

**Education Committee**  
Duluth Public Schools, ISD 709  
Agenda  
Tuesday, October 10, 2017  
UnitedHealth Group Building  
4316 Rice Lake Road  
Suite 108  
Duluth, MN 55811  
4:15 PM

**1. Informational Items - These items are provided for informational purposes only and no action is required.**

A. Assistant Superintendent's Report 4

As part of her monthly report, Assistant Superintendent Amy Starzecki will highlight efforts in teaching and learning across ISD 709. Updates will be shared regarding implementation of District initiatives to support teaching and learning.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

B. Informational Presentations

1) Mental Health Partnership Update 5

Ron Lake, Duluth Public Schools Climate Coordinator, and Ashley Anderson, St. Louis County Public Health, will provide a review and update on our expanding partnership with St. Louis County Public Health related to access and resources for mental health. They will specifically share information regarding student leadership and involvement, mental health and suicide prevention training, protocol for supporting students with mental health needs, and efforts to communicate available resources. They are exploring ways to identify students with mental health needs prior to externalized behaviors and how we may receive information regarding potentially traumatic events in our community.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

2) 2017-18 Class Size and Course Offerings Update 6

Assistant Superintendent Amy Starzecki will present an update regarding current K-12 class sizes and course offerings by school.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

C. Grant Applications

1) Arrowhead Manufacturers & Fabricators Association (AMFA) Educational Trust Grants

The Duluth Engineering Design Program submitted 2 grant applications to the Arrowhead Manufacturers & Fabricators Association (AMFA) Educational Trust in the amounts of \$200 and \$1500. If awarded, funds from the \$200 grant will be used to purchase a rod oven for the welding program at Denfeld High School. The oven will help improve storage and usage of rods in that program. Funds from the \$1500 grant will be used to purchase helmets, gloves, and welding jackets for the All Girls after school welding program that hopes to restart this winter.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

2) Hospitality MN Educational Foundation Grant

The Duluth Culinary & Hospitality Programs submitted for and received a grant in the amount of \$5000 from Hospitality MN Educational Foundation for purchase of industry-based Prostart curriculum.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

3) Irving Community Center Grant - LPMS Art Club

Christine Valento, Lincoln Park Middle School Art Teacher, has submitted a grant application to the Irving Community Center in the amount of \$500. If awarded, funds will be used to defray costs of Art Club supplies.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

4) Irving Community Center Grant - LPMS FACS

Debra Porter, Family and Consumer Sciences (FACS) Teacher, has submitted a grant application to the Irving Community Center in the amount of \$1000. If awarded, funds will be supplement the food budget for her FACS classes.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

5) Minnesota Power Foundation Youth in Philanthropy Grant

Katie Scheufeli, Head Start/YWCA Collaborative Teacher and Parent Advocate, has submitted a grant application to the Minnesota Power Foundation Youth in Philanthropy program in the amount of \$1000. If awarded, funds will be used to

create STEM take-home backpacks for the children to bring home weekly to promote science, technology, engineering and mathematics along with literacy in the home. Each backpack will have a book, STEM activity with all materials needed, a brief description of why this activity is important and how to implement the activity at home.

Recommendation: It is recommended that the Duluth School Board receive this item as informational.

D. Regulations - PLACEHOLDER

2. **Action Items**

A. Presentation Items Requiring Approval - PLACEHOLDER

B. Policies - PLACEHOLDER

C. Data Sharing Agreements - PLACEHOLDER

D. Resolutions

1) Resolution E-10-17-3485 - Acceptance of Grant Awards to Duluth Public Schools 16

Attached is Resolution E-10-17-3485 - Acceptance of Grant Awards to Duluth Public Schools, to accept and approve grant awards from the following organizations:

Hospitality MN Educational Foundation  
PLACEHOLDER

Recommendation: It is recommended that the Duluth School Board accept and approve Resolution E-10-17-3485 - Acceptance of Grant Awards to Duluth Public Schools.

E. Diploma Requests 17

The following students have met all graduation requirements for the Duluth Public Schools and should be awarded a Diploma:

Daniel C. Kaspari - September 19, 2017  
George E. Green - September 20, 2017  
Brandan M. Cheetham - October 3, 2017  
PLACEHOLDER

Recommendation: It is recommended that the Duluth School Board accept and approve the above Diploma Requests.

