Skyward discipline tracker for the remaining two years of this six year plan. We will develop a companion campaign to teach and acknowledge pro-social skills.*

### Which action plan steps were completed?

- 1. All three grades have been fully phased into the student management philosophy; including an orientation session for incoming 6<sup>th</sup> grade students each September.*
- 2. The planning room staff was trained and followed a daily coverage schedule.*
- 3. A faculty training session was conducted on September 11, 2012.*
- 4. A Positive Behavioral Interventions and Supports (PBIS) team was selected and sent to training sessions August 8-9, 2013 as part of a Minnesota Department of Education grant.*
- 5. The Skyward discipline tracker statistics were monitored monthly and reported quarterly to staff and the Site Improvement Team.*

### Which of these steps were especially powerful?

*The sixth grade cohort was the largest ever at Northfield Middle School (345 students). Despite the size of the group, they also set a school record for the fewest bottom line referrals in one school year with only 32. Additional documentation was needed for a few mobile students as part of our emerging Response to Intervention model, yet the composite school referral total remained similar to the previous year.*

### Which of these steps were not completed?

*All steps were completed.*

### Provide evidence that your objective was achieved or not achieved.

*The school-wide disciplinary referral level was 72% less than the 2008-2009 baseline level.*

# **NORTHFIELD PUBLIC SCHOOLS**

**What implications do this year's results have for next school year?**

*This will be the final year of a six-year plan. We will continue to support all aspects of the student management philosophy and pilot PBIS strategies that will actively support this goal.*

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

### **VISION: What we hope to become**

#### **Building Vision Statement:**

*Northfield Middle School: Preparing for Success in a Dynamic World.*

### **COLLECTIVE COMMITMENTS: How we will behave in order to make our shared vision a reality**

#### **Building Statement of Collective Commitments:**

- *We acknowledge the variety of levels of our students in order to help them achieve their potential.*
- *We recognize the strengths of our diversity of program and opportunities for students in academics, the arts, and activities.*
- *We establish and maintain high and consistent expectations of students.*
- *We are aware of and are interested in the social and emotional welfare of our students.*
- *We encourage students to develop as learners and citizens in our school community.*
- *We develop young minds, challenge all students to excel and provide guidance when they encounter challenges.*
- *We recognize positive accomplishments of students and staff to enhance school pride and individual accomplishment.*

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

**GOALS: Our overarching objectives and measurable goals, and what steps we will take to reach them**

### Site Improvement Objective #1

**State the Site Improvement Objective:** *To provide the flexibility necessary for all secondary Professional Learning Communities to set meaningful goals that reflect their area of teaching expertise.*

**This Site Improvement Objective is:**  New  Continuing

**This Site Improvement Objective is intended for:**

1 year  2 years  3 years

**This action plan is for:**  year 1  year 2  year 3 of the plan

**What district strategy does this Site Improvement Objective support?**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Quality Education | <input checked="" type="checkbox"/> Communications/Partnerships |
| <input checked="" type="checkbox"/> Stewardship       | <input checked="" type="checkbox"/> Curricular Outcomes         |
| <input checked="" type="checkbox"/> Climate           | <input checked="" type="checkbox"/> Diversity                   |

**Evidence of Need ("Our Reality"):** What key measurable performance indicators show a need to spend time, energy, and resources on this particular objective?

*Only math, reading, and science teachers are able to directly align their SMART goals with MCA or MMR data.*

**Student Achievement Goal #1: What key measurable performance indicators/performance targets will point to success at year-end review?**

- This should be a SMART goal: Strategic and Specific, Measurable, Attainable, Results-oriented, Time-bound.
- To the extent possible, please use this format to write your goal: "We will increase (*indicate specific skills*) of (*indicate subgroups and grade levels of students*) so that (*indicate percent of students*) will demonstrate (*indicate level of performance*) as measured by (*indicate names of assessments*) by (*indicate month and year*)."

We will demonstrate increased proficiency for each student in the essential learning of content areas as measured by either passing rates or common assessments selected by Professional Learning Communities. These will be measured by June 6, 2014.

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

<b>Action Plan Details for Site Improvement Objective #1</b>							
<b>Task No.</b>	<b>Tasks to be Completed</b>	<b>Time Lines</b>		<b>Assigned to</b>	<b>Resources Reallocated Time/\$/Materials</b>	<b>Monitoring Dates</b>	<b>Monitoring Indicators</b>
		<b>Begin Date</b>	<b>End Date</b>				
<b>1.</b>	<i>Attach new staff members to the most logical fit from the previous year's PLC teams and proceed with final evaluations of their SMART goals for the annual report.</i>	<b>8/26/13</b>	<b>9/4/13</b>	<b>Principal</b>	<b>Professional development time</b>	<b>9/4/13</b>	<b>Share new PLC team roster with faculty</b>
<b>2.</b>	<i>Enable teams to submit SMART goal drafts to support ongoing groups or establish new groups.</i>	<b>9/4/13</b>	<b>10/9/13</b>	<b>Faculty</b>	<b>Weekly PLC meetings</b>	<b>10/9/13</b>	<b>Submit final PLC membership roster and master spreadsheet to the Director of Teaching and Learning</b>
<b>3.</b>	<i>Identify a facilitator for each PLC</i>	<b>9/4/13</b>	<b>10/9/13</b>	<b>Faculty</b>	<b>Weekly PLC meetings</b>	<b>10/16/13</b>	<b>Submit facilitator names to the Director of Teaching and Learning</b>
<b>4.</b>	<i>Provide student supervision for late starts to enable weekly one -hour long PLC meetings weekly</i>	<b>9/4/13</b>	<b>6/4/14</b>	<b>Assistant Principal and educational assistants (EAs)</b>	<b>Retain regular weekly salary rate for participating EAs.</b>	<b>Weekly</b>	<b>PLC meetings conducted each Wednesday 7:45-8:45</b>

## NORTHFIELD PUBLIC SCHOOLS

5.	<i>On-going professional development opportunities for training and peer review</i>	8/26/13	6/4/13	<i>Administrators and DCSDC representatives</i>	<i>Professional days and monthly faculty meetings</i>	<i>Monthly</i>	<i>Evaluation for annual staff development report</i>

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

**GOALS: Our overarching objectives and measurable goals, and what steps we will take to reach them**

### Site Improvement Objective #2

**State the Site Improvement Objective:** *To support continued growth of positive, value-added parent conference experiences that also build a sense of ownership and confidence in our students.*

**This Site Improvement Objective is:**  New  Continuing

**This Site Improvement Objective is intended for:**

1 year  2 years  3 years

**This action plan is for:**  year 1  year 2  year 3 of the plan

**What district strategy does this Site Improvement Objective support?**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Quality Education | <input checked="" type="checkbox"/> Communications/Partnerships |
| <input type="checkbox"/> Stewardship                  | <input checked="" type="checkbox"/> Curricular Outcomes         |
| <input type="checkbox"/> Climate                      | <input checked="" type="checkbox"/> Diversity                   |

**Evidence of Need ("Our Reality"):** What key measurable performance indicators show a need to spend time, energy, and resources on this particular objective?

*The general curriculum provides a limited number of opportunities for our students to develop the oral communication skills necessary for them to be successful in higher education and future employment. Effective student to parent communication is a reliable predictor of student achievement*

# NORTHFIELD PUBLIC SCHOOLS

## **Student Achievement Goal #2: What key measurable performance indicators/performance targets will point to success at year-end review?**

- This should be a SMART goal: Strategic and Specific, Measurable, Attainable, Results-oriented, Time-bound.
- To the extent possible, please use this format to write your goal: "We will increase (*indicate specific skills*) of (*indicate subgroups and grade levels of students*) so that (*indicate percent of students*) will demonstrate (*indicate level of performance*) as measured by (*indicate names of assessments*) by (*indicate month and year*)."

*We will provide increased opportunities for students to apply oral communication skills, to include expanding spring student led conferences into eighth grade by February 8, 2014.*

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

Action Plan Details for Site Improvement Objective #2							
Task No.	Tasks to be Completed	Time Lines		Assigned to	Resources Reallocated Time/\$/Materials	Monitoring Dates	Monitoring Indicators
		Begin Date	End Date				
1.	<i>Assign grade level facilitator roles to staff</i>	<i>11/4/13</i>	<i>1/6/14</i>	<i>Principal</i>	<i>Building staff development time</i>	<i>11/27/13</i>	<i>Student rosters distributed to facilitators.</i>
2.	<i>Grade specific training sessions for facilitators</i>	<i>11/4/13</i>	<i>1/27/14</i>	<i>Principal and grade level teacher leaders</i>	<i>Building staff development time</i>	<i>11/4/13 11/27/13 1/20/14 1/27/14</i>	<i>Completion of training sessions and portfolio template</i>
3.	<i>Schedule all Will program students for goals conference</i>	<i>11/5/13</i>	<i>4/4/14</i>	<i>Principal and Will program lead teacher</i>	<i>Dedicated class periods for individual appointments</i>	<i>11/11/13 1/24/14 4/11/14</i>	<i>Quarterly goals conference held for each Will program student</i>
4.	<i>Planning meetings with 9<sup>th</sup> grade staff and other Career and Technical Education (CTE) partners</i>	<i>10/18/13</i>	<i>1/27/14</i>	<i>Principal and counselors</i>	<i>Multiple meeting times with planning team.</i>	<i>12/20/13 1/27/14</i>	<i>Conference dates and value added events scheduled</i>
5.	<i>Schedule and conduct at least one student led conference per pupil</i>	<i>1/30/14</i>	<i>2/8/14</i>	<i>All licensed staff members</i>	<i>6 hours of contracted conference time per licensed staff member</i>	<i>1/30/14 2/6/14 2/8/14</i>	<i>A parent participation rate of 95% or higher</i>

