

## SUPERINTENDENT REPORT

**TO:** Board of Directors, Crosslake Community School

**FROM:** Dr. Jenna Leadbetter, Superintendent

**DATE:** December 15, 2025

**MEETING:** Regular Board Meeting

### Executive Summary

CCS approaches winter break with strong momentum—enrollment has reached 576 students, our compensation restructuring work is complete, and both programs are successfully delivering on student desired daily experiences through holiday events, field trips, and enrichment opportunities. This report provides updates on key initiatives as we close out 2025.

### Organizational Updates

As part of our ongoing efforts to align CCS terminology with traditional public school structures for clarity and professional recognition, we have implemented the following title and naming changes:

- **Executive Director → Superintendent:** Reflects the scope of district-level leadership responsibilities
- **Directors → Principals:** Aligns building-level leadership with standard K-12 terminology
- **Seat-Based → In-Person:** More accurately describes our on-campus learning program and is immediately understood by families and community members

### Enrollment & Growth

#### Current Enrollment:

- Total: 576 students
- In-Person: 133 students
- Online: 443 students (K-5: 54, 6-12: 389)

This represents significant growth from our budgeted 450 ADM and continues our strong enrollment trajectory. The online program is now closed to new enrollments for Semester 1; new students will be welcomed beginning Semester 2.

### Staff Professional Growth & Support

**Compensation Implementation:** Following board approval at the November meeting, all salary adjustments have been implemented, including retro payments for affected staff. Kelly Bittner has processed new amended employment agreements and updated all job descriptions to reflect board-approved changes.

#### Professional Development:

- Stronger Together webinar with Tia Dvorak of ReGroup completed December 4, with recording available to all staff; Amy Miller tracking attendance for CEUs
- eduCLIMBER training scheduled for Year One implementation; team includes MnMTSS and leadership staff from each school, plus district coordinators and managers, with focus on data analysis procedures for academics, graduation, behavior, and attendance
- QComp professional development continues ensuring 25 hours annually for relicensure compliance
- Responsive Classroom and MnMTSS trainings completed by in-person staff

- New Lane Change Request process launching soon for 2026-2027 academic year (March 1 deadline)

### Operations & Infrastructure

- **Staff IDs:** Now distributed to all staff and requesting high school students; streamlined process planned for summer 2026
- **E-Learning:** First e-learning day (November 26) completed successfully with strong family participation
- **Library:** On-site library now fully operational and available to all students, online and in-person
- **Winter Gear:** Confirmed all in-person students have appropriate winter gear; additional coats available for families in need

### Community Engagement & Events

**Holiday Open House:** Our December 5 Grinchmas-themed open house was well-attended by families and community members, featuring door decorating contests, STEM activities, face painting, and a visit from the Grinch. Thank you to Heidi O'Brien for coordinating.

**BUG Awards:** The Being Unusually Great recognition program launched at the December 12 whole school assembly, with students receiving certificates and magnetic ladybugs.

#### This Week:

- Tomorrow (December 16): Online Staff Secret Santa Exchange during staff meeting
- Wednesday (December 17): Holly Jolly Jukebox Concert at 2:00 PM—families invited
- Friday (December 19): Santa's Workshop (PTO-led) + Early Dismissal

### Authorizer Update

The Osprey Wilds site visit scheduled for last week was cancelled due to weather. The visit has been rescheduled to January 13, 2026 at our in-person school. We continue to maintain strong relationships with our authorizer through transparent communication and demonstrated compliance.

### Looking Ahead

**Holiday Break:** All offices closed December 22 – January 2

**Osprey Wilds Field Trip:** Annual overnight trip to Osprey Wilds Environmental Learning Center scheduled for April 8-10, 2026; interest surveys sent to all families

### Summer 2026 Planning:

- Continued onboarding of Infinite Campus (student information system) and eduCLIMBER (data warehouse); Infinite Campus houses our raw student data, while eduCLIMBER provides the analytics tools to interpret and act on that data
- Introduction of Gemini as our district-wide AI tool, aligned with our Google ecosystem
- Deep dive into new social studies standards and district-wide standards-aligned curriculum mapping, including scope and sequence development
- Extended School Year Credit Recovery (June 2-26, 2026) for grades 6-12
- Sourcewell Leadership Retreat (June 22-24, 2026)
- Sourcewell Educator Summit (August 6, 2026)

### Grant Opportunities

- **No Child Left Inside Grant:** Up to \$25,000 for outdoor education; due December 17
- **Summer Ag Grant:** Seeking staff champion for Agriculture/Natural Resources summer programming

### **Closing**

As we close out 2025, I remain grateful for our dedicated staff, engaged families, and growing student community. CCS continues to demonstrate strong governance, full compliance, and fiscal responsibility as a model charter school.