

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for August 14, 2023 Regular School Board Meeting

5. Items for Discussion and reports
 - b. Area Learning Center Continuous Improvement Plan. Attached is an updated 2023-24 ALC School Improvement Plan slide deck.
6. Consent Agenda
 - g. Personnel Items
 - i. Appointments
 22. Addison Barber, KidVentures Site Assistant for 15 hours/week at Spring Creek, beginning 8/24/2023. \$14.90/hr.
 23. Dustin Bennett, Child Nutrition Associate I for 3.25 hours/day at Spring Creek, beginning 8/23/2023. \$20.84/hr.
 24. Adam Krieg, 1.0 FTE Custodian at Spring Creek, beginning 8/28/2023. Step 5, \$21.45/hr.
 25. Allison Mathews, KidVentures Site Assistant for 15 hours/week at Bridgewater and Greenvale Park, beginning 8/24/2023. \$14.90/hr.
 26. Alexandra McFarlane, Special Ed EA PCA for 6.75 hours/day at Spring Creek, beginning 8/28/2023. Step 4-\$18.05/hr. + \$2,500 PCA Stipend
 27. Kathryn Schuman, EarlyVentures Teacher for 40 hours/week at the NCEC, beginning 8/24/2023. Step 6, \$21.18/hour
 - ii. Increase/Decrease/Change in Assignment
 37. Kari Adelmann, Spec Ed EA PCA at Bridgewater, add EA Building Mentor at Bridgewater, effective 8/28/2023-6/30/2024. \$500 Stipend
 38. Joy Amunrud, School Social Worker at Greenvale Park, add EBD BEST Project Participant for up to 40 hours at Greenvale Park, effective 7/1/2023-6/30/2024.
 39. Kirsten Anderson, Spec Ed EA PCA at Spring Creek, add EBD BEST Project Participant for up to 40 hours at Spring Creek, effective 7/1/2023-6/30/2024.
 40. Amy Boecker, Spec Ed EA PCA at the NCEC, add EBD BEST Project Participant for a total of 80 hours at Greenvale Park, effective 7/1/2023-6/30/2024.
 41. Cory Callahan, Football Coach at the High School, add Weight Room Lead with Community Education, effective 6/1/2023-8/31/2023. \$30/hr.
 42. Anne Campbell, Spec Ed Teacher at the High School, add EBD BEST Project Participant for up to 40 hours at the High School, effective 7/1/2023-6/30/2024.
 43. Rikki Drewitz, Spec Ed EA PCA at the Middle School, add EA Building Mentor at the Middle School, effective 8/28/2023-6/30/2024. \$500 Stipend
 44. Claire Edwards, Spec Ed EA PCA at Spring Creek, add EBD BEST Project Participant for up to 40 hours at Spring Creek, effective 7/1/2023-6/30/2024.
 45. Kelle Edwards, Spec Ed EA PCA at the High School, add EA Building Mentor at the High School, effective 8/28/2023-6/30/2024. \$500 Stipend
 46. Tyler Faust, Spec Ed Teacher at Bridgewater, add EBD BEST Project Participant for up to 40 hours at Bridgewater, effective 7/1/2023-6/30/2024.
 47. Kyle Fearing, Football Coach at the High School, add Weight Room Assistant with Community Education, effective 6/1/2023-8/31/2023. \$20/hr.
 48. Kyle Fearing, 9th Grade Football Coach at the High School, change to Assistant Varsity Football Coach at the High School, effective 8/14/2023.
 49. Connor Fitzloff, Spec Ed EA PCA at Bridgewater, add EBD BEST Project Participant for a total of 80 hours at Greenvale Park, effective 7/1/2023-6/30/2024.
 50. Leah Grisim, Spec Ed Teacher at Spring Creek, add EBD BEST Project Participant for a total of 80 hours at Greenvale Park, effective 7/1/2023-6/30/2024.
 51. Teressa Hasse, Spec Ed EA PCA at Spring Creek, add EBD BEST Project Participant for up to 40 hours at Spring Creek, effective 7/1/2023-6/30/2024.