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

**GOALS: Our overarching objectives and measurable goals, and what steps we will take to reach them**

### Site Improvement Objective #3

**State the Site Improvement Objective:** *To maintain the quality learning environment achieved by the respect-based student management system that we have developed over the past five site improvement plans.*

**This Site Improvement Objective is:**  New  Continuing

**This Site Improvement Objective is intended for:**

1 year  2 years  3 years

**This action plan is for:**  year 1  year 2  year 3 of the plan

**What district strategy does this Site Improvement Objective support?**

Quality Education

Communications/Partnerships

Stewardship

Curricular Outcomes

Climate

Diversity

**Evidence of Need ("Our Reality"):** **What key measurable performance indicators show a need to spend time, energy, and resources on this particular objective?**

*Annual site statistics indicate that our level of disciplinary referrals has decreased by 72% over the past five years. This has yielded a commensurate drop in lost instructional time due to student behavior issues. Our learning environment benefits significantly if this level can be maintained.*

# NORTHFIELD PUBLIC SCHOOLS

## **Student Achievement Goal #1: What key measurable performance indicators/performance targets will point to success at year-end review?**

- This should be a SMART goal: Strategic and Specific, Measurable, Attainable, Results-oriented, Time-bound.
- To the extent possible, please use this format to write your goal: "We will increase (*indicate specific skills*) of (*indicate subgroups and grade levels of students*) so that (*indicate percent of students*) will demonstrate (*indicate level of performance*) as measured by (*indicate names of assessments*) by (*indicate month and year*)."

*We will maintain a school-wide disciplinary referral level that is 50% below the 2008-2009 baseline end of year Skyward discipline tracker for the final year of this six-year plan. We will begin to implement a companion campaign to teach and acknowledge pro-social skills; including elements of Positive Behavior Interventions and Supports (PBIS) during the 2013-2014 school year.*

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

Action Plan Details for Site Improvement Objective #3							
Task No.	Tasks to be Completed	Time Lines		Assigned to	Resources Reallocated Time/\$/Materials	Monitoring Dates	Monitoring Indicators
		Begin Date	End Date				
1.	<i>Classroom training sessions for 6<sup>th</sup> grade students</i>	9/23/13	9/30/13	<i>Assistant Principal</i>	<i>Individual 6<sup>th</sup> grade class sessions</i>	10/1/13	<i>Completion of training sessions</i>
2.	<i>In-service training for any new staff members</i>	8/20/13	8/29/13	<i>Principal</i>	<i>New teacher workshop and pre-school professional week</i>	8/29/13	<i>Completion of training for all new members</i>
3.	<i>Staff the planning room</i>	9/9/13	6/6/13	<i>Principal and Will program staff</i>	<i>Average total of 30 minutes of EA or teacher time daily</i>	6/6/14	<i>Completion of school year</i>
4.	<i>Morning meetings utilizing the Developmental Designs model</i>	9/3/13	6/6/14	<i>6<sup>th</sup> grade team teachers</i>	<i>Selected morning class periods</i>	1/27/14 6/6/14	<i>Completion of school year</i>
5.	<i>6<sup>th</sup> grade Constitutional Assembly</i>	9/26/13	9/26/13	<i>6<sup>th</sup> grade faculty</i>	<i>One afternoon class period</i>	10/3/13	<i>Distribution of 6<sup>th</sup> grade Constitution posters to classrooms</i>
6.	<i>8<sup>th</sup> grade challenge event</i>	11/4/13	5/30/14	<i>Principal and 8<sup>th</sup> grade faculty</i>	<i>One professional day meeting and a series of 8<sup>th</sup> grade lunch assemblies</i>	Quarterly	<i>Earned class privilege for a cumulative number of less than 32 bottom-line discipline referrals</i>

# NORTHFIELD PUBLIC SCHOOLS

## Building Staff Development Plan: 2013-2014

This form must be completed by each school and approved by the District Curriculum and Staff Development Committee (DCSDC). The information provided in this form will also be used by each school at the end of the school year to complete the annual Building Staff Development Evaluation that is required by the Minnesota Department of Education.

Please complete this form electronically and send it to the Superintendent and the Director of Teaching and Learning by 10/11/13.

---

**School:** *Northfield Middle School*

**Submitted by:** *Jeff Pesta*

**Date:** *October 20, 2013*

**Total number of licensed instructional staff:** *61*

**Total number of licensed non-instructional staff:** *6*

**Total number of paraprofessional staff:** *21*

# NORTHFIELD PUBLIC SCHOOLS

## Building Staff Development Plan: 2013-2014

### I. SITE IMPROVEMENT OBJECTIVES AND STUDENT ACHIEVEMENT GOALS

**Site Improvement Objective #1:** *To provide the flexibility necessary for all secondary Professional Learning Communities (PLCs) to set meaningful goals that reflect their area of expertise.*

**Student Achievement Goal #1:** We will demonstrate increased proficiency for each student in the essential learning of content areas as measured by either passing rates or common assessments selected by Professional Learning Communities. These will be measured by June 6, 2013.

#### Indicate the focus of the Site Improvement Objective and Student Achievement Goal:

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Reading | <input checked="" type="checkbox"/> Social Studies  | <input checked="" type="checkbox"/> Career/Technical Education |
| <input checked="" type="checkbox"/> Writing | <input checked="" type="checkbox"/> Health/PE       | <input checked="" type="checkbox"/> Climate                    |
| <input checked="" type="checkbox"/> Math    | <input checked="" type="checkbox"/> Art/Music       |  |
| <input checked="" type="checkbox"/> Science | <input checked="" type="checkbox"/> World Languages |  |

#### Board of Education Goal(s) aligned with above objective and goal:

- 1. We will partner with community agencies that serve students by providing meaningful data support emphasizing key transitions young people make on the 'cradle to career' continuum.
- 2. Students, teachers, and parents will collaborate by using a broad range of student information to select individual approaches for personal growth aligned with student strengths and challenges.
- 3. The District will continue implementation of a system of academic and behavioral interventions (RTI) at the elementary level and begin implementing that system at the secondary level in 2013-2014.
- 4. The District will implement standards-based grading strategies and procedures at the elementary level and continue studying standards-based grading at the secondary level in 2013-14.
- 5. The District will provide curricular and staff development support in the implementation of the tablet initiative using the Substitution, Augmentation, Modification, and Redefinition (SAMR) model.
- 6. The District will establish specific behavioral expectations, train staff, and teach pro-social behaviors to all students that promote respect, responsibility, and self-regulation.
- 7. The District will foster school connectedness among students, families and staff, promoting mutual respect and enhancing emotional health.
- Not applicable

#### District Staff Development Goal(s) aligned with above objective and goal:

# NORTHFIELD PUBLIC SCHOOLS

- 1. Support and guide the implementation of the district's curriculum frameworks for each content area.
- 2. Support and guide the implementation of the concepts and practices essential to Professional Learning Communities (PLCs).
- Not applicable

## Building Staff Development Plan: 2013-2014

### I. SITE IMPROVEMENT OBJECTIVES AND STUDENT ACHIEVEMENT GOALS *(continued)*

**Site Improvement Objective #2:** *To support continued growth of positive, value-added parent conference experiences that also build a sense of ownership and confidence in our students.*

**Student Achievement Goal #2:** *We will provide increased opportunities for students to apply oral communication skills; to include expanding student led conferences into 8<sup>th</sup> grade by February 8, 2013.*

**Indicate the focus of the Site Improvement Objective and Student Achievement Goal:**

- |   |   |  |
|---|---|--|
| <input checked="" type="checkbox"/> Reading | <input checked="" type="checkbox"/> Social Studies  | <input checked="" type="checkbox"/> Career/Technical Education |
| <input checked="" type="checkbox"/> Writing | <input checked="" type="checkbox"/> Health/PE       | <input checked="" type="checkbox"/> Climate                    |
| <input checked="" type="checkbox"/> Math    | <input checked="" type="checkbox"/> Art/Music       |  |
| <input checked="" type="checkbox"/> Science | <input checked="" type="checkbox"/> World Languages |  |

**Board of Education Goal(s) aligned with above objective and goal:**

- 1. We will partner with community agencies that serve students by providing meaningful data support emphasizing key transitions young people make on the 'cradle to career' continuum.
- 2. Students, teachers, and parents will collaborate by using a broad range of student information to select individual approaches for personal growth aligned with student strengths and challenges.
- 3. The District will continue implementation of a system of academic and behavioral interventions (RtI) at the elementary level and begin implementing that system at the secondary level in 2013-2014.
- 4. The District will implement standards-based grading strategies and procedures at the elementary level and continue studying standards-based grading at the secondary level in 2013-14.
- 5. The District will provide curricular and staff development support in the implementation of the tablet initiative using the Substitution, Augmentation, Modification, and Redefinition (SAMR) model.
- 6. The District will establish specific behavioral expectations, train staff, and teach pro-social behaviors to all students that promote respect, responsibility, and self-regulation.

