

NORTHFIELD PUBLIC SCHOOLS
Office of the Superintendent
Memorandum

TO: Board of Education
FROM: Matt Hillmann Ed.D., Superintendent
RE: Table File Items for September 11, 2017, Regular School Board Meeting

- VI. Items for Discussion and/or reports.
2. State of the District: Celebrations and Challenges.
Enclosed is an updated version with a minor data change.
- VII. Superintendent's Report
- A. Item for Individual Action
1. Site Improvement Plans.
Included in the Table File is an updated narrative for Northfield Middle School's Improvement Plan. When Principal Gelineau presented the Plan on July 10, 2017, it did not include MCA data that was embargoed. The MCA data has now been included.
- B. Items for Consent Grouping
3. Personnel Items.
- a. Appointments.
10. Curt Haan, Fall Recreation position for 2hrs/wk (Mondays) with Community Services, beginning 09/11/2017-05/31/2018; \$9.50/hr.
11. Martell Johnson, Head Boys Tennis Coach at the High School, beginning 03/26/2018-06/08/2018; Level D, Step 1.
12. Nicole Krenzel, Event Worker with the District, beginning 9/15/2017.
13. Jillian Luoma-Overstreet, 8th Grade Volleyball Coach at the Middle School, beginning 09/11/2017-10/18/2017; Level H, Step 1-90% Stipend.
14. Lars Prestemon, Fall Recreation for 2hrs/day on Mondays with Community Services, beginning 09/11/2017-05/31/2018; \$9.50/hr.
15. Alexander Rasmussen, Fall Recreation for 2hrs/day on Mondays with Community Services, beginning 09/11/2017-05/31/2018; \$9.50/hr.
16. Seth Thompson, Fall Recreation for 2hrs/day on Mondays with Community Services, beginning 09/11/2017-05/31/2018; \$9.50/hr.
- b. Increase/Decrease/Change in Assignment.
45. Sheila Atkinson, Special Ed EA for 6.5hrs/day at Bridgewater, add .25hrs/day for a total of 6.75hrs/day at Bridgewater, effective 09/05/2017-06/07/2018.
46. Kristen Basinger, Special Education EA for 6.75hrs/day at the Middle School, add Bus EA for the District for a total of 8.17 hrs/day, effective 09/05/2017-06/07/2018.
47. Flavia Berg, ECFE Teacher at the NCRC, add Long Term Substitute Hand in Hand Preschool Teacher for 36hrs/wk at Longfellow, effective 08/28/2017-11/21/2017.
48. Theresa Brake, Educational Assistant at Greenvale Park, add Community School Club Leader at Greenvale Park, effective 09/11/2017-06/07/2018; \$20.49/hr.
49. Michael Garlitz, Accelerate Northfield Coordinator, add Site Assistant for 3hrs/day Tuesday's and Thursday's at Greenvale Park, effective 09/14/2017-06/07/2018. Yr 3-\$13.22/hr.
50. Michael Garlitz, Accelerate Northfield Coordinator, add Targeted Services PLUS Site Assistant for 1.5hrs/day for 4days/wk Monday-Thursday at Greenvale Park, effective 09/25/2017-05/03/2018. Yr 3-\$13.22/hr.
51. Kelly Hebzynski, Teacher at the Middle School, add Targeted Services BLAST Teacher for up to 5hrs/wk Mon-Thurs. at the Middle School, effective 9/25/2017-5/10/2018; Year 3-\$27.11/hr.
52. Jennifer Jones, EL Teacher at the Middle School, add Yearbook Advisor at the Middle School, effective 09/11/2017-06/07/2018. Level K, Step 1.
53. Rhea Mehrkens, Teacher at the Middle School, add Targeted Services BLAST Teacher for up to 5hrs/wk Mon-Thurs. at the Middle School, effective 9/25/2017-5/10/2018; Year 3-\$27.11/hr.

OVER

54. Laurie Noonan, Special Ed EA for 6.5hrs/day at Bridgewater, add .25hrs/day for a total of 6.75hrs/day at Bridgewater, effective 09/05/2017-06/07/2018.
55. Kimberly Norton, Special Education EA for 3.5hrs/day at Longfellow, add Special Education EA for 3.5hrs/day for a total of 7hrs/day at Longfellow, effective 09/06/2017-06/07/2018.
56. Melissa Reuvers, Special Ed EA for 6.75hrs/day at Bridgewater, change to 6.5hrs/day at Bridgewater, effective 09/05/2017-06/07/2018.
57. Pamela Rivera, Special Ed EA for 6.75hrs/day at Bridgewater, change to 6.5hrs/day at Bridgewater, effective 09/05/2017-06/07/2018.
58. Robyn Spillman, Sped EA-PCA for 6.38hrs/day and Supervision for .5hrs/day at Greenvale Park, add EA Supervision for .37hrs/day for a total of 7.25hrs/day at Greenvale Park, effective 09/05/2017.
59. Angela Timperely, Special Ed EA for 3.25hrs/day at Bridgewater, add .75hrs/day for a total of 4hrs/day at Bridgewater, effective 09/05/2017-06/07/2018.
60. Jessica Wedl, EA/Kindergarten for 2hrs/day at Greenvale Park, add EA Supervision for .75hrs/day at Greenvale Park, effective 09/05/2017.