3. **Future Items**

**Policy Updates**

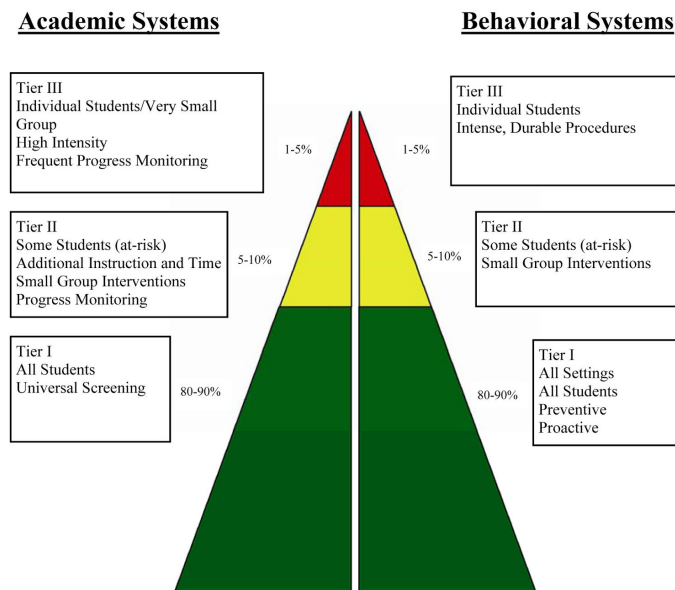
# Assistant Superintendent Report to the Board

October 2017

## **Multi-Tiered Systems of Support**

Over the last couple years the primary focus of our MTSS work has been creating systems of support for literacy at the elementary level. Here is a brief update of some ongoing work in the area of MTSS:

- In recent months, much planning has taken place to support the social/emotional/behavioral side of the MTSS framework. Staff from K-12 are being trained to implement behavior plans to support students with challenging behavior prior to qualification for special education (Tier II).
- We are working with secondary school teams to plan staff development for Tier II and II teachers (including special education) in the area of reading instruction.
- At the elementary, MTSS literacy structures are continuing to be established and sustained with increased energy to look at MTSS in the area of math.