# NORTHFIELD PUBLIC SCHOOLS

7. The District will foster school connectedness among students, families and staff, promoting mutual respect and enhancing emotional health.

Not applicable

**District Staff Development Goal(s) aligned with above objective and goal:**

1. Support and guide the implementation of the district's curriculum frameworks for each content area.

2. Support and guide the implementation of the concepts and practices essential to Professional Learning Communities (PLCs).

Not applicable

## Building Staff Development Plan: 2013-2014

### I. SITE IMPROVEMENT OBJECTIVES AND STUDENT ACHIEVEMENT GOALS *(continued)*

**Site Improvement Objective #3:** *To reduce the amount of lost instructional time generated by low priority discipline referrals and to begin to actively teach pro-social skills.*

**Student Achievement Goal #3:** *We will maintain a school-wide disciplinary referral level that is 50% below the 2008-2009 baseline end of year Skyward discipline tracker for the final year of this six year plan. We will develop a companion campaign to teach and acknowledge pro-social skills.*

**Indicate the focus of the Site Improvement Objective and Student Achievement Goal:**

- |                                  |  |   |
|----------------------------------|--|---|
| <input type="checkbox"/> Reading | <input type="checkbox"/> Social Studies  | <input type="checkbox"/> Career/Technical Education |
| <input type="checkbox"/> Writing | <input type="checkbox"/> Health/PE       | <input checked="" type="checkbox"/> Climate         |
| <input type="checkbox"/> Math    | <input type="checkbox"/> Art/Music       |   |
| <input type="checkbox"/> Science | <input type="checkbox"/> World Languages |   |

**Board of Education Goal(s) aligned with above objective and goal:**

1. We will partner with community agencies that serve students by providing meaningful data support emphasizing key transitions young people make on the 'cradle to career' continuum.
2. Students, teachers, and parents will collaborate by using a broad range of student information to select individual approaches for personal growth aligned with student strengths and challenges.
3. The District will continue implementation of a system of academic and behavioral interventions (RtI) at the elementary level and begin implementing that system at the secondary level in 2013-2014.
4. The District will implement standards-based grading strategies and procedures at the elementary level and continue studying standards-based grading at the secondary level in 2013-14.

# NORTHFIELD PUBLIC SCHOOLS

- 5. The District will provide curricular and staff development support in the implementation of the tablet initiative using the Substitution, Augmentation, Modification, and Redefinition (SAMR) model.
- 6. The District will establish specific behavioral expectations, train staff, and teach pro-social behaviors to all students that promote respect, responsibility, and self-regulation.
- 7. The District will foster school connectedness among students, families and staff, promoting mutual respect and enhancing emotional health.
- Not applicable

**District Staff Development Goal(s) aligned with above objective and goal:**

- 1. Support and guide the implementation of the district's curriculum frameworks for each content area.
- 2. Support and guide the implementation of the concepts and practices essential to Professional Learning Communities (PLCs).
- Not applicable

## Building Staff Development Plan: 2013-2014

### II. BUILDING STAFF DEVELOPMENT ACTIVITIES

**Building Staff Development Opportunity #1: Monday, August 26, 2013; 2 hours:**

**Detailed summary of staff development activities planned:** *Training sessions specific to the site student management system, department budgets, safe schools practices, cognitive coaching, instructional strategies for the substitution phase of the school iPad initiative, and best practices for English Learners.*

**Site Improvement Objective(s)/Student Achievement Goal(s) these activities support:**  1  2  3

**Check all designs/structures that apply to this day's activities:**

**1. Primary Focus of Learning Team**

- Assessment (formative and/or summative)
- Classroom Management
- Instructional strategies
- Subject area or program content
- Does not apply

**2. Student Data Examined for Decisions**

- State assessment data
- District/school selected assessment data
- Classroom assessment data
- Student work

**3. Teacher Supports**

- Demonstration teaching
- Instructional strategy modeling
- Content/instructional coaching
- Coaching for continuing contract teachers
- Mentoring for probationary teachers
- Observation by peer observers

**4. Curriculum Strategies**

- Curriculum alignment/mapping
- Curriculum development
- Assessment development
- Differentiated instruction
- Technology in the classroom

**5. Other:**

**High Quality Components – This activity will:**

- Be an integral part of school board, district-wide and school-wide educational improvement plans.
- Include teachers, principals, parents and administrators in planning sustainable classroom focused activities that were not one-day or short-term workshops.
- Increase teachers' knowledge of academic subjects and understanding of effective instructional strategies using scientifically-based research.
- Increase teachers' and principals' knowledge and skills in providing appropriate curriculum, instruction and assessment to help students meet and exceed state academic standards.

## NORTHFIELD PUBLIC SCHOOLS

- Provide for professional learning communities that focus on student achievement.
- Include the use of data and assessments to inform classroom practice.
- Provide technology training to improve teaching and learning.
- Increase teachers' ability to effectively instruct all students including culturally diverse learners, learners with special needs, gifted/talented students, students with Limited English Proficiency and at-risk students.
- Improve teachers' classroom-management skills.
- Help all school personnel work effectively with students and their parents.
- Evaluate designs and strategies for impact on teacher effectiveness to increase academic achievement and improve the quality of future professional development.
- Develop with extensive participation of teachers, principals, parents, and administrators.
- Evaluate regularly to improve the quality of future professional development.
- Sustained, intensive, and classroom focused; they are not one-day or short term workshops.

# NORTHFIELD PUBLIC SCHOOLS

## Building Staff Development Plan: 2013-2014

### II. BUILDING STAFF DEVELOPMENT ACTIVITIES (continued)

#### **Building Staff Development Opportunity #2: Tuesday, August 27, 2013; 7 hours:**

**Detailed summary of staff development activities planned:** *PBIS team introductory workshop, iPad logistics, and preparation for Parent Night.*

**Site Improvement Objective(s)/Student Achievement Goal(s) these activities support:**  1  2  3

**Check all designs/structures that apply to this day's activities:**

#### **1. Primary Focus of Learning Team**

- Assessment (formative and/or summative)
- Classroom Management
- Instructional strategies
- Subject area or program content
- Does not apply

#### **2. Student Data Examined for Decisions**

- State assessment data
- District/school selected assessment data
- Classroom assessment data
- Student work

#### **3. Teacher Supports**

- Demonstration teaching
- Instructional strategy modeling
- Content/instructional coaching
- Coaching for continuing contract teachers
- Mentoring for probationary teachers
- Observation by peer observers

#### **4. Curriculum Strategies**

- Curriculum alignment/mapping
- Curriculum development
- Assessment development
- Differentiated instruction
- Technology in the classroom

#### **5. Other:**

#### **High Quality Components – This activity will:**

- Be an integral part of school board, district-wide and school-wide educational improvement plans.
- Include teachers, principals, parents and administrators in planning sustainable classroom focused activities that were not one-day or short-term workshops.
- Increase teachers' knowledge of academic subjects and understanding of effective instructional strategies using scientifically-based research.
- Increase teachers' and principals' knowledge and skills in providing appropriate curriculum, instruction and assessment to help students meet and exceed state academic standards.
- Provide for professional learning communities that focus on student achievement.
- Include the use of data and assessments to inform classroom practice.
- Provide technology training to improve teaching and learning.
- Increase teachers' ability to effectively instruct all students including culturally diverse learners, learners with special needs, gifted/talented students, students with Limited English Proficiency and at-risk students.
- Improve teachers' classroom-management skills.
- Help all school personnel work effectively with students and their parents.
- Evaluate designs and strategies for impact on teacher effectiveness to increase academic achievement and improve the quality of future professional development.
- Develop with extensive participation of teachers, principals, parents, and administrators.
- Evaluate regularly to improve the quality of future professional development.
- Sustained, intensive, and classroom focused; they are not one-day or short term workshops.

# NORTHFIELD PUBLIC SCHOOLS

## Building Staff Development Plan: 2013-2014

### II. BUILDING STAFF DEVELOPMENT ACTIVITIES (continued)

#### **Building Staff Development Opportunity #3: Wednesday; November 27, 2013; 5 hours**

**Detailed summary of staff development activities planned:** *In-service training for all licensed staff on student led conferences, Explore Test summaries, and high school course planning. Grade level meetings to customize PBIS pilot efforts.*

**Site Improvement Objective(s)/Student Achievement Goal(s) these activities support:**  1  2  3

**Check all designs/structures that apply to this day's activities:**

#### 1. Primary Focus of Learning Team

- Assessment (formative and/or summative)
- Classroom Management
- Instructional strategies
- Subject area or program content
- Does not apply

#### 2. Student Data Examined for Decisions

- State assessment data
- District/school selected assessment data
- Classroom assessment data
- Student work

#### 3. Teacher Supports

- Demonstration teaching
- Instructional strategy modeling
- Content/instructional coaching
- Coaching for continuing contract teachers
- Mentoring for probationary teachers
- Observation by peer observers

#### 4. Curriculum Strategies

- Curriculum alignment/mapping
- Curriculum development
- Assessment development
- Differentiated instruction
- Technology in the classroom

#### 5. Other:

#### High Quality Components – This activity will:

- Be an integral part of school board, district-wide and school-wide educational improvement plans.
- Include teachers, principals, parents and administrators in planning sustainable classroom focused activities that were not one-day or short-term workshops.
- Increase teachers' knowledge of academic subjects and understanding of effective instructional strategies using scientifically-based research.
- Increase teachers' and principals' knowledge and skills in providing appropriate curriculum, instruction and assessment to help students meet and exceed state academic standards.
- Provide for professional learning communities that focus on student achievement.
- Include the use of data and assessments to inform classroom practice.
- Provide technology training to improve teaching and learning.
- Increase teachers' ability to effectively instruct all students including culturally diverse learners, learners with special needs, gifted/talented students, students with Limited English Proficiency and at-risk students.
- Improve teachers' classroom-management skills.
- Help all school personnel work effectively with students and their parents.
- Evaluate designs and strategies for impact on teacher effectiveness to increase academic achievement and improve the quality of future professional development.
- Develop with extensive participation of teachers, principals, parents, and administrators.
- Evaluate regularly to improve the quality of future professional development.
- Sustained, intensive, and classroom focused; they are not one-day or short term workshops.