VIII. Items for Information

1. Enrollment Report – September 2017.

Teaching and Learning

- Continued implementation of state-mandated World's Best Workforce, identifying alignment with Northfield Promise.
- Supported key student transitions through Bridges to K, WEB, and LINK programs.
- As a District, students continued to outperform the state average on all Minnesota Comprehensive Assessment (MCA) examinations.
- Eighty-four percent (84%) of the 356 Advanced Placement tests taken at Northfield High School resulted in students earning college credit.
- Students continued to outperform averages for both Minnesota and the rest of the nation on the ACT.
- Celebrated with four National Merit finalists and six National Merit commended scholars.
- Celebrated Northfield High School Social Studies teacher Sarah Swan McDonald being named one of 11 finalists for the Minnesota Teacher of the Year program.
- Celebrated Bridgewater Elementary School Principal Nancy Antoine's selection as a Minnesota National Distinguished Principal finalist.
- Selected *Second Step* as the District's K-8 social/emotional learning curriculum and secured a grant to fund training of 26 Northfield High School students in the evidence-based Peer Helper program developed by Hazelden.
- Northfield Public Schools' Orchestra department has been named the 2016 Meritorious Orchestra Program of the Year by the MN String and Orchestra Teachers Association.
- 76.8% of Northfield High School students participated in Raider activities through athletics, drama, music, and other programming.
- Welcomed three student representatives to the District Education Program Advisory Committee (DEPAC).
- Held 2016 Northfield Grad Summit in conjunction with the Northfield Promise Career and College Ready Action Team. 175 people attended to discuss equitable support for all career and college pathways.
- Held third annual Business and Technical Trades career explorations day at Northfield Middle School with more than three dozen businesses/organizations participating.
- Tackling Obstacles and Raising College Hopes (TORCH) served 432 students in Grades 6-12 provided service to 164 TORCH alumni for post-secondary support.
- Continued progress toward customized learning through 1:1 tablet program in Grades 4-12 and providing K-3 classrooms with approximately one tablet per two students.
- Continued job-embedded professional development for teaching staff through weekly Professional Learning Communities.

Board of Education	Community Services	District Services	Student Services
<ul style="list-style-type: none"> Approved a new vision statement and strategic plan after a process involving 186 staff and community stakeholders. Approved the Master Facilities Plan after more than two years of work and input from hundreds of stakeholders. Continued ThoughtExchange community engagement processes about state of the district (799 participants). Continued successful participation with Northfield Promise and Chamber of Commerce. Successfully completed the Minnesota Department of Education process to continue as an official charter school authorizer. 	<ul style="list-style-type: none"> Community School at Greenvale Park drew over 1,100 total participants (including students, teachers, and family members). 40,732 children, youth and adults participated in a Community Services program. 121,969 people had access to a school district facility through Community Services. Ventures programs served 754 children. Received two-year grant funding 24 Pathway II Early Learning Scholarships. Recognized with 2016 MCEA Project Award. 	<ul style="list-style-type: none"> Conducted successful search process resulting in Mr. Sam Richardson's selection as Greenvale Park Elementary principal. Celebrated District Grounds Coordinator Tracy Closson's election as the President of the Minnesota Park and Sports Turf Managers Association. Continued Farm to School initiative, bringing locally sourced foods into our cafeterias on a regular basis. Maintained cash reserves, student programming, and completed another successful audit. Received MDE School Finance Award. Completed contract negotiations or meet and confer processes with 15 employment groups. 	<ul style="list-style-type: none"> Implemented Cannon Valley Special Education Cooperative (CVSEC) and successfully hired its executive director. Helped CVSEC transition to administering its own operations beginning with the 2017-18 school year. Managed and provided specialized instruction for 575 students through Individual Education Plans. Managed 150 Section 504 plans.

Challenges 2017-18

"Success is due to our stretching to the challenges of life. Failure comes when we shrink from them."