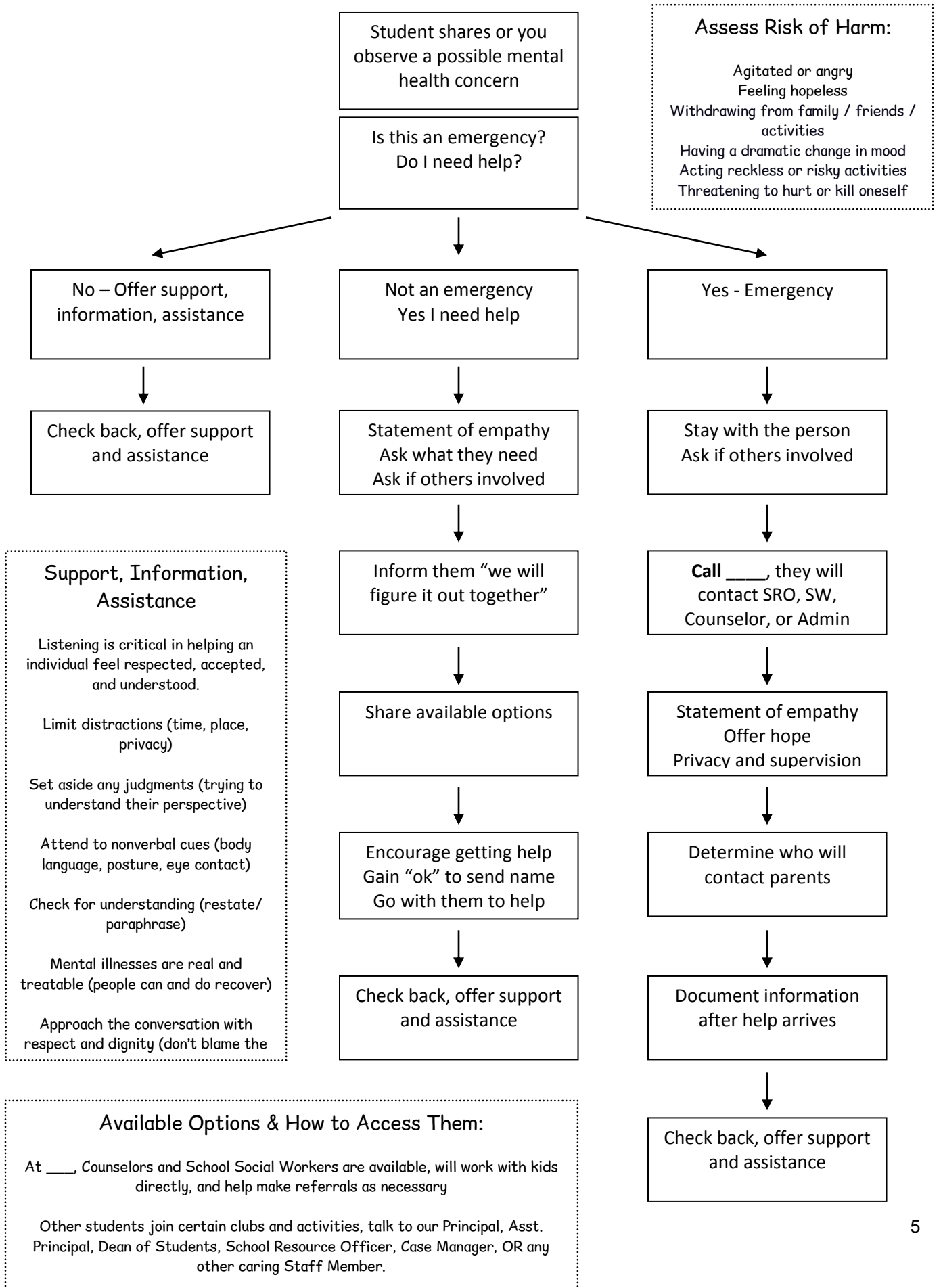
## **Principal Goal Setting**

I am in the process of scheduling principal goal setting conferences with each principal this fall. The purpose of the meeting is to review school data from last year, self assessment results from the leadership rubric, and feedback from last spring. All this information is being used to assist in the development of principal professional goals for the 2017-18 school year. We meet again at the end of 1st semester and again in June to review progress towards their goals.

## **Continuous Improvement Teams (CITs)**

- We held a training in June and September to train school teams to develop practice profiles. At this time all school teams have been trained on the continuous improvement process that is based in Implementation Science and in partnership with MDE.
- Using this information, all CITs are developing new school improvement plans to document their data analysis, school goals and strategies for reaching goals. This new plan will be called the "Record of Continuous Improvement (RCI)."
- Over the next 10 months you will receive updates from each team on their RCI.

**Mental Health Flowchart ~ \_\_\_\_\_ Public Schools**



## Elem Avg Student Count

	01	01-02	02	02-03	03	03-04	04	04-05	05	K-1 Split	KG	Average by School
435 17-18 Congdon	29		26		27	32	30		28		22	<b>28</b>
475 17-18 Homecroft	26		23		29		24		31		29	<b>27</b>
500 17-18 Lakewood	22		28	27	27		21	26	24	23	24	<b>25</b>
510 17-18 Lester Park	27		32		28		29		28		24	<b>28</b>
520 17-18 Lowell	21		26	20	24		27		26	20	21	<b>23</b>
525 17-18 Laura MacArthur	21		22		24		25		31		25	<b>25</b>
540 17-18 Myers-Wilkins	19		23		25		26		20		21	<b>22</b>
550 17-18 Piedmont	20		23		28		33		21		23	<b>25</b>
565 17-18 Stowe	29	24	25		26		26		29		21	<b>26</b>
<b>Average by Grade Level</b>	<b>24</b>	<b>24</b>	<b>25</b>	<b>24</b>	<b>27</b>	<b>32</b>	<b>27</b>	<b>26</b>	<b>26</b>	<b>22</b>	<b>23</b>	

## Section Counts (Elementary)

	01	01-02	02	02-03	03	03-04	04	04-05	05	K-1 Split	KG
435 17-18 Congdon	4		4		3	1	3		3		4
475 17-18 Homecroft	2		3		2		3		2		2
500 17-18 Lakewood	1		1	1	1		1	1	1	1	1
510 17-18 Lester Park	3		3		3		3		3		5
520 17-18 Lowell	4		2	1	2		2		2	1	4
525 17-18 Laura MacArthur	2		3		3		3		2		3
540 17-18 Myers-Wilkins	3		3		3		3		3		3
550 17-18 Piedmont	4		3		3		3		3		4
565 17-18 Stowe	1	1	1		2		2		2		2

