

# Superintendent Report

School Board Meeting

November 18, 2019

## Our Mission

**Empowering students with knowledge and skills to succeed.**

## Our Vision

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

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

- 1. Principal and Curriculum & Instruction Director Reports**
- 2. Weekly District Status Report Summary from October 18 & 25 and November 1 & 8.**
  - A. Information, Communication, and Correspondence**
    - **News from Around the State and Beyond**
      - Study: Free meals linked to higher test scores
      - US delays change to free school meal eligibility
      - Advanced high-school courses may help college completion
      - Why it's so hard for teens to stop vaping
      - Cigarette smoking is down, but vaping is on the rise—and it's making students sick
      - Students put down phones, start talking at lunch
      - Is "physical literacy" the new trend in gym class?
      - Lunch debt penalties can affect students' mental health
      - Experts explain why lack of sleep triggers junk food cravings
      - Principal says grades up after homework is nixed
      - Politics: Minnesota lawmakers say they're ready to take on vaping
      - Program: Students get hands-on experience at Makerspace
      - Report: Investments in teacher PD pay off
      - Workers Say Their Companies Cause Them Mental Health Problems
      - Report: Youths double time watching online videos
      - Experts concerned over future of free school meals
      - Report: Rural students face challenges
      - School says cellphone ban improved mental health
      - How eliminating homework improved achievement
      - Senate bill would extend school days by 3 hours
    - **Finance Committee Meeting Planned**
    - **Ellendale Power Pole Update**
    - **Baseball Coaching Decision**
    - **Alert-Lockdown-Inform-Counter-Evacuate (ALICE) Observation**
    - **Community Education Director Position Evaluation**
    - **Veterans Day Program**
    - **Scheduling of Student Activities DRAFT Board Policy**
    - **Facility Design and Build Update**
    - **Finance Committee Meeting Held**

3. **Board & Administrator for Board Members Monthly Publication – October 2019 Reflection - I** have provided a brief reflection on a few of the articles from the October publication. I hope you have had an opportunity to read and reflect.

- Developing a superintendent's entry plan: Part 3 – The author shares his experience starting as a superintendent in a new school district.
- Never attack the media; avoid grandstanding – The article cautions any individual board member speaking with the media unless the board member is appointed by the board to speak on its behalf.
- Evaluate progress toward goals – The article encourages evaluating progress toward achieving goals at least once each year. The article also reminds the board of its role to evaluate the superintendent and leave evaluation of staff to the superintendent and designees.
- Role and responsibilities chart gives guidance – The article provides a chart to designate specific board and superintendent responsibilities.
  - ✓ Establish and communicate the mission, values, and strategic goals for the school system – **Board**
  - ✓ Develop and approve policies to guide the district – **Board**
  - ✓ Implement board policies and directives – **Superintendent**
  - ✓ Advise the board on all matters under board jurisdiction – **Superintendent**
  - ✓ Recommend policies, strategic plan initiatives, and educational programs for board consideration – **Superintendent**
  - ✓ Implement the strategic plan – **Superintendent**
  - ✓ Approve the annual budget – **Board**
  - ✓ Establish a monitoring and evaluation system, as well as support and recognitions systems – **Board**
  - ✓ Oversee financial planning and control – **Superintendent**
  - ✓ Establish organizational roles for staff – **Superintendent**
  - ✓ Evaluate the effectiveness of the board in achieving established goals – **Board**
  - ✓ Supervise and evaluate district operations, and report to the board on district performance – **Superintendent**
  - ✓ Appoint/select school site and central office administrators – **Superintendent**
  - ✓ Report annually to the public on school performance – **Board**
  - ✓ Act as an advocate for public education – **Board and Superintendent**
  - ✓ Report to the board on student learning, achievement, and development --- **Superintendent**
  - ✓ Maintain professional relationships with staff, administrators, the parent community and other community individuals, groups, and organizations – **Superintendent**
  - ✓ Hire, supervise, evaluate, and if necessary, terminate the superintendent – **Board**
  - ✓ Know and follow its own policies – **Board**
  - ✓ Share information openly – **Board and Superintendent**

4. **Design and Build Update** – The facility remodel and addition project planning continues to move forward. Since June, identified staff have been working with the architects to develop preliminary designs of the identified Secondary School classrooms as well as the Elementary School office and secure entrance remodel. Based on the preliminary design work as well as continued examination of the infrastructure and mechanical upgrades, the District's Construction Manager (Knutson Construction) has worked closely with the Architects/Engineers (ISG) to establish preliminary costing estimates for the project.

The Board of Education (BOE) has given authority to the District's Core Planning Team (CPT) to make design and budgetary decisions on behalf of the BOE within a maximum limit. The CPT continues to provide input and direction to Knutson and ISG regarding components of the project. At this time, preliminary cost estimates are close to what was projected by ISG that led to the development of the ballot question that went to voters on April 9, 2019.

The project scope has not changed. Project highlights include:

- Infrastructure and mechanical upgrade to both schools that includes electrical, HVAC, casework, tuck-pointing, moisture mitigation and boiler upgrades/conversions as identified. Dehumidification/Air Conditioning is planned throughout the majority of both buildings.
- Elementary School Secure Entrance and Office Remodel that will direct visitors into a reception area to sign in before being admitted to the main school building where students and staff are present. At this time, the District is focusing in on the East Entrance for the remodel.
- Americans with Disabilities Act (ADA) restroom upgrades as identified
- Secondary School Science classrooms remodel
- Secondary School Construction Trades Shop addition that doubles the existing 3500 square foot shop area
- Secondary School Family and Consumer Sciences 575 square feet expansion and remodel (displacing small classroom) to accommodate the addition of an instructional culinary arts classroom and kitchen
- Secondary School Greenhouse construction

An estimated timeline calls for finalized plans to go out to bid in January 2020 with construction beginning late spring 2020. The majority of the project is planned to be completed over the summer of 2020 with the shop addition at the Secondary School being completed by late 2020.

- 5. MSBA School Board Leadership Conference** – If you have not already, please be sure you have put the annual leadership conference on your calendar for Thursday, January 16, and Friday, January 17, 2020, at the Minneapolis Convention Center. Also, be sure you have let Sue Kulseth know your plans including number of nights at the hotel.

Thank you for all you do!  
Dale N. Carlson, Ph.D.