John Maxwell

1. Continue successful academic, social/emotional, and co-curricular performance currently in place.
2. Implement *Second Step* social/emotional learning curriculum.
3. Recruiting and retaining a high quality staff despite the imminent teacher shortage.
4. Increase access to early learning programs, especially for underserved populations.
5. Inform the public about and administer the 2017 operating levy and bond referendum election.
6. Increase the number of students identified as proficient in reading by the end of Grade 3.
7. Finalize K-5 reading curriculum adoption, assessments, and professional development to facilitate implementation in 2018-19.
8. Decrease unacceptable opportunity gaps present across Northfield Public Schools assessment data.
9. Continue to provide a breadth of academic course and program choice while maintaining reasonable class sizes across the District.
10. Increase customization of learning, timely feedback, and academic choice through tight integration of technology within the District's pedagogy.
11. Maximizing the impact of Professional Learning Communities through innovative pedagogy and possible modified goal setting strategies.
12. Ensure successful transition from the District Education Program Advisory Committee (DEPAC) to modified *Northfield Forward* strategy.
13. Influence mindset about what post-graduate success means for Northfield students to emphasize multiple pathways - including traditional four-year college, community/technical college, military, or volunteer service.

Purpose: The purpose of the school improvement planning process is to establish a clear set of shared goals, aligned with the District's strategic plan, that inspire action and align efforts for student growth and achievement.

2016-17 School Improvement Plan Goals Review and Key Reflections

Goal	Results
Northfield Middle School will have an increase of 5% of all students in grades 6, 7 and 8 who show positive growth on their State MCA Reading and Math Test during the 2016-17 school year.	<u>Percentage of students meeting or exceeding their individual MCA target (Z-Score)</u> Grade 6: Reading 9.8% Math 10.4% Grade 7: Reading 14.4% Math 4.8% Grade 8 Reading 6.3% Math 19.1%
Northfield Middle School will decrease the achievement GAP with our FRP students by 10% in Math and Reading in grades 6, 7 and 8.	<u>Percent of change in GAP from 2016 to 2017 (FRP)</u> Grade 6: Reading +1.2% Math -16.5% Grade 7: Reading +10% Math -2.3% Grade 8: Reading -14.9% Math -.8%
Northfield Middle School will increase the number of students who know what the acronym NMS PRIDE stands for by 10%, as reported through a school survey.	All 5 letters=57%, which did not meet our goal. However, the number of students knowing at least one of the letters, P=80%, R=82%, I=73%, D=70%, E=70% suggests we are moving in the correct direction. Other questions asked about school climate showed a slight downward trend from Fall to Spring. Not surprising, but something to work on.
Northfield Middle School will increase the number of students who participate in at least one Middle School Sponsored activity, during the 2016-17 school year by 5%. Activities can meet before, during or outside the school day.	The number of students who participate in some form of activity is holding steady at around 68% of our student body. <u>Other Data:</u> Number of activities participating in at NMS 0=31% 1=32.9% 2=19.5% 3+=16.1%

Key reflections:

- Giving staff permission to try something different and permission to fail is a key to moving the needle.
- People are ready to ask the questions, “What if,” “Why” and “What can we do about it.”
- People are not afraid of the data.....they want to know what it says and how they can use it to have a positive effect on learning.
- NMS PRIDE needs to be re-energized each year for students and staff so it continues to have a positive effect on our culture.

