

Minidoka County School District

Superintendent's Report

August 14, 2017

Correspondence

- We received notification from the State Department of Education concerning their audit of our Summer Food Service Program. They found two repeated deficiencies, one regarding the amount of food being served and another with regard to children taking food off site. I will have Russ Taylor, our Food Service Director develop a corrective action plan and submit it to the State no later than August 21.
- **IRS Notification** – We received notice from the IRS that we will be audited for the year 2015 on our federal employment tax returns. I will keep you posted on the results.

Information/Updates

- **Supplemental Levy** – We are working on updating the Plant Facilities Supplemental Levy brochure. We hope to have a draft ready for your review at the Board meeting.
- **Effective Instruction** - We had a very successful Admin Retreat at Walcott State Park (minutes attached). We completed the work that we began in June on the areas of emphasis within our focus on Effective Instruction. We plan on addressing the **District Priority Focus** in three ways.
 - **Areas of Emphasis** - It was determined that each building would choose from one of the following to focus on this year: **Reading and Writing in Every Lesson, Lesson Structure, and Meaningful Interactions**. Once a building has chosen one of these areas each teacher will develop a goal as part of their Individual Professional Learning Plan (IPLP) to address how they plan on improving in that area.
 - **Instructional Sweep Survey** – The Admin Team also developed the items that could be observed during an Instructional Sweep in these three areas. We hope to have a copy of this to share in September once administrators have had a chance to review it with their staff. If you are interested in a copy of the current draft, please let me know.
 - **Staff Self-Evaluation Survey** – In order to better assess our progress in this area we determined that if we had our teachers participate in a self-evaluation survey in early fall and again in late spring that would give us some data to work with. Once we have the Instructional Sweep Survey done we will take those questions and turn them into a survey with rating scales. This staff survey will be anonymous and non-evaluative.
- **Encore Fellow** – I was contacted this summer by Encore.org about our District hosting an Encore Fellow. Encore.org is a non-profit organization that helps retired individuals give back to their community. In our case I met Joan Wilson at a community breakfast earlier this year and she decided that she wanted to find a way to help our District. She will be working with us part-time for about 25 weeks in helping us coordinate our elementary prep-provider curriculum in physical education, library, music, and computers.

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- **Policy Renumbering** – I had the opportunity of working with Jacoby Sneddon this summer in getting this project started. We have a numbering scheme set up and initial new numbers assigned. I plan on reviewing this with the Policy Review Committee before we share it with the Board. If you are interested and would like to see it, please let me know.
- **Board Member Handbook** – At the request of the Board Chair we have put together some relevant information for Trustees. We will share a copy for your review and see if there is anything you would like to add.

Meetings/Activities

- **Staff/Building Visits:**

I have stopped by a number of schools this summer and plan on stopping by each before school starts.

- **Committee/Community Meetings:**

I had the opportunity to attend the swearing in of **Judge Mike Tribe**. It was a special occasion for him and his family. We will miss him.

We had a number of staff who attended a **Truancy Court Conference** in Twin Falls on August 8. We will get more information to you as it becomes available.

Upcoming Events

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| August 14 | Regular Board Meeting –
4:30 pm Agenda Review
5:00 pm Executive Session
5:15 Dinner with Admin
5:45 Work Session Topic: Administrative Concerns & District Focus |
| August 17 | Back-to-School Meeting – Minico 8:00 – 11:00 am |
| August 18 | Orientation Day for 6 th and 9 th grade students |
| August 22 | First Day of School for all students |
| September 14 | Town Hall Meeting – DSC – 6:30 – 8:00 |
| September 18 | Regular Board Meeting –
4:30 Agenda Review
5:00 Executive Session
5:45 Work Session Topic: Advisory Curricula & Activity Fundraising
6:45 Break
7:00 Regular Meeting |