Ordean East MS Seat Counts Averaged by Section

Department Name	Course Name	Section Count	Number of Students	Average
<b>Art</b>				
	Art - Grade 6	5	145	29
	Art Options - Gr 8	1	24	24
<b>Computers</b>				
	Computers- Grade 6	6	176	29
<b>English</b>				
	English - 7	11	344	31
	English - 8	11	332	30
	English - 6	11	313	28
<b>FACS</b>				
	FACS - Grade 7	5	162	32
<b>Health</b>				
	Health	5	157	31
<b>Industrial Tech</b>				
	Pre-Eng Design Modeling	2	57	28
	Pre-Engineering 7	6	190	31
<b>Math</b>				
	Algebra 1	7	181	25
	Intermediate Algebra	4	143	35
	Math - Grade 7	11	326	29
	Math Grade 6	11	314	28
<b>Music</b>				
	Advanced Band	1	50	50
	Advanced Choir	1	49	49
	Advanced Orchestra	1	27	27
	Beginning Band	3	84	28
	Beginning Choir	5	167	33
	Beginning Orchestra	3	81	27
	Intermediate Band	4	102	25
	Intermediate Choir	5	167	33
	Intermediate Orchestra	3	71	23
<b>PhyEd</b>				
	Phy Ed - Grade 6	11	325	29
	Phy Ed - Grade 7	12	350	29
	Phy Ed - Grade 8	6	185	30
<b>Science</b>				
	Earth Science	11	344	31
	Life Science	11	349	31
	Physical Science	11	325	29
<b>Social Studies</b>				
	Global Studies	11	329	29
	Minnesota Studies	11	312	28
	U S Studies	11	333	30
<b>WIN</b>				
	WIN Advisory 06	17	343	20
	WIN Advisory 07	15	342	22
	WIN Advisory 08	16	350	21
<b>World Language</b>				
	German Level I	2	41	20
	Spanish Level I	3	93	31

## Lincoln Park MS Seat Counts Averaged by Section

DepartmentName	Course Name	Section Count	Number OFStudents	Average
<b>Art</b>				
	Art - Grade 6	4	119	29
	Art Options - Gr 8	1	35	35
<b>Computers</b>				
	Computer Topics - Tech & Future	1	19	19
	Computers- Grade 6	4	116	29
<b>Consumer Science</b>				
	Family, Food, Diversity & Tolerance	1	28	28
<b>English</b>				
	English - 7	6	177	29
	English - 8	6	187	31
	English - 6	6	180	30
<b>FACS</b>				
	FACS - Grade 7	4	105	26
<b>Health</b>				
	Health	4	120	30
<b>Industrial Tech</b>				
	Pre-Eng Design Modeling	1	28	28
	Pre-Engineering 7	4	101	25
<b>Math</b>				
	Algebra 1	6	160	26
	Intermediate Algebra	2	51	25
	Math - Grade 7	8	212	26
	Math Grade 6	7	184	26
<b>Music</b>				
	Advanced Band	1	21	21
	Advanced Choir	1	18	18
	Advanced Orchestra	1	16	16
	Beginning Band	4	99	24
	Beginning Choir	3	109	36
	Beginning Orchestra	2	29	14
	Intermediate Band	2	66	33
	Intermediate Choir	3	108	36
	Intermediate Orchestra	2	29	14
<b>PhyEd</b>				
	Phy Ed - Grade 6	9	238	26
	Phy Ed - Grade 7	7	211	30
	Phy Ed - Grade 8	3	89	29
<b>Science</b>				
	Earth Science	6	215	35
	Life Science	7	211	30
	Physical Science	8	236	29
<b>Social Studies</b>				
	Global Studies	6	184	30
	Minnesota Studies	8	200	25

	U S Studies	6	180	30
<b>WIN</b>				
	WIN Advisory 06	15	247	16
	WIN Advisory 07	13	239	18
	WIN Advisory 08	10	194	19
<b>World Language</b>				
	Spanish Level I	2	48	24