52. Brittney Hubbard, Spec Ed Teacher at the NCEC, add EBD BEST Project Participant for a total of 80 hours at Greenvale Park, effective 7/1/2023-6/30/2024.
53. Monica Irwin, Spec Ed Teacher at Greenvale Park, add EBD BEST Project Participant for a total of 80 hours at Greenvale Park, effective 7/1/2023-6/30/2024.
54. Leanne King, Spec Ed EA PCA at Spring Creek, add EBD BEST Project Participant for a total of 80 hours at Spring Creek, effective 7/1/2023-6/30/2024.
55. Leanne King, Spec Ed EA PCA at Spring Creek, add EA Building Mentor at Spring Creek, effective 8/28/2023-6/30/2024. \$500 Stipend
56. Brent Kivell, 8th Grade Girls Soccer Coach at the Middle School, change to 9th Grade Girls Soccer Coach at the High School. effective 8/14/2023. \$4,062 + \$350 experience.
57. Annie Kruse, Early Childhood Special Ed Coordinator at the NCEC, add EBD BEST Project Participant for a total of 80 hours at the NCEC, effective 7/1/2023-6/30/2024.
58. Katie Malecha, Spec Ed EA PCA at Bridgewater, add EBD BEST Project Participant for a total of 80 hours at Bridgewater, effective 7/1/2023-6/30/2024.
59. Kim Medin, Spec Ed Teacher at Bridgewater, add EBD BEST Project Participant for a total of 80 hours at Bridgewater, effective 7/1/2023-6/30/2024.
60. McKenzie Mikulski, Spec Ed Teacher at Greenvale Park, add EBD BEST Project Participant for up to 40 hours at Greenvale Park, effective 7/1/2023-6/30/2024.
61. Shawna Molloy, Spec Ed Teacher at the Middle School, add EBD BEST Project Participant for a total of 80 hours at the Middle School, effective 7/1/2023-6/30/2024.
62. Beth Momberg, Spec Ed EA PCA at the NCEC, add EA Building Mentor at the NCEC, effective 8/28/2023-6/30/2024. \$500 Stipend
63. Jamie Moyer, Spec Ed Teacher at Bridgewater, add EBD BEST Project Participant for up to 40 hours at Bridgewater, effective 7/1/2023-6/30/2024.
64. Kim Norton, Spec Ed EA PCA at the NCEC, add EBD BEST Project Participant for a total of 80 hours at the NCEC, effective 7/1/2023-6/30/2024.
65. Jacob Odell, Work Based Learning Teacher at the High School, add EBD BEST Project Participant for a total of 80 hours at the High School, effective 7/1/2023-6/30/2024.
66. Danielle Olson, School Social Worker at Bridgewater, add EBD BEST Project Participant for up to 40 hours at Bridgewater, effective 7/1/2023-6/30/2024.
67. Bob Pagel, Football Coach at the High School, add Weight Room Assistant with Community Education, effective 6/1/2023-8/31/2023. \$20/hr.
68. Kari Prestemon, School Social Worker at the High School, add EBD BEST Project Participant for up to 40 hours at the High School, effective 7/1/2023-6/30/2024.
69. Teri Quamme, Spec Ed EA PCA at the High School, add EBD BEST Project Participant for up to 40 hours at the High School, effective 7/1/2023-6/30/2024.
70. Nicole Rasmussen, Spec Ed EA PCA at Bridgewater, add EBD BEST Project Participant for up to 40 hours at Bridgewater, effective 7/1/2023-6/30/2024.
71. Sara Redetzke, Spec Ed EA PCA at the Middle School, add EBD BEST Project Participant for up to 40 hours at the Middle School, effective 7/1/2023-6/30/2024.
72. Melissa Reed, School Psychologist at Spring Creek, add EBD BEST Project Participant for a total of 80 hours at Spring Creek, effective 7/1/2023-6/30/2024.
73. Tony Rezac, Custodian at the High School, change to Custodian Lead at Spring Creek, effective 8/24/2023.
74. Rebekka Schrank, Spec Ed Teacher at Spring Creek, add EBD BEST Project Participant for a total of 80 hours at Spring Creek, effective 7/1/2023-6/30/2024.
75. Heather Stanton Ims, School Social Worker at the Middle School, add EBD BEST Project Participant for up to 40 hours at the Middle School, effective 7/1/2023-6/30/2024.
76. Jane Streitz, Spec Ed EA PCA at Greenvale Park, add EA Building Mentor at Greenvale Park, effective 8/28/2023-6/30/2024. \$500 Stipend
77. Jane Streitz, Spec Ed EA PCA at Greenvale Park, add EBD BEST Project Participant for up to 40 hours at Greenvale Park, effective 7/1/2023-6/30/2024.
78. Bubba Sullivan, English Teacher at the High School, add Grade 6 Football Coach at the Middle School, effective 8/21/2023. \$2,031
79. Rose Taylor, Spec Ed EA PCA at Spring Creek, add EBD BEST Project Participant for a total of 80 hours at Spring Creek, effective 7/1/2023-6/30/2024.
80. Emy Torres, Spec Ed EA PCA at Greenvale Park, add EBD BEST Project Participant for up to 40 hours at Greenvale Park, effective 7/1/2023-6/30/2024.
81. Heather Tousignant, Spec Ed EA PCA at Spring Creek, add EBD BEST Project Participant for up to 40 hours at Spring Creek, effective 7/1/2023-6/30/2024.