# NORTHFIELD PUBLIC SCHOOLS

## Building Staff Development Plan: 2013-2014

### II. BUILDING STAFF DEVELOPMENT ACTIVITIES (continued)

#### **Building Staff Development Opportunity #4: Monday; January 27, 2014; 2 hours**

**Detailed summary of staff development activities planned:** *Student led conference preparation, training for augmentation phase of iPad initiative, PLC peer sharing of Evidence of Practice in Action.*

**Site Improvement Objective(s)/Student Achievement Goal(s) these activities support:**  1  2  3

**Check all designs/structures that apply to this day's activities:**

#### **1. Primary Focus of Learning Team**

- Assessment (formative and/or summative)
- Classroom Management
- Instructional strategies
- Subject area or program content
- Does not apply

#### **2. Student Data Examined for Decisions**

- State assessment data
- District/school selected assessment data
- Classroom assessment data
- Student work

#### **3. Teacher Supports**

- Demonstration teaching
- Instructional strategy modeling
- Content/instructional coaching
- Coaching for continuing contract teachers
- Mentoring for probationary teachers
- Observation by peer observers

#### **4. Curriculum Strategies**

- Curriculum alignment/mapping
- Curriculum development
- Assessment development
- Differentiated instruction
- Technology in the classroom

#### **5. Other:**

#### **High Quality Components – This activity will:**

- Be an integral part of school board, district-wide and school-wide educational improvement plans.
- Include teachers, principals, parents and administrators in planning sustainable classroom focused activities that were not one-day or short-term workshops.
- Increase teachers' knowledge of academic subjects and understanding of effective instructional strategies using scientifically-based research.
- Increase teachers' and principals' knowledge and skills in providing appropriate curriculum, instruction and assessment to help students meet and exceed state academic standards.
- Provide for professional learning communities that focus on student achievement.
- Include the use of data and assessments to inform classroom practice.
- Provide technology training to improve teaching and learning.
- Increase teachers' ability to effectively instruct all students including culturally diverse learners, learners with special needs, gifted/talented students, students with Limited English Proficiency and at-risk students.
- Improve teachers' classroom-management skills.
- Help all school personnel work effectively with students and their parents.
- Evaluate designs and strategies for impact on teacher effectiveness to increase academic achievement and improve the quality of future professional development.
- Develop with extensive participation of teachers, principals, parents, and administrators.
- Evaluate regularly to improve the quality of future professional development.
- Sustained, intensive, and classroom focused; they are not one-day or short term workshops.

# NORTHFIELD PUBLIC SCHOOLS

## Building Staff Development Plan: 2013-2014

### II. BUILDING STAFF DEVELOPMENT ACTIVITIES (continued)

#### Building Staff Development Opportunity #5: Weekly PLC Team Meetings (36 hours)

**Detailed summary of staff development activities planned:** *Teachers will work collaboratively to analyze student data, promptly identify student needs, identify and implement research-based strategies, evaluate the impact their teaching has on student learning, and make changes in their practice to better meet the needs of all students. PLC teams will establish essential learnings that all students must learn; create common pacing schedules that clarify when essential learnings will be taught; develop common formative assessments to monitor each student's acquisition of essential learnings; and establish the common standard of proficiency each student must demonstrate in order to be deemed proficient.*

**Site Improvement Objective(s)/Student Achievement Goal(s) these activities support:**  1  2  3

**Check all designs/structures that apply to this day's activities:**

#### 1. Primary Focus of Learning Team

- Assessment (formative and/or summative)
- Classroom Management
- Instructional strategies
- Subject area or program content
- Does not apply

#### 2. Student Data Examined for Decisions

- State assessment data
- District/school selected assessment data
- Classroom assessment data
- Student work

#### 3. Teacher Supports

- Demonstration teaching
- Instructional strategy modeling
- Content/instructional coaching
- Coaching for continuing contract teachers
- Mentoring for probationary teachers
- Observation by peer observers

#### 4. Curriculum Strategies

- Curriculum alignment/mapping
- Curriculum development
- Assessment development
- Differentiated instruction
- Technology in the classroom

#### 5. Other:

#### High Quality Components – This activity will:

- Be an integral part of school board, district-wide and school-wide educational improvement plans.
- Include teachers, principals, parents and administrators in planning sustainable classroom focused activities that were not one-day or short-term workshops.
- Increase teachers' knowledge of academic subjects and understanding of effective instructional strategies using scientifically-based research.
- Increase teachers' and principals' knowledge and skills in providing appropriate curriculum, instruction and assessment to help students meet and exceed state academic standards.
- Provide for professional learning communities that focus on student achievement.
- Include the use of data and assessments to inform classroom practice.
- Provide technology training to improve teaching and learning.
- Increase teachers' ability to effectively instruct all students including culturally diverse learners, learners with special needs, gifted/talented students, students with Limited English Proficiency and at-risk students.
- Improve teachers' classroom-management skills.
- Help all school personnel work effectively with students and their parents.
- Evaluate designs and strategies for impact on teacher effectiveness to increase academic achievement and improve the quality of future professional development.
- Develop with extensive participation of teachers, principals, parents, and administrators.
- Evaluate regularly to improve the quality of future professional development.
- Sustained, intensive, and classroom focused; they are not one-day or short term workshops.

# NORTHFIELD PUBLIC SCHOOLS

## Building Staff Development Plan: 2013-2014

### II. BUILDING STAFF DEVELOPMENT ACTIVITIES (continued)

#### **Building Staff Development Opportunity #6: Monthly Faculty Meetings (8 hours)**

**Detailed summary of staff development activities planned:** *On-going professional development to support school operations as well as district and site goals.*

**Site Improvement Objective(s)/Student Achievement Goal(s) these activities support:**  1  2  3

**Check all designs/structures that apply to this day's activities:**

**1. Primary Focus of Learning Team**

- Assessment (formative and/or summative)
- Classroom Management
- Instructional strategies
- Subject area or program content
- Does not apply

**2. Student Data Examined for Decisions**

- State assessment data
- District/school selected assessment data
- Classroom assessment data
- Student work

**3. Teacher Supports**

- Demonstration teaching
- Instructional strategy modeling
- Content/instructional coaching
- Coaching for continuing contract teachers
- Mentoring for probationary teachers
- Observation by peer observers

**4. Curriculum Strategies**

- Curriculum alignment/mapping
- Curriculum development
- Assessment development
- Differentiated instruction
- Technology in the classroom

**5. Other:** *Routine and/or urgent school logistics.*

**High Quality Components – This activity will:**

- Be an integral part of school board, district-wide and school-wide educational improvement plans.
- Include teachers, principals, parents and administrators in planning sustainable classroom focused activities that were not one-day or short-term workshops.
- Increase teachers' knowledge of academic subjects and understanding of effective instructional strategies using scientifically-based research.
- Increase teachers' and principals' knowledge and skills in providing appropriate curriculum, instruction and assessment to help students meet and exceed state academic standards.
- Provide for professional learning communities that focus on student achievement.
- Include the use of data and assessments to inform classroom practice.
- Provide technology training to improve teaching and learning.
- Increase teachers' ability to effectively instruct all students including culturally diverse learners, learners with special needs, gifted/talented students, students with Limited English Proficiency and at-risk students.
- Improve teachers' classroom-management skills.
- Help all school personnel work effectively with students and their parents.
- Evaluate designs and strategies for impact on teacher effectiveness to increase academic achievement and improve the quality of future professional development.
- Develop with extensive participation of teachers, principals, parents, and administrators.
- Evaluate regularly to improve the quality of future professional development.
- Sustained, intensive, and classroom focused; they are not one-day or short term workshops.