## East HS Seat Counts With Average By Section

Department Name	Course Name	Section Count	Number of Students	Average
<b>Art</b>				
	Adv Drawing/Painting	1	32	32
	Art Across Mediums	1	34	34
	Art of Photo and Cinema 1	1	38	38
	Ceramics & Sculpture 1	2	70	35
	Drawing and Painting I	2	77	38
	Stained Glass Metals Fibers 1	2	64	32
<b>Bus/Mktg Computers</b>				
	Business & Personal Finance	1	36	36
	Intro to Marketing & Business	1	24	24
	Starting Your Own Business	1	26	26
<b>Eng &amp; Industrial Tech</b>				
	Advanced Manufacturing Tech	1	2	2
	CAD for Architecture	1	18	18
	CAD for Engineering	1	19	19
	Civil Eng & Architecture	1	4	4
	Construction Technology 1(2HR)	1	9	9
	Engineering Research & Design	1	2	2
	Intro to Engineering & Design	1	24	24
	Manufacturing Technologies	1	16	16
	Principles of Engineering	1	7	7
<b>Family &amp; Consumer Sci</b>				
	Child Development/Child Psych	1	18	18
<b>General Electives</b>				
	Auto Basics: Brakes & Engines	1	16	16
	Auto Basics:Trans & Sus (2hr)	1	6	6
	Auto Engines & Performance	1	4	4
	Automotive:Diagnosics & Elect	1	2	2
	Freshman Seminar	1	14	14
	Student Government	1	34	34
	Yearbook	1	27	27
<b>Graphic Arts/Comm Tech</b>				
	Graphic Arts/Digital Design 1	3	78	26
	Graphic Arts/Digital Design 2	1	15	15
	Graphic Arts/Digital Design 3	1	7	7
<b>Health</b>				
	Health	4	128	32
	Zero Hour Health	1	39	39
<b>Health Science/Med</b>				
	(CITS)*MedicalOccupation-2 Hr	1	19	19
<b>Hospitality &amp; Tourism</b>				
	Classical Cooking (2 Hr)	1	6	6
	Classical Line Cooking (2 Hr)	1	7	7
	Intro to Cooking	1	19	19
	Intro to Foods (2 Hr)	1	10	10
	Waiter/Waitress (2 Hr)	1	8	8
<b>Lang Arts</b>				
	(CITS)*College Composition	2	61	30
	AP (CITS) * Lit & Composition	1	26	26
	AP Lang & Composition	3	99	33
	Creative Writing	2	63	31
	English 10	7	224	32
	English 11	8	247	30
	English 9	8	244	30

	Grammar & Composition	1	31	31
	Honors English 10	3	120	40
	Honors English 9	4	142	35
	Interpersonal Communication	3	108	36
	Journalism	1	26	26
	Public Speaking	2	62	31
<b>Mathematics</b>				
	(CITS) Pre-Calculus	5	196	39
	Algebra 1	1	28	28
	Algebra 2	8	259	32
	Algebra 2 Concepts	3	73	24
	AP (CITS) Calculus	3	90	30
	Geometry	9	256	28
	Geometry 9	4	146	36
	Intermediate Algebra	8	229	28
	Probability and Statistics	3	74	24
<b>Music</b>				
	Advanced Band	1	70	70
	Advanced Concert Choir	1	62	62
	Chamber Choir	1	18	18
	Chamber Orchestra	1	21	21
	Concert Orchestra	1	34	34
	Freshman Band	1	79	79
	Freshman Choir	2	49	24
	Freshman Orchestra	1	39	39
	Intermediate Band	1	70	70
	Intermediate Mixed Choir	1	53	53
	Jazz Ensemble	1	22	22
	Symphony Orchestra	1	51	51
<b>Phy Ed</b>				
	Foundations of Fitness	6	244	40
	Lifetime Activ/Team Sports	1	44	44
	Personal Well/Strength Trng	1	24	24
<b>Science</b>				
	(CITS) Human Anatomy & Phys	2	52	26
	(CITS)* Chemistry	3	105	35
	(CITS)*Physics	2	51	25
	Aerospace Physics	2	55	27
	Biology	8	267	33
	Chemistry	5	130	26
	Forestry Fish & Wildlife-2 HR	1	29	29
	Honors Biology	3	95	31
	Human Anatomy & Physiology	2	63	31
	Introductory Chemistry	2	47	23
	Phy Sci 9/Earth Sci 9 Integr	12	396	33
	Physics	2	46	23
	Zero Hour (CITS) Chemistry	1	21	21
<b>Social studies</b>				
	(CITS) * American Govt & Polit	2	63	31
	(CITS) * Economics	2	61	30
	(CITS) * General Psych	1	29	29
	(CITS) * Sociology	1	21	21
	American Government & Politics	3	100	33
	American History	8	284	35
	AP United States History	2	77	38
	AP World History	2	46	23
	Civics in Global Society	5	169	33