2017-18 School Improvement Plan Goals, Strategies, and Evaluation

SMART Goal	Strategies	Evaluation
<p>Northfield Middle School will have an increase of 5% of all students in grades 6, 7 and 8 who show positive growth on their State MCA III Reading and Math Test during the 2016-17 school year.</p> <p><i>Strategic Plan Alignment: "Robust core subject instruction" and "Equitable opportunities and support for all career and college paths."</i></p>	<ul style="list-style-type: none"> ● Review 2017-18 goals that our SIT and Staff approved ● Celebrate good news from 2016-17 ● Continue to look at Web Based Reading Options ● Monitor and adjust as needed MTSS interventions 	<ul style="list-style-type: none"> ● MCA, MAP data will be our main form of a summative evaluation on how we are doing. ● Formative assessments through the PLC process and MTSS will give us an idea if we are heading in a positive direction.
<p>Northfield Middle School will decrease the achievement GAP with our FRP students by 5% in Math and Reading in grades 6, 7 and 8, as measured by the 2018 MCA data</p> <p><i>Strategic Plan Alignment: "Robust core subject instruction" and "Equitable opportunities and support for all career and college paths."</i></p>	<ul style="list-style-type: none"> ● Meet with Language Arts PLC to discuss GAP data and brainstorm why we are getting the results and what we can do to make a change. ● Do the same as above with EL and Special Education ● Continuing our work with MTSS addressing this goal. 	<ul style="list-style-type: none"> ● MCA, MAP data will be our main form of a summative evaluation on how we are doing. ● Formative assessments through the PLC process and MTSS will give us an idea if we are heading in a positive direction
<p>Northfield Middle School will sponsor at least one student activity a quarter that will help in building a sense of community, as measured by our PRIDE Survey given in the Spring of each year.</p> <p><i>Strategic Plan Alignment: "Building and fostering relationships – commitment to social/emotional health for all" and "Equitable opportunities and support for all career and college paths."</i></p>	<ul style="list-style-type: none"> ● Videos on Morning news teaching PRIDE, Behavior Matrix and Basics. This is an annual item that needs to continue ● Increase the number of PRIDE videos throughout the year ● All school activities/events will take place 4 or more times during the year 	<ul style="list-style-type: none"> ● A student survey will be given to students in the Spring asking them questions about school climate and if the middle school has a community feeling to it.
<p>Northfield Middle School will look to increase the number of students and families who feel the transitions between grades was a positive and helpful experience by 3% each of the next 3 years. 2017-18 will be a baseline year for the middle school.</p> <p><i>Strategic Plan Alignment: "Building and fostering relationships – commitment to social/emotional health for all."</i></p>	<ul style="list-style-type: none"> ● A survey will be given to students and families at the end of September ● Present survey results during a staff meeting and then brainstorm ideas on how we can improve the transition between grades, during another staff meeting. ● Create an action plan with our student support team, based on staff feedback and survey results 	<ul style="list-style-type: none"> ● 2017-18 will be a baseline year ● Comparing the results from 2017-18 and 2018-19 will give us data on how we did and what areas still need some adjustments.

[illegible]

LongfellowSibleyEarly Childhood

	Banks	10		K	Born	25
	Dorey	9		K	Downs	21
	Enge					
	(O'Connor)	4		K	Heil	25
	Goldade	9		K	Matson	24
	Kremin	6		1	Craft	20
	Kruse	1		1	Sasse	26 C
	Roth	8		1	Sieger	19
	Schnorr	3		1	Swenson	20
	Sorenson	3		2	Baker	27 C
	Waters	5		2	Seeberg	25
	Winter	10		2	Soderlund	25
**	TOTAL	68		2	Spitzack	25

Greenvale Park

K	Flicek	25		3	Guggisberg	23
K	Hagberg	25		3	Jandro	24
K	Malecha	24		3	Johnson	21 C
K	Ziemann	12		3	Sweeney	24
1	Landry	25	C	4	Day	18
	Peterson			4	Fox	22
1	(Nivala)	22		4	Haar	23
1	Zach	21		4	McManus	21 C
2	Amundson	26	C	4		
2	Bulfer	19		4	Rud	23
	Johnson-			5	Baragary	28
2	McLaughlin	19		5	Malecha	28
2	Larson	17		5	Ostermann	23 C
3	Alvarez, C	21	C		TOTAL	589
3	Conway	19				
3	Timerson	18				
3	Youngblut	18				
4	Clarey	18				
4	Dimick	19				
4	Garcia	25	C			
4	Hetzel	17				
5	Alvarez, R	26	C			
5	Harding	22				
5	Sickler	23				
5	Spitzack	23				
	TOTAL	484				

Bridgewater

K	Allison	21
K	Cade	22
K	Danielson	22
K	Tran	22
1	Charlton	24
1	Ellerbush	24
1	Hall	23
1	Lanza	26 C
2	Lane	22
2	Lofquist	22
2	Rubin	27 C
2	Sterud	20
3	Larson	24
	Peterson	
3	(Temple)	22 C
3	Ryan	22
3	Sickler	23
3	Truman	22
4	Holden	21
4	Schuster	23
4	Shepherd	23
4	Swenson	23 C
5	DeVries	25
5	Duchene	30 C
5	Kohl	28
5	Rauk	30
	TOTAL	591

Middle SchoolHigh School

Grade 6 -2024	329	Grade 9-2021	359
Grade 7 (*inc. 3 - 1/2 day)-2023	307.5	Grade 10-2020	324
Grade 8 (*inc. 3.5 - 1/2 day)-2022	333	Grade 11-2019	354
TOTAL	969.5	Grade 12-2018	299
		TOTAL	1336

*13 (6.5) St. Dominic's students attend 1/2 day

Early Childhood**	68
Kindergarten-2030	268
Grade 1-2029	250
Grade 2-2028	274
Grade 3-2027	281
Grade 4-2026	276
Grade 5-2025	315
Total K-5	1732
Total Middle School	969.5
Total High School	1336
GRAND TOTAL	4037.5
ALC 9-12	62
GRAND TOTAL with ALC	4099.5

Full Time only
(excluding EC and Part-time ALC)

3960.5