# NORTHFIELD PUBLIC SCHOOLS

## Building Staff Development Plan: 2013-2014

### III. EVALUATION

**Describe how you will evaluate the impact these activities have on student learning:**

*Our student learning will be measured by evaluating the measurable component of each site and PLC SMART goal (Strategic Measurable Attainable Results-oriented Time bound). In addition; national, state, and district standardized assessments will be used to reflect upon program and individual student growth.*

**Describe how you will evaluate the impact these activities have on teacher learning:**

*Teacher learning is measured through peer review of the Evidence of Practice in Action documents posted at the end of each semester. Probationary teachers are evaluated three times per year and continuing contract teachers are currently on cyclical evaluations. A cognitive coaching model is used for pre-observation and post-observation reflection which provides a structured self-evaluation of professional growth. An annual principal evaluation contains questions directly related to teacher performance as perceived by staff and community members.*

**Date Received by DCSDC:**

**Date Approved by DCSDC:**

# **NORTHFIELD PUBLIC SCHOOLS**

**2012-2013 Site Progress Report**

**2013-2014 Continuous Improvement Plan**

**2013-2014 Building Staff Development Plan**

**October 23, 2013**

# NORTHFIELD PUBLIC SCHOOLS

## District 659 Mission: Why we exist

The mission of the Northfield Public Schools is to deliver educational excellence that empowers all learners to participate in our dynamic world.

Submit to the Superintendent by October 11, 2013:

For 2012-2013: Site Progress Report

For 2013-2014: Site Continuous Improvement Plan  
Building Staff Development Plan

SITE: Community Services Division

PLAN YEAR: 2013-2014

### SITE IMPROVEMENT TEAM MEMBERS:

Claudia Kinville  
Niki Kolb  
Sara Line  
Erin Mayberry  
Judy Becker  
Sara Boran  
Hannah Puczko

Nick Mertesdorf  
Linda Oto  
Melissa Bernhard  
Katie Valek  
Mary Hansen  
Mary McComiskey  
Cheryl Strike

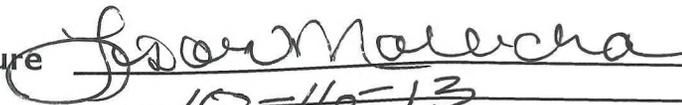
Reviewed by  
Staff:

Signature  
Date

  
10-18-13

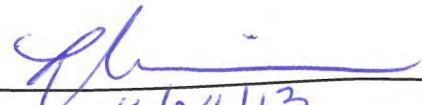
Final Approval by  
Site Improvement Team:

Signature  
Date

  
10-16-13

Final Approval by  
Superintendent and  
Director of Teaching and  
Learning:

Signature  
Date

  
10/24/13

# NORTHFIELD PUBLIC SCHOOLS

## 2012-2013 Site Progress Report for Site Improvement Objective #1

**State the Site Improvement Objective:** *Support the development of a Collective Impact Initiative in the community that will focus on supporting ALL Northfield youth from cradle to career*

**This Site Improvement Objective is:**  **New**       **Continuing**

**State the Student Achievement Goal:** Communications/Partnership  
Curricular Outcomes  
Diversity

### Which action plan steps were completed?

1. Community Services Director serves on the Healthy Community Initiative (HCI) Collective Impact Planning Committee.
2. Community Services Division helped facilitate gatherings to inform community leaders and the community about collective impact and its implementation.
3. Community Services Division Coordinators attend the portion of the Mentoring Partnership of Minnesota Fall Conference that will focus on Collective Impact.
4. Inform school district leaders about Collective Impact and the local Healthy Community Initiative effort.

### Which of these steps were especially powerful?

1. Facilitating gatherings throughout the community provided a great opportunity to connect with many groups and receive input on Collective Impact benchmarks and community needs.

### Which of these steps were not completed?

5. Implement "cradle to career" focused enhancements and/or expansions in program areas.

### Provide evidence that your objective was achieved or not achieved.

*Obj. 1. Task 1 - Community Services Director serves on the Healthy Community Initiative (HCI) Collective Impact Planning Committee.*

1. Community Services Director has attended a monthly Collective Impact Steering Committee meeting since July 1, 2012.

*Obj. 1. Task 2 - Community Services Division helps facilitate gatherings throughout the community that help inform community leaders about Collective Impact and informs the work of implementing Collective Impact within the community.*

# NORTHFIELD PUBLIC SCHOOLS

1. Over 50 groups were met with to inform them of the Collective Impact. These meetings included the following groups:
  - Early Childhood Initiative Coalition
  - Northfield Hospital
  - Northfield Public Schools principals & administrators
  - Northfield Public Schools District Educational Program Advisory Council (DEPAC)
  - Northfield Chamber of Commerce
  - Carleton College
  - St. Olaf College
  - Northfield Area Family YMCA
  - Northfield Youth Workers & Children's Directors
  - City Council members
  - Rice County Public Health leadership
  - Workforce Development
  - Rice County Social Services mental health
  - United Way leadership
  - Northfield Healthy Community Initiative board of directors
  - Head Start
  - Northfield Public Schools Community Services Division
  - WINGS Annual meeting
  - Sheltering Arms annual meeting

*Obj. 1. Task 3 - Community Services Division Coordinators attend the portion of the Mentoring Partnership of Minnesota Fall Conference that will focus on Collective Impact.*

1. On October 15, 2012, Hannah Puczko, Linda Oto, Niki Kolb and Cheryl Strike attended the Mentoring Partnership of Minnesota Fall Conference that focused on Collective Impact.

*Obj. 1. Task 4 - Implement "cradle to career" focused enhancements and/or expansions in program areas.*

1. The 2012-13 Summer PLUS program developed and implemented five positive psychology sessions focused on finding strengths for middle school youth. This reached approximately 30 middle school youth considered at risk of academic failure or dropping out of school.
2. Middle School Science Olympiad specific to grades 6 – 8, focused on STEM enhancements. Program also included eight TORCH students who were part of a team who participated in the Regional and State Competitions for Northfield. Community participation included a civic work-study group of Carleton students who worked one-on-one with middle school students. Northfield did well in the competition phase after having not participated for a number of years. They placed 1st in Metric Mastery, 2nd in the Helicopter build, and 2nd in Meteorology.
3. GEMS Club and summer camp were held in the winter/spring and summer semesters and grew at Greenvale Park. This past year included offerings at Sibley and Bridgewater. GEMS club focused on promoting math, science and technological concepts to girls between the ages of 7 - 10. Enrollment has now grown at Greenvale Park to include some scholarship students.
4. We are offering 'Home Alone' classes which have been very well attended (full classes) to help promote safety and good judgment at home and first aid concepts in children between the ages of 8 - 10.

## **NORTHFIELD PUBLIC SCHOOLS**

5. Other program areas in Community Services continue to develop "cradle to career" focused enhancements as the collective impact benchmarks become more clearly defined and implemented with action groups forming.

*Obj.1. Task 5 - Inform school district leaders about Collective Impact and the local Healthy Community Initiative effort.*

1. The Community Services Director and other members of the Collective Impact Steering Committee met with Dr. Richardson on November 19, 2012.
2. In the spring of 2013, the Community Services Director and the Northfield Healthy Community Initiative Director presented to the school district Administrative Team.

### **What implications do this year's results have for next school year?**

1. Continue to have the Community Services Director serve on the Collective Impact steering committee.
2. Determine benchmarks that Community Services staff can participate in as part of the action team.
3. Implement more "cradle to career" focused enhancements in program areas.

# NORTHFIELD PUBLIC SCHOOLS

## 2012-2013 Site Progress Report for Site Improvement Objective #2

**State the Site Improvement Objective:** *To successfully implement changes to the Community Services Division's early childhood programs in an effort to ensure that "by 2020 ALL Minnesota children will be school-ready upon entry to kindergarten."*

**This Site Improvement Objective is:**  **New**       **Continuing**

**State the Student Achievement Goal:** Communications/Partnerships  
Curricular Outcomes  
Diversity

### Which action plan steps were completed?

1. Hire a full-time Early Childhood Coordinator.
2. Implement expanded Early Childhood Family Education programming to the most at-risk children.
3. Parent education opportunities available throughout the community at existing and emerging early childhood sites.
4. Use a variety of marketing approaches to inform the community about the early childhood focus and programs and services available.
5. Promote the Early Childhood programs and services at other Community Services programs and/or events.

### Which of these steps were especially powerful?

Through our outreach grant from the Southern Minnesota Initiative Foundation, we were able to expand our program to new locations with new services. It was especially powerful to see the number of new families who accessed ECFE through these outreach efforts.

### Which of these steps were not completed?

### Provide evidence that your objective was achieved or not achieved.

*Obj. 2. Task 1 - Hire a full-time Early Childhood Coordinator.*

1. A full-time Early Childhood Coordinator (Sara Line) was hired on July 15, 2012.

*Obj. 2. Task 2 - Implement expanded Early Childhood Family Education programming to the most at-risk children.*

1. An outreach class at Jefferson Square (Lunch/Learning) started in September 2012 and served eight families with 11 children.

## NORTHFIELD PUBLIC SCHOOLS

2. An outreach class at Greenvale Park Elementary (drop-in) started on February 1, 2013 and served 14 families; seven of these families were new families that were not involved in ECFE in the past.
3. An outreach class at the Northfield Community Resource Center started on February 1, 2013 and served 15 families; five of these families were new families that were not involved in ECFE in the past.
4. Greenvale Park Elementary School's existing outreach program served 12 families; two of these families were new families that were not involved in ECFE in the past.
5. Several one-time outreach special events were held:
  - a. Fall 2012 – Two literacy nights at the Northfield Community Resource Center served 60 children as a partnership between Head Start, Hand in Hand, ECFE and Early Ventures.
  - b. January 2013 – A music and movement event served 10 families.
  - c. January 2013 – A movie night at Longfellow School served 50 families as a partnership between Early Ventures, Hand in Hand and ECFE.
  - d. March 2013 – Beach night served 50 families as a partnership between Early Ventures, Hand in Hand and ECFE.
6. Booker attempted many different drivers, schedules, locations and giveaways from September to December 2012 with little success. Five families accessed this service.