	Civil and Criminal Law	1	30	30
	Economics	3	114	38
	International Studies	5	190	38
	Psychology	2	65	32
	Sociology	1	24	24
	World History	4	111	27
<b>WIN</b>				
	WIN Advisory 09-12	55	1487	27
<b>World Language</b>				
	(CITS) * Spanish Level 5	2	38	19
	(CITS)* German Level 5	1	13	13
	Chinese 2	1	13	13
	Chinese 3	1	2	2
	German Level 1	2	79	39
	German Level 2	3	95	31
	German Level 3	2	46	23
	German Level 4	1	29	29
	Spanish Level 2	5	187	37
	Spanish Level 3	4	129	32
	Spanish Level 4	2	57	28
	Spanish Level I	3	113	37

## Denfeld Seat Counts With Average Class Size by Section

Department Name	Course Name	Section Count	Number of	Average
<b>Art</b>				
	Adv Art of Photo and Cinema	1	4	4
	Adv Ceramics & Sculpture	2	9	4
	Adv Drawing/Painting	1	20	20
	Adv Stained Glass/Metals/Fiber	1	4	4
	Art Across Mediums	1	38	38
	Art of Photo and Cinema 1	1	29	29
	Ceramics & Sculpture 1	2	41	20
	Drawing and Painting I	2	75	37
	Stained Glass Metals Fibers 1	1	32	32
<b>Bus/Mktg Computers</b>				
	Intro to Marketing & Business	1	24	24
<b>Eng &amp; Industrial Tech</b>				
	Construction Tech 2 (2 HR)	1	1	1
	Construction Technology 1(2HR)	1	9	9
	Intro to Engineering & Design	1	11	11
	Manufacturing Technologies	1	9	9
<b>Family &amp; Consumer Sci</b>				
	Child Development/Child Psych	1	21	21
<b>General Electives</b>				
	Auto Basics: Brakes & Engines	1	20	20
	Auto Basics:Trans & Sus (2hr)	1	11	11
	Auto Engines & Performance	1	2	2
	Automotive:Diagnosics & Elect	1	2	2
	Freshman Seminar	3	75	25
	Service Learning	2	25	12
	Student Government	1	19	19
	Yearbook	1	17	17
<b>Graphic Arts/Comm Tech</b>				
	Graphic Arts/Digital Design 1	2	41	20
	Graphic Arts/Digital Design 2	1	2	2
	Graphic Arts/Digital Design 3	2	4	2
<b>Health</b>				
	Health	3	94	31
	Zero Hour Health	1	25	25
<b>Health Science/Med</b>				
	(CITS)*MedicalOccupation-2 Hr	1	20	20
	AMC:1st Aid & CPR/AED	1	11	11
<b>Hospitality &amp; Tourism</b>				
	Adv Deli Management (2 hr)	1	1	1
	Deli Management (2 Hr)	2	31	15
	Intro to Cooking	1	17	17
<b>Lang Arts</b>				
	(CITS)*College Composition	1	19	19
	AP (CITS) * Lit & Composition	1	31	31
	AP Lang & Composition	2	63	31
	Creative Writing	2	57	28
	English 10	5	185	37
	English 11	5	172	34
	English 9	7	199	28
	Grammar & Composition	1	36	36
	Honors English 10	2	57	28
	Honors English 9	2	45	22