82. Cydney Ulvestad, KidVentures Site Assistant for 40 hrs/week at Spring Creek, change to KidVentures Site Assistant for 2 hours/day at Greenvale Park and EarlyVentures Teacher for 6 hours/day at the NCEC, effective 8/24/2023. EV Teacher Step 6-\$21.18/hr.
83. Andrea Waldock, Spec Ed EA PCA at Bridgewater, add EBD BEST Project Participant for a total of 80 hours at Bridgewater, effective 7/1/2023-6/30/2024.
84. Lori Warner, Occupational Therapist/AT with the District, add EBD BEST Project Participant for up to 40 hours at Greenvale Park, effective 7/1/2023-6/30/2024.
85. Brent Yule, Football Head Coach at the High School, add Weight Room Lead with Community Education, effective 6/1/2023-8/31/2023. \$30/hr.
86. Carina Zink, Spec Ed EA PCA at Spring Creek, add EBD BEST Project Participant for up to 40 hours at Spring Creek, effective 7/1/2023-6/30/2024.

iii Leave of Absence

iv. Retirements/Resignations/Terminations

12. Lars Prestemon, Football and Basketball Coach at the High School, resignation effective 8/13/2023.

7. Items for Individual Action

- a. Policy Committee Recommendations. Note a correction on page 12 of the 2023-24 Student Citizenship Handbook. The second occurrence of bullying for grades 6-8 should be 1-3 day suspension and not principal discretion.

Northfield Area Learning Center (ALC)

2023-24 School Improvement Plan Report
August 14, 2023

Strategic Plan

VISION

We prepare **every** student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

Reaching Out, Reaching Up: THE 2027 STRATEGIC PLAN

VISION

We prepare every student for lifelong success by developing critical thinkers who are curious and ready to engage in our society.

BENCHMARKS

1 All children are ready for kindergarten .	2 All students are connected to the community .	3 All students are at grade level in reading and mathematics by the end of third and sixth grades.
4 All students exhibit physical, social and emotional well-being .	5 All students have a connection with a caring adult beyond their parents as they transition to middle school.	6 All students have interests, goals and a vision for the future by the end of eighth grade.
7 All students graduate from high school with a plan to reach their full potential.	8 All employees report satisfaction in the workplace.	9 All parents report satisfaction with their children's educational experience.
10 The district maintains 14% of its annual expenditures in its unassigned fund balance to ensure financial stability .	11 Community education provides relevant and accessible learning opportunities for all residents.	<small>Note: The first seven benchmarks are aligned with the language identified by Northfield Promise, a collective impact consortium of 20 community organizations committed to helping Northfield's youth thrive "from cradle to career."</small>



STRATEGIC COMMITMENTS



People

We prioritize the engagement, satisfaction, and support of every student, staff member, and family.



Learner Outcomes

We prepare every student to be academically and socially ready to choose their preferred pathway after high school graduation.



Equity

We ensure that every child has a fair opportunity to reach their full potential.



Communication

We communicate effectively and transparently with all stakeholders.



Stewardship

We responsibly manage our personnel, finances, property, time and environmental impact.