*Obj. 2. Task 3 - Parent education opportunities available throughout the community at existing and emerging early childhood sites.*

1. In partnership with Head Start, two parent education events were held that served 40 families.
2. One parent event was held at Northfield Nursery School serving five families.
3. One parent event at Open Door Nursery School was canceled.
4. Three new parent events were held at Hand in Hand preschool serving 60 families.

*Obj. 2. Task 4 - Use a variety of marketing approaches to inform the community about the early childhood focus and programs and services available.*

1. Throughout the year, Sara Line presented at Northfield Rotary, the Community Services Advisory Council, the Northfield Early Childhood Initiative Coalition, the Northfield School Board and the United Providers Association.
2. Community Services Brochure - Fall 2012, Winter/Spring 2013 and Summer 2013
3. KidVentures had its own unique page in the Summer 2013 brochure
4. Specific ECFE, Hand-in-Hand and EarlyVentures parent testimonials used in brochure starting from Summer 2013 and in Fall 2013
5. Social Media - Facebook Fan Page - at least one ECFE, Hand-in-Hand or EarlyVentures post per month
6. Weekly Summer Posts and Pictures for KidVentures as well as weekly photos of ECFE Summer Camps in July
7. ECFE, Hand-in-Hand and EarlyVentures advertised in Youth Flyers - Summer 2013, Fall 2013
8. Bulletin Board Posters - updated seasonally when the new brochure comes out
9. Monthly Press Releases includes at least one ECFE event - Summer KidVentures Press Release and Ad - April/May 2013 in Northfield News

*Obj. 2. Task 5 - Promote the Early Childhood programs and services at other Community Services programs and/or events.*

## **NORTHFIELD PUBLIC SCHOOLS**

1. Costume Closet Sale - pamphlets at check-out desk and press release: October 13, 2012
2. Healthy Kids Day Fair - ECFE pamphlet/Sensory Activity: April 27, 2013
3. Back of Alice in Wonderland Prairie Fire Children's Theatre pamphlet: April 20, 2013
4. New Community Services Division pamphlet for Fall Youth Fairs: August 14, 2013
5. Each time we send out a press release to the Northfield News or post on the Patch blog we include the following information to be published in the last sentence:

*Northfield Public Schools Community Services includes recreation and enrichment programming, Early Childhood Family Education, driver education, KidVentures, EarlyVentures Learning Center, Connected Kids, Middle School Youth Center, Hand-in-Hand Preschool, Adult Basic Education and Project ABLE.*

### **What implications do this year's results have for next school year?**

1. In the last year, the direct connection of our site improvement plan objectives 1 and 2 from 2012-13 has become very apparent in the work of Collective Impact and the action team that has been formed around the "every child is ready for kindergarten," benchmark being led by the Early Childhood Initiative Coalition. Due to this connection we will continue next year with objectives 1 and 2 combined into one objective.

# NORTHFIELD PUBLIC SCHOOLS

## 2012-2013 Site Progress Report for Site Improvement Objective #3

**State the Site Improvement Objective:** *Engage the Ventures childcare sites in a continuous improvement model.*

**This Site Improvement Objective is:**  **New**       **Continuing**

**State the Student Achievement Goal:** Communications/Partnerships  
Curricular Outcomes  
Diversity

### **Which action plan steps were completed?**

1. Review the CIPAS self assessment and continuous improvement model.

### **Which of these steps were especially powerful?**

It was powerful to review the CIPAS model and determine what would best serve the Ventures program.

### **Which of these steps were not completed?**

### **Provide evidence that your objective was achieved or not achieved.**

*Obj. 3. Task 1* – Hannah Puczko, Katie Valek, and the KidVentures site leaders reviewed the CIPAS (continuous improvement process for after school) plan for the Ventures program and decided due to the expense and involvement of coaches coming from out of state, this was not the best fit for the program.

### **What implications do this year's results have for next school year?**

We will continue to review assessment models to determine what continuous improvement process is best for the Ventures program.

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

### **VISION: What we hope to become**

#### **Building Vision Statement:**

*The Community Services Division supports the learning and participation of adults and children in our community through citizen involvement, access to school and community resources, and promotion of collaboration & partnerships.*

### **COLLECTIVE COMMITMENTS: How we will behave in order to make our shared vision a reality**

#### **Building Statement of Collective Commitments:**

- Lifelong Learning
- Maximizing Community & School Resources
- Maximizing Community & School Facilities
- Promoting Collaboration & Partnerships
- Citizen Involvement

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

**GOALS:** Our overarching objectives and measurable goals, and what steps we will take to reach them

### Site Improvement Objective #1

**State the Site Improvement Objective:** *Support the Northfield Promise (Collective Impact Initiative) in the community that will focus on supporting ALL Northfield youth from cradle to career.*

**This Site Improvement Objective is:**  New  Continuing

**This Site Improvement Objective is intended for:**

1 year  2 years  3 years

**This action plan is for:**  year 1  year 2  year 3 of the plan

**What district strategy does this Site Improvement Objective support?**

Quality Education  Communications/Partnerships  
 Stewardship  Curricular Outcomes  
 Climate  Diversity

**Evidence of Need ("Our Reality"):** What key measurable performance indicators show a need to spend time, energy, and resources on this particular objective?

1. Locally, the Collective Impact Initiative is being led by the Northfield Healthy Community Initiative with which the school district is a partner.
2. Collective Impact has gained a great deal of attention due to the measureable results communities have seen.
3. The Early Childhood Initiative Coalition is convening the action team around one benchmark.

**Student Achievement Goal #1:** What key measurable performance indicators/performance targets will point to success at year-end review?

- This should be a SMART goal: Strategic and Specific, Measurable, Attainable, Results-oriented, Time-bound.
- To the extent possible, please use this format to write your goal: "We will increase (*indicate specific skills*) of (*indicate subgroups and grade levels of students*) so that (*indicate percent of students*) will demonstrate (*indicate level of performance*) as measured by (*indicate names of assessments*) by (*indicate month and year*)."

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

Action Plan Details for Site Improvement Objective #1							
Task No.	Tasks to be Completed	Time Lines		Assigned to	Resources Reallocated Time/\$/Materials	Monitoring Dates	Monitoring Indicators
		Begin Date	End Date				
1.	CSD Director serves on the HCI Collective Impact steering committee.	<b>August 15, 2013</b>	<b>Ongoing</b>	<b>E. Mayberry</b>	<b>Time</b>	<b>Sept. 1 Oct. 1 Nov. 1 Dec. 1</b>	- Director on HCI Steering Committee
2.	CSD staff facilitates action team around "Ready for K" benchmark.	<b>August 1, 2013</b>	<b>Ongoing</b>	<b>S. Line E. Mayberry K. Valek</b>	<b>Time Money</b>	<b>Sept. 15 Oct. 15 Nov. 15 Dec. 15 Jan. 15 Feb. 15 Mar. 15 April 15 May 15</b>	- Determine what Ready for K looks like at all three elementary schools - Determine 2 measurements to be used to track Ready for K data - Invite 5 additional people to be members of the action team
3.	CSD staff presents on the Northfield Promise at the Mentoring Partnership of MN fall conference.	<b>October 17, 2013</b>	<b>October 17, 2013</b>	<b>L. Oto E. Mayberry</b>	<b>Time Registration fees</b>	<b>Oct. 17</b>	- Attend Mentoring Partnership of MN Conference and present on collective impact
4.	Additional staff	<b>September</b>	<b>Ongoing</b>	<b>L. Oto</b>	<b>Time</b>	<b>Sept. 15</b>	- 5 staff

## NORTHFIELD PUBLIC SCHOOLS

	<p>serving on action teams.</p>	<p><b>1, 2013</b></p>		<p><b>S. Line</b>  <b>K. Valek</b>  <b>N. Kolb</b>  <b>M. Bernhard</b>  <b>N.Mertesdorf</b>  <b>E. Mayberry</b>  <b>C. Kinville</b></p>		<p><b>Oct. 15</b>  <b>Nov. 15</b>  <b>Dec. 15</b>  <b>Jan. 15</b>  <b>Feb. 15</b>  <b>Mar. 15</b>  <b>April 15</b>  <b>May 15</b></p>	<p>participating in action teams around at least 2 benchmarks          - Reporting to CSD staff at monthly staff meetings</p>
<p>5.</p>	<p>Implement "cradle to career" focused enhancements and/or expansions in program areas.</p>	<p><b>October 15, 2013</b></p>	<p><b>Ongoing</b></p>	<p><b>N. Kolb</b>  <b>S. Line</b>  <b>M. Bernhard</b>  <b>L. Oto</b>  <b>K. Valek</b>  <b>N.Mertesdorf</b>  <b>C. Kinville</b>  <b>E. Mayberry</b></p>	<p><b>N/A</b></p>	<p><b>Sept. 15</b>  <b>Oct. 15</b>  <b>Nov. 15</b>  <b>Dec. 15</b>  <b>Jan. 15</b>  <b>Feb. 15</b>  <b>Mar. 15</b>  <b>April 15</b>  <b>May 15</b></p>	<p>At least one program enhancement per program area by June 30, 2014</p>
<p>6.</p>	<p>Implement expanded Early Childhood Family Education programming to the most at-risk children.</p>	<p><b>September 1, 2013</b></p>	<p><b>Ongoing</b></p>	<p><b>S. Line</b>  <b>ECFE School Readiness &amp; Early Childhood Screening teachers</b></p>	<p><b>none</b></p>	<p><b>Oct. 1</b>  <b>Nov. 1</b>  <b>Dec. 1</b>  <b>Jan. 1</b>  <b>Feb. 1</b>  <b>Mar. 1</b>  <b>Apr. 1</b>  <b>May 1</b></p>	<p>- Continue outreach program at Greenvale Place with at least 6 families attending          - Continue outreach program at Jefferson Square with at least 6 families attending          - Host at least 3 special events focused on literacy or math</p>