	Interpersonal Communication	1	24	24
	Public Speaking	1	27	27
<b>Mathematics</b>				
	(CITS) Pre-Calculus	2	71	35
	Algebra 1	3	56	18
	Algebra 2	4	110	27
	Algebra 2 Concepts	2	63	31
	AP (CITS) Calculus	1	13	13
	Geometry	4	102	25
	Geometry	1	35	35
	Geometry 9	2	51	25
	Geometry Lab	3	7	2
	Intermediate Algebra	8	238	29
	Intermediate Algebra	1	39	39
	Intermediate Algebra Lab	6	106	17
	Probability and Statistics	1	26	26
<b>Music</b>				
	Advanced Band	1	54	54
	Advanced Concert Choir	1	23	23
	Chamber Choir	1	16	16
	Concert Orchestra	1	13	13
	Freshman Band	2	38	19
	Freshman Choir	1	41	41
	Freshman Orchestra	1	11	11
	Intermediate Mixed Choir	1	4	4
	Jazz Ensemble	1	20	20
	Show/Jazz Choir	1	20	20
	Symphony Orchestra	1	13	13
<b>Phy Ed</b>				
	Foundations of Fitness	3	112	37
	Lifetime Activ/Team Sports	1	28	28
	Personal Well/Strength Trng	1	32	32
<b>Science</b>				
	(CITS) Human Anatomy & Phys	3	87	29
	(CITS)* Chemistry	1	28	28
	(CITS)*Physics	1	34	34
	Aerospace Physics	1	29	29
	Biology	4	140	35
	Chemistry	2	60	30
	Honors Biology	2	67	33
	Introductory Chemistry	2	70	35
	Phy Sci 9/Earth Sci 9 Integr	9	278	30
	Physics	1	20	20
<b>Social Studies</b>				
	(CITS) * American Govt & Polit	1	10	10
	(CITS) * Economics	2	32	16
	(CITS) * Sociology	1	22	22
	American Government & Politics	2	68	34
	American History	6	222	37
	AP World History	2	47	23
	Civics in Global Society	4	121	30
	Economics	2	68	34
	International Studies	3	78	26
	Psychology	1	24	24
	World History	3	117	39
<b>WIN</b>				

	WIN Advisory 09 S1	12	256	21
	WIN Advisory 10 S1	8	185	23
	WIN Advisory 11 S1	8	200	25
	WIN Advisory 12 S1	19	337	17
<b>World Language</b>				
	(CITS) * Spanish Level 5	1	16	16
	(CITS)* German Level 5	1	1	1
	Chinese 2	1	8	8
	Chinese 3	1	2	2
	German Level 1	1	44	44
	German Level 2	1	23	23
	German Level 3	1	12	12
	German Level 4	1	18	18
	Spanish Level 2	4	117	29
	Spanish Level 3	2	58	29
	Spanish Level 4	1	7	7
	Spanish Level I	2	70	35

**RESOLUTION**

**Acceptance of Grant Awards to Duluth Public Schools**

WHEREAS, Minnesota Statute 465.03 requires a school district to accept grants by resolution expressed in the terms prescribed by the donor in full; and,

WHEREAS, acceptance of the grant in accordance with the donor's terms is in the best interest of the Duluth Public Schools:

NOW, THEREFORE, BE IT RESOLVED that the Duluth Public Schools does accept the below-described grant from said organization in accordance with the terms set forth herein.

BE IT FURTHER RESOLVED that the Duluth Public Schools wishes to extend its grateful appreciation to this organization.

<b>Organization</b>	<b>Author/Contact</b>	<b>Project Title</b>	<b>Award Amount</b>	<b>Terms</b>
Hospitality MN Educational Foundation	Bradley Vieths	Duluth Culinary & Hospitality Program	\$5,000.00	Funds will be used to purchase industry-based Prostart curriculum.

September 18, 2017

Amy Starzecki  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth, MN 55802

Dear Ms. Stazecki,

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive her diploma from the school listed.

NAME OF GRADUATE

Daniel C. Kaspari

SCHOOL ON DIPLOMA

GRADUATION DATE

Duluth Public Schools

9/19/2017

Please send diploma to Michelle Porter at the Area Learning Center, Room 126.

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center



September 19, 2017

Amy Starzecki  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth, MN 55802

Dear Ms. Stazecki,

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive her diploma from the school listed.

NAME OF GRADUATE

George E Green

SCHOOL ON DIPLOMA

GRADUATION DATE

Duluth Public Schools

9/20/2017

Please send diploma to Michelle Porter at the Area Learning Center, Room 126.

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center

October 2, 2017

Amy Starzecki  
Independent School District 709  
215 N 1<sup>st</sup> Ave E  
Duluth, MN 55802

Dear Ms. Stazecki,

This is to certify that the person listed below has completed all the requirements for High School graduation from the Duluth Public Schools and is eligible to receive her diploma from the school listed.

NAME OF GRADUATE

Brandan M Cheetham

SCHOOL ON DIPLOMA

Duluth Public Schools

GRADUATION DATE

10/3/2017

Please send diploma to Michelle Porter at the Area Learning Center, Room 126.

Adrian Norman  
Principal

Michelle Porter  
Administrative Assistant  
Area Learning Center