Partnerships

We seek community partnerships that accelerate student achievement of district benchmarks.

Strategic Commitments



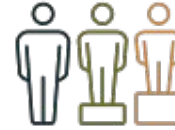
People

We prioritize the engagement, satisfaction, and support of every student, staff member, and family.



Learner Outcomes

We prepare every student to be academically and socially ready to choose their preferred pathway after high school graduation.



Equity

We ensure that every child has a fair opportunity to reach their full potential.



Communication

We communicate effectively and transparently with all stakeholders.



Stewardship

We responsibly manage our personnel, finances, property, time and environmental impact.



Partnerships

We seek community partnerships that accelerate student achievement of district benchmarks.

District Benchmarks

1

All children are ready for **kindergarten**.

2

All students are connected to the **community**.

3

All students are at grade level in **reading and mathematics** by the end of third and sixth grades.

7

All students **graduate** from high school with a plan to reach their full potential.

8

All **employees** report satisfaction in the workplace.

9

All **parents** report satisfaction with their children's educational experience.

4

All students exhibit physical, social and emotional **well-being**.

5

All students have a **connection** with a caring adult beyond their parents as they transition to middle school.

6

All students have interests, goals and a **vision** for the future by the end of eighth grade.

10

The district maintains 14% of its annual expenditures in its unassigned fund balance to ensure **financial stability**.

11

Community education provides relevant and accessible learning opportunities for all residents.

Note: The first seven benchmarks are aligned with the language identified by Northfield Promise, a collective impact consortium of 20 community organizations committed to helping Northfield's youth thrive "from cradle to career".

School Improvement Plan Purpose

- Establish a clear set of shared goals
- Align with the district's strategic plan
- Inspire action
- Align efforts

...to prepare **every** student for lifelong success!

2022-23 Key Reflections, Data & Representative Student Stories



- Although we did not meet our attendance and credit completion goals every grading period, we are starting to trend in the right direction.
 - PLC discussed post pandemic students and the best way to rebound
- The ALC continues to have a strong sense of community
 - Strong Student Engagement Instrument (SEI) survey results
 - Increasing attendance
 - Restorative practices assisting in repairing relationships when strained.

2022-23 SIP Goals Results

● People

- Family Engagement Goal
 - 20% of parents complete survey
 - We had 3% of parents complete the survey
- Employee Engagement
 - 4.55 score
 - I believe that leaders in my immediate work environment are genuinely concerned for my welfare.
- Student experience
 - 100% agree/strongly agree
 - “Adults at my school listen to students”
 - “My teachers are there for me when I need them”
 - “At my school, teachers care about the students”
 - “I feel safe at this school”

