Crosslake Community Schools

Submitted by: Dr. Jenna Leadbetter, District Superintendent
Presented by: Dan Fischer, Acting Superintendent
Date: 11/18/2026, for the November 23, 2026 regular meeting

District personnel and organization

- **Superintendent leave:** Dr. Leadbetter is on leave November 23, 2026 through January 15, 2027. Dan Fischer is Acting Superintendent for that period under the Emergency Succession Plan and is presenting this report on her behalf.
- **How decisions run during the leave:** Principals keep their own schools and budgets. Required district-wide business keeps moving through the Acting Superintendent. Anything new with district-wide impact waits for Dr. Leadbetter's return.
- **Handoff:** The Acting Superintendent Guide was handed off in person on 11/20, and cabinet members have their own items in writing.
- **Cabinet evaluations:** Dr. Leadbetter completed mid-year reviews for all 13 of her direct reports last week. Annual reviews follow April 20 to May 8.
- **Cabinet training:** All Cabinet members are attending the Ethical Conflict Management and Communication Skills session on December 8 or December 15.

Enrollment and ADM (as of 11/18)

- **Enrollment (headcount):** [CONFIRM with Molly] students district-wide, compared with 635 on 10/23.
- **ADM:** [CONFIRM with Molly], compared with 620.97 on 10/23 and the 636 the FY27 budget is built on. Enrollment is a headcount on a given day; ADM is the funded average over the year, so the two numbers differ.
- **Direction:** Keep enrolling K-12 students, with the push on grade bands that have open seats. Students interested in a full grade band may be taken at the principal's discretion, with no added hiring this year.
- **Budget:** The revised FY27 budget, lined up with actual enrollment and ADM, is on tonight's agenda as its own item. A mid-year revision like this is routine.

Authorizer and compliance (Osprey Wilds)

- **Charter renewal:** The renewal site visits are complete (10/26 online program, 10/27 Crosslake campus). Osprey Wilds' renewal evaluation will be shared with the Board when it arrives.
- **District name:** Following the Board's 10/26 approval, legal counsel is filing the amendment with the Minnesota Secretary of State so the district's legal name reads Crosslake Community Schools.

Safety, facilities, and operations

- **Safe School Facility Assessment:** The Minnesota School Safety Center was on site at the Crosslake campus on 11/12. Its findings will be set beside the Widseth building assessment, the law enforcement walk-through, and the campus mapping project, then brought to the Board.
- **Anonymous reporting:** Work to put the Sandy Hook Promise reporting system in place has started, following the Board's 10/26 selection. More than one staff member will be trained as a trainer so the district is covered if someone leaves.
- **Emergency notification:** A PA system upgrade is no longer an option. The district is vetting CrisisGo instead; timing depends on funding.
- **Building-use requests:** Community requests to use the Crosslake building that come in during the leave go to the Acting Superintendent, with the Facilities Manager and Business Manager weighing in.

District-wide teaching, learning, and partnerships

- **MnMTSS:** The district MnMTSS team met 11/6 with both the online and in-person programs at the table. With building-level roles now staffed, the District MnMTSS Coordinator's time goes back to the single district framework.
- **Grow Your Own grant:** The district will apply for the Minnesota Department of Education's Grow Your Own teacher licensure grant, expected due in mid-January. Cabinet is identifying eligible staff.
- **State voice:** Dr. Leadbetter attended the MACS Board of Directors meeting in St. Paul on 11/18.

Looking ahead

- 11/23 to 1/15: Superintendent leave; Dan Fischer is Acting Superintendent
- 12/8 or 12/15: Cabinet conflict management training
- 12/11: LAKES Foundation board meeting
- 12/14: Board meeting
- Mid-January: Grow Your Own grant application due
- 1/25: Board meeting; Policies 535/535.5 (service and therapy animals) return
- Late January: Farm to Kids Full Tray grant decision