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

**GOALS: Our overarching objectives and measurable goals, and what steps we will take to reach them**

### Site Improvement Objective #2

**State the Site Improvement Objective:** *To successfully implement security enhancements at the Northfield Community Resource Center and within Community Services Division programs.*

**This Site Improvement Objective is:**  New  Continuing

**This Site Improvement Objective is intended for:**

1 year  2 years  3 years

**This action plan is for:**  year 1  year 2  year 3 of the plan

**What district strategy does this Site Improvement Objective support?**

Quality Education  Communications/Partnerships  
 Stewardship  Curricular Outcomes  
 Climate  Diversity

**Evidence of Need ("Our Reality"): What key measurable performance indicators show a need to spend time, energy, and resources on this particular objective?**

1. Every child deserves to feel safe in Community Services programs.
2. Every instructor deserves to feel safe in Community Services programs.

**Student Achievement Goal #1: What key measurable performance indicators/performance targets will point to success at year-end review?**

- This should be a SMART goal: Strategic and Specific, Measurable, Attainable, Results-oriented, Time-bound.
- To the extent possible, please use this format to write your goal: "We will increase (*indicate specific skills*) of (*indicate subgroups and grade levels of students*) so that (*indicate percent of students*) will demonstrate (*indicate level of performance*) as measured by (*indicate names of assessments*) by (*indicate month and year*)."

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

### Action Plan Details for Site Improvement Objective #2

Task No.	Tasks to be Completed	Time Lines		Assigned to	Resources Reallocated Time/\$/Materials	Monitoring Dates	Monitoring Indicators
		Begin Date	End Date				
1.	In conjunction with the City of Northfield, implement security improvements at the NCRC building.	<i><b>October 1, 2013</b></i>	<i><b>June 30, 2014</b></i>	<i><b>E. Mayberry S. Line C. Kinville M. Hansen S. Boran</b></i>	<i><b>Time Money</b></i>	<i><b>Oct. 1 Nov. 1 Dec. 1 Jan. 1 Feb. 1 Mar. 1 Apr. 1 May 1 June 1</b></i>	<ul style="list-style-type: none"> <li>- Blinds on ECCE classrooms</li> <li>- Outside building doors numbered</li> <li>- New phone system</li> </ul>
2.	Develop security plans for CSD programs.	<i><b>October 1, 2013</b></i>	<i><b>June 30, 2014</b></i>	<i><b>M. Bernhard N. Mertesdorf L. Oto N. Kolb C. Kinville K. Valek S. Line J. Becker</b></i>	<i><b>Time</b></i>	<i><b>Oct. 1 Nov. 1 Dec. 1 Jan. 1 Feb. 1 Mar. 1 Apr. 1 May 1 June 1</b></i>	<ul style="list-style-type: none"> <li>- Include security plan, building map and custodial contacts in 75% of staff contracts</li> <li>- Develop communications plan for 5 on-site programs</li> <li>- Train 5 supervisory, on-site staff on security protocols</li> </ul>
3.	Conduct NCRC building security in-service for CSD staff.	<i><b>October 1, 2013</b></i>	<i><b>June 30, 2014</b></i>	<i><b>E. Mayberry</b></i>	<i><b>None</b></i>	<i><b>Dec. 1 Mar. 1 June 1</b></i>	<ul style="list-style-type: none"> <li>- In-service happens by June 30, 2014</li> </ul>

## NORTHFIELD PUBLIC SCHOOLS

4.	Develop NCRC shared building directory.	<i>October 1, 2013</i>	<i>Dec. 31, 2013</i>	<i>E. Mayberry</i>	<i>None</i>	<i>Nov. 1 Dec. 1</i>	- Building directory is completed and delivered to all NCRC personnel
----	---	------------------------	----------------------	--------------------	-------------	--------------------------	---

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

**GOALS: Our overarching objectives and measurable goals, and what steps we will take to reach them**

### Site Improvement Objective #3

**State the Site Improvement Objective:** *Engage the Ventures childcare sites in a continuous improvement model.*

**This Site Improvement Objective is:**  New  Continuing

**This Site Improvement Objective is intended for:**

1 year  2 years  3 years

**This action plan is for:**  year 1  year 2  year 3 of the plan

**What district strategy does this Site Improvement Objective support?**

Quality Education  Communications/Partnerships  
 Stewardship  Curricular Outcomes  
 Climate  Diversity

**Evidence of Need ("Our Reality"):** What key measurable performance indicators show a need to spend time, energy, and resources on this particular objective?

1. Research supports that programs that operate in a strategic, continuous improvement design are more effective.
2. In today's market, parents seek valid assurance of high quality program standards.

**Student Achievement Goal #1: What key measurable performance indicators/performance targets will point to success at year-end review?**

- This should be a SMART goal: Strategic and Specific, Measurable, Attainable, Results-oriented, Time-bound.
- To the extent possible, please use this format to write your goal: "We will increase (*indicate specific skills*) of (*indicate subgroups and grade levels of students*) so that (*indicate percent of students*) will demonstrate (*indicate level of performance*) as measured by (*indicate names of assessments*) by (*indicate month and year*)."

# NORTHFIELD PUBLIC SCHOOLS

## 2013-2014 Site Continuous Improvement Plan

<b>Action Plan Details for Site Improvement Objective #3</b>							
<b>Task No.</b>	<b>Tasks to be Completed</b>	<b>Time Lines</b>		<b>Assigned to</b>	<b>Resources Reallocated Time/\$/Materials</b>	<b>Monitoring Dates</b>	<b>Monitoring Indicators</b>
		<b>Begin Date</b>	<b>End Date</b>				
1.	Review assessment models and choose one to meet the needs of the Ventures childcare sites and MSYC.	<i><b>June 1, 2013</b></i>	<i><b>Sept. 1, 2013</b></i>	<i><b>E. Mayberry K. Valek L. Oto</b></i>	<i><b>None</b></i>	<i><b>July 1 Aug. 1</b></i>	- Determine assessment model to use - Purchase assessment model
2.	Administer assessments in the fall and spring.	<i><b>September 1, 2013</b></i>	<i><b>June 30, 2014</b></i>	<i><b>L. Oto K. Valek Site Leaders</b></i>	<i><b>Time Money</b></i>	<i><b>Oct. 1 Nov. 1 Dec. 1 Jan. 1 Feb. 1 Mar. 1 Apr. 1 May 1 June 1</b></i>	- Administer fall assessment by December 15 at all Ventures sites and the MSYC - Administer spring assessment by June 1 for all Ventures sites and the MSYC - Train staff on assessment
3.	Determine and implement plan for ongoing continuous improvement in Ventures program and MSYC.	<i><b>November 1, 2013</b></i>	<i><b>June 30, 2014</b></i>	<i><b>L. Oto K. Valek Site Leaders Site Assistants E. Mayberry</b></i>	<i><b>Time Money</b></i>	<i><b>Oct. 1 Nov. 1 Dec. 1 Jan. 1 Feb. 1 Mar. 1 Apr. 1 May 1 June 1</b></i>	- Review assessment findings with staff - Develop implementation plan for site improvements - Prioritize improvement schedule
4.	Determine	<i><b>January 1,</b></i>	<i><b>June</b></i>	<i><b>K. Valek</b></i>	<i><b>Time</b></i>	<i><b>Oct. 1</b></i>	- Determine

## NORTHFIELD PUBLIC SCHOOLS

	appropriateness of continuous improvement model for use in other CSD program areas.	<b>2014</b>	<b>30 2014</b>	<b>M. Bernhard S. Line N. Kolb L. Oto N. Mertesdorf C. Kinville E. Mayberry J. Becker S. Boran M. Hansen</b>		<b>Nov. 1 Dec. 1 Jan. 1 Feb. 1 Mar. 1 Apr. 1 May 1 June 1</b>	whether to adapt assessment or pieces of assessment in other CSD programs
--	---	-------------	--------------------	--	--	---	---

11/1/2013

Northfield Public Schools Enrollment Report

Longfellow

Early Childhood

Auge	4
Dop	15
Dybvik	6
James	6
Kruse	11
Patterson	
Schnorr	7
Sorenson	8
Webster	4
<b>** TOTAL</b>	<b>61</b>