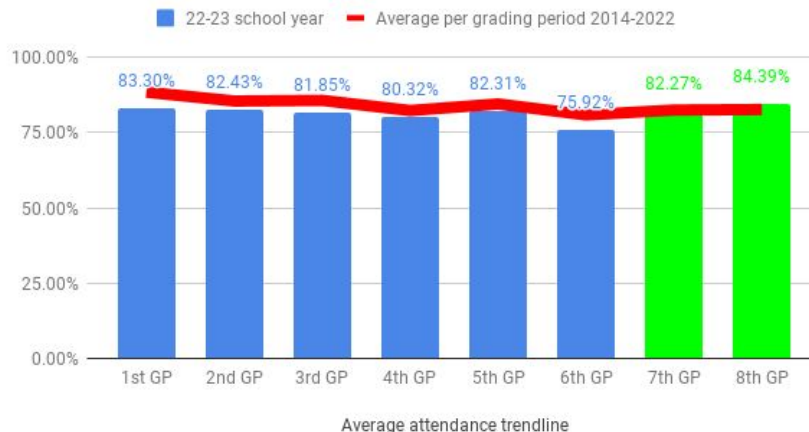


2022-23 SIP Goals Results

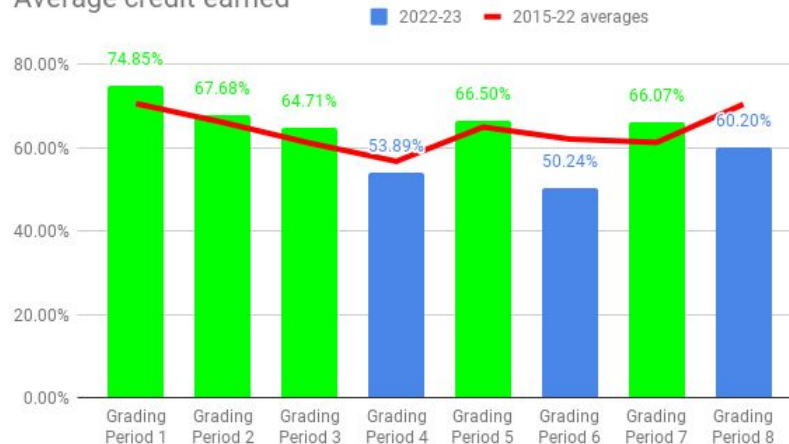
- Learner Outcomes

- The ALC overall attendance rate will reach the consistent rate of 85% as measured per grading period for the 2022-23 school year.
 - Range of 75%-84%
- The ALC overall credit completion rate will reach the consistent rate of 75% as measured per grading period for the 2022-23 school year.
 - Range of 53%-74%
 - 5 out of 8 grading periods were above average

Average attendance trend line

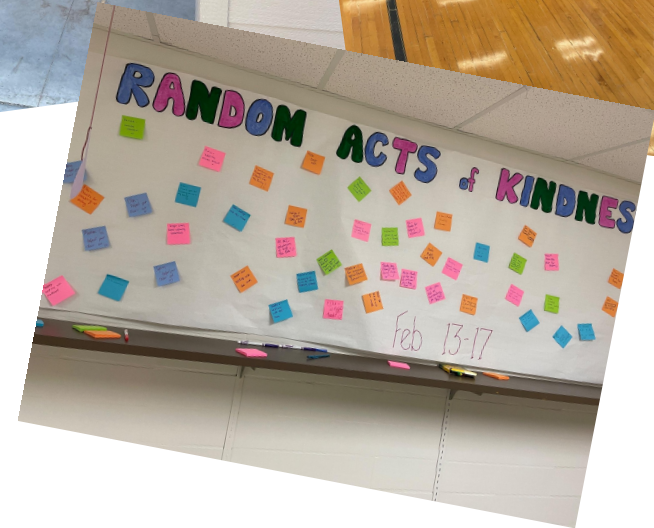


Average credit earned



2022-23 SIP Goals Results

- Equity
 - Expand class that enhances cultural appreciation and communication of ideas.
 - Communication and Culture class offered all year
 - Offered 4 Cultural meals
- Communication
 - Increase info to families on events happening at ALC
 - 624 families reached with 19 announcements (2 events last year).
- Stewardship
 - ALC will maintain a positive budget at the end of the 2022-23 school year.
- Partnerships
 - Workforce Development partnership YouthBuild
 - 11 students enrolled
 - CAC (Peer Recovery Specialist)



2023-24 SIP Goals

- People
 - Family Engagement Goal
 - 20% of parents will complete Parent Satisfaction survey
- Learner Outcomes
 - ALC overall attendance rate will be 85% per grading period
 - ALC overall credit completion rate will be 70% per grading period

2023-24 SIP Goals

- Equity
 - Create and implement state-required Ethnic Studies class option at the ALC.
 - ALC will continue to offer cultural meals as a way to learn about other cultures and traditions.
- Communication
 - Increase/maintain information to families on the events happening at the ALC.

2023-24 SIP Action Steps

- People
 - Family engagement and communication
 - Continue to increase use of Talking Points, website, text messaging.
 - Invite parents to Community/Cultural Meal events.
- Learner Outcomes (attendance and credit completion)
 - Hanover Research (Best practices for improving attendance in secondary schools, 2016)
 - Work with students to make up lost credit while holding students accountable.
 - Remain flexible to meet students where they are at.
- Equity
 - The ALC Director and Social Studies teacher will collaborate to create and implement an Ethnic Studies class.
 - The ALC staff will continue to collaborate on offering community building cultural meals at the ALC.

2023-24 SIP Goal Progress Monitoring Plan

We have 8 grading periods throughout the school year, so we will analyze our data at the end of each of these grading periods.

Thank You and Questions

