



**DATE:** November 2024

**TITLE:** Academics and Administrative Services

**TYPE:** Information

**PRESENTER(S):** Katie Baskin, Executive Director of Academics and Administrative Services

**BACKGROUND:**

The Office of Teaching and Learning oversees curriculum, instruction, staff development, and Federal Title programs for the district.

The Human Resources Office is responsible for employee recruitment and orientation, contract negotiations for all bargaining units, employee relations, student and employee data practices, and staffing with building/program administrators.

**Support and resources to ensure a safe and welcoming learning environment.**

- **Principal Professional Development:** Principals have been reading PLC+ and have read Chapter 2 of the book. As we are reading, we are discussing essential components of PLCs. At the elementary level they are discussing how they can enhance the PLC structures they have in place, especially thinking about what this will look like after their reading training. At the secondary level, they are discussing how to successfully implement PLCs into the system. All principals continue to align their evaluation practices and reflect on coaching questions to support good reflective practice.
- **Teacher Mentorship:** During the month of October year 1 teachers met to check-in and celebrate early successes and learned more about how to look at data using Viewpoint. Year 2 teachers reviewed license requirements, relationship strategies, and started their learning work on differentiated instruction. Year 3 teachers met and reviewed licensure requirements and started their work on thinking routines.
- **Strengths Development:** In November, staff from AHS, the District Office, Food Service, Technology and Buildings and Grounds will participate in Strengths personal development focused on sharing their strengths in their own words. This is a fantastic opportunity to celebrate the uniqueness that exists in the various teams and to learn about our colleagues.
- **Human Resources Dept. Audit Implementation:** The HR Department is working through their re-organization and yearly reporting to MDE. This transition has been filled with cross-training and adjusted alignment to the roles and responsibilities of the department members.

**Packer Profile for all learners**

- **Grow Your Own:** The Future Teacher Club continues to meet and has speakers and programs around teaching careers post high school. Last month, students attended the MAGE Minnesota Associations of Geography Educators conference on the U of M campus. Students had the opportunity to attend the professional conference alongside educators. They have upcoming college visits planned. The club leaders and GYO coordinator attended the MDE conference learning more about how to engage students in learning opportunities. It was a wonderful opportunity to connect with other programs from across the state to learn about how they are engaging their students. While the Education Foundations class is not directly tied to the grant, students at AHS who are concurrently enrolled in the PSEO class have started to complete classroom visits learning about the teaching and learning now from the perspective of the teacher, not just a student.

- **Packer Profile Implementation:** The Packer Profile Task Force met at the end of October to review the alignments of career pathway exploration, meaningful experiences, and the packer portfolio. The Packer Profile Task Force consists of school leaders who will design the alignment of the three areas in developing the Packer Profile throughout the PK-12 system. The goal is to strengthen alignment and continuity in the student experience, while considering alignment to site improvement plans and the district operational plan. Focus for the December meeting will be supporting the student focus groups for feedback.

#### **District-wide multi-tiered systems of support for all learners**

- **MTSS Implementation:** The MTSS District team continues to meet to update our district MTSS handbook. This last month we worked specifically on Chapter 3: Multi-Layered Practices and Supports. In this chapter we outline the different MTSS teams including purpose and membership, the core curriculum, and the evidence based instructional materials and programs. It is not complete and there are still systems to be built based on what we are learning. We are also in the process of creating intervention menus of Tier I, II, and III supports for behavior and academics. Coaches at the elementary have been preparing for the first OL&LA presentation which is a requirement of the program.
- **READ Act:** Our first synchronous training for our OL&LA participants occurred on 11/5 during our PD Day. All enrolled staff are making strong progress and keeping up with pacing guidelines. Staff appreciated their PLC time to meet and plan for putting their learning into practice. Staff will be moving onto Units 4-6 in the upcoming months.
- **EL Program Review:** Work on our revised LIEP plan of service has begun. Our monthly work session focused on updated our service model to reflect the recommendations given in the program review. Elementary staff will be creating a matrix of resources for each grade level/WIDA level to determine where we need to consider purchasing additional curricular resources.
- **Math Program Review:** The Commissioner's Draft of the new math standards is now available. The 5-12 department will begin reviewing these standards breaking them down into what the students need to both know and do at their next 5-12 grade level meeting. This is a process that will extend throughout the year. There are some significant changes to the standards. The new math standards must be fully adopted by the 2027 school year. During the 2024-2025 school year, MDE recommends that we are part of the explore state which means we are developing a shared understanding of the 2022 mathematics standards and benchmarks and learning progressions with colleagues. Elementary-Grade Levels are implementing the new standards aligned to unit math assessments. The grade level meeting in April will focus on feedback from the teachers to guide any necessary edits. The Grade Level Leaders are participating in a book study focused on small group math instruction to guide our instruction in classrooms.
- **GT Program Review:** The Advanced Academic team did not meet during the month of October. In the month of November, we will meet and will be working on our communication plan with families which include letters home when students are identified and what ongoing communication will look like throughout the school year.
- **SPED + Teaching and Learning Collaboration:** These department leaders are currently meeting to design support for case managers with dually qualified students in EL and SPED, review Co-teaching learning at the 5-8 level, and to plan the curriculum pilot process for math intervention supports.

#### **Excellence in Resource Management**

- **Teaching and Learning:** We continue to work on curriculum adoption for Physical Education, Health, Art, and Music. Departments are working on student surveys and reading about best practice in their content area. This will help inform our purchasing decisions later this school year.
- **Human Resources:** HR continues to work with building principals to fill positions and align resources to meet the needs of staff.