Sibley

Grade	Teacher		
K	Erickson	22	
K	Otte	22	
K	Wacholz AM	16	
K	Wacholz PM	15	
1	Day Treatment	1	
1	Heil	28	
1	Sasse	28	C
1	Sieger	26	
1	Swenson	26	
2	Pfefferle	23	
2	Schuerman	27	C
2	Seeberg	24	
2	Witt	24	
3	Guggisberg	22	
3	Jandro	23	
3	Johnson	19	C
3	Spitzack	23	
4	Fox	25	
4	Haar	26	
4	McManus	25	C
4	Vivito	25	
5	Baragary	30	
5	Day	30	
5	Foley	28	
5	Ostermann	25	C
	<b>TOTAL</b>	<b>583</b>	

Greenvale Park

K	Flicek	22	
K	Hagberg	20	
K	Malecha AM	23	
K	Ziemann/Morale:	16	C
1	Bakke	26	C
1	Jessen	20	
1	Youngblut	20	
1	Zach	21	
2	Amundson	25	C
2	Dueffert	20	
2	Larson	18	
2	Lindholm	20	
3	Nelson	22	
3	Ryan	22	
3	Trelstad	23	C
4	Bulfer	19	
4	Garcia	23	C
4	Johnson	19	
4	Seidl	18	
5	Harding	15	C
5	Sickler	23	
5	Swanson	23	
5	Tacheny	18	C
	<b>TOTAL</b>	<b>476</b>	

Bridgewater

K	Cade-AM	14	
K	Danielson	21	
K	Tran	19	
K	Wisdorf AM	15	
K	Wisdorf PM	10	
1	Day Treatment	1	
1	Johnson	25	
1	Lane	26	
1	Rathbun	26	
1	Seifert	28	C
2	Born	25	C
2	Day Treatment	2	
2	Downs	19	
2	Lofquist	18	
2	Schwaab	18	
3	Larson	27	C
3	Sickler	25	
3	Temple	25	
3	Truman	26	
4	Danielson	25	
4	Holden	25	
4	Schuster	24	C
4	Swenson	25	
5	Anderson	15	C
5	Duchene	27	
5	Kohl	18	C
5	Rauk	27	
	<b>TOTAL</b>	<b>556</b>	

Early Childhood**	61
Kindergarten-2026	235
Grade 1-2025	302
Grade 2-2024	263
Grade 3-2023	257
Grade 4-2022	279
Grade 5-2021	279
<b>Total K-5</b>	<b>1676</b>
<b>Total Middle School</b>	<b>922</b>
<b>Total High School</b>	<b>1228</b>
<b>GRAND TOTAL</b>	<b>3826</b>
ALC 9-12**	60
<b>GRAND TOTAL with ALC</b>	<b>3886</b>

F/T=50 P/T=1 I/S=9

Enrollments represent 100% enrolled except where indicated by \*\*  
Half day St. Dominic's students are represented by \*

Middle School

Grade 6 -2020	293
Grade 7 (*inc. 15 - 1/2 day)-2019	353.5
Grade 8 (*inc. 13 - 1/2 day)-2018	275.5
<b>TOTAL</b>	<b>922</b>

\*28 (14) St. Dominic's students attend 1/2 day

High School

Grade 9-2017	327
Grade 10-2016	311
Grade 11-2015	296
Grade 12-2014	294
<b>TOTAL</b>	<b>1228</b>

							2013-2014						
School and Grade Level	September 3rd	September 6th	September 13th	September 20th	October 1st	November 1st	December 1st	January 6th	February 1st	March 1st	April 1st	May 1st	End of Year 6/6/2014
<b>Longfellow</b>													
Early Childhood	61	59	64	65	63	61							
Total	61	59	64	65	63	61	0	0	0	0	0	0	0
<b>Greenvale Park</b>													
Grade K-2026	84	80	80	79	79	81							
Grade 1-2025	87	85	86	86	86	87							
Grade 2-2024	85	85	85	84	83	83							
Grade 3-2023	72	69	69	68	67	67							
Grade 4-2022	83	79	79	79	79	79							
Grade 5-2021	80	79	79	79	80	79							
Total	491	477	478	475	474	476	0	0	0	0	0	0	0
<b>Sibley</b>													
Grade K-2026	74	74	74	75	75	75							
Grade 1-2025	109	110	110	110	109	109							
Grade 2-2024	97	97	97	98	98	98							
Grade 3-2023	84	86	86	87	87	87							
Grade 4-2022	102	100	100	100	100	101							
Grade 5-2021	113	113	113	113	113	113							
Total	579	580	580	583	582	583	0	0	0	0	0	0	0
<b>Bridgewater</b>													
Grade K-2026	81	82	81	81	81	79							
Grade 1-2025	99	103	103	104	105	106							
Grade 2-2024	87	86	86	85	85	82							
Grade 3-2023	101	101	101	101	101	103							
Grade 4-2022	97	99	99	99	99	99							
Grade 5-2021	86	86	86	86	85	87							
Total	551	557	556	556	556	556	0	0	0	0	0	0	0
<b>Middle School</b>													
Grade 6-2020	296	296	295	295	296	293							
Grade 7-20119	345	346	347	347	347	346							
Grade 8-20118	274	272	272	273	269	269							
St. Dominics	14	14	14	14	14	14							
Total	929	928	928	929	926	922	0	0	0	0	0	0	0
<b>High School</b>													
Grade 9-2017	330	328	329	329	328	327							
Grade 10-2016	312	311	311	312	310	311							
Grade 11-2015	303	298	297	297	296	296							
Grade 12-2014	300	295	296	295	295	294							
Total	1245	1232	1233	1233	1229	1228	0	0	0	0	0	0	0
<b>ALC</b>													
Grade 9-2017	2	2	2	2	2	3							
Grade 10-2016	7	9	9	9	9	11							
Grade 11-2015	5	10	10	10	10	9							
Grade 12-2014	14	30	31	31	31	37							
Grand Total	3884	3884	3891	3893	3882	3886	0	0	0	0	0	0	0

MEMO TO: Dr. L. Chris Richardson  
 Board of Education  
 FROM: Chris Naset  
 DATE: October 30, 2013  
 RE: 2013-2014 Enrollment Options Report

Open Enrollment/Nonresident Student Transfers

Public Schools	Northfield Students Out		Non Resident Students In	
	2012-13	2013-14	2012-13	2013-14
Austin	1	2		
Benton Spec Ed	1	1		
Bloomington		2	1	
Burnsville	2	2	1	
Cannon Falls	2	7	22	17
Dakota County Spec Ed	2	1		
Eden Prairie		1		
Edina				1
Edvisions Off Campus		1		
Faribault	20	9	148	167
Farmington	18	20	12	12
Fergus Falls		1		
Goodhue	1	1	3	3
Hastings	1	1		
Houston	9	8		
Intermediate 287	1	2		
International Academy On-Line		1		
Janesville-Waldorf-Pemberton	1			
Jordan	1		18	14
Kenyon-Wanamingo	3	3	12	2
Lakeville	21	18		
Mahtomedi	1	1	3	1
Medford	1			1
Minneapolis		2		1
Minnetonka	1			
Minnesota On Line	12			
MTCS Connections		21	20	19
New Prague	20	22		
North St. Paul	1			
Onamia		1	2	2
Owatonna	2	2		
Prior Lake		1	19	24
Randolph	43	45		

Red Wing				1
Rosemount-Apple Valley-				
Eagan	6	5	1	
Southern Plains Spec Ed	3			
St. Louis Park	3			
St. Paul		2	1	
St. Peter	2	1		
Stillwater	1			
Tri City United	11	9	14	16
Waterville-Elysian-Morristown			1	
<b>Totals</b>	<b>191</b>	<b>193</b>	<b>278</b>	<b>281</b>

**Northfield Students Going To Non-Public Schools:**

	2012-13	2013-14
Academy for the Deaf/Blind	8	4
Benilde-St. Margaret	1	
Bethany Academy		3
Bethlehem Academy	11	5
Cannon Valley Lutheran	1	
Christian Heritage-Rosemount	2	1
Christian Life-Farmington	5	
Discovery School	2	
Divine Mercy Catholic	3	
Elmore Academy	1	
Faribault Lutheran	1	
First Baptist-Rosemount	1	1
Good Shephard	1	1
Holy Cross Catholic	12	6
Montessori	4	2
New Life	1	
Parkside Christian		2
Perpich Center	1	2
Shattuck-St. Mary's	4	5
South View Christian	2	
St. Dominic's	168	151
St. Paul Academy		1
St. Paul Conservatory	2	1
Whole Learning	1	
<b>Total Non-Public</b>	<b>232</b>	<b>185</b>

**Northfield Students Going To Home School:**

	2012-13	2013-14
Grade K	3	2
Grade 1	6	8
Grade 2	11	9
Grade 3	11	13
Grade 4	12	9
Grade 5	11	14
Grade 6	11	10
Grade 7	8	11
Grade 8	12	7
Grade 9	4	9
Grade 10	15	4
Grade 11	7	10
Grade 12	4	3
<b>Total Home School</b>	<b>115</b>	<b>109</b>
<b>Total Families</b>	<b>56</b>	<b>43</b>

**Northfield Students Going To Charter Schools:**

	2012-13	2013-14
Arcadia	120	104
Blue Sky	2	1
Cannon River STEM	5	6
Nerstrand Charter	7	4
Prairie Creek	166	153
<b>Total Charter Schools</b>	<b>300</b>	<